

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, June 25, 2019 at 7:00 p.m.**

Posted: June 21, 2019 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 June 11, 2019.
2. Ratification of Disbursements for May 2019.

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. **Fiscal Year 2019/20 Wastewater Budget** – Consideration and motion to adopt the Fiscal Year 2019/20 Wastewater Budget.
2. **Resolution No. 746** – Consideration and motion to adopt Resolution No. 746 amending Appendix H of the District's Rules & Regulations pertaining to Rates and Charges for Wastewater service.
3. **Fiscal Year 2019/20 Water Budget** – Consideration and motion to adopt the Fiscal Year 2019/20 Water Budget.
4. **Resolution No. 745** – Consideration and motion to adopt Resolution No. 745 amending Appendix E of the District's Rules & Regulations pertaining to Rates and Charges for Water service.
5. **Pump Replacement and Casing Rehabilitation of Wells 1 & 7, Project E-999** – Consideration and motion to authorize the General Manager to amend the contract with General Pump Company, Inc. for the rehabilitation of Wells 1 and 7 for installation of a new 10-inch liner at a cost of \$14,295 to cover the cost of unforeseen or additional work and transfer of \$7,500 from the Water Reserve Fund.
6. **TTHM Study and Disinfection Process Upgrades, Project E-995** – Discussion and update of CVWD's TTHM study and disinfection process upgrades.

7. **Resolution 747, Acceptance of Water Facilities at 2454 Montrose Ave, Project D-16-82** – Consideration and motion to adopt Resolution No. 747 to authorize the General Manager to accept the water facilities within the public right-of-way for Lot 474 of Tract 1701 located at 2454 Montrose Avenue

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

Conference with Labor Negotiators - \$54957.6

- District negotiators: Nem Ochoa, Ron Mitchell, and James Lee
- Employee organization: AFSCME

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT

REGULAR MEETING, BOARD OF DIRECTORS

June 11, 2019

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Adjourned Regular Meeting of May 28, 2019, a Regular Meeting was held on June 11, 2019 at 6:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President James D. Bodnar presiding.

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

Directors:

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

Attorney:

Thomas S. Bunn III

General Manager:

Nem Ochoa

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
Arturo Montes, Accountant
Brook Yared, Senior Engineer
Frank Colcord, FMWD Director**

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Putnam, seconded by Director Raghavachary and carried by a 5-0 vote that the Agenda for the Regular Meeting of June 11, 2019, be adopted as presented.

PUBLIC HEARING

Proposed Water Rate Increase – Mr. Ochoa opened the meeting by presenting the Proposition 218 Hearing hand-out. He discussed operations, water supply and water quality, water system infrastructure, customer service operations, and projects for improving the infrastructure (capital improvements). He said the primary cost drivers are the infrastructure, saving initiatives and goals, imported water and energy costs. He concluded with a comparison with peer agencies water rates.

President Bodnar opened the meeting for the proposed water rate increase by reporting on the number of protest letters received. The total is 409 protest letters, with 121 that have been confirmed. He gave a brief introduction, including the purpose of the hearing, and how the meeting would be conducted.

President Bodnar opened the floor for public comments. The Board heard questions and concerns from customers, including the hardness of the water, previous water rate increases, irrigation meters, and water storage. After hearing customer comments, President Bodnar closed the public hearing for the proposed water rate increase at 6:55 p.m.

Recessed until 7:14

PUBLIC COMMENT – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord stated that there is no report.

CONSENT CALENDAR

It was moved by Director Tejeda, seconded by Director Putnam and carried by a 5-0 vote to approved the Minutes of the Regular Board meeting held on May 28, 2019, and for the Special Board meeting held on June 4, 2019.

ACTION CALENDAR

Resolution No. 744 – Mr. Gould reported that staff is preparing to apply for a grant for the pre-disaster mitigation program through FEMA and the California Office of Emergency Services (OES). Under the Hazard Mitigation Grant Program, OES is making available grant funding to create a local hazard mitigation plan. As part of the process, OES is requesting that a resolution be approved by the Board of Directors to appoint a person(s) with legal authority to enter into an agreement. The Hazard Mitigation Grant Program is limited to \$125,000 for a single jurisdiction and FEMA will contribute up to 75% of the total planning cost. A minimum of 25% of the total eligible costs must be provided by the local agency.

Following discussion:

It was moved by Director Tejeda, seconded by Director Putnam to adopt Resolution No. 744 for the designation of the sub recipient's agent as part of the grant application for the California Governor's Office of Emergency Services, hazard mitigation grant program and pre-disaster mitigation program, Project M-1004 by the following roll call:

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

NOES:	None
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FY 2019-20 Water and Wastewater Budgets – The Directors are requesting a detailed line item budget for this year vs. last year for the water and wastewater, and a trial balance before the next Board meeting.

INFORMATION ITEMS – CV Weekly: Crescenta Valley Water District was one of two agencies to receive the Clair A. Hill Award for Excellence from the ACWA. News from CVWD regarding fats, oil, and grease in the wastewater businesses.

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL

GENERAL MANAGER- Mr. Ochoa reported that as of last Sunday, the District crews and staff have reached a milestone for not having a lost time accident for five (5) years.

Mr. Gould reported that the rainfall to date is at 31.80” for the year which is 44% above average, with 2.13” for May 2019. Water production is 86.6 MG with the average use at 10.4% less than 2018 and 18.4% less than the 5-year average. Staff had a meeting with DDW at the Well 2 site to review the facility which is the last step and we should have Well 2 operational by early next week.

ATTORNEY- Mr. Bunn reported on the water tax and said that the Assembly and the Senate Budget Committees turned it down. There continued to be talk about it, but a deal has been cut to be funded by Greenhouse Gas Tax and the General Fund at \$130,000,000 per year. Director Bodnar asked a question if tenants are eligible to file protest letters. Mr. Bunn said that yes tenants are able to file protest letters. Mr. Bunn said that we could have been clearer, but the notice was within the parameters of the Proposition 218 Notice.

REPORTS OF COMMITTEES

Engineering Committee – Director Erickson reported that the Committee will meet on July 12, 2019 at 9:00 a.m.

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

Employee Relations Committee – Director Bodnar reported that the Committee will meet on June 21, 2019 at 8:00 a.m.

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

Community Relations/Water Conservation Committee – Director Tejeda reported that the Committee met on June 5, 2019 and reviewed customer’s comments on social media and discussed District tours.

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

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

DIRECTORS ORAL REPORT

Director Bodnar – No Report

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Regular Meeting, Board of Directors**

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Director Raghavachary – No Report

Director Tejeda – No Report

Director Putnam – No Report

Director Erickson – No Report

CLOSED SESSION – No reportable action

ADJOURNMENT

There being no other business to come before the Board, at 9:00 p.m. it was moved by Director Erickson, seconded by Director Tejeda, and carried by a 5-0 vote that the meeting be adjourned to June 25, 2019 at 7:00 p.m.

APPROVED:

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

CASH DISBURSEMENTS LIST

MAY 2019



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0	5/15	Los Angeles County Public Works	Excavation permit for 1912 Waltonia	535.00	
0	5/28	Southern California Edison Co.	Power purchased 05/2019	26,642.38	257.68
0	5/28	CalPERS	Contributions for 04/2019	24,392.32	14,555.68
39212	5/1	Mark Hass	Health Reimbursement	144.75	96.50
39213	5/8	Airgas National Carbonation	Monthly tank rental microbulk carbon dioxide Well 2 04/2019	55.00	
39214	5/8	All American Landscape Co.	Landscape maintenance 05/2019	262.50	87.50
39215	5/8	Regino Avalos	Clear weeds & brush at Ordunio Res., Rosemont Res., Well #11	2,575.00	
39216	5/8	Marta Litwin	Refund Check	52.77	
39217	5/8	Dennis A. Maxwell, Jr	Reimbursement for network lunch with City of Glendale	130.34	43.44
39218	5/8	Napa Auto Parts	Units 18 & 47 - Mud flaps & splash guards	53.19	17.73
39219	5/8	Neopost USA, Inc	Ink cartrige for postage machine	70.00	70.00
39220	5/8	Spectrum Business	Data communications 04/2019 Mills Plant	2,181.62	727.20
39221	5/8	Spectrum Business	Data communications 04/2019 Office	2,138.70	712.89
39222	5/8	Sterling Water Technologies, LLC	50 lb phosphoric acid for Well 2	401.64	
39223	5/8	Sully-Miller Contracting Co.	Minimum load charge	24.95	
39224	5/8	The Gas Company	Gas purchased at Glenwood 04/2019	37.00	12.33
39225	5/8	Judi Woo-Sato	Remove bees from meter box at 3100 Alabama	150.00	
39226	5/14	ACWA Joint Powers Ins Authority	Group Insurance for 06/2019	38,444.10	24,979.58
39227	5/14	ADS, LLC	Monthly sewer monitoring 04/2019		1,100.00
39228	5/14	Advanced Industrial Serv. Inc	E-970 Progress billing through 04/29/19	45,134.50	
39229	5/14	Affordable Generator Services, Inc.	Emergency generator rental at main office 03/21/18 to 04/18/19	922.42	307.48
39230	5/14	Airgas USA, LLC	Monthly cylinder rental 04/2019	218.48	218.47
39231	5/14	Allen Pipeline, Inc.	Welding service for D-18-76	1,874.00	
39232	5/14	Ameripride Uniform Services, Inc	Uniform rentals 04/2019	737.40	245.79
39233	5/14	Anawalt Lumber & Materials Co.	Misc hardware 04/2019	809.02	
39234	5/14	Ansell Health Care Products, LLC	Sewer - Misc supplies		524.29
39235	5/14	Apex Manufacturing Solutions	E-995 - Migration services and software for SCADA	24,857.66	

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39236	5/14	APTwater, LLC	E-956 - Misc parts for Well 2	2,928.33	
39237	5/14	ARC	Monthly MPS billing 04/2019	1,918.76	312.77
39238	5/14	AT&T	Voice communications 05/2019	286.69	95.56
39239	5/14	AT&T Mobility	Cell phone service 04/2019	2,132.45	710.82
39240	5/14	Regino Avalos	Landscape maintenance for 04/2019	929.37	125.63
39241	5/14	Campbell's Automotive Service	Unit #6 Replace throttle body and front brake pads	742.79	247.59
39242	5/14	Cargill, Inc - Salt Division	Nitrate plant - solar salt	5,357.78	
39243	5/14	CCS Interactive, Inc.	Monthly web hosting 05/2019	78.75	26.25
39244	5/14	CDW Government, Inc	Panasonic Toughbook	2,951.62	983.88
39245	5/14	Cerdant, Inc.	Network security 05/2019	206.25	68.75
39246	5/14	City of Glendale	Utility taxes March 1 to April 30, 2019	28,228.50	
39247	5/14	City of Glendale	Rockhaven well lease & water purchase Aug-Dec 2018	56,307.09	
39248	5/14	City of Glendale Water & Power	Power purchased 05/2019	34,034.38	49.49
39249	5/14	Clifton Larson Allen	Plan & Risk assessment audit procedures through 04/19/19	400.00	400.00
39250	5/14	Contractor Compliance & Mont Inc.	E-956 Labor compliance for 03/2019	3,461.25	
39251	5/14	Dataprose LLC	Printing & Postage for Control 1-4 04/2019	1,486.57	1,486.57
39252	5/14	Dell Financial Services	Contract lease 04/2019	727.71	242.57
39253	5/14	Do-it Center	Misc hardware 04/2019	880.49	55.91
39254	5/14	ESRI, Inc	ESRI Maint renewal - GIS	4,500.00	1,500.00
39255	5/14	Federal Express	Shipping charges	13.18	13.17
39256	5/14	First Choice	Coffee service Plant & Office	154.87	154.87
39257	5/14	Foothill Car Wash, Lube & Oil	Oil changes for Units # 38, #55, #48	159.69	53.23
39258	5/14	General Pump Company, Inc	E-999 Progress payment No 1 work through 05/03/2019	52,549.25	
39259	5/14	Grainger	Miscellaneous supplies	15.46	15.45
39260	5/14	Great America Leasing Corp.	Kyocera Copier leases 05/2019	767.60	767.59
39261	5/14	Gsolutionz Professional Services	Land line support 05/2019	330.83	110.28
39262	5/14	Haaker Equipment Company	Unit #53 - Repair leaking hose at pump		205.21
39263	5/14	Harper & Associates Eng, Inc	E-970 - Inspection services through 03/2019	15,674.00	
39264	5/14	Harrington Ind Plastics LLC	E-995 - Electrical supplies	567.76	
39265	5/14	HD Supply Construction & Industrial	E-995 - Misc hardware	137.26	
39266	5/14	Home Depot Credit Services	Misc hardware 04/2019	1,215.28	33.38
39267	5/14	J's Maintenance	Janitorial Services 04/2019	793.50	264.50
39268	5/14	John Lisee Pumps, Inc	Impeller for lift station	940.46	
39269	5/14	Lagerlof, Senecal, Gosney & Kr	PWAG emergency preparedness coordinator 03/2019	2,250.98	750.33

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
39270	5/14	Lagerlof, Senecal, Gosney & Kr	PWAG service through 03/2019	23.44	7.81
39271	5/14	Logan Supply Co. Inc	Miscellaneous tools	71.36	71.36
39272	5/14	Mail Finance	Postage machine lease June 8 to Sept 7, 2019	184.96	184.95
39273	5/14	Mercury Disposal System, Inc.	Boxes to recycle used light bulbs	27.50	27.50
39274	5/14	Mimecast North America, Inc.	Email security 04/2019	531.18	177.06
39275	5/14	Newegg, Inc.	2.5" notebook / laptop computer	2,002.99	409.90
39276	5/14	O'Reilly Auto Parts	Misc parts for 04/2019	342.65	116.89
39277	5/14	Paper Cuts, Inc	Paper shredding 04/2019	2.50	2.50
39278	5/14	Paveco Construction Inc	List No. 2018-19-08 paving in various locations	12,729.93	
39279	5/14	PIP Printing Riverside	Printing Prop 218 Notices - FY 2019/20	3,722.34	3,722.34
39280	5/14	Plumbers Depot Inc	Manhole gasket material		118.72
39281	5/14	Ramco	Crushed misc base	3,445.82	
39282	5/14	Red Wing Shoe Store	Safety Boots - Dennis-Kellen-David I -Arturo-James L	699.30	233.10
39283	5/14	Royal Industrial Solutions-Chatsworth	E-995 - Input module and terminal block	307.97	
39284	5/14	Royal Industrial Solutions-Chatsworth	E-995 - PVC pipe, fittings, electrical wire, boxes, module, etc	26,508.58	
39285	5/14	Royal Industrial Solutions-Chatsworth	Power supply, flex conduit, isolators, wiring ducts	2,684.00	
39286	5/14	Sawyer Petroleum	475 gallons of clear diesel	1,656.38	552.13
39287	5/14	Serge's Automotive	Unit #9 - Replace transmission shifter cable	175.52	58.50
39288	5/14	Shell	Gas purchased 04/2019	2,447.63	815.87
39289	5/14	Simpler Systems	Monthly maintenance 01/2019 & 05/2019	750.00	250.00
39290	5/14	Steven Engineering Inc.	E-995 Phoenix Ethernet switches, power supplies, & UPS	5,310.38	
39291	5/14	Underground Service Alert/SC	CA State fee for regulatory cost 05/2019	312.27	104.08
39292	5/14	Univar USA Inc	1,500 gallons of liquid bleach - Glenwood and Mills	3,509.71	
39293	5/14	UtiliWorks Consulting, LLC	E-998 - Service though 03/2019	6,196.06	
39294	5/14	Water Quality & Treatment Solutions	E-995 - Services through 04/2019	1,083.90	
39295	5/14	Western Water Works	Weld nozzles, couplings, flanges, gaskets, tees, spools, pipe for E-995, D jobs, and stock	17,522.52	
39297	5/14	Western Water Works	3/4 thick neoprene valve gaskets	43.80	51.03
39298	5/14	Wood Environment Solutions Inc.	E-985 - Services through 03/2019	16,765.02	
39299	5/14	Ron Mitchell	Health reimbursement	200.69	133.79
39300	5/14	Arturo Montes	Health reimbursement	562.06	374.71
39302	5/15	Christina Olmedo	E-999 Reimbursement for permit with City Glendale	382.33	
39303	5/17	Arturo Montes	Health reimbursement	480.00	320.00
39304	5/17	Brook Yared	Health reimbursement	106.37	70.91

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
39305	5/21	Aflac	Employee paid insurance 05/2019	1,707.21	
39306	5/21	Airgas National Carbonation	Carbon Dioxide liquid microbulk for Well 2 05/2019	146.84	
39307	5/21	Airgas USA, LLC	Various items for stock	58.13	58.12
39308	5/21	Allen Pipeline, Inc.	Welding 14" gate valve replacement @ Ramsdell & Sycamore	1,482.40	
39309	5/21	Regino Avalos	Clear brush and weeds @ Edmund Res and Well #14	1,485.00	
39310	5/21	BC Laboratories, Inc	Water Analysis	1,915.35	
39311	5/21	BC Laboratories, Inc	Water Analysis	1,238.45	
39312	5/21	Best Best & Krieger	ULARA - Services through 04/30/19	1,601.25	
39313	5/21	Cash-Petty Cash	Reimbursement petty cash	333.83	53.85
39314	5/21	Choice Pest Control	Monthly service Mills house & Well 9 05/2019	96.75	13.25
39315	5/21	Contractor Compliance & Mont Inc.	E-956 Labor compliance for 04/2019	711.25	
39316	5/21	Cypress Ancillary Benefits	Group Dental for June 2019	2,200.41	1,466.95
39317	5/21	Department of Consumer Affairs	Renewal of Civil Engineer license for B. Yared	115.00	
39318	5/21	Kerry Erickson	Reimbursement ACWA Conference 05/2019	626.13	208.71
39319	5/21	Expo Propane	New 8 gallon propane tank for forklifts	131.40	43.80
39320	5/21	Grainger	Misc. shop supplies	247.18	247.16
39321	5/21	Harper & Associates Eng, Inc	E-970 - Inspection services through 04/2019	1,763.00	
39322	5/21	John Robinson Consulting, Inc.	M-965 - Grant assistance 04/2019	600.00	
39323	5/21	LA Dept Water and Power	Power purchased 05/2019	50.95	
39324	5/21	Lagerlof, Senecal, Gosney & Kr	Legal services 04/2019	9,449.50	1,112.50
39325	5/21	Jillian Lhymn	Refund Check	100.00	
39326	5/21	Lincoln Financial Group	Life & Disability Insurance for 06/2019	946.55	631.04
39327	5/21	New Pig Corp.	Oil only absorbent mats	131.00	130.99
39328	5/21	Newegg, Inc.	Computer supplies	98.53	32.84
39329	5/21	Jason Park	Refund Check	40.25	
39330	5/21	PIP Printing Riverside	Additional Proposition 218 Notices for office	94.98	94.97
39331	5/21	Royal Industrial Solutions-Chatsworth	E995 - 14 circuit ground bars	210.94	
39332	5/21	Serge's Automotive	Unit #47 replace hood cable	33.75	11.25
39333	5/21	Judy Tejeda	Reimbursement for JPIA Conference 05/2019	771.10	257.03
39334	5/21	Toro's Lawnmower & Garden	Unit #40 - Starter motor assembly		304.60
39335	5/21	Univar USA Inc	1,295 gallons liquid bleach for Glenwood & Mills	3,030.05	
39336	5/21	Valvetek Utility Services, Inc	E-995 flushing mains 3/25-3/29/19	36,580.00	
39337	5/21	Ver Sales, Inc	6' red round sling to transport pipe	196.38	196.37
39338	5/21	Western Water Works	E-995 - 14" gate valve & parts	7,269.69	

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
39339	5/21	Dennis A. Maxwell, Jr	Medical reimbursement	270.06	180.04
39340	5/21	Western Water Works	E-995 - 14" ring gaskets and bolts	190.10	
39341	5/28	ACWA/JPIA	Excess Crime program 4/1/19 to 7/1/19	118.00	118.00
39342	5/28	Affordable Generator Services, Inc.	Emergency generator rental main office 04/18/19 to 5/16/19	922.43	307.47
39343	5/28	Airgas USA, LLC	Welding jacket	33.72	11.23
39344	5/28	Allen Pipeline, Inc.	E-995 - Weld stanches for Shields Res	2,571.40	
39345	5/28	Apex Manufacturing Solutions	E-995 - Commissioning and testing SCADA upgrades	10,893.52	
39346	5/28	Louis Aurelio	Refund Check	22.92	
39347	5/28	Regino Avalos	Clear weeds @ Markridge and Shields Res.	2,350.00	
39348	5/28	BC Laboratories, Inc	Water Analysis	1,407.50	
39349	5/28	BC Laboratories, Inc	Water analysis	3,504.40	
39350	5/28	Costco	Misc supplies 04/2019	388.67	388.65
39351	5/28	City of Los Angeles	Capital and O & M portion of Asssc - installment #6		183,590.00
39352	5/28	Eurofins Eaton Analytical Inc.	Water Analysis	696.00	
39353	5/28	Foothill Municipal Water	Purchase water delivery for 04/2019	244,473.50	
39354	5/28	General Pump Company, Inc	Refund flooding meter	1,850.00	
39355	5/28	Graybar Electric Co., Inc.	E-995 Hoffman enclosure with handle	411.96	
39356	5/28	Haaker Equipment Company	Unit #53 -Remote control transmitter with leather holster		1,810.22
39357	5/28	Hach Company	E-995 - Annual service agreement	11,498.60	
39358	5/28	Harper & Associates Eng, Inc	E-970 Provide quality control inspection 04/2019	3,403.00	
39359	5/28	Hazen and Sawyer	E-995 - Services through 03/2019	11,150.80	
39360	5/28	Itron, Inc	Software & hardware maint renewal 6/1/19 to 5/31/20	1,859.18	619.72
39361	5/28	John Robinson Consulting, Inc.	M-1000 - Grant assistance 04/2019	2,400.00	
39362	5/28	Mimecast North America, Inc.	Email security 05/2019	531.26	177.08
39363	5/28	Moine Brothers	AST - Above Storage Tank inspection (annual)	187.50	62.50
39364	5/28	Neofunds by Neopost	Postage for machine	350.00	350.00
39365	5/28	Penhall Company	E-995 - 3" coredrill to vault @ Glenwood	484.50	
39366	5/28	Reliable Road Service, Inc.	Unit #40 - Repair sewer easement machine starter & ignition switch		346.86
39367	5/28	Robertson's	E-995 - Slurry backfill for vault	2,805.94	
39368	5/28	Royal Industrial Solutions-Chatsworth	E-995 120 V breakers for RTU enclosures	669.72	
39369	5/28	Breanna Santillo	Refund Check	98.39	
39370	5/28	John Schroeder	Refund Check	57.15	
39371	5/28	Karla Silva	Refund Check	26.85	
39372	5/28	So Cal Water Utilities Assoc.	Membership renewal - David, Brook, James, Christina, Pete, Joe	200.00	

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
39373	5/28	Spectrum Business	Data communications Glenwood 05/2019	277.33	92.42
39374	5/28	Mary Stanton	Refund Check		57.11
39375	5/28	Stemar Equipment & Supply Co.	E-995 - Electric blower and hose for trench @ Glenwood	462.10	
39376	5/28	The Gas Company	Gas purchased 05/2019 Office	45.00	14.99
39377	5/28	Trench Shoring Company	E-995 - Shore box rental for 14" gate valve install @ Glenwood	4,249.50	
39378	5/28	Valvetek Utility Services, Inc	E-995 flushing mains 4/08-4/12/19	36,040.00	
39379	5/28	Vulcan Materials Company	E-995 - Mixed bobtail	660.00	
39380	5/28	Waste Management - Sun Valley	Disposal Service 06/2019 Plant & Office	998.69	332.88
39381	5/28	Wells Fargo Card Services	Gould: AWWA Spring Conf (air, trans); CWEA Collections workshop (Yared); board meeting dinner;	369.35	123.12
39382	5/28	Wells Fargo Card Services	Hass: Monthly recurring charges; remote pc software; lunches for E-995; cell phone supplies	611.29	127.66
39383	5/28	Wells Fargo Card Services	Maxwell: Wash unit #51; E-995 weld-on tabs; CWEA Conf (hotel); safety vest; misc tools, propane	1,664.36	404.75
39384	5/28	Wells Fargo Card Services	Mitchell: ACWA Spring Conf (hotel, meals); CUEMA pension class; GFOA prep course (Lee)	149.99	56.33
39385	5/28	Wells Fargo Card Services	Ochoa: Lunch with director; board meeting dinner	33.01	11.00
39386	5/28	Wells Fargo Card Services	Scott: Board meeting dinner; advertisement w/ CVWD All-stars	995.11	27.59
39387	5/28	Western Water Works	Valve cans, couplings, and pipe for stock	1,626.51	
39388	5/30	County Clerk of Los Angeles	E-995 - CEQA - Notice of Exemption	75.00	
			Subtotal	<u>\$ 936,310.36</u>	<u>\$ 254,506.56</u>

Total Disbursements for May 2019\$ 1,190,816.92**Payroll Report**

Directors	\$ 2,160.00
Office Regular Payroll	\$ 130,884.00
Office OT	\$ 981.00
Plant Regular Payroll	\$ 115,303.00
Plant OT & Standby	\$ 12,320.00
Empolyer Payroll Taxes	\$ 19,547.00
Payroll Service Charges	\$ 447.00
Total Payroll for May 2019	<u><u>\$ 281,642.00</u></u>

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1

June 25, 2019

To: Honorable President and Members of the Board of Directors

From: Nem Ochoa – General Manager

Subject: Fiscal Year 2019/20 - Wastewater Budget

AGENDA ITEM:

Fiscal Year 2019/20 Wastewater Budget - Consideration and motion to adopt the Fiscal Year 2019/20 Wastewater Budget.

BACKGROUND:

The preliminary FY 2019/20 budget for the Wastewater Fund had previously been prepared by staff and presented to the Finance Committee, Engineering Committee and Board of Directors for review and discussion. A public hearing was held on June 11, 2019 to receive input from the community as part of the Proposition 218 process.

DISCUSSION:

Drafts of the wastewater cash flow models have previously been provided to the Board and discussed at various Board meetings. The current proposed wastewater budget is based on eleven (11) months of information.

The proposed FY 2019/20 wastewater budget is based on a 4.0% rate increase. There has been no rate increase for the Wastewater Fund over the last four years, and the proposed increase will ensure that the reserve fund maintains target reserve levels. Maintaining target reserve levels for the Wastewater Fund allows the District to be ready for maintenance of the 6.5-mile sewer interceptor line running the City of Los Angeles' wastewater treatment plant. Healthy reserves also allow the District to manage the Wastewater Fund's primary expense of wastewater treatment cost, which the City of LA has recently informed the District will increase by an average of 12% over the next five years.

RECOMMENDATION:

Staff recommends that the Board adopt the FY 2019/20 Wastewater Budget as presented.

Prepared by:



Ron Mitchell
Secretary-Treasurer

Submitted by:



Nem Ochoa
General Manager

Crescenta Valley Water FY19-20 Budget Revenues - Wastewater Fund

Summary of Revenues & Expenses - Sewer Fund		
	Projected	Proposed Budget
	FY 2018-19	FY 2019-20
REVENUE		
Projected user charges	\$ 3,332,310	\$ 3,327,000
Total permit/connection fee	\$ 112,200	\$ 36,500
Interest earnings	\$ 413	\$ 500
TOTAL REVENUE	\$ 3,445,000	\$ 3,364,000
EXPENSE		
City of LA Sewer Service Charges	\$ 1,303,126	\$ 1,426,000
Sewer Labor & Benefits	\$ 1,589,015	\$ 1,685,781
Sewer O & M Expense	\$ 449,623	\$ 449,000
Sewer CIP & CO Expense	\$ 129,750	\$ 255,000
Transfer to Fund OPEB	\$ 200,000	\$ 200,000
TOTAL EXPENSE	\$ 3,671,514	\$ 4,015,781
Additions (reductions) to cash	\$ (226,514)	\$ (651,781)
Effective date of Wastewater rates	7/1/18	7/1/19
Rate increase	0.0%	4.0%
FY beginning Wastewater Reserves	\$ 4,873,742	\$ 4,647,228
Additions (reductions)	\$ (226,514)	\$ (651,781)
FY ending Wastewater Reserves	\$ 4,647,228	\$ 3,995,447
Reconciliation	\$ -	\$ -
FY ending Wastewater Reserves	\$ 4,647,228	\$ 3,995,447
TOTAL TARGET WASTERWATER CASH RESERVES	\$ 2,506,750	\$ 2,564,600
Above (below) target	\$ 2,140,478	\$ 1,430,847

Crescenta Valley Water FY19-20 Budget Revenues - Wastewater Fund

Sources of Wastewater Funds		
	Projected	Proposed Budget
	FY 2018-19	FY 2019-20
Wastewater User and Standby Charge Revenues		
Single family dwelling unit	\$ 2,361,380	\$ 2,357,613
Multiple family dwelling	\$ 797,470	\$ 799,506
Total School charges	\$ 123,924	\$ 119,462
Total Commercial user charges	\$ 199,536	\$ 200,045
Sewer Service Discount	\$ (150,000)	\$ (150,000)
Total user charge revenues	\$ 3,332,310	\$ 3,326,626
Permit/Connection Fees/Misc.		
Sewer Permits	\$ -	\$ 4,000
Late Fees	\$ -	\$ -
Sewer Connection Fee (CVWD)	\$ 105,000	\$ 20,000
Misc. Revenue	\$ -	\$ 5,000
Rental Properties Income	\$ 7,200	\$ 7,500
Total Permit/Connection Fees/Misc.	\$ 112,200	\$ 36,500
Interest Earned	\$ 413	\$ 500
Total Revenue	\$ 3,444,923	\$ 3,363,626

**Crescenta Valley Water FY19-20 Budget
Revenues - Wastewater Fund**

Wastewater O&M Expense Detail

	Projected	Proposed Budget
Description	FY 2018-19	FY 2018-19
TREATMENT AND DISPOSAL CHARGES		
Los Angeles ASSSC	\$ 1,303,126	\$ 1,426,000
TOTAL TREATMENT AND DISPOSAL CHARGES	\$ 1,303,126	\$ 1,426,000

COMPENSATION AND BENEFITS		
Director Fees	\$ 9,082	\$ 9,000
Compensation		
<i>Officer Salaries</i>	<i>\$ 180,992</i>	<i>\$ 181,115</i>
<i>Administrative Services Labor</i>	<i>\$ 290,898</i>	<i>\$ 310,382</i>
<i>Administrative Services Labor - OT</i>	<i>\$ 5,239</i>	<i>\$ 4,000</i>
<i>Engineering Department Labor</i>	<i>\$ 104,951</i>	<i>\$ 157,441</i>
<i>Engineering Department Labor-OT</i>	<i>\$ 2,183</i>	<i>\$ 1,400</i>
<i>Auto Allowance</i>	<i>\$ 11,564</i>	<i>\$ 10,200</i>
<i>Plant - Office Labor</i>	<i>\$ 67,074</i>	<i>\$ 78,333</i>
<i>Plant - Office Labor-OT</i>	<i>\$ 231</i>	<i>\$ -</i>
<i>Maintenance Workers Labor</i>	<i>\$ 125,028</i>	<i>\$ 133,177</i>
<i>Maintenance Workers Labor-OT</i>	<i>\$ 10,913</i>	<i>\$ 21,000</i>
<i>Standby Pay</i>	<i>\$ 15,377</i>	<i>\$ 14,494</i>
Labor Transfer to Capital		
Compensation Total	\$ 823,532	\$ 920,542
PERS Retirement (Total Employees)	\$ 254,827	\$ 259,463
Taxes - Payroll (Total Employees)	\$ 96,754	\$ 95,601
Sick and Vacation - Office	\$ 44,347	\$ 38,690
Health and Dental and Vision - Office	\$ 106,693	\$ 101,658
Retiree - Health Care Expense	\$ 62,209	\$ 56,338
Life & Disability Insurance - Office and Plant	\$ 7,624	\$ 6,571
Self Insurance	\$ 8,848	\$ 8,400
Workers' Compensation - Office	\$ 13,362	\$ 12,327
Sick and Vacation - Plant	\$ 29,564	\$ 25,793
Health and Dental and Vision - Plant	\$ 88,461	\$ 110,458
Workers' Compensation - Plant	\$ 52,794	\$ 49,940
Benefits Total	\$ 765,483	\$ 765,239
TOTAL COMPENSATION AND BENEFITS	\$ 1,589,015	\$ 1,685,781

**Crescenta Valley Water FY19-20 Budget
Revenues - Wastewater Fund**

Wastewater O&M Expense Detail

	Projected	Proposed Budget
Description	FY 2018-19	FY 2018-19
PLANT OPERATING EXPENSES		
Taxes - Property	\$ 4,486	\$ 4,364
Glenwood - Plant Maintenance	\$ 4,858	\$ 8,500
Landscaping Expense	\$ 1,307	\$ 4,135
Office Supplies & Misc Expenses - Plant	\$ 11,864	\$ 9,000
Glenwood - Utilities	\$ 3,344	\$ 5,000
Training - Plant	\$ 3,187	\$ 2,650
Education Reimbursement/Cert. - WW	\$ -	\$ 1,000
Glenwood - Safety and Security System	\$ 8,733	\$ 8,333
Glenwood - Uniforms	\$ 3,518	\$ 3,518
Tools and Equipment Maintenance	\$ 14,619	\$ 16,000
Power - Lift Station	\$ 605	\$ 750
Telemetry & Signal System	\$ 14,264	\$ 3,308
SCADA Hardware	\$ 4,000	\$ 2,500
SCADA Software	\$ 4,333	\$ 4,333
SCADA Phone Lines & Radio	\$ 821	\$ 821
TOTAL PLANT OPERATING EXPENSES	\$ 79,939	\$ 74,212

COLLECTION SYSTEM EXPENSE		
Pipelines - Maintenance	\$ 844	\$ 20,364
Auto/Truck - Maintenance	\$ 29,066	\$ 37,594
Auto/Truck - Gas	\$ 7,070	\$ 6,252
Auto/Truck - Diesel	\$ 7,277	\$ 5,891
Sewer Flow Monitoring Expense	\$ 15,327	\$ 15,273
Sewer Camera Van Inspection	\$ 2,618	\$ 2,618
Sewer Interceptor - Maintenance	\$ 2,727	\$ 2,727
Sewer Lift Station - Maintenance	\$ 3,055	\$ 3,055
TOTAL COLLECTION SYSTEM EXPENSE	\$ 67,984	\$ 93,773

**Crescenta Valley Water FY19-20 Budget
Revenues - Wastewater Fund**

Wastewater O&M Expense Detail

Description	Projected	Proposed Budget
	FY 2018-19	FY 2018-19
GENERAL AND ADMINISTRATIVE EXPENSES		
General Insurance (General Liability, Property, Fidelity)	\$ 50,041	\$ 52,000
Accounting - Audit	\$ 6,800	\$ 7,500
Legal Consulting Fees	\$ 16,038	\$ 20,000
Administrative Consultants	\$ 37,596	\$ 37,596
Election Expense	\$ -	
Office Maintenance	\$ 7,197	\$ 3,969
Landscape Maintenance - Office	\$ 1,438	\$ 4,118
Office Supplies & Misc Expenses	\$ 4,955	\$ 5,500
Computers Hardware	\$ 7,445	\$ 8,333
Computer Software	\$ -	\$ -
Computer Software, Maintenance, License	\$ 12,988	\$ 17,667
Utilities - Office	\$ 6,052	\$ 6,968
Enterprise Voice Communications - land line phones	\$ 2,812	\$ 13,419
Data Communications: Fiber Lines/Internet	\$ 52,617	\$ 16,333
Wireless Voice & Data Communications - cell	\$ 8,297	\$ 4,697
Printing, Postage, Stationery, Copier Maintenance	\$ 35,976	\$ 35,000
Uncollectible Accounts	\$ -	\$ 1,300
Engineering Department	\$ 2,989	\$ 3,308
Training - Office	\$ 2,299	\$ 2,500
Conferences and Seminars - Office	\$ 3,697	\$ 2,782
Board of Directors - Conferences and Seminars	\$ 1,636	\$ 1,636
Misc Administration - Office	\$ 1,861	\$ 1,700
Board of Directors - Misc Administration	\$ 741	\$ 650
Membership Renewals/Subscriptions	\$ 6,615	\$ 8,333
Bank Charges	\$ 31,408	\$ 25,000
Rental Properties Expense	\$ 202	\$ 850
GENERAL AND ADMINISTRATIVE EXPENSES	\$ 301,700	\$ 281,159
TOTAL WASTEWATER SYSTEM EXPENSE (w/o LA Treatment Costs)	\$ 2,038,638	\$ 2,134,925
TOTAL WASTEWATER SYSTEM EXPENSE (w/o LA Treatment & Labor Costs)	\$ 449,623	\$ 449,144

RESOLUTION NO. 746
RESOLUTION OF THE BOARD OF DIRECTORS OF
CRESCENTA VALLEY WATER DISTRICT
ADOPTING RATES AND CHARGES FOR WASTEWATER SERVICE

WHEREAS, the Crescenta Valley Water District is a county water district empowered under the Water Code to fix rates and charges for its wastewater service;

WHEREAS, a water and sewer cost of service study has been prepared and presented to the Board of Directors of the District;

WHEREAS, based on the cost of service study, a proposed change in wastewater rates and charges has been presented to the Board of Directors for bills after July 1, 2019;

WHEREAS, notice of the proposed rates and charges was published in advance, and a public hearing was held on the proposed wastewater rates and charges;

WHEREAS, pursuant to section 15273 of the District's CEQA guidelines, the Board of Directors hereby finds that the proposed rates and charges are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits, purchasing or leasing supplies, equipment, or material, meeting financial reserve needs and requirements, and obtaining funds for capital projects, necessary to maintain service within existing service areas, cost to the City of Los Angeles for wastewater treatment and disposal and therefore the California Environmental Quality Act does not apply to the approval of the rates and charges;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Crescenta Valley Water District authorize that Appendix H of the District's Rules and Regulations, Rates and Charges for Wastewater Services, is amended to read as attached.

PASSED, APPROVED, AND ADOPTED at an Adjourned Meeting of the Board of Directors of Crescenta Valley Water District held on June 25, 2019. Resolution No. 746 was adopted by the following vote:

AYES:

NOES:

ATTEST:

President, Board of Directors
Crescenta Valley Water District

Secretary of the Board of Directors of
Crescenta Valley Water District

STATE OF CALIFORNIA)
)
COUNTY OF LOS ANGELES) ss.

I, RON MITCHELL, Secretary of the Crescenta Valley Water District, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. 746 of the Board of Directors of Crescenta Valley Water District adopted at an Adjourned Meeting held on June 25, 2019, and that the same has not been amended or repealed.

Secretary of the Board of Directors of
Crescenta Valley Water District

DATED: June 25, 2019

(S E A L)

APPENDIX H

CRESCENTA VALLEY WATER DISTRICT

**RATES AND CHARGES FOR SEWER
SERVICE**

CRESCENTA VALLEY WATER DISTRICT

APPENDIX H

RATES AND CHARGES FOR SEWER SERVICE

Service Charge: Each user of the District's sewer system shall pay a bimonthly sewer service charge as follows for all billings after July 1, 2019:

<u>Customer Class</u>	<u>July 1, 2019 Bimonthly Fee</u>
<u>Single Family Residence:</u>	
1. Bimonthly Sewer Service Charge	\$47.79
2. Bimonthly Sewer Flow Rate Charge per Unit of water based upon prior year winter water usage Up to a maximum of 20 units (1 Unit = 1,000 gallons)	\$ 1.93
<u>Winter water usage:</u> Based upon the prior year February or March billing period for the property and will be revised each year prior to July 1 st for the next 12-month cycle of bills.	
<u>Multiple Family Residence:</u>	
1. Bimonthly Sewer Service Charge per Equivalent Dwelling Unit (EDU)	\$31.25
2. Bimonthly Sewer Flow Rate Charge per unit of water based upon prior year winter water usage Up to a maximum of 15 units per EDU	\$ 2.15
<u>Winter water usage:</u> Based upon total water consumption divided by the number of EDU's at the property for prior year February or March billing period and will be revised each year prior to July 1 st for the next 12-month cycle of bills.	
<u>Commercial/Institutional:</u>	
1. Quantity Charge per Unit of Water Usage	\$ 5.10
2. Minimum Charge for each Commercial/Institutional user that uses 6 units or less per bi-monthly billing cycle	\$31.25
<u>Schools</u>	
<u>Elementary School:</u>	
Quantity Charge per 100 Average Daily Attendance (ADA)	\$84.86
<u>Middle School:</u>	
Quantity Charge per 100 ADA	\$169.73
<u>High School:</u>	
Quantity Charge per 100 ADA	\$254.59
Minimum charge for schools	\$30.05
<u>Sewer Connection Surcharge:</u> \$500.00 per equivalent dwelling unit for each sewer lateral connection outside of District boundaries. Surcharge is applicable to all such connections approved after January 1, 2001.	
Sewer Connection Permit Fee:	\$1,000.00
Standby Charge:	\$8 per Account per month

SEWER SERVICE CONNECTION CHARGE:

1. CVWD Component: The basic charge is \$1400 per equivalent dwelling unit for calendar year 1995. On January first of each year the preceding year's charges shall be escalated according to the following equations:

$$C = \frac{(P_T \times 1.04) + P_X}{D_T}$$

Where:	C =	Current year's connection charge (new charge) per equivalent dwelling unit
	P _T =	Total cumulative District capital contributions to City of Los Angeles system exactly one-year prior (basis of \$11,594,387 on January 1, 1995)
	P _X =	Prior year's District capital contributions to City of Los Angeles system
	D _T =	Total cumulative equivalent Dwelling units connected to District sewer system to date
	1.04	Represents 6 percent inflation less 2 percent depreciation

C = <u>\$2,200 per equivalent dwelling unit for fiscal year 2019/20</u>
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2. City of Los Angeles Component

Amalgamated System Sewerage Facilities Charge (ASSFC) based on the following calculation from the City of L.A. Bureau of Sanitation plus 10% administration charge; adjusted annually.

$$ASSFC = (FCR \times \Delta F) + (CCR \times \Delta F \times D) + (BODCR \times \Delta BOD_5) + (SSCR \times \Delta SS)$$

Where:	FCR =	Flow Charge Rate, \$/mgd
	CCR =	Conveyance Charge Rate, \$/mgd-miles
	BODCR =	BOD Charge Rate, \$/ppd SS
	SSCR =	SS Charge Rate, \$/ppd
	F =	Flow, mgd
	D =	Flow-weighted average centroidal distance, miles
	BOD ₅ =	Biochemical Oxygen Demand (5-day), ppd
	SS =	Suspended Solids, ppd
	Δ =	Net change in designated constituent from previous to proposed land use
	Mgd =	Millions gallons per day
	ppd =	Pounds per day

Also: Flow, BOD, SS values are based upon City of Los Angeles' table of Sewage Generation Factors for various developed land uses.

Charge Rates are based upon values published by City of Los Angeles Bureau of Sanitation and vary annually with Bureau expenses and capital outlay.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3

June 25, 2019

To: Honorable President and Members of the Board of Directors

From: Nem Ochoa – General Manager

Subject: Fiscal Year 2019/20 - Water Budget

AGENDA ITEM:

Fiscal Year 2019/20 Water Budgets - Consideration and motion to adopt the Fiscal Year 2019/20 Water Budget.

BACKGROUND:

The preliminary FY 2019/20 budget for the Water Fund had previously been prepared by staff and presented to the Finance Committee, Engineering Committee and Board of Directors for review and discussion. A public hearing was held on June 11, 2019 to receive input from the community as part of the Proposition 218 process.

DISCUSSION:

Drafts of the water cash flow models have previously been provided to the Board and discussed at various Board meetings. The current proposed water budget is based on eleven (11) months of information.

The proposed FY 2019/20 water budget is based on a 7.0% rate increase. The proposed increase allows the District to maintain critical infrastructure such as wells, pipelines, and reservoirs and mitigates increasing costs such as imported water (8%), chemicals for water treatment (13%), and steel for pipelines (12%). The rate increase will also ensure that the reserve fund maintains target reserve levels.

RECOMMENDATION:

Staff recommends that the Board adopt the FY 2019/20 Water Budget as presented.

Prepared by:



Ron Mitchell
Secretary-Treasurer

Submitted by:



Nem Ochoa
General Manager

Crescenta Valley Water FY19-20 Budget
Summary of Revenues Expenses - Water Fund

Summary of Revenues & Expenses - Water Fund		Projected	Proposed Budget
		FY 2018-19	FY 2019-20
Revenue			
Water Sales - Service, Fixed	2,854,433	3,057,267	
Water Sales - Metered, Variable	7,870,427	9,456,567	
Interest Income - Water Reserve	195,000	200,000	
Interest Income - MTBE Reserve	75,552	-	
Other Income - Water	138,866	160,000	
Construction Revenues	786,156	452,500	
Total Revenue:	11,920,434	13,326,334	
Emergency Funding from MTBE for TTHMs:	1,000,000		
O&M Expense			
Labor & Benefits	3,211,127	3,332,964	
Imported Water Cost (Foothill Municipal WD)	3,294,094	3,799,290	
Imported Water Cost (Glendale Water and Power)	80,000	157,850	
Power Cost	671,560	732,286	
Operating Cost	1,922,088	2,293,038	
Total O&M Expense:	9,178,869	10,315,428	
Debt Service	539,645	550,000	
Cash Available for Capital	3,201,920	2,460,906	
Capital, OPEB & Other Commitments			
Infrastructure	2,863,798	2,878,000	
Capital Outlays & Equipment	173,775	308,370	
OPEB Commitment	100,000	100,000	
Total Capital, OPEB & Other Commitments:	3,137,573	3,286,370	
Increase (Decrease) to Cash	64,347	(825,464)	
Reserve Fund Balances			
Beginning Balance	2,345,634	6,304,981	
From MTBE Fund (Transfer In)	3,895,000	0	
Re-Payment of MTBE Fund (Transfer Out)	0	0	
Ending Balance	6,304,981	5,479,517	
Target	3,948,000	4,174,000	
Above (Below) Target	2,356,981	1,305,517	

Crescenta Valley Water FY19-20 Budget

Revenues - Water Fund

Sources of Water Funds		<i>Proposed Budget</i>
	<i>Projected</i>	
	FY 2018-19	FY 2019-20
Stable Sources of Funds		
Water Sales - Service Charge	2,780,224	2,978,245
Fire Service Meter Charge	74,209	79,022
Late Fees/Fire Hydrant Flow/Backflow Tests	71,920	90,000
Other Income - Water	16,764	10,000
Other Income - New Accounts	22,364	35,000
Rental Property Income	27,818	25,000
Subtotal Stable Sources:	2,993,299	3,217,267
Variable Sources of Funds		
Water Sales - Consumers	7,352,021	9,054,624
Water Sales - Irrigation	518,406	401,942
Interest Earned - Water	195,000	175,000
Interest Earned - MTBE Fund	75,552	-
Gain/Loss on Sale of Investments	-	25,000
Subtotal Variable Sources:	8,140,979	9,656,567
CIP Sources of Funds		
Water Systems Connect Fee	154,795	100,000
Meter Installation/Hydrant Charges	49,473	50,000
Grant Revenue	580,142	300,000
Glendale Capital Contribution (GWP)	-	-
Gain/Loss on Sale of Assets	1,745	2,500
Interest Earned - COP Bonds	1	-
Subtotal CIP Sources:	786,156	452,500
TOTAL SOURCES OF FUNDS	11,920,434	13,326,334

**Crescenta Valley Water FY19-20 Budget
Expenses - Water Fund**

Water O&M Expenses Summary		<i>Proposed Budget</i>
	<i>Projected</i>	
	FY 2018-19	FY 2019-20
Compensation	1,947,100	2,037,317
Benefits	1,264,027	1,295,647
Purchased Water - FMWD	3,294,094	3,799,290
Purchased Water - GWP	80,000	157,850
Power	671,560	732,286
Plant Water Operations	476,123	560,610
Distribution System	772,888	907,765
General & Administrative	661,077	812,663
Emergency Operations	12,000	12,000
TOTAL WATER SYSTEM EXPENSES	9,178,869	10,315,428

**Crescenta Valley Water FY19-20 Budget
Expenses - Water Fund**

Water O&M Expenses Detail		
		<i>Proposed Budget</i>
	<i>Projected</i>	
	FY 2018-19	FY 2019-20
Compensation		
Director Fees	9,082	9,000
Officer Salaries	180,992	178,222
Administrative Services Labor	354,893	363,978
Administrative Services Labor - OT	5,239	4,500
Engineering Department Labor	314,852	352,170
Engineering Department Labor - OT	6,550	3,300
Plant - Office Labor	233,700	269,609
Plant - Office Labor-OT	692	500
System Operators Labor	290,206	333,765
System Operators Labor-OT	19,195	16,000
Utility Workers Labor	422,332	399,471
Utility Workers Labor-OT	45,865	47,250
Standby Pay	51,938	47,852
Auto Allowance	11,564	11,700
Subtotal Compensation:	1,947,100	2,037,317

Benefits		
Sick and Vacation - Office	123,666	118,298
Sick and Vacation - Plant	82,444	78,865
Taxes - Payroll (Total Employees)	145,205	146,513
PERS Retirement (Total Employees)	381,597	442,275
Workers' Compensation - Office	20,043	9,199
Workers' Compensation - Plant	79,191	37,993
Health and Dental and Vision - Office	159,790	160,828
Life & Disability Insurance - Office & Plant	11,436	11,940
Health and Dental and Vision - Plant	132,612	165,535
Self Insurance	13,071	16,200
Retiree - Health Care Expense	114,972	108,000
Subtotal Benefits:	1,264,027	1,295,647

Crescenta Valley Water FY19-20 Budget Expenses - Water Fund

	<i>Projected</i>	<i>Proposed Budget</i>
	FY 2018-19	FY 2019-20
Plant Operations		
Taxes - Property	13,457	18,000
Glenwood - Plant Maintenance	15,996	26,119
Glenwood - Landscape	3,923	5,029
Office Supplies & Misc Expenses - Plant	11,902	10,024
Glenwood - Utilities	15,712	15,750
Training - Plant	10,074	9,014
Education Reimbursement/Certifications	2,633	3,600
Glenwood - Safety and Security System	17,507	20,553
Glenwood - Uniforms	12,040	11,836
Permit & Assessment Fees	3,014	3,000
Tools and Equipment Maintenance	11,809	15,484
Nitrate Plant Maintenance	46,891	82,500
Inventory Disposal	-	-
SCADA - Telemetry & Signal	42,791	21,791
SCADA Hardware	5,700	9,000
SCADA Software	22,000	23,550
SCADA - Communications	2,500	1,355
Lab & Sampling	154,724	125,000
Lab & Sampling - MTBE	13,418	-
Water Quality - Non-Lab & Sampling	-	74,004
Chlorine & Treatment	70,032	85,000
Subtotal Plant Operations:	476,123	560,610

Crescenta Valley Water FY19-20 Budget

Expenses - Water Fund

	<i>Projected</i>	<i>Proposed Budget</i>
	FY 2018-19	FY 2019-20
Distribution		
Backflow Expense	694	700
Pipelines - Maintenance	37,946	43,569
Pipelines - Paving	14,657	15,500
Pipelines - Fire Hydrant & Fire Service Repair/Rep	5,971	12,000
Pipelines - Leak Detection/Leak Repair	6,199	28,000
Pipelines - Trench Plate Rentals	-	2,000
Pipelines - Water Sampling Stations	3,500	-
Pipelines - Valves	-	6,000
Reservoir - Maintenance	50,184	76,967
Reservoir - Landscape	17,123	20,000
Meters - Maintenance	85,093	86,451
Meters - Paving	100,700	205,000
Meters - Repair/Replacement/Upgrade	8,902	10,000
Meters - Lateral Leaks	76,346	85,000
Meters - Trench Plate Rentals	461	5,000
Meters - D-jobs	129,278	39,996
Wells - Maintenance	16,178	50,000
Wells - Landscape	57,511	7,000
Wells - Rent	8,412	300
GWP - Land Lease	327	16,000
Booster Pump - Maintenance	18,405	72,000
Emergency Generators	25,831	22,500
Auto/Truck - Maintenance	64,823	60,914
Auto/Truck - Gas	21,211	21,332
Auto/Truck - Diesel	23,135	21,537
Subtotal Distribution:	772,888	907,765

Crescenta Valley Water FY19-20 Budget

Expenses - Water Fund

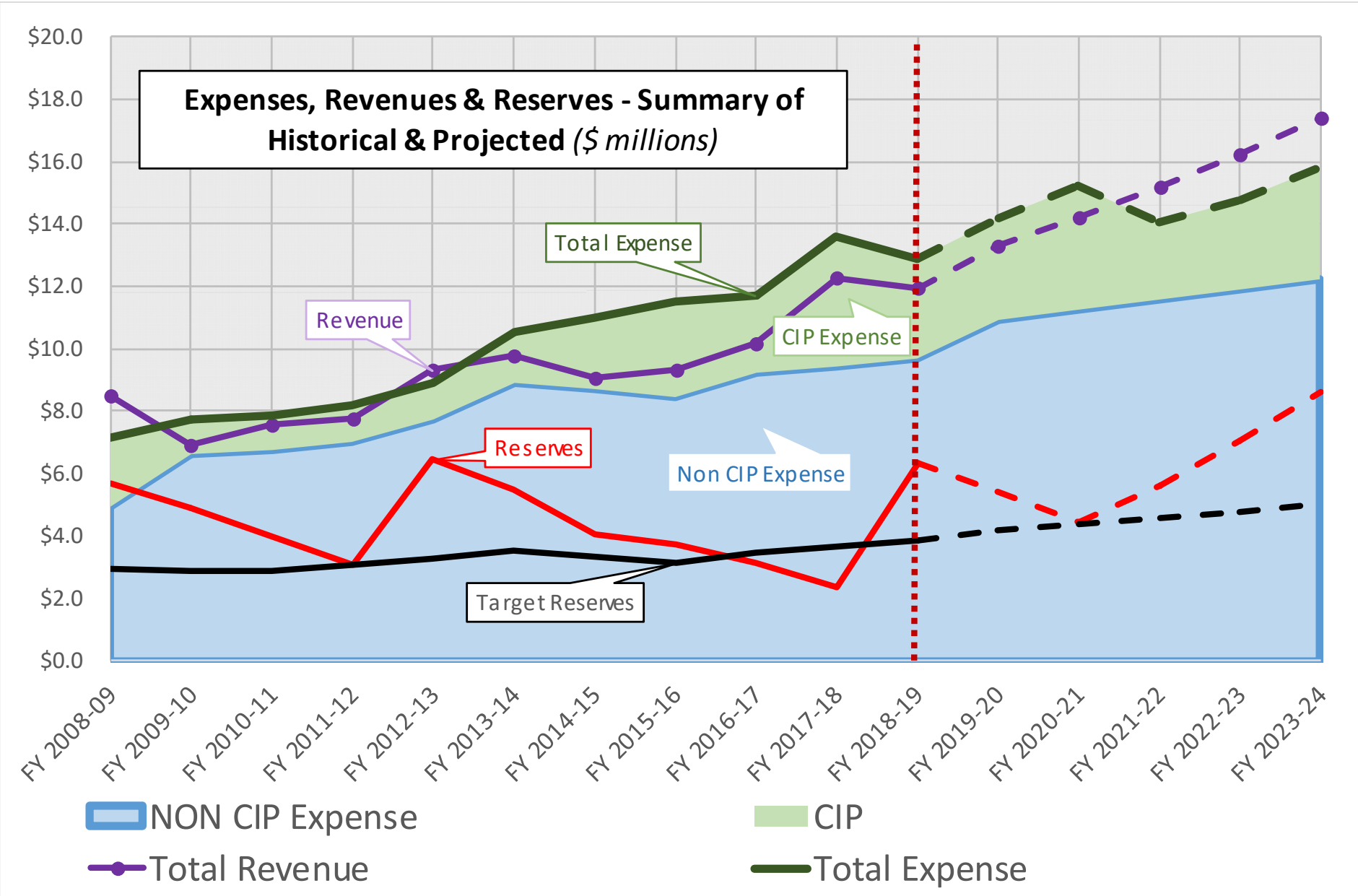
	<i>Projected</i>	<i>Proposed Budget</i>
	FY 2018-19	FY 2019-20
General & Administrative		
General Liability Insurance	50,041	61,200
Accounting - Audit	6,800	6,750
Legal Consulting Fees	61,896	90,000
Administrative Consultants	105,000	186,658
Office Maintenance	21,603	13,526
Landscape Maintenance - Office	4,314	11,168
Office Supplies & Misc Expenses - Office	5,067	5,863
Computers & Network (previously Computer Har	22,339	27,000
Computer Software, Maintenance, Licenses	38,965	50,400
Utilities - Office	17,360	22,526
Enterprise Voice Communications	8,560	17,073
Data Communications - Fiber Lines/Internet	24,892	47,340
Wireless Voice & Data Communications-cell	52,617	15,724
Printing, Postage, Stationery, Copier Maint.	43,002	36,000
Uncollectible Accounts-Water	-	4,302
Water System Fees (DHS, RWQCB, LAFCO, Misc)	72,211	60,000
Engineering Department	10,480	9,769
Water Conservation	11,698	25,500
Water Conservation - Advertising (Pipeline)	4,717	-
Water Conservation - Turf Rebates	-	-
Water Conservation - Device Rebates	-	5,000
Community Outreach	6,373	20,000
Interns	8,861	5,000
Training - Office	6,610	10,838
Conferences and Seminars - Office	11,091	11,904
Board of Directors - Conferences and Seminars	6,065	2,712
Misc Administration - Office	5,530	3,495
Board of Directors - Misc Administration	2,224	2,264
Membership Renewals/Subscriptions	20,506	25,410
Bank Charges	31,593	33,000
Election Expense	58	-
Rental Property	605	2,242
Subtotal General & Administrative:	661,077	812,663
Emergency Operations		
Emergency Operations	12,000	12,000
Subtotal Emergency Operations:	12,000	12,000
TOTAL O&M EXPENSES	5,133,215	5,626,002

Crescenta Valley Water FY19-20 Budget
CIP - Water Fund

Proposed CIP	<i>Projected</i>	<i>Proposed Budget</i>
	FY 2018-19	FY 2019-20
Well Rehabilitation	146,054	190,000
Well 2 Construction	554,961	-
Ocean View Study	2,819	-
Reservoir Rehabilitation	521,593	410,000
Annual Pipeline Replacement 200Yr	565,936	1,056,000
Annual Booster Pump Replacement	28,773	75,000
Rehab of Ramsdell/Mayfield Blending Stn	2,869	165,000
Rehab of Pennsylvania Ave	88,000	-
Chloramination Conversion	952,792	-
AMI Program	-	557,000
SCADA Replacement - Equip & Integration	-	315,000
Other	-	110,000
TOTAL CIP EXPENSES	2,863,797	2,878,000

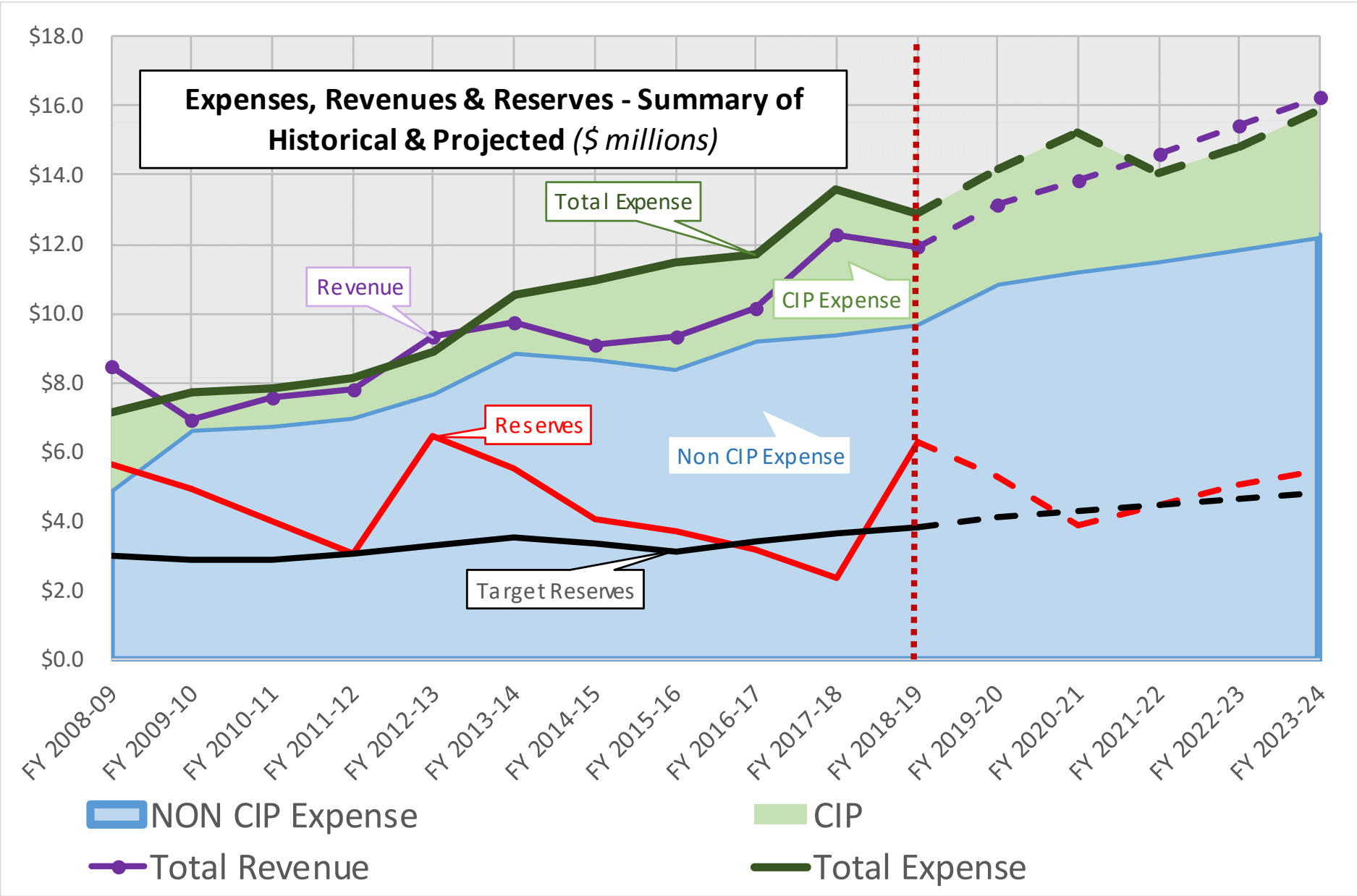
Water Reserves with 7% Rate Increases Over Time

Figure 1



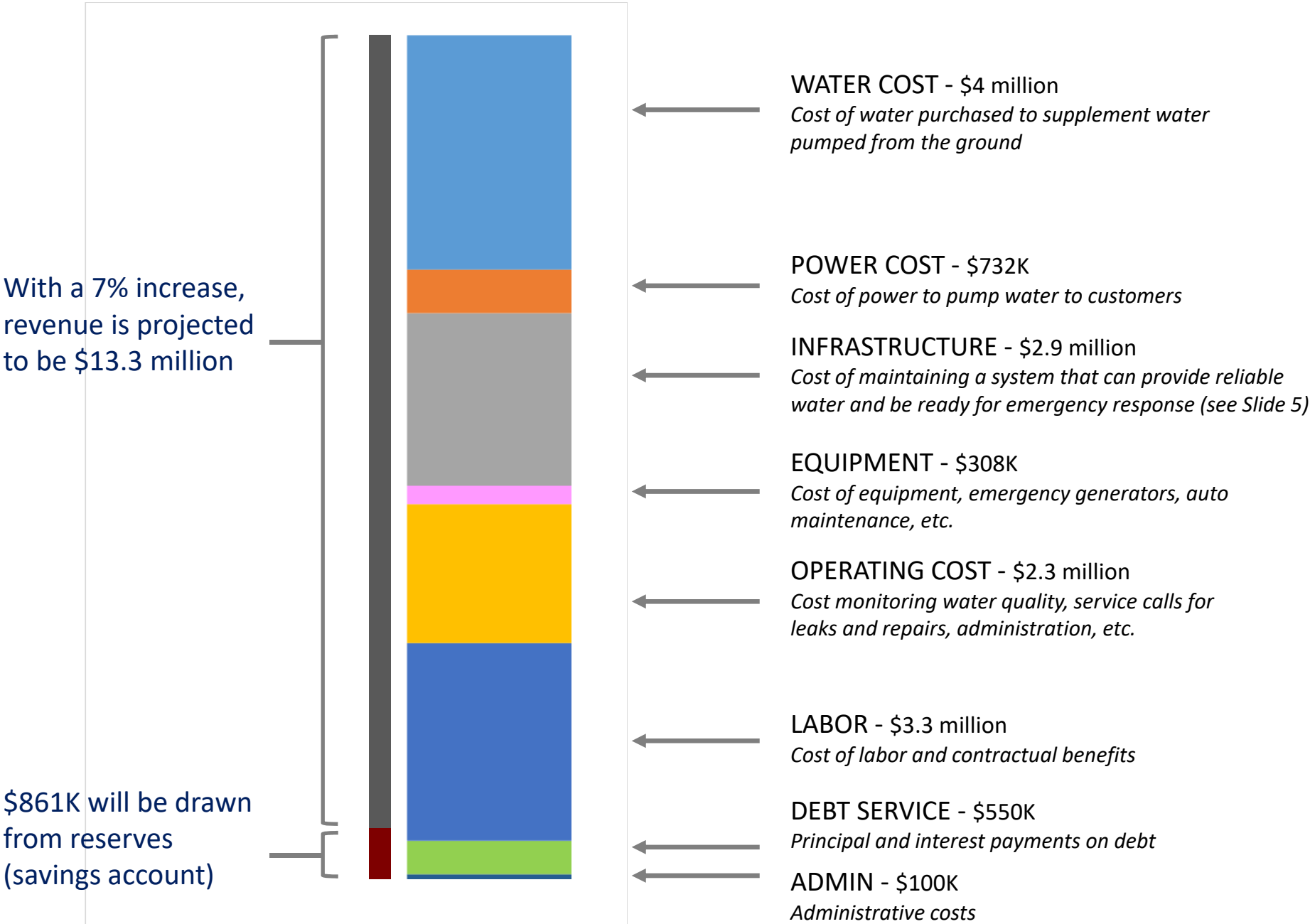
Water Reserves with 5.5% Rate Increases Over Time

Figure 2



What Does a 7% Increase Get Us

Figure 3



What is the Impact of Adjusting Rates 1% Less than Needed Each Year?

Figure 4

- If 1% is about \$100,000, then we lose \$100,000 for that year and every subsequent year

1% - Impact Over Time

							Today	Tomorrow						
	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	
2012-13	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
2013-14		\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
2014-15			\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
2015-16				\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
2016-17					\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
2017-18						\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
2018-19							\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
Annual	\$100,000	\$200,000	\$300,000	\$400,000	\$500,000	\$600,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	
Cumulative	\$100,000	\$300,000	\$600,000	\$1,000,000	\$1,500,000	\$2,100,000	\$2,800,000	\$3,500,000	\$4,200,000	\$4,900,000	\$5,600,000	\$6,300,000	\$7,000,000	

RESOLUTION NO. 745
RESOLUTION OF THE BOARD OF DIRECTORS OF
CRESCENTA VALLEY WATER DISTRICT
ADOPTING RATES AND CHARGES FOR WATER SERVICE

WHEREAS, the Crescenta Valley Water District is a county water district empowered under the Water Code to fix rates and charges for its water service;

WHEREAS, a water and sewer cost of service study has been prepared and presented to the Board of Directors of the District;

WHEREAS, based on the cost of service study, a proposed change in water rates and charges has been presented to the Board of Directors of the District for bills rendered after July 1, 2019;

WHEREAS, notice of the proposed rates and charges was published in advance, and a public hearing was held on the proposed rates and charges;

WHEREAS, pursuant to section 15273 of the District's CEQA guidelines, the Board of Directors hereby finds that the proposed rates and charges are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits, purchasing or leasing supplies, equipment, or material, meeting financial reserve needs and requirements, and obtaining funds for capital projects, necessary to maintain service within existing service areas, and therefore the California Environmental Quality Act does not apply to the approval of the rates and charges;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Crescenta Valley Water District authorize that Appendix E of the District's Rules and Regulations, Rates and Charges for Water Service, is amended to read as attached.

PASSED, APPROVED, AND ADOPTED at an Adjourned Meeting of the Board of Directors of Crescenta Valley Water District held on June 25, 2019. Resolution No. 745 was adopted by the following vote:

AYES:

NOES:

ATTEST:

President, Board of Directors
Crescenta Valley Water District

Secretary of the Board of Directors of
Crescenta Valley Water District

STATE OF CALIFORNIA)
)
COUNTY OF LOS ANGELES) ss.

I, RON MITCHELL, Secretary of the Crescenta Valley Water District, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. 745 of the Board of Directors of Crescenta Valley Water District adopted at an Adjourned Meeting held on June 25, 2019, and that the same has not been amended or repealed.

Secretary of the Board of Directors of
Crescenta Valley Water District

DATED: June 25, 2019

(S E A L)

APPENDIX E
CRESCENTA VALLEY WATER DISTRICT
RATES AND CHARGES FOR WATER
SERVICE

CRESCENTA VALLEY WATER DISTRICT

APPENDIX E

RATES AND CHARGES FOR WATER SERVICE

Quantity rate charge for single family residential usage: Quantity charges are applicable to all water consumption in addition to the bi-monthly service charge. The rates charged by the District for water consumption, per 1,000 gallons (Unit) of water consumed per bi-monthly billing period, are as follows:

<u>For Bills Rendered After: 7/1/19</u>		<u>Rate per 1,000 Gallons</u>
<u>Water Use Range</u>		
Tier I	1-10 Units	\$ 5.17
Tier II	11-26 Units	\$ 8.14
Tier III	27 Units and above	\$12.29

Quantity rate charge for multi-family units, commercial, institutions, & schools usage: The rates charged by the District for water consumption, per 1000 gallons (Unit) of water consumed per bi-monthly billing period, are as follows:

<u>For Bills Rendered After: 7/1/19</u>	<u>Rate per 1,000 Gallons</u>
Base Rate	\$ 7.33

Quantity rate charge for irrigation usage: The rates charged by the District for water consumption, per 1000 gallons (Unit) of water consumed per bi-monthly billing period, are as follows:

<u>For Bills Rendered After: 7/1/19</u>		<u>Rate per 1000 Gallons (Unit)</u>
<u>Water Use Range</u>		
Tier I	1-80 Units	\$ 5.66
Tier II	81 Units and above	\$ 10.89

Service Charge: The bi-monthly service charge is a fixed charge per meter size and does not provide for any minimum water consumption allowance are as follows:

Commencing the First Billing Period Following:

<u>Meter Size</u>	<u>7/1/19</u>	<u>7/1/19</u>
	<u>Within District</u>	<u>Outside District</u>
3/4"	\$54.10	\$54.50
1"	\$80.69	\$81.09
1½"	\$147.19	\$147.59
2"	\$227.01	\$227.41
3"	\$479.72	\$480.12
4"	\$852.17	\$852.57

Minimum Monthly Charge for Temporary Service per Article 9.02: \$35.00

One-Time Service Charge for Temporary Service per Article 9.02: \$25.00

Private Fire Protection Charge: The bi-monthly service charge for fire protection services per meter size and does not provide for any minimum water consumption allowance are as follows:

<u>Meter Size</u>	<u>7/1/19</u>	<u>7/1/19</u>
	<u>Within District</u>	<u>Outside District</u>
1"	\$15.85	\$16.25
2"	\$24.46	\$24.86
3"	\$44.05	\$44.45
4"	\$77.83	\$78.23
6"	\$199.05	\$199.45
8"	\$408.15	\$408.55
10"	\$722.67	\$723.07

Glendale Utility Tax Administration Fee – Effective 1/1/11 for customers within the City of Glendale - \$0.40 per bi-monthly bill.

WATER SYSTEM CONNECTION FEE:

1. The basic fee is **\$4,830** per equivalent dwelling unit for fiscal year **2019/2020**. On July first of each year, the fee shall be revised according to the following equation.

$$\text{Fee} = \frac{\text{BV} + \text{CIP}_5}{\Sigma \text{EDU}}$$

Where:	Fee =	Current year's connection fee per equivalent dwelling unit.
	BV =	Current value of all District water system property and equipment minus the depreciation of water system assets as published in the District's independently audited financial statements.
	CIP ₅ =	The average annual cost of water system projects in the District's most recent Capital Improvement Program attributed to the need for increased water system capacity multiplied by 5 years.
	Σ EDU =	The sum of equivalent dwelling units in the District's water system as calculated at the end of the prior year based on the meter conversion method in the November 2003 report entitled "Establishment of a New Water System Connection Fee Structure for Crescenta Valley Water District".

2. **Exception:** For the installation of a new fire service line, where no other construction is proposed, the water system connection fee shall only include the CIP component as follows:

$$\text{Fee} = \text{CIP}_5 / \Sigma \text{EDU}$$

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 5
June 25, 2019

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – District Engineer
Subject: Recommendation to Amend the Contract for the Rehabilitation of Wells 1 & 7

ACTION ITEM:

Pump Replacement and Casing Rehabilitation of Wells 1 & 7, Project E-999 – Consideration and motion to authorize the General Manager to amend the contract with General Pump Company, Inc. for the rehabilitation of Wells 1 and 7 for installation of a new 10-inch liner at a cost of \$14,295 to cover the cost of unforeseen or additional work and transfer of \$7,500 from the Water Reserve Fund.

BACKGROUND:

At the May 28, 2019 Board meeting, Staff provided information to the Board of Directors that included several options for the repair of the casing for Well 7.



Staff recommended going with the option of patching the top section of the casing and returning the well to service in order to keep costs down and to get Well 7 back into service at an earlier date. The Board approved this option and staff followed up with General Pump Company (GPC) to proceed with the work.

DISCUSSION:

On June 11, 2019, GPC informed staff that, after reviewing the video of the casing damage, their subcontractor, Longmire Well Services, Inc., indicated that the risk of further damaging the well casing was too high for Longmire to attempt the work. Staff then started working with GPC on the other options to repair the well casing. The option agreed upon by staff and GPC would be the installation of a new 10" liner at the well. Staff also reviewed the original scope of work and removed several items for work that was not going to be performed. While this solution is not ideal, it will provide CVWD a longer lasting and more stable solution than the simple patch and replace option.

General Pump Company provided a revised quote of \$37,000 to install the 10-inch liner (see GPC quote), which represents a total construction cost increase of \$14,295 from the original contract cost of \$140,380, approved on January 22, 2019.

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to amend the construction contract with General Pump Company, request to transfer \$7,500 from the Water Reserve Fund, and to proceed with the installation of a new 10-inch liner at Well 7 as described in their quote dated June 13, 2019. The cancellation of other planned work under the contract will also reduce the total contract amount by \$13,200.

This contract amendment cost total would increase by \$14,295 from the original approved contract, which includes the amount for Change Order #1, for a total amount of \$154,675. This updated amendment to the contract herein replaces the approved amendment from May 28, 2019 as shown in the table below.

ENVIRONMENTAL REVIEW:

N/A

FUNDING AVAILABILITY:

There are sufficient funds available in the water supply accounts for the project:

Account Description	Original Change Order 2: Patch Repair (Rescinded)	Revised Change Order 2: 10-inch Liner
FY 18/19 Water Supply – Well Rehabilitation	\$150,000	\$150,000
Original Construction Contract	(\$127,620)	(\$127,620)
Unforeseen or additional work	(\$12,760)	(\$12,760)
Total Original Construction Cost – Approved on 1/22/19	\$140,380	\$140,380
Amount Remaining in Water Supply – Well Rehabilitation	\$9,620	\$9,620
E-999 - Amended Construction Contract		
Original Construction Contract	\$127,620	\$127,620
Change Order #1 – Mechanical Development at Well 1	\$3,255	\$3,255
Change Order #2 – Well Casing Structural Repairs	\$28,379	-
Change Order #2 Revision – 10” Liner Installation	-	\$37,000
Change Order #3 – Deducted Construction Items	(\$13,200)	(\$13,200)
Amended Construction Costs	\$146,054	\$154,675
Request for Additional Construction Cost	\$5,674	\$14,295
FY 18/19 Water Supply - Well Rehabilitation	\$150,000	\$150,000
Amended Construction Costs	\$146,054	\$154,675
Amount Over Budget		(\$4,675)
Request for Transfer from Water Reserve Fund		\$7,500
Amount Remaining in FY 18/19 Well Rehabilitation	\$3,946	\$2,825

Prepared by:



Brook Yared, P.E.
Senior Engineer

Attachments:

1. GPC Quote dated 6/13/19 - CVWD Well #7 Cost Effective Liner

g:\management\board meeting staff reports\2019\06-25-19 board memo - e-999 wells 1 & 7 co r1 v2.docx

Submitted by:



David S. Gould, P.E.
District Engineer



159 N. ACACIA STREET * SAN DIMAS, CA 91773

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Crescenta Valley Water District
2700 Foothill Blvd.
La Crescenta, CA 91214
Attn: Brook Yared

June 13, 2019

Subject: CVWD Well #7 Liner Installation

General Pump Company provided CVWD with several options to consider previously in a May 24th, 2019 letter. After consideration of the options by CVWD personnel and Board, they elected to pursue a swage for the degraded well casing area. Thereafter, the well swaging company decided that the option to patch the well carries too much risk for their tools after a thorough review of the video survey and report. GPC is then pleased to provide our most cost-effective solution and estimate to increase the life expectancy of CVWD Well No. 7.

Furnish and Install a Cost Effective 10" Casing Liner

- Mobilize crew, rig, and equipment to site. Then install a 10" diameter liner composed of a mild steel upper casing section with a 10" diameter stainless steel wire-wrapped screen lower casing section. The casing liner will then be welded to the existing liner at the surface. No annular glass beads installation is part of this scope.

Estimated Cost (Assumes 1 Day)

\$37,000.00

It should be noted, that the annular space will remain open until which time CVWD can purchase glass beads, separately. We highly recommend that the beads be emplaced immediately after the new casing liner is installed to avoid native fill/debris falling into the annular space. This liner installation will eliminate much of the risk involved with future redevelopment activities. These activities could still be completed per the original contract if CVWD were inclined to do so after installation of the new 10" casing liner and annular glass beads.

GPC's Standard Terms and Conditions apply and all invoices. Warranty for work and materials are restricted to parts and materials replaced as part of this project.

General Pump Company, Inc. appreciates the opportunity to assist with this project. If you have any questions regarding the technical aspects of this project, please do not hesitate to give us a call.

Sincerely,
GENERAL PUMP COMPANY, INC.

Luis Busso

Luis Busso, P.G.
Sr. Project Geologist

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 6
June 25, 2019

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – District Engineer
Subject: TTHM Mitigation and Disinfection Process Upgrades, Project E-995

ACTION ITEM:

TTHM Mitigation and Disinfection Process Upgrades, Project E-995

Discussion and update of CVWD's TTHM study and disinfection process upgrades

BACKGROUND:

The District uses chlorine as a disinfectant to treat drinking water. Chlorine can create disinfection by-products during treatment, also known as Total Trihalomethanes or TTHMs as chlorine reacts with naturally occurring organic matter in imported water. CVWD's imported water supplied by FMWD/MWD is from either the Colorado River (CRW) or the State Water Project (SWP). Typically, CVWD's water supply blend is 60% groundwater and 40% imported water. With the on-going drought and groundwater levels not fully recovered, CVWD's water supply blend has shifted to 40% groundwater and 60% imported water over the past 8 to 12 months. This coupled with additional chlorine needed for breakpoint chlorination in the system, has caused an increase in TTHMs in the distribution system.

DISCUSSION:

Operational Changes:

Water system operational changes including reducing the amount of water storage and chlorination have resulted in reduced TTHM levels as shown on the attached charts since August 2018.

The TTHM level from FMWD/MWD rose to 75 mg/L on June 4, 2019 when the ozone system at the Weymouth plant was shut down for four (4) days, which reduced MWD's treatment for natural organic matter (NOM) that creates TTHMs. The ozone system was put back into service and the TTHM level decreased to 32 mg/L by June 11, 2019.

During the June 4th weekly sample, there were no significant increases in the TTHM level in the reservoirs since the water supply blend was at 54% GW/46% FMWD at that time. However, over the next two weeks, the TTHM levels increased in the upper pressure zones (Zones 5 – 11). Staff will be meeting and reviewing the storage time and chlorine level data relative to the high TTHM level from MWD to see if there are adjustments that can be done to lower the TTHM level before the next sampling date.

Project Schedule – Conversion to Chloramines:

The 2nd quarter 2019 compliance sampling was completed at the compliance locations and the running annual average (RAA) levels and the operational exceedance level (OEL) were below the target level of 64 ug/L, as shown on the attached compliance charts.

Staff will continue watching operations and the TTHM levels in July, August and September for the 3rd quarter 2019 compliance sample when we should see summer high temperatures and increased water demands. From this data, staff will determine when the disinfection system should be changed over to chloramines.

Staff and its consultants are working with the Division of Drinking Water (DDW) to amend the District's permit to operate. Staff plans to submit permit request with supporting data to DDW shortly and amendment to the permit completed by the end of July 2019.

Construction – Chloramine Conversion:

The following are tasks planned for the next few weeks by staff and its consultants:

- o Field crews will continue installation of the new chlorine analyzers at Shields, Goss Canyon and Cresta Heights Reservoirs. Staff anticipates completion of the chlorine analyzers by the end of June 2019.
- o APEX will be onsite in July for SCADA programming of the new chlorine analyzers.
- o Staff is working on the design to upgrading the chlorination system for Pickens Tunnel.
- o Staff and WQTS are working on the submittal to DDW for amending permit.

Past Actions:

- o August 14, 2018
 - Discussion by Dr. Issam Najm of WQTS on TTTMs and Chloramines.
 - Awarded contract to WQTS for \$10,000 for initial study and evaluation.
- o August 28, 2018
 - Awarded contract to WQTS for \$99,800 for chloramine conversion, public outreach, staff and operator training, Department of Drinking Water (DDW) permitting support, development of necessary mitigation plans, and preparation of 30% design plans.
 - Awarded contract to Hazen and Sawyer for \$9,971 to perform bench testing of CVWD's source water to determine proper breakpoint chlorination and formation of TTHMs.
- o September 11, 2018
 - Staff, worked with WQTS and CV Strategies to mail out public information brochures with a list of frequently asked questions.
 - Staff posted information on website and articles in the CV Weekly and Glendale Newspress.
- o September 15, 2018 – Public Workshop at the Glenwood Plant
- o September 25, 2018
 - Authorized General Manager to select and negotiate with consultants and contractors for the installation of chloramination systems at the Glenwood and Mills Plants for \$410,000.
 - Award contract to John Robinson Consulting (JRC) for \$45,225 for contract and construction administration for the new ammonia injection system.
 - Amended contract to WQTS for \$44,240 for additional design work by Carollo Engineers.
- o October 9, 2018
 - Office & field staff trained on the nitrification and chloramines processes.
 - Carollo Engineers submitted preliminary 30% design plans for review.
- o October 23, 2018
 - Site walk at Glenwood and Mills Plants to determine location of ammonia injection skids, ammonia injection conduits, and SCADA and electrical conduits.
 - JRC prepared and sent out a request for quote for purchase of two (2) ammonia injection pump skids.
 - Grace Environmental Services (Grace) provided a proposal for a system operator to assist staff during the chloramine conversion process in the distribution system.
 - Site visit from Apex Manufacturing Solution (APEX), on the design and installation of SCADA equipment and integration at Glenwood and Mill Plants
 - Met with Hazen and Sawyer on design and installation of new chlorine analyzers at six (6) locations to provide additional monitoring after conversion to chloramines
- o November 6, 2018
 - Field crews potholed the 14-inch water main at the Glenwood Plant for depth and location for the ammonia injection concrete vault.
 - Awarded contract and ordered the concrete vault from Jensen Precast for \$36,775 at the Glenwood Plant and estimated delivery is 8 – 10 weeks after approval of shop drawings.
 - Awarded contract and ordered ammonia injection pump skids from Cortech Engineering for \$29,850 and estimated delivery in 8 – 10 weeks after approval of shop drawings.
 - 30% design plans were reviewed and sent back to Carollo Engineers for final edits.
 - Awarded contract to BrikArt Construction for \$7,011 to install concrete pad at Mills Plant.
 - Awarded contract to APEX for \$47,725 for the design and integration of SCADA equipment at Glenwood and Mill Plants.
- o November 20, 2018
 - Authorized General Manager to select and negotiate with consultants and contractors for the operations and maintenance for the new chloramination systems at a cost not to exceed \$500,000.
 - BrikArt Construction completed the concrete pad at the Mills Plant.
 - Awarded contract to Hazen and Sawyer for \$53,255 for design services for the installation of six (6) new chlorine analyzers.

- Awarded contract to Core-Rosion and ordered a 405-gal tank with level indicator sensor at Mills Plant for \$7,153.
- Awarded contract to ValveTek Utility Services (Valvetek) to perform dead-end water main flushing for \$131,000.
- Awarded contract to Hopkins Technical Products to upgrade seven (7) existing ProMinent chlorine analyzers for \$32,870.
- Awarded a contract to Hach, Inc for new seven (7) new chlorine analyzers and upgrade five (5) existing chlorine analyzers for \$91,560.
- o December 12, 2018
 - Shop drawings from Cortech Engineering for the two (2) ammonia skids and from Core-Rosion for the 405-gal ammonia tank reviewed by JRC and sent back with comments.
 - Staff provided comments on the Nitrification Monitoring & Control Plan to WQTS.
 - JRC submitted plans to Glendale Fire Department for permits for Glenwood and Mills Plants.
 - Staff met with Medora Corp to discuss installing new mixers in reservoirs to maintain chloramine residual and portable chlorine injection systems.
 - Field crews started working on upgrading/repairing blow-offs for dead-end water main flushing.
- o January 8, 2019
 - Delivery of concrete vault from Jensen Precast delayed due to shop drawing revisions and current workload at Jensen Precast. Anticipated delivery date – late March 2019.
 - Staff and WQTS met to discuss updating CVWD's water quality distribution sampling plan for submittal to DDW for approval.
 - Staff met for a kick-off meeting with Hazen and Sawyer on the design of six (6) new chlorine analyzers.
 - Glendale Fire Department determined no permits are required for the installation of the ammonia injection system and will issue a refund fees.
 - Field crews continued working on upgrading/repairing blow-offs for dead-end water main flushing
 - Finalized shop drawings for ammonia skids with Cortech Engineering.
 - Staff purchased SCADA equipment from Royal Industrial Solutions
 - Staff and APEX continue meeting on SCADA integration for the new disinfection process
- o January 22, 2019
 - JRC finalizing costs with Univar for supplying liquid ammonia sulfate in both mini-bulk deliveries for Mills Plant and in 330-gallon containers at Glenwood Plant.
 - Ammonia Tank for Mills Plant delivered at the end of January 2019.
 - Finalized shop drawings for concrete vault. Anticipated delivery date – mid April 2019.
 - Ammonia skids from Cortech Engineering – Anticipated delivery date – February 25, 2019.
 - Staff and APEX continue meeting on SCADA integration for the new disinfection process.
- o February 12, 2019
 - Awarded contract to APEX for \$32,090 for SCADA design and integration for new chlorine analyzers.
 - Staff completed review of Hazen & Sawyer 30% design submittal for the six (6) new chlorine analyzers.
 - Staff and WQTS met to finalize submittal to DDW for amending permit.
- o February 26, 2019
 - Field crews completed upgrades and repairs of blow-offs prior to dead-end water main flushing
 - Hazen and Sawyer submitted 75% design for the six (6) new chlorine analyzers
 - Staff and ValveTek met on February 19 to discuss the project schedule.
- o March 12, 2019
 - Ammonia skids delivered on February 28, 2019
 - Valvetek performed a public demonstration near the Glenwood Plant on March 5, 2019
 - Staff finalized 75% design for the six (6) new chlorine analyzers
 - APEX completed 75% SCADA design, which was reviewed by Operation's staff

- o March 26, 2019
 - Crews installed ammonia skid with new concrete base at Glenwood Plant
 - Crews installed ammonia skid at Mills Plant
- o April 9, 2019
 - Field crews complete installation of new chlorine analyzer at Dunsmore Reservoir
 - Field crews completed the installation of conduits and chlorine analyzers at Mills and Glenwood
 - Finalized purchase of SCADA equipment from Royal Industrial Solutions
- o April 23, 2019
 - Vault delivered and installed including, static mixer, 14-inch valve and piping at Glenwood
 - Replaced 14-inch valve installed at Ramsdell & Sycamore after existing 1960's butterfly valve broke in the closed position
 - Installed ammonia feed and electrical conduits to the vault
 - APEX on-site for installation of new SCADA equipment, coordination of disinfection injection sequencing and SCADA monitoring of chlorine levels at Mills and Glenwood Plants and Dunsmore Reservoir.
- o May 14, 2019
 - Field crews continued working on installation of new chlorine analyzer at Shields, Goss Canyon and Cresta Heights Reservoirs.
- o June 11, 2019
 - Field crews completed installation of new chlorine analyzers at Shields and Goss Canyon Reservoirs
 - Field crews continued working on installation of new chlorine analyzer at Cresta Heights and Eagle Canyon Reservoirs
 - Staff and WQTS met on May 29, 2019 to review information need for submittal to DDW. Next meeting set July 3, 2019 to finalize information to be sent to DDW for review.

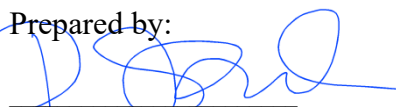
Updated Cost Estimate:

Account Description	Amount - 5/28/19	Amount - 6/25/19	Difference
Transfer from MTBE Reserve Fund (9/25/18)	\$410,000	\$410,000	\$0
Transfer from MTBE Reserve Fund - (11/20/18)	\$500,000	\$500,000	\$0
Transfer from MTBE Reserve Fund - (5/28/19)	\$0	\$90,000	\$90,000
Total Estimated Cost for Project	\$910,000	\$1,000,000	\$90,000
Consultants - Planning, Design & Construction Admin			
WQTS - Planning	\$4,500	\$4,500	\$0
WQTS - Design (Estimate on final cost)	\$130,000	\$130,000	\$0
Hazen & Sawyer - Water Quality	\$11,971	\$11,971	\$0
John Robins Consulting - Project Management	\$45,225	\$45,225	\$0
Grace Environmental Services (3 months part-time service) (Estimate)	\$0	\$0	\$0
Apex Manufacturing Solution - SCADA programing and integration	\$54,165	\$54,165	\$0
New Chlorine Analyzers - 6 locations - Hazen and Sawyer - Design	\$45,455	\$44,505	(\$951)
Public Notification - CV Strategies , Printing & Mailing	\$11,168	\$11,168	\$0
WQ Sampling - 7/1/18 to 4/30/19	\$95,079	\$95,079	\$0
WQ Sampling - 5/1/19 to 6/30/19 (Estimate)	\$13,260	\$13,260	\$0
Subtotal	\$410,823	\$409,873	(\$951)
Construction			
Ammonia Injection Skids (2)	\$41,166	\$41,166	\$0
SCADA - Equipment (RTU's, Communication, cabinets, etc..) (Estimate)	\$14,642	\$14,642	\$0
Concrete Pad & Grading at Mills	\$7,727	\$7,011	(\$716)
Ammonia Inject Vault at Glenwood	\$48,233	\$48,233	\$0
Ammonia Tank at Mills	\$6,922	\$6,922	\$0
Static Mixer & Ammonia Injection System	\$9,658	\$11,236	\$1,578
Conduits/Wiring/Electrical Materials (Estimate)	\$19,466	\$11,542	(\$7,924)
Upgrade Chlorine Analyzers (Mills & Glenwood)	\$18,647	\$18,647	\$0
Safety - Eye Wash, Containment, etc.. (materials only) (Estimate)	\$8,570	\$10,230	\$1,660
On-site Welding (Estimate)	\$4,249	\$4,249	\$0
Misc	\$0	\$425	\$425
Subtotal	\$179,280	\$174,303	(\$4,977)
Operations & Maintenance			
Upgrade Chlorine Analyzers - 4 locations Equipment (Hach)	\$27,494	\$27,494	\$0
Upgrade Chlorine Analyzers - 7 locations Equipment (ProMinent)	\$36,372	\$36,372	\$0
New Chlorine Analyzers - 6 locations - APEX SCADA Programing	\$37,365	\$37,365	\$0
New Chlorine Analyzers - 6 locations - SCADA Equipment (Estimate)	\$45,156	\$63,792	\$18,636
New Chlorine Analyzers - 6 locations - Equipment (HACH)	\$58,819	\$58,819	\$0
Dead-ends Water Main Flushing - Valvetek	\$154,624	\$154,624	\$0
Misc	\$0	\$90	\$90
Subtotal	\$359,830	\$378,556	\$18,726
Total Cost	\$949,933	\$962,731	\$12,798
Amount Remaining	(\$39,933)	\$37,269	

RECOMMENDATION:

It is staff's recommendation is to complete the installation of the ammonia injection system, chlorine analyzers and site improvements for conversion to chloramines.

Prepared by:



David S. Gould, P.E.
District Engineer

Attachments:

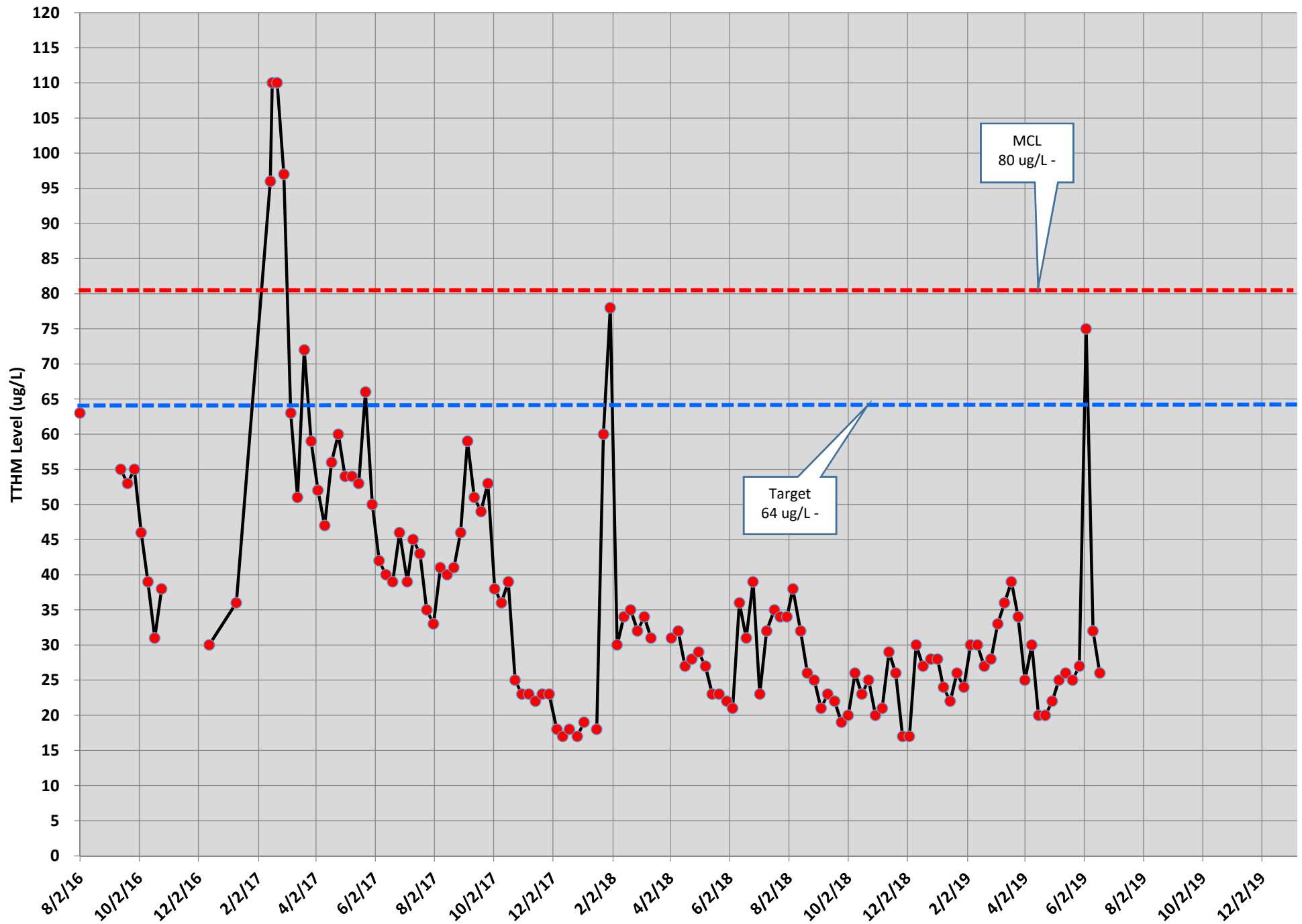
1. TTHM Charts dated 06-18-19

Submitted by:

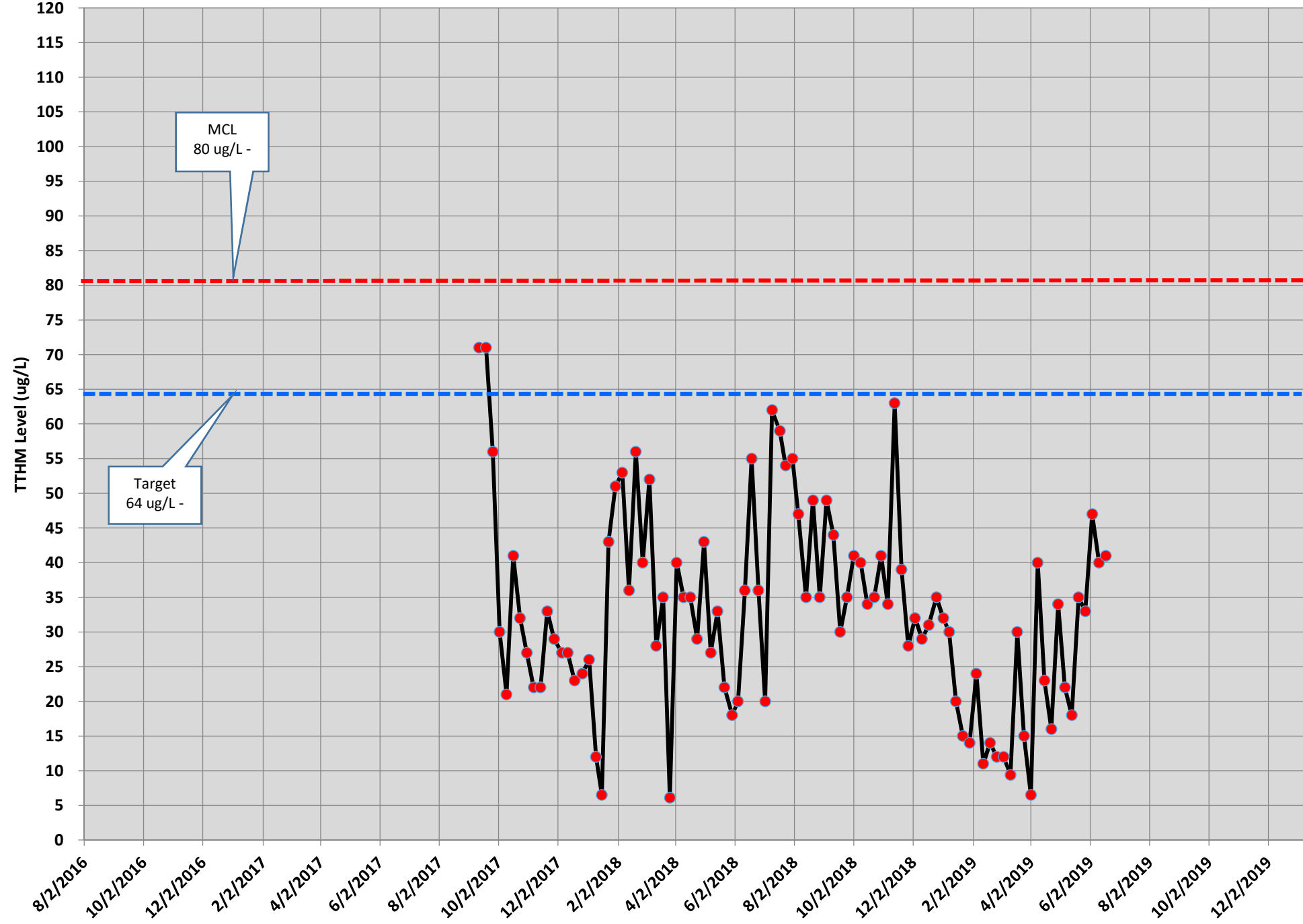


Nem Ochoa
General Manager

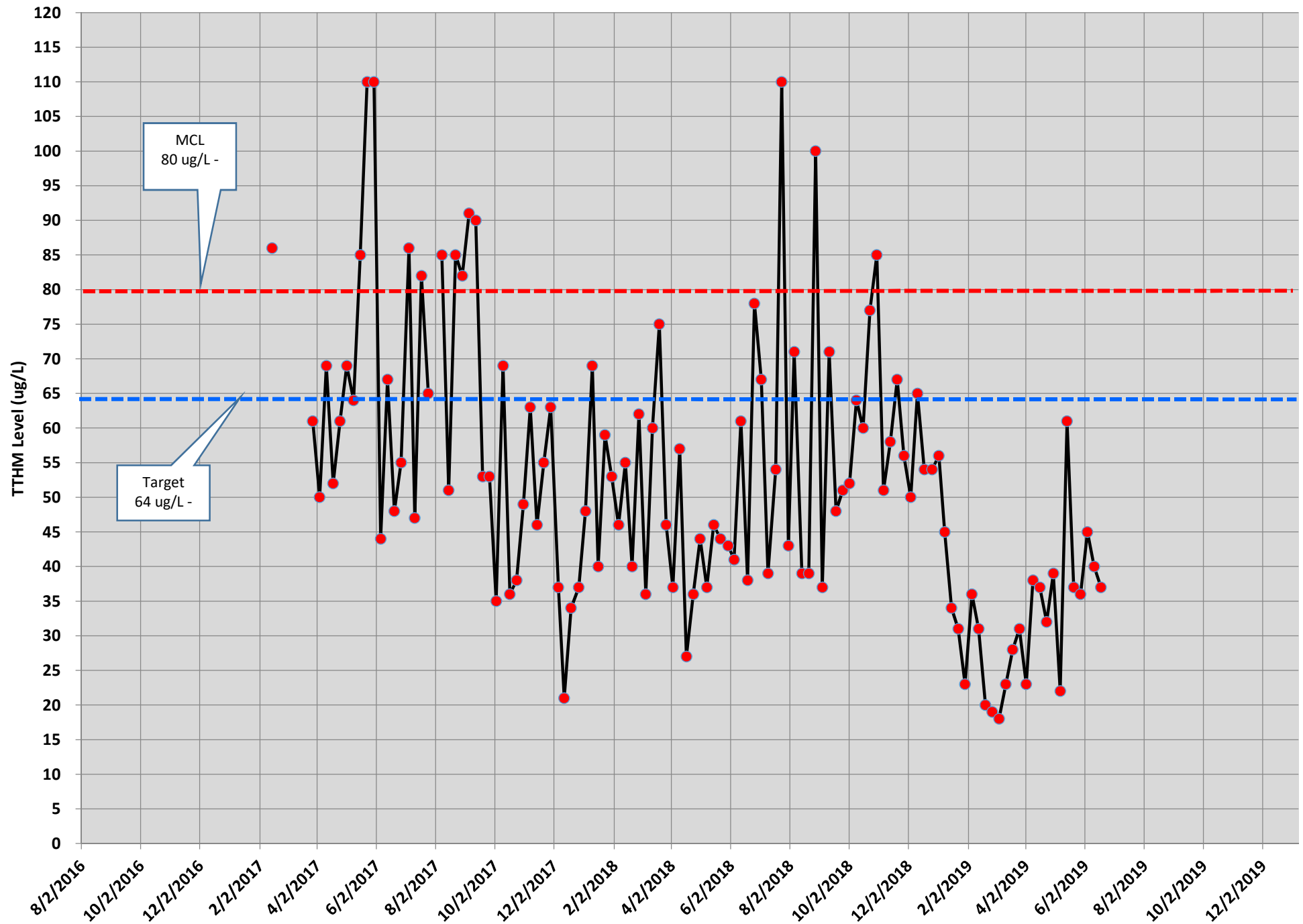
FMWD at Paschall Booster - TTHM's Levels



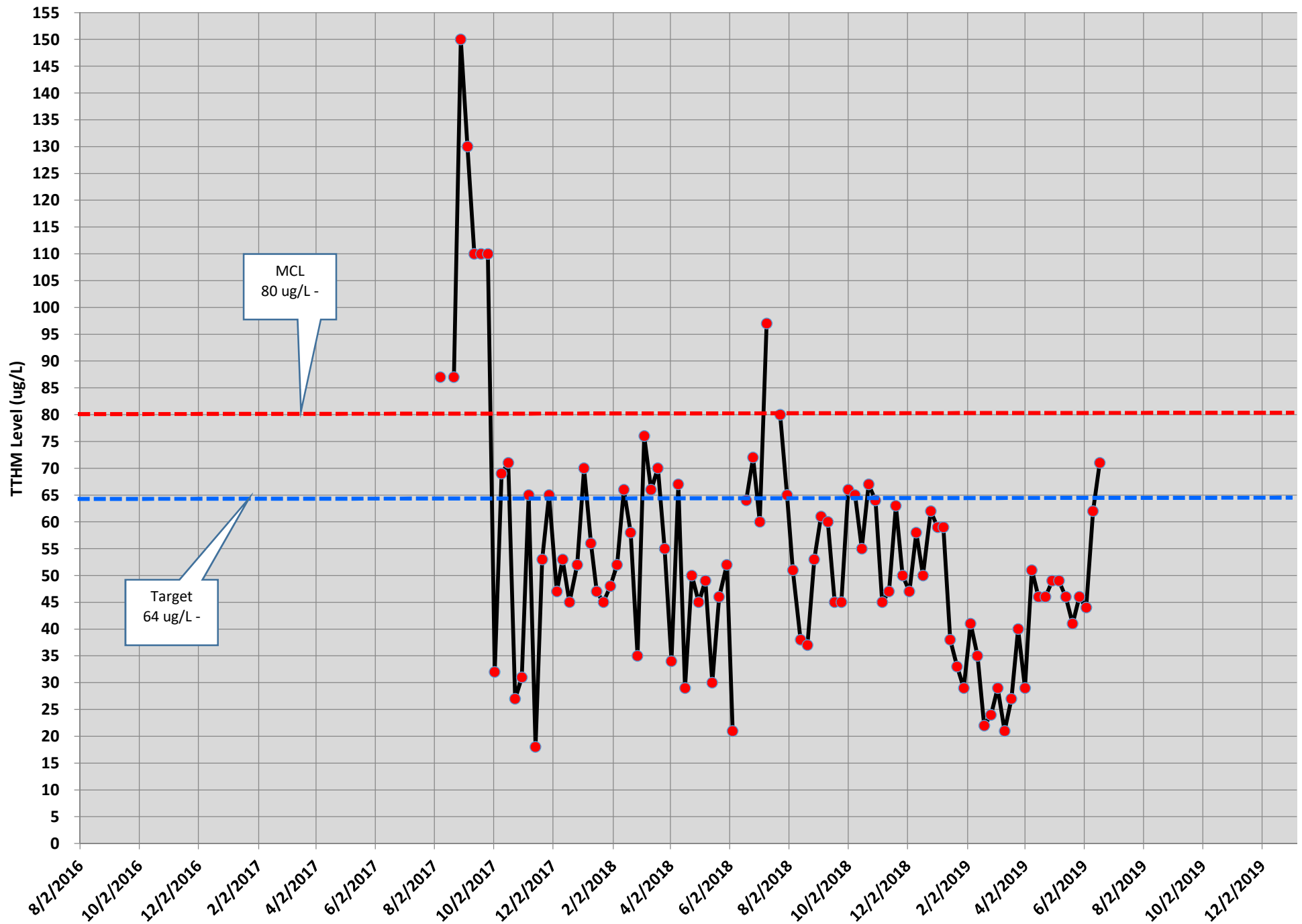
Encinal Reservoir (Zone 1) - TTHMs Levels



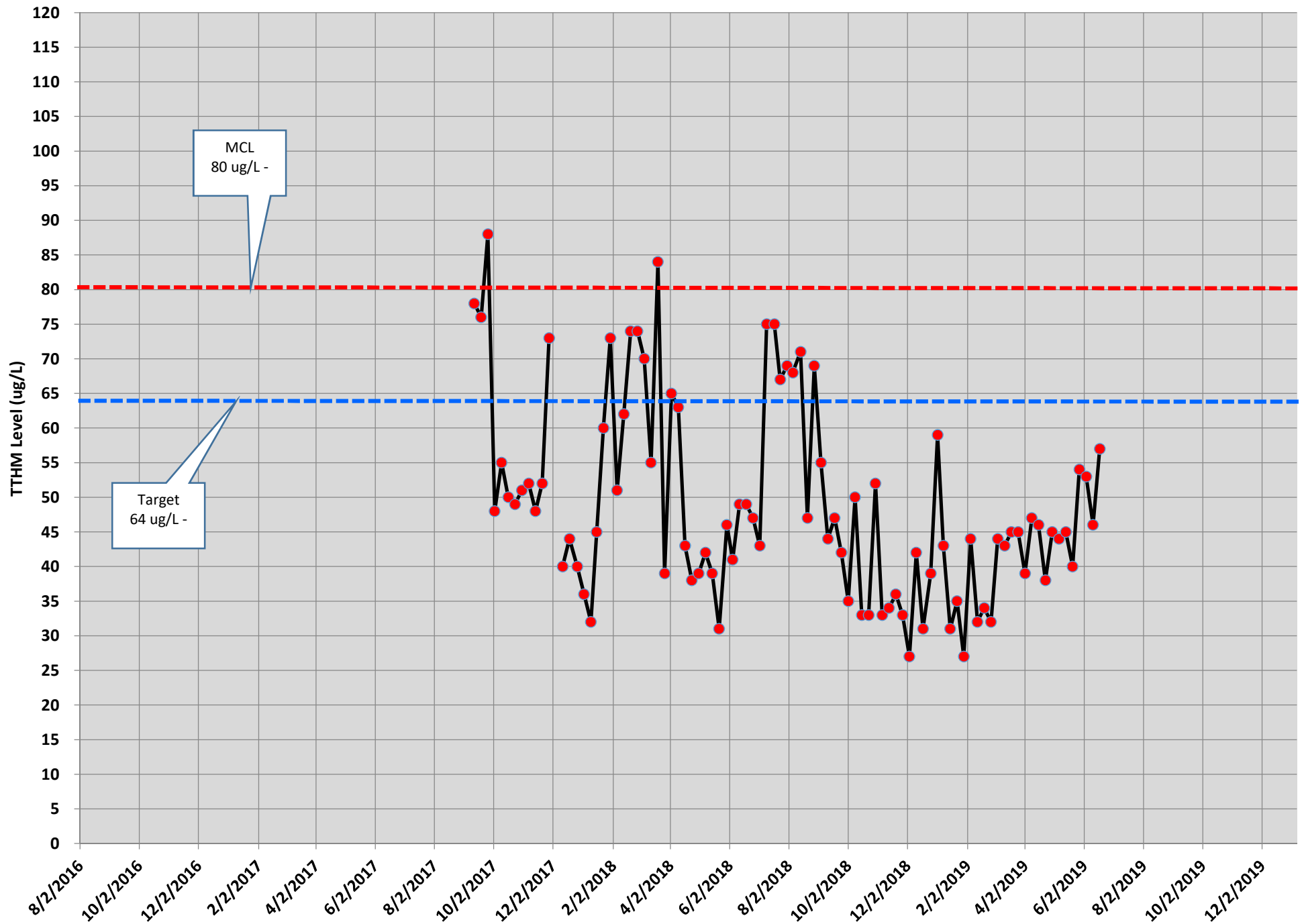
Williams Reservoir (Zone 2) - TTHMs Levels



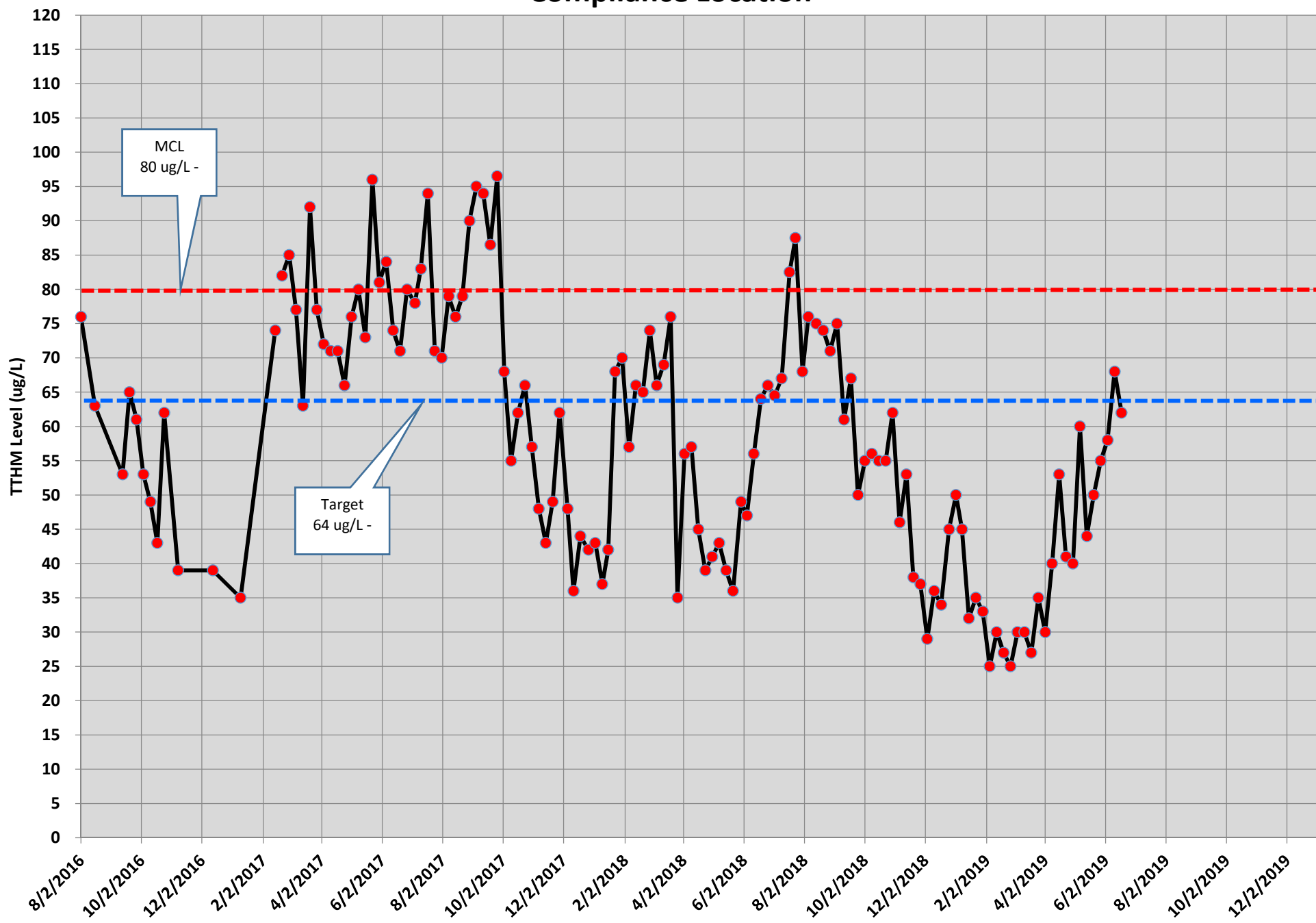
Ordunio Reservoir (Zone 2) - TTHMs Levels



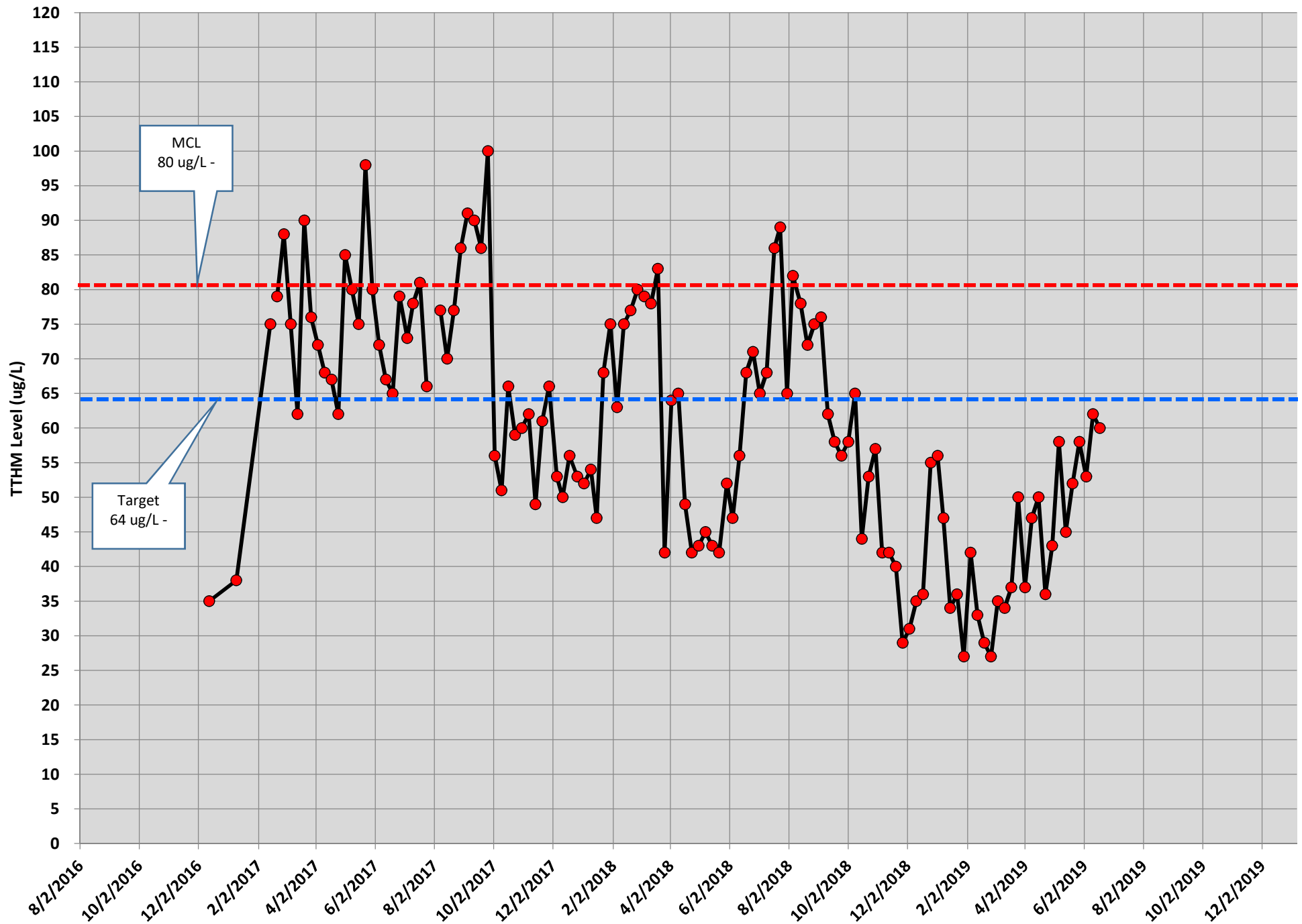
Rosemont Reservoir (Zone 3) - TTHMs Levels



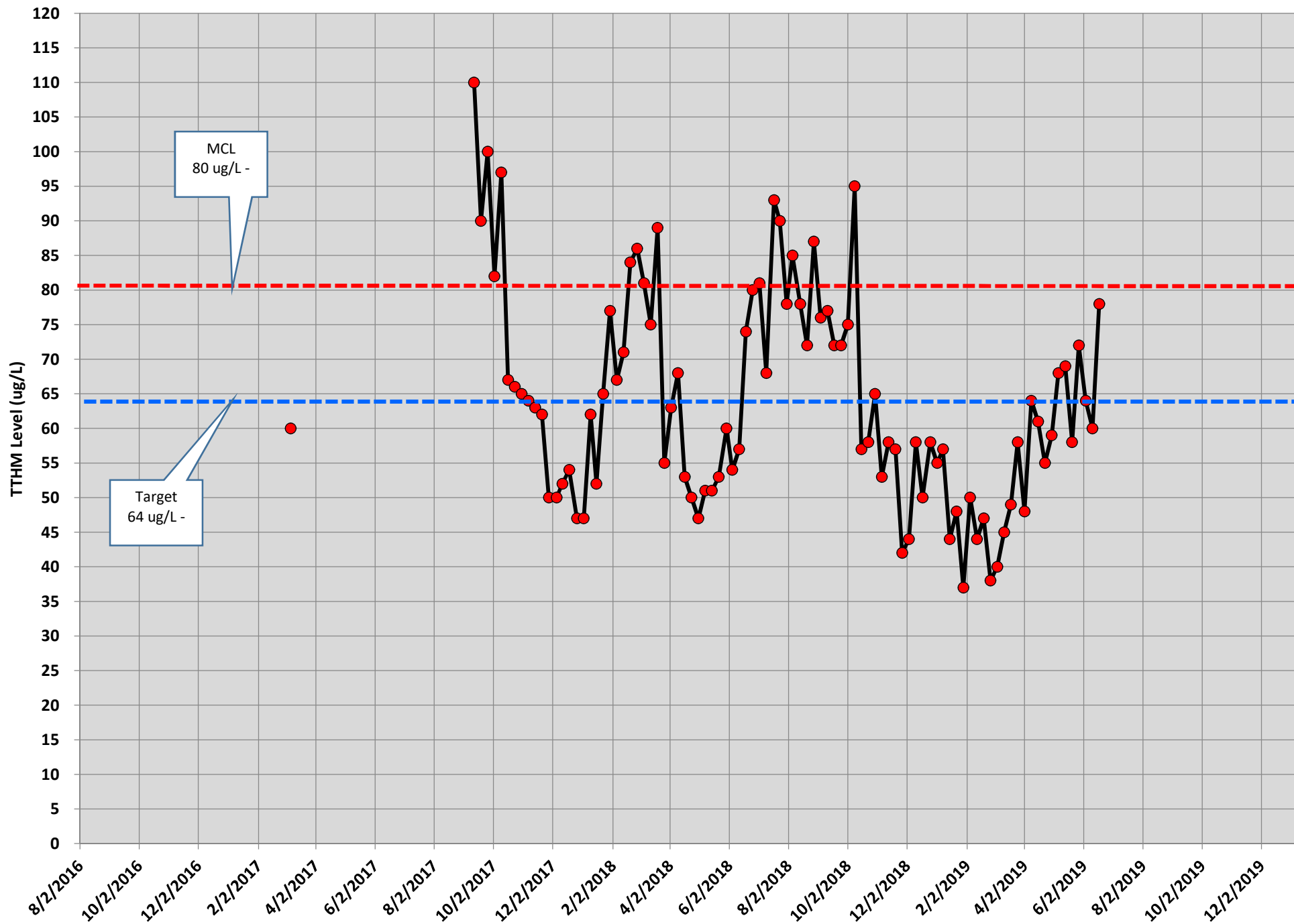
Oak Creek Reservoir (Zone 4) - TTHMs Levels Compliance Location



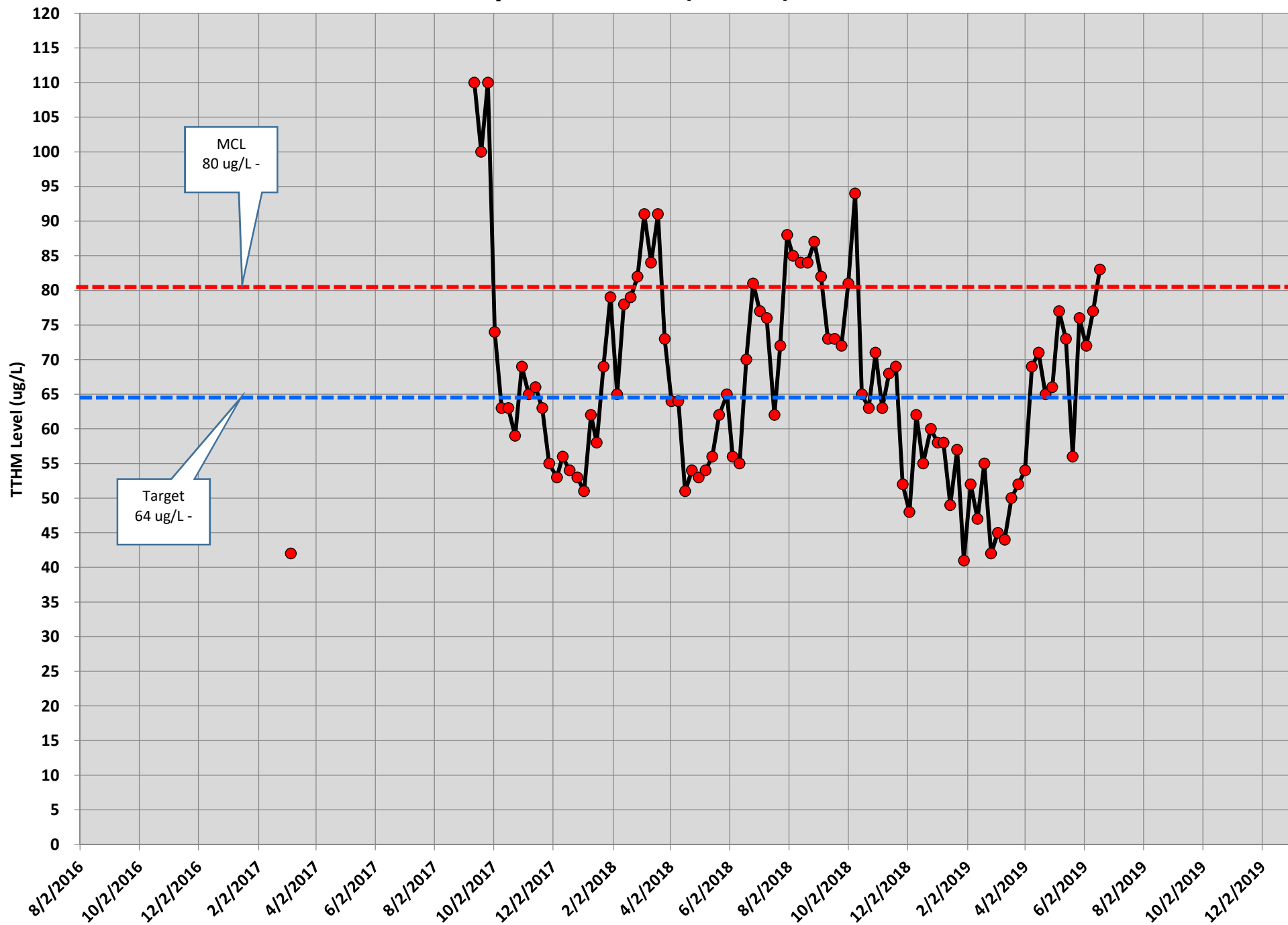
Markridge Reservoir (Zone 5) - TTHMs Levels



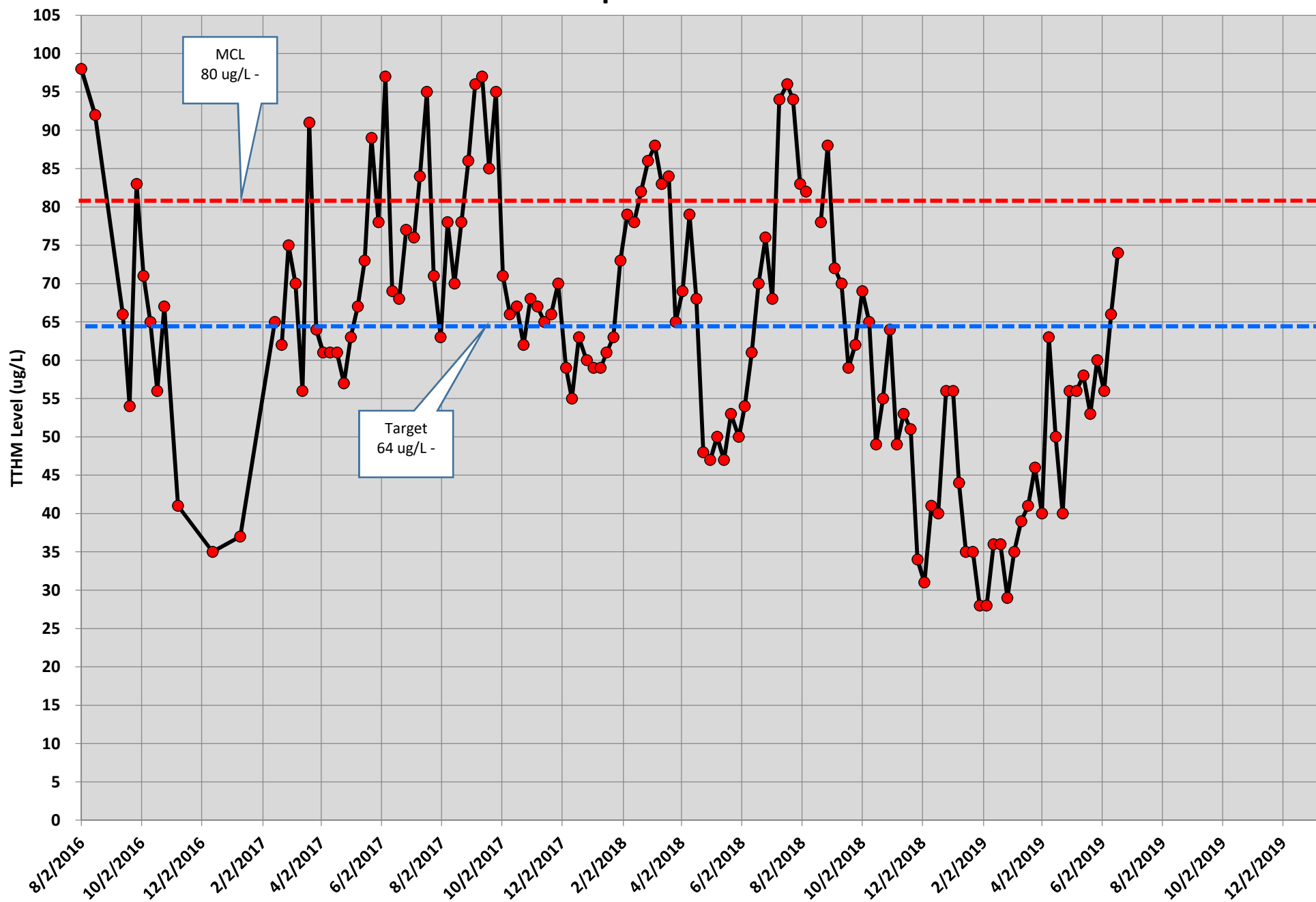
Eagle Canyon Reservoir (Zone 5) - TTHMs Levels



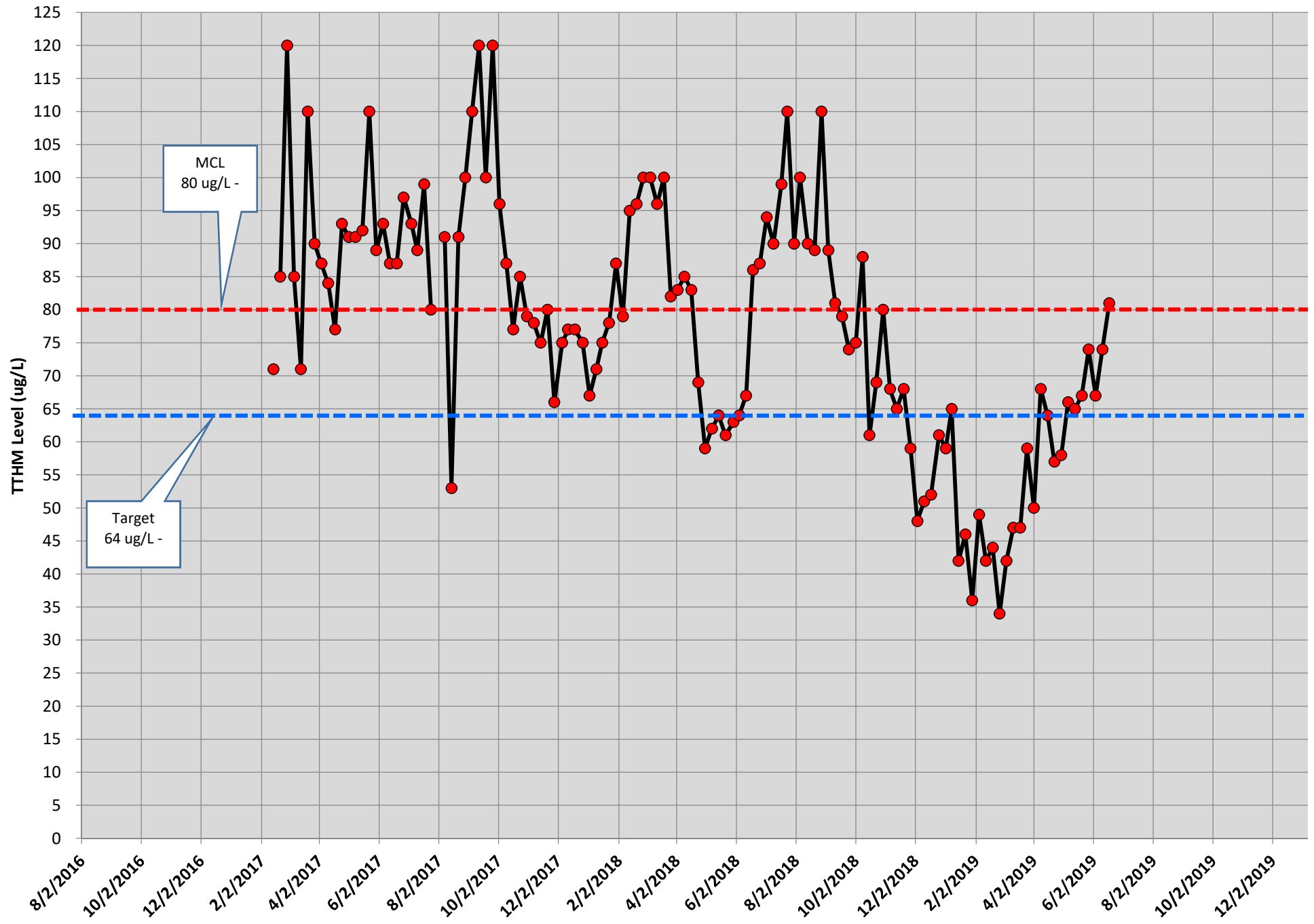
Goss Canyon Reservoir (Zone 6) - TTHMs Levels



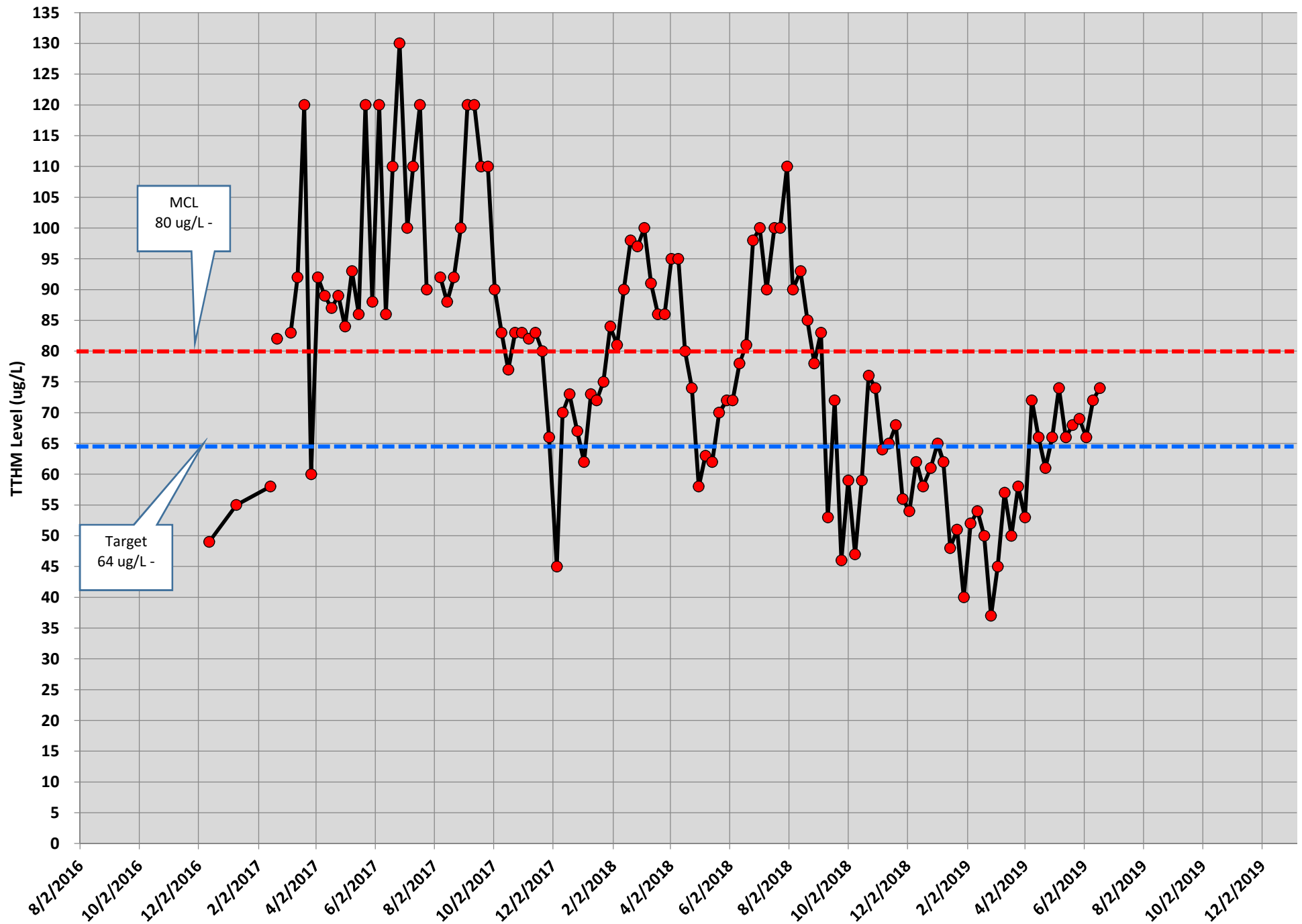
Dunsmore Reservoir (Zone 7) - TTHMs Levels Compliance Location



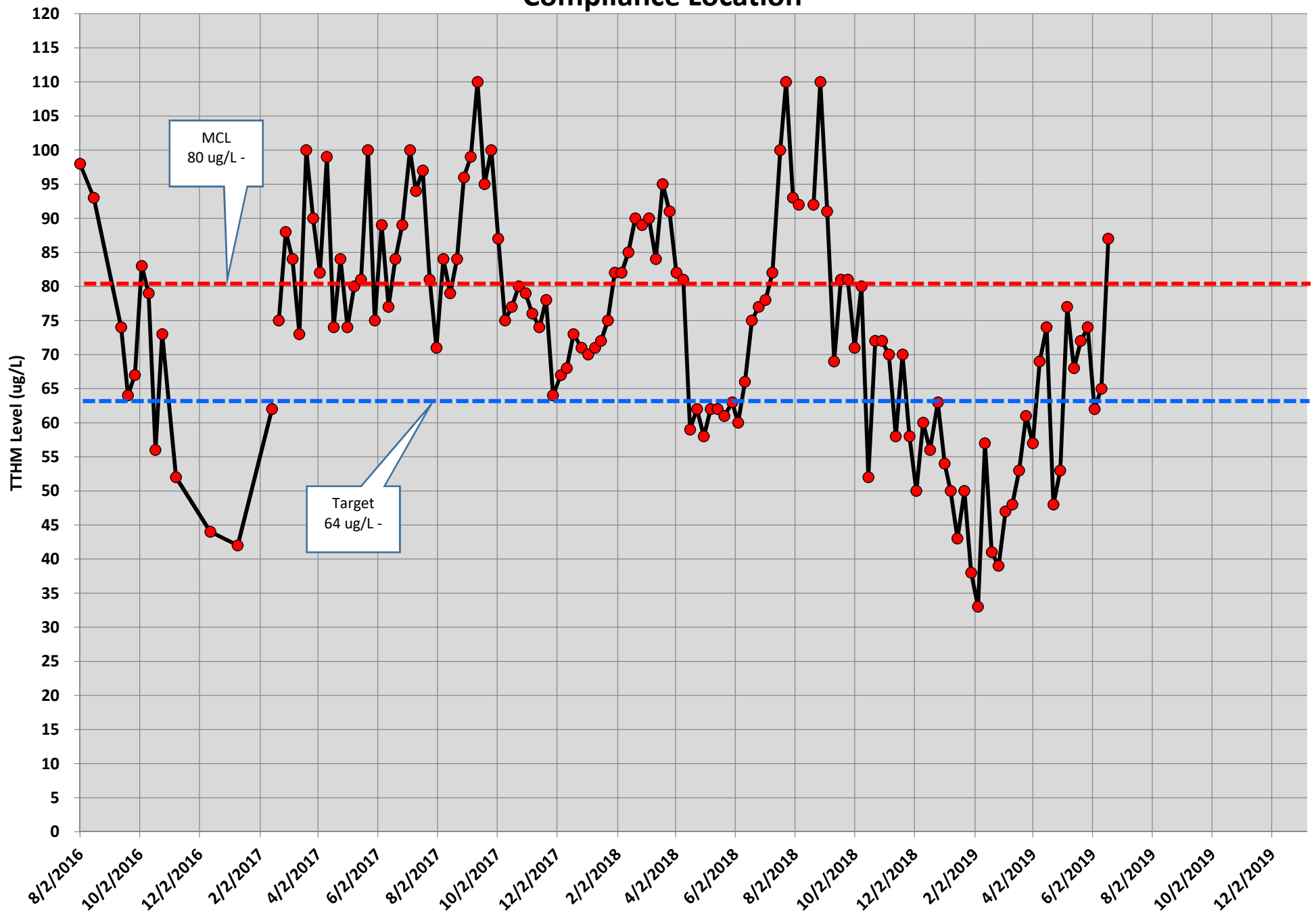
Cresta Heights Reservoir (Zone 8) - TTHMs Levels



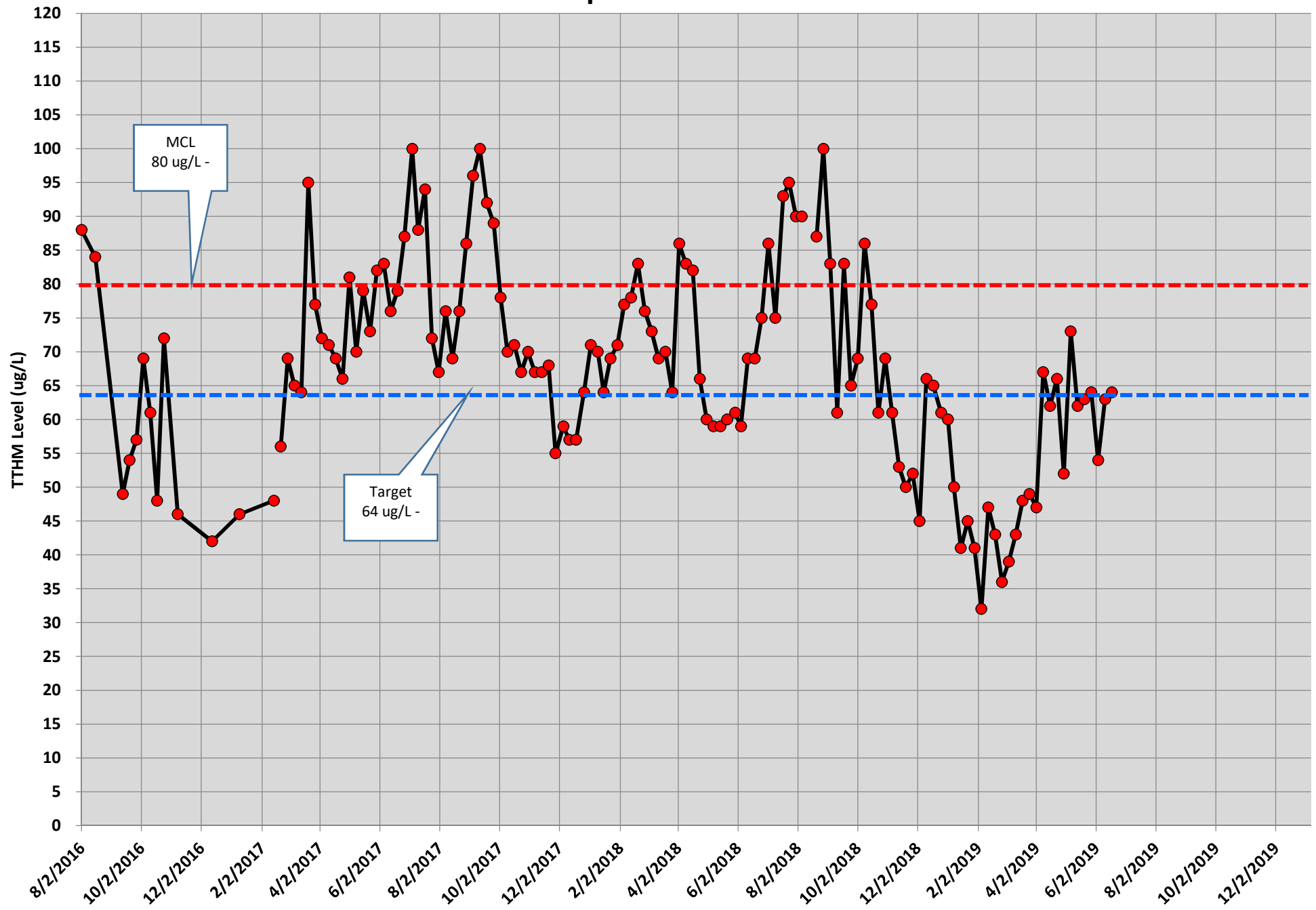
Edmund No. 1 Reservoir (Zone 9) - TTHMs Level



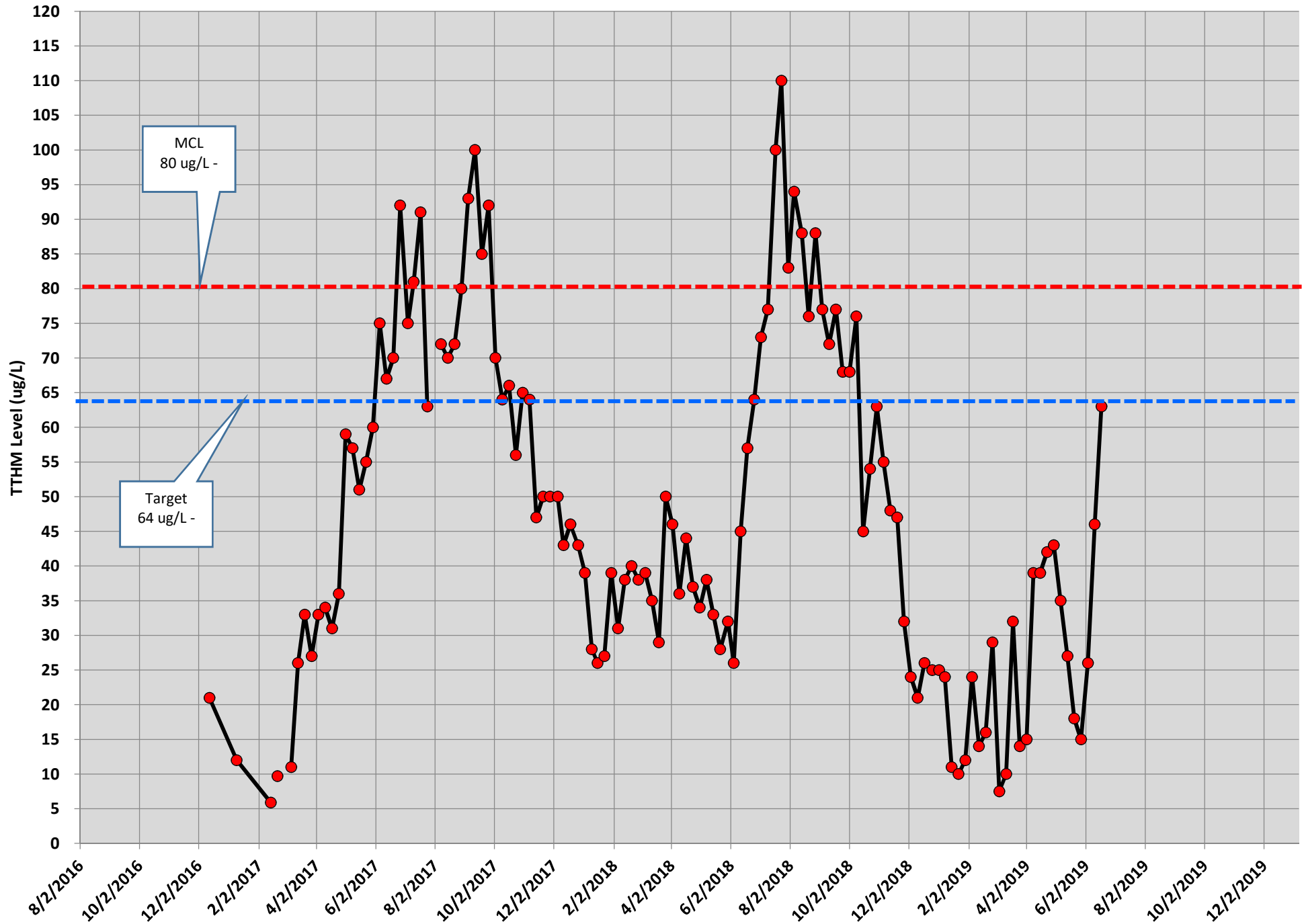
Edmund No. 2 (Zone 9) - TTHMs Levels Compliance Location



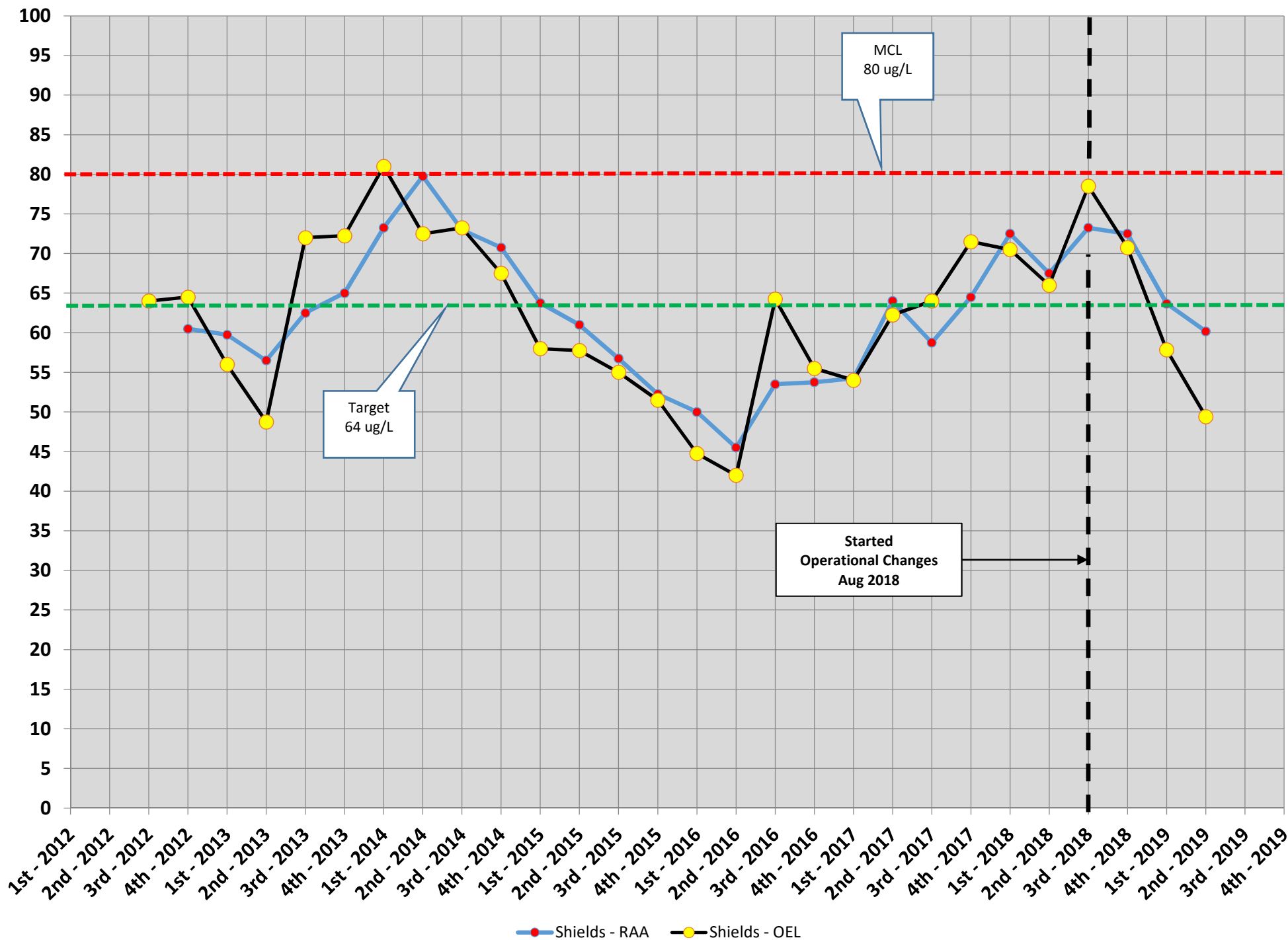
Shields Reservoir (Zone 10) - TTHMs Levels Compliance Location



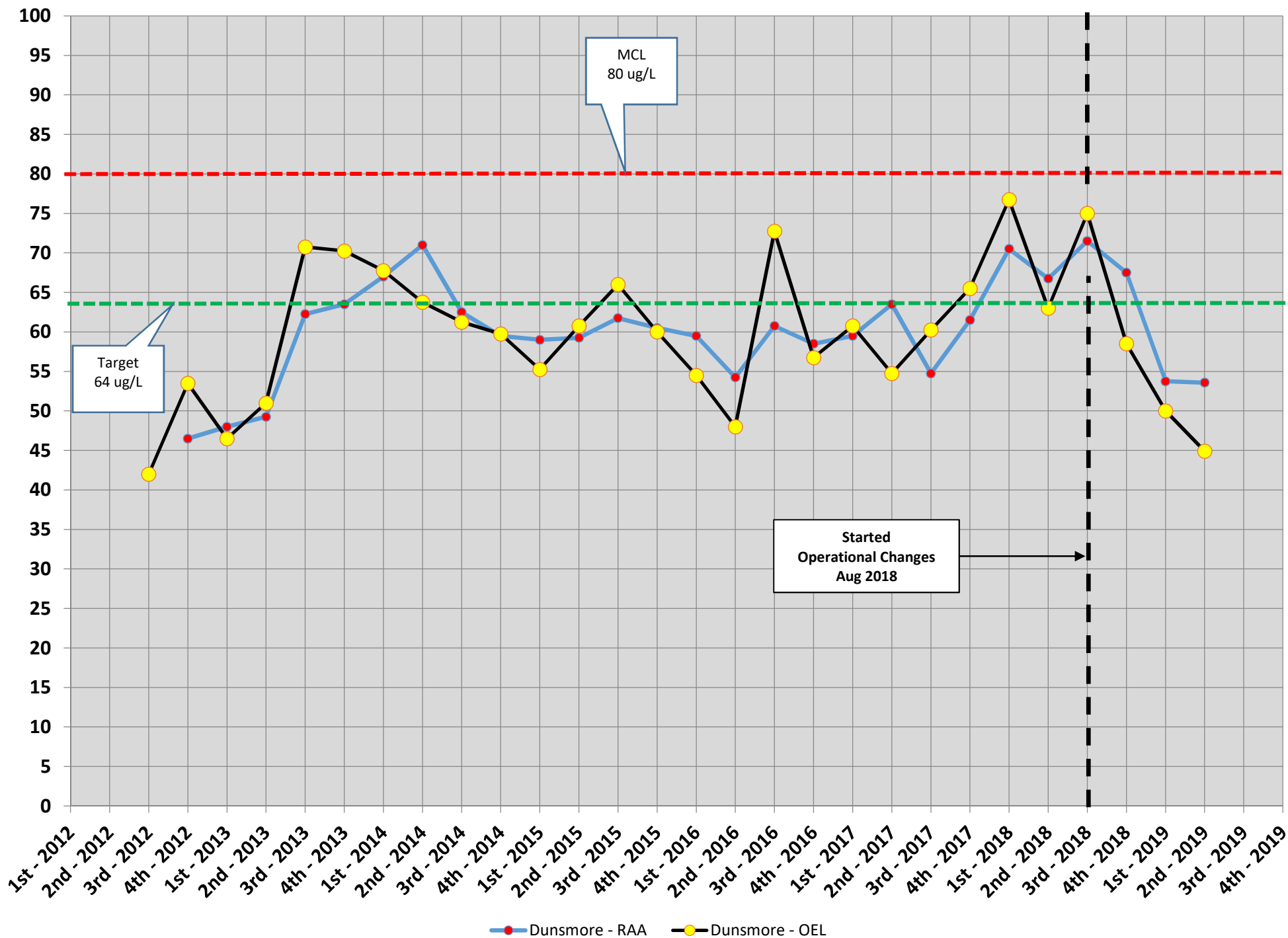
Pickens Reservoir (Zone 11) - TTHMs Levels



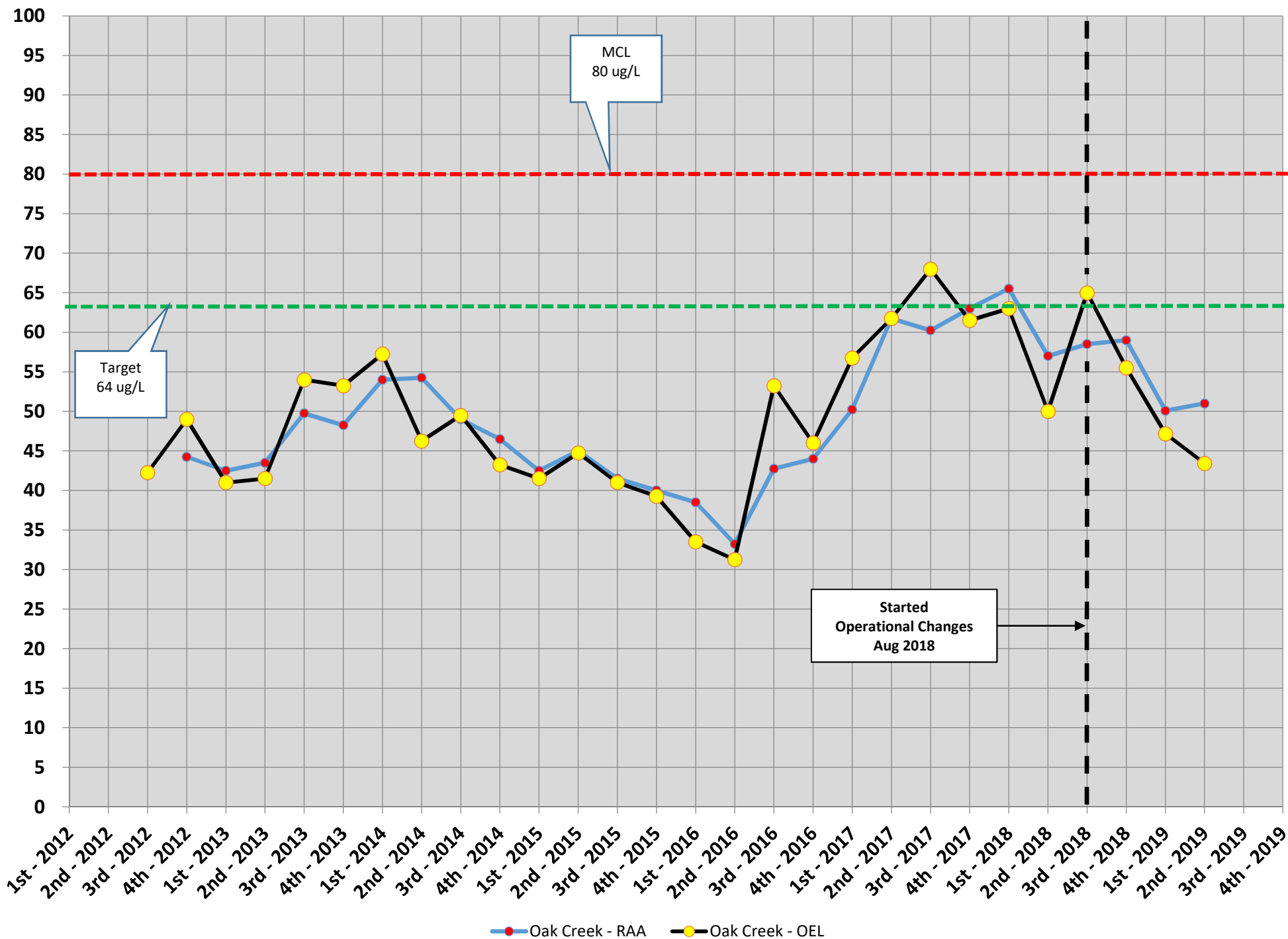
Shields - Quarterly TTHM - Running Annual Average 2012 - 2019



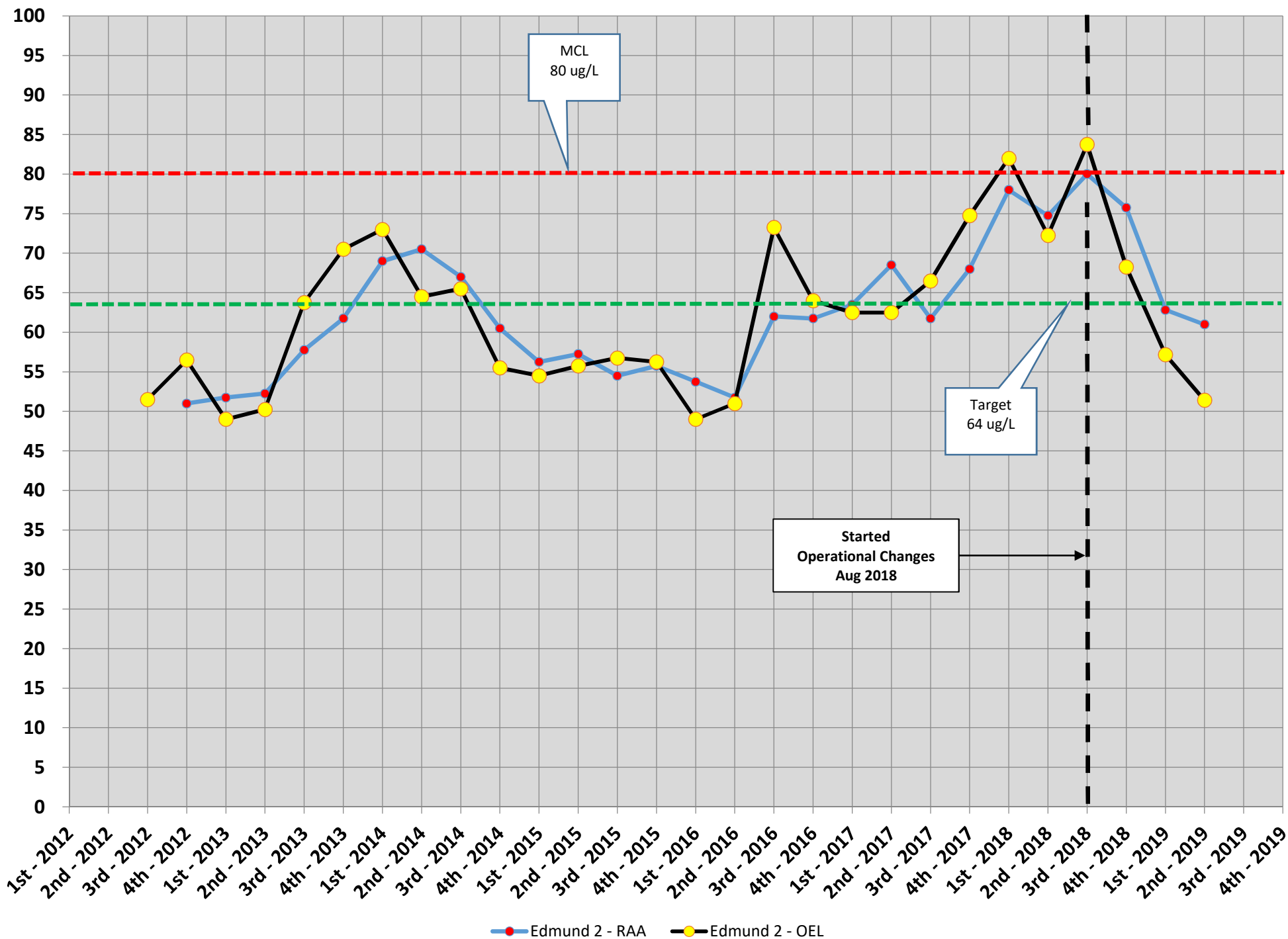
Dunsmore - Quarterly TTHM - Running Annual Average 2012 - 2019



Oak Creek - Quarterly TTHM - Running Annual Average 2012 - 2019



Edmund II - Quarterly TTHM - Running Annual Average 2012 - 2019



CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 7
June 25, 2019

To: Honorable President and Members of the Board of Directors
From: Brook Yared, P.E. – Senior Engineer
Subject: **Acceptance of Water Facilities for Tract No. 1701, Lot 474, located at 2454 Montrose Ave and Adoption of Resolution No. 747**

ACTION ITEM:

Resolution 747, Acceptance of Water Facilities at 2454 Montrose Ave, Project D-16-82 – Consideration and motion to adopt Resolution No. 747 to authorize the General Manager to accept the water facilities within the public right-of-way for Lot 474 of Tract 1701 located at 2454 Montrose Avenue.

BACKGROUND:

On December 27, 2017, Staff was approached by the developer, Mr. Varoujan Keosseian, for the construction of a new sixteen (16) unit apartment building at 2454 Montrose Ave. The proposed construction would also require new irrigation and fire services. California State Law and CVWD's Rules and Regulations state that each new residential unit requires a separate water meter. Hence, a new multi-meter manifold, consisting of seventeen (17) new water meters, was required for the development, and the costs for design and installation of the new facilities would be the responsibility of the owner.

DISCUSSION:

The owner entered into a developer's agreement with CVWD for the design, construction and dedication of the multi-meter manifold. The developer agreement stipulates that the developer shall transfer ownership of all newly constructed facilities to CVWD after satisfactory completion of construction. CVWD then assumes responsibility for maintaining these facilities into the future. The Contractor also submitted a Bill of Sale to CVWD establishing a base value for the donated facilities for depreciation purposes.

Staff worked with the owner on the design of the multi-meter manifold, and the developer hired a private contractor that was approved by CVWD to perform the work. CVWD provided the materials such as steel pipe, fittings, service line and meters, as well as inspection services for the project. The construction was completed on June 10, 2019, and the water facilities constructed for the subject project were completed to the satisfaction of the District.

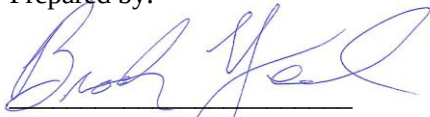
RECOMMENDATION:

In accordance with CVWD's Rules and Regulations and the developer's agreement, it is the owner's responsibility to dedicate the water facilities to CVWD. The developer has completed the project, and it is staff's recommendation to adopt Resolution No. 747 to authorize the General Manager to accept the water facilities within the public right-of-way for Lot 474 of Tract 1701 located at 2454 Montrose Avenue.

ENVIRONMENTAL REVIEW:

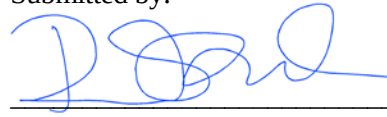
N/A

Prepared by:



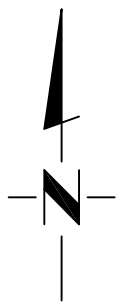
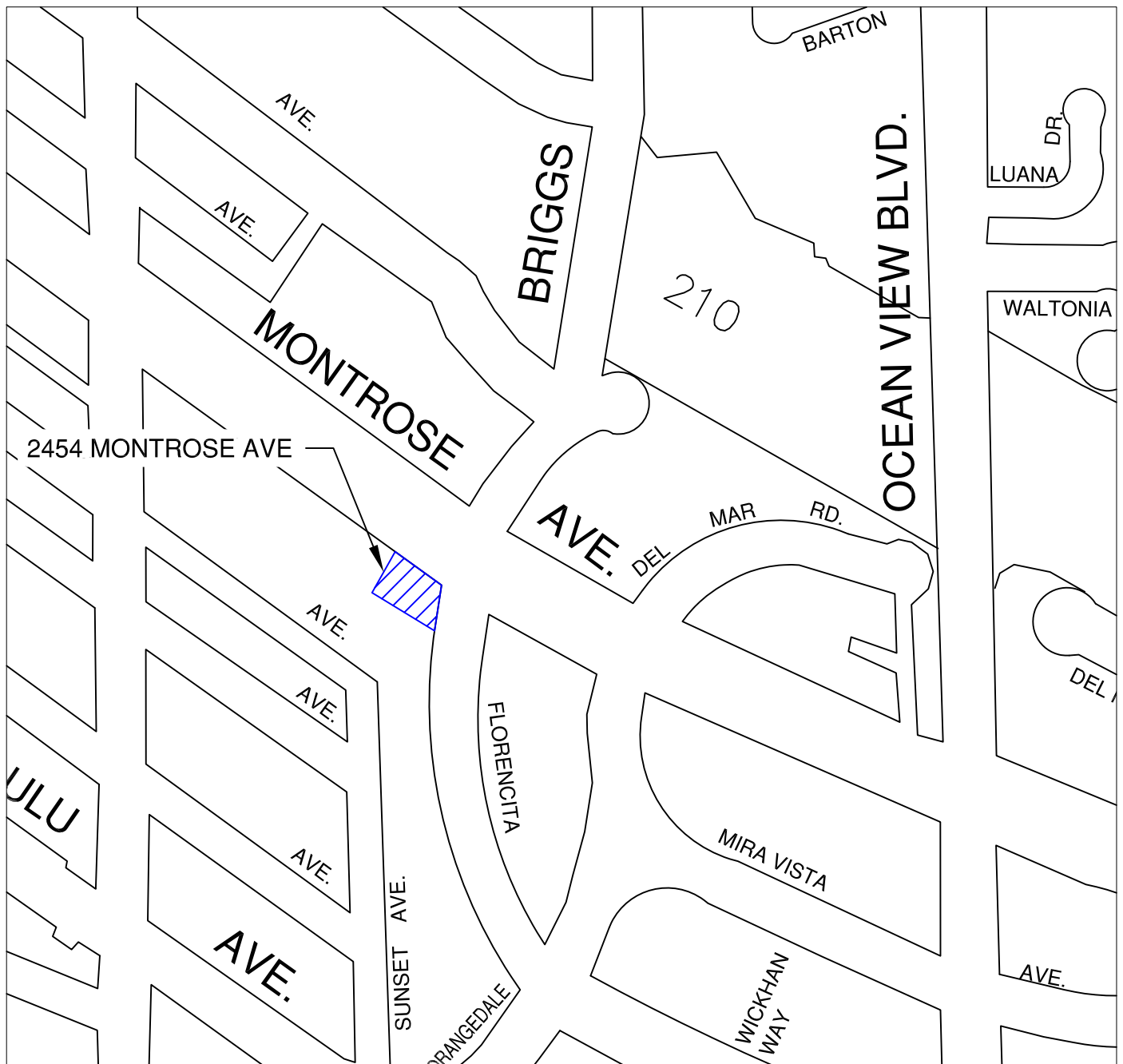
Brook Yared, P.E.
Senior Engineer

Submitted by:



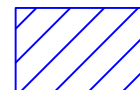
David S. Gould, P.E.
District Engineer

Attachments: 1 – Project Location Map
2 – Resolution 747
3 – Bill of Sale



NOT TO SCALE

2454 MONTROSE: MULTI-METER MANIFOLD
INSTALLATION LOCATION



CRESCENTA VALLEY WATER DISTRICT PROJECT LOCATION MAP

INSTALLATION OF SEVENTEEN (17) NEW 1-INCH WATER METERS AND ONE FIRE SERVICE
AT 2454 MONTROSE AVE., PROJECT D-16-82

RESOLUTION NO. 747

RESOLUTION OF THE BOARD OF DIRECTORS OF CRESCENTA VALLEY WATER DISTRICT ACCEPTING THE DONATION OF FACILITIES

WHEREAS, Crescenta Valley Water District (the “District”) entered into an Agreement with Varoujan Keosseian, (“Developer”), which provided for the construction by the Developer of certain water improvements (“Facilities”) for connection to the District’s system as part of the development for 2454 Montrose Ave., (“Development”) within the District’s service area;

WHEREAS, the District, in order to accommodate the Developer’s construction of seventeen (17) new water meters for a new multi-family dwelling which required the construction of said water facilities;

WHEREAS, the water facilities have been completed in substantial conformance with the plans and specifications and Crescenta Valley Water District standards.

WHEREAS, the developer is required to donate them to the District;

WHEREAS, Developer has provided District with a deed, bill of sale, or other instrument of conveyance, conveying the Facilities from Developer to the District, as required by the agreement;

BE IT RESOLVED that, the Board of Directors of Crescenta Valley Water District hereby accepts the donation of the Facilities for operation, maintenance, and repair by the District, subject to all rights of the District.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Directors of Crescenta Valley Water District held on June 25, 2019, Resolution No. 747 was adopted by the following vote:

AYES: Directors

NOES: Directors

ATTEST:

**President, Board of Directors
Crescenta Valley Water District**

**Secretary of the Board of Directors
Crescenta Valley Water District**

STATE OF CALIFORNIA)
) **ss.**
COUNTY OF LOS ANGELES)

I, RON MITCHELL, Secretary of the Crescenta Valley Water District, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. 747 of the Board of Directors of Crescenta Valley Water District adopted at a Regular Meeting held on June 25, 2019, and that the same has not been amended or repealed.

**Secretary of the Board of Directors of
Crescenta Valley Water District**

DATED: June 25, 2019

(S E A L)

CRESCENTA VALLEY WATER DISTRICT

BILL OF SALE

WATER SYSTEM FACILITIES

For good and valuable consideration, receipt of which is hereby acknowledged, the undersigned does hereby transfer and convey to Crescenta Valley Water District, a political sub-division of the State of California, and its successors and assigns, all right, title, and interest in and to the water main and structures constructed for 2454 Montrose Ave. Said water main installation and construction located within Montrose Ave for the property described below, and further warrants that the same is free and clear of any encumbrances.

Said property is described as Lot 474 of Tract 1701 (2454 Montrose Ave.)

Executed this 20 day of JUNE, 2019

Owner



Varoujan Keosseian

CERTIFICATE OF ACCEPTANCE

As per Resolution No. 745 ^{747 (RM)} as set forth in the Minutes of a Meeting of the Board of Directors of the Crescenta Valley Water District held on June 25, 2019 the above Bill of Sale of Water System Facilities, dated June 20, 2019, is hereby accepted by order of the Board of Directors of the Crescenta Valley Water District, a political sub-division of the State of California.

Date of Acceptance _____.

CRESCENTA VALLEY WATER DISTRICT
COST OF CONSTRUCTION STATEMENT
WATER SYSTEM FACILITIES

Developer's Name Varoujan Keosseian

Address: 2454 Montrose Ave.

Tract No. 1701 (Lot 474)

Date Prepared 6/14/2019

<u>Item</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Cost</u>	<u>Total Cost</u>
1. Excavation and backfill (pipeline and appurtenances)	140	LF	<u>12609.60</u>	<u>12609.60</u>
2. Trench Resurfacing		SF	<u>4,223.50</u>	<u>4,223.50</u>
3. Install 4" CMC x CML steel water main and appurtenances	140	LF	<u>35,463.20</u>	<u>35,463.20</u>
4. Install Meters and Appurtenances	17	EA	<u>8,090.90</u>	<u>8,090.90</u>
5. Pressure Testing	1	LS	<u>3807.10</u>	<u>3807.10</u>

Grand Total Installation Cost* \$ 64,194.30

*Excludes fees paid directly to Crescenta Valley Water District.

Prepared by Varoujan Keosseian

My signature as witnessed here below atests that the above statement is true and correct to the best of my knowledge.

Date: 6-20-19



Authorized Representative

Managing Partner

Official Title

CRESCENTA VALLEY WEEKLY

Residents Offer Opinions Regarding Proposed Water Rate Increases at CVWD Meeting

CV Weekly on June 13, 2019 0 Comments



Photos by Julie BUTCHER

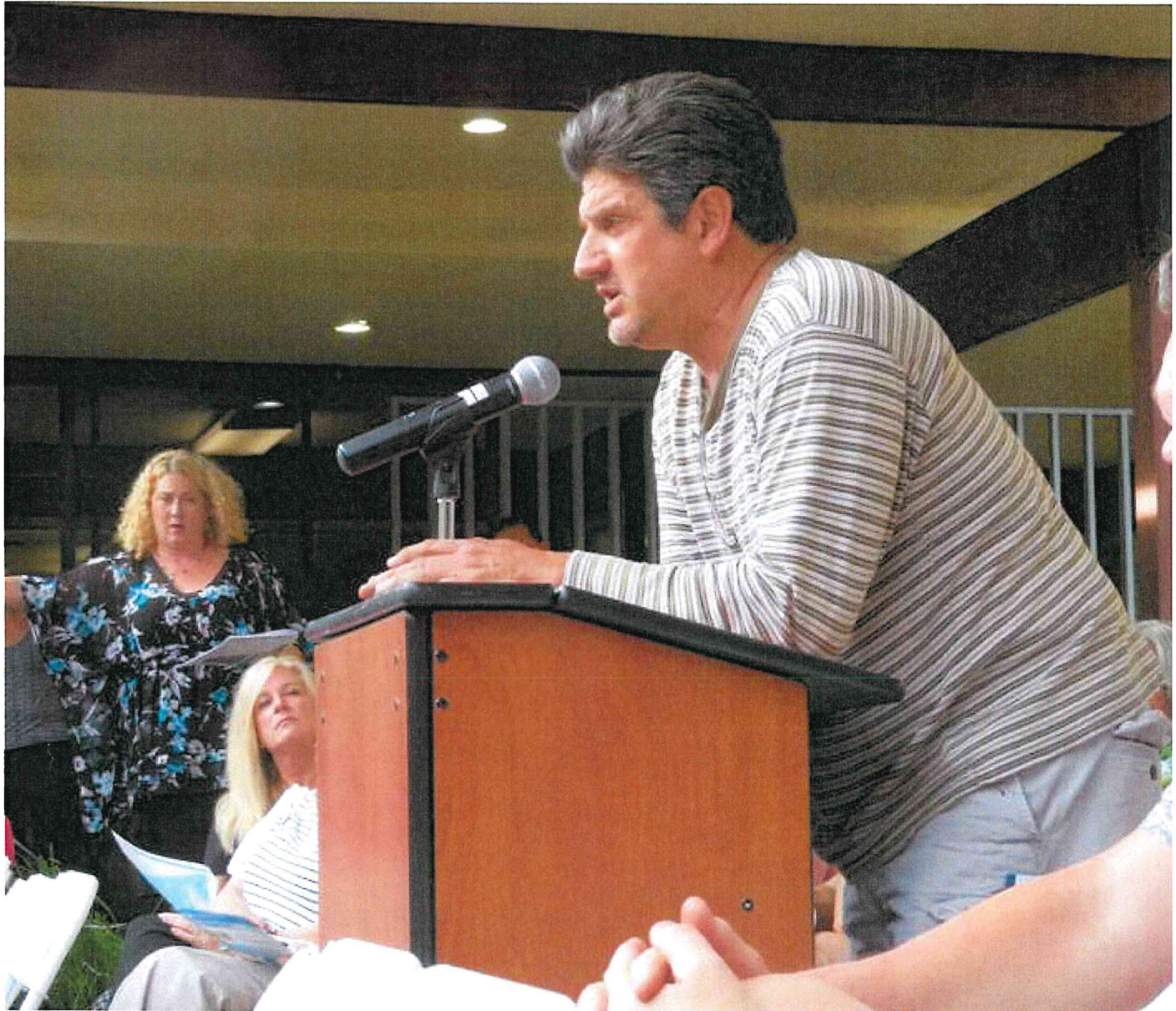
Nemesciano "Nem" Ochoa ran through the water district's budget and explained the rationale for the proposed rate increases.

By Julie BUTCHER

"The rates have gone up but the quality of water, especially the high mineral content, has not. So how can you ask us to pay more for an inferior product?" the first speaker asked the Crescenta Valley Water District board of directors at the Tuesday night public meeting to discuss the district's proposed water and sewer rate increases.

CVWD general manager Nemesciano "Nem" Ochoa ran through the water district's budget and explained the rationale for the proposed rate increases, noting increased costs for imported water, water treatment costs and pipe material cost hikes; the district distributed a detailed document to the approximately 31 customers who attended the public hearing.

Board chair James Bodnar announced that the meeting had been moved into the outside courtyard in anticipation of increased attendance and announced that no vote would be taken at the meeting, that the board would listen to the public and make a determination in two weeks, on Tuesday, June 25 at 7 p.m. The decision would be announced at the CVWD headquarters at 2700 Foothill Blvd.



Most of the attendees of the Tuesday night meeting were in opposition to the proposed rate hikes.

As previously reported, CVWD has proposed a 7% increase to local water rates and a 4% hike to sewer rates; if the new rates are approved, a water bill for a typical resident with a $\frac{3}{4}$ -inch meter using 17 units of water – 17,000 gallons during a two-month billing period – would increase by about \$10.65. This would be a monthly increase of \$5.32. The two-month bill would increase from \$152.13 to \$162.78. If the wastewater rate increase is okayed, a customer's wastewater bill for a typical residence with a $\frac{3}{4}$ -inch meter using 17 units of water – 17,000 gallons during a two-month billing period – would increase by about \$3.33, a monthly increase of \$1.66.

According to CVWD, the amount of an average two-month water bill would increase from \$83.15 to \$86.48.

The district received 409 letters protesting the increase.



"We are a community water district," Bodnar reminded those assembled. "What we pay is what we get back. We're five elected board members and we live here, run into you at Ralphs and Starbucks. We pay the same exact rates; there's no special deal for board members."

As it has done in the past, staff plans on posting answers on its website <https://www.cvwd.com/> to the questions raised.

Retired environmental engineer and 35-year La Crescenta homeowner Frank Colcord spoke in favor of the budget and resulting rate hikes.



"First, it is the responsibility of CVWD's staff to provide my family and community with safe, reliable, cost-effective drinking water, fire-fighting water, and service on a day-to-day basis," said Colcord. "But it is the responsibility of the CVWD board of directors to ensure we have the same safe, reliable, cost-effective service 10 years, even a generation, from now."

Colcord said that he attends “most all” of the board’s twice-monthly meetings and regularly observes the board and staff “wrestle with the challenge of balancing the ever-increasing costs of providing water and sewer to our community, with the very real ramifications of raising rates on your family, friends, and neighbors.”

Most of the speakers opposed the increases proposed.



“Sixteen years in a row!” When will we have one year with no rate increase?” one said, obviously exasperated. “You send a mixed message. If we conserve, we lose. If it rains, we lose. If it doesn’t rain, we lose. If there’s an emergency – just let us know and we’ll pay.”

Speaking in support of the increases, local resident David Anthony emphasized the importance of planning for climate change.

"You live in the west," he said. "It's dryer and dryer and hotter and hotter and the sooner we get things taken care of, the better off we'll all be."

Several speakers complained about the cost and quality of the water.

"I can truck in water cheaper than what it costs me now. Can I just go off the grid?" one asked.

Another criticized the effectiveness of the water in cleaning her dishes. "Now I'm not saying that you need to come wash my dishes," she joked.

Current CVWD rates are slightly lower than the average of its peer agencies; once these increases are implemented, rates are estimated to be slightly above the average.

The board will deliberate the increases as part of its annual budget deliberations and is expected to vote on both on June 25.

Julie BUTCHER

June 20, 2019 CVWD's Attempt To Discourage Letters of Protest

To: CVWD Board of Directors
CC: Tom Bunn, Attorney for CVWD
From: Marilyn Imura Tyler (address and signature below)
La Crescenta CA
Subject: Crescenta Valley Water District's Attempt To Discourage Letters of Protest (2 pages)

I believe that Crescenta Valley Water District did not act in good faith toward the community regarding the proposed water and sewer increases for 2019. I believe that CVWD took several actions in an attempt to discourage letters of protest from the community. Thus I believe CVWD's count of letters of protest is tainted and not valid. Therefore I believe the CVWD Board cannot legally vote to increase water and sewage rates on June 25, 2019.

In April 2019 CVWD mailed out a Proposition 218 notice announcing proposed increases to water and sewer rates. But the section which describes protest letters in CVWD's 2019 Proposition 218 notice differs significantly from the notices sent out by CVWD in prior years. From 2014 through 2018, CVWD's Proposition 218 notice stated: "Any CVWD customer or property owner within the CVWD water service area may file a written protest of the proposed rate changes...A valid protest letter must include your name, your CVWD service address, a statement of protest, and an original signature..."

But the April 2019 Proposition 218 notice mailed out by CVWD states only "If you are a property owner who receives water and wastewater service from CVWD, you have the right to file a formal written protest." Note that the 2019 CVWD notice appears to imply that you must be a property owner to file a formal protest, and the 2019 CVWD notice gives no details about what a letter of protest must contain to be valid.

CVWD's statement "If you are a property owner...you have the right to file a formal written protest" created confusion in the mind of one speaker at the June 11 2019 public hearing who said (paraphrased), "As a renter, I didn't know if that statement meant I didn't have the right to protest, but I came to the hearing anyway." But how many other renters were deterred by that statement "If you are a property owner...you have the right to file a formal written protest," i.e., decided the statement meant that since they were renters, not owners, they did not have the right to protest and so they did not submit a letter of protest at all?

CVWD is well aware that renters who are customers of CVWD (i.e., who pay for water and sewer) are legally entitled to write a letter of protest under Proposition 218 (see "Proposition 218 Guide for Special Districts" by the California Special Districts Association on page 29).

So why did CVWD choose in 2019 to move away from the more accurate statement CVWD used in 2014-2018, i.e., from 2014-2018: "Any CVWD customer or property owner within the CVWD water service area may file a written protest" to 2019: "If you are a property owner...you have the right to file a formal written protest." Is CVWD's misleading 2019 statement an attempt to discourage renters from writing letters of protest, since it is renters struggling with high rents and other expenses who would be most likely to protest an increase in water and sewer rates?

In May, after receiving numerous letters of protest via mail and email, CVWD began notifying writers of protest letters that their letters of protest were invalid because they did not contain an address and/or signature. CVWD made these notifications in a belated and haphazard way (via website, community newspaper and email) so not everyone in the community was notified, and those who happened to see a notice were forced to resubmit their letter of protest. But note that none of these requirements (for an address or signature) were stated in CVWD's April 2019 Proposition 218 notice.

Why did CVWD choose in 2019 to ENTIRELY OMIT the informative statement CVWD used in 2014-2018, i.e., from 2014-2018: "A valid protest letter must include your name, your CVWD service address, a statement of protest, and an original signature" to 2019: "(nothing---no details of what a letter of protest must contain)." Is CVWD's 2019 omission of the statement in the April 2019 Proposition 218 notice more helpful or less helpful? And is CVWD's belated attempt in May 2019 to enforce those unstated requirements for protest letters by belatedly informing the community that their letters of protest were invalid and so they must resubmit their letters of protest---is this an attempt by CVWD to confuse and wear down the community and thus discourage letters of protest?

In 2019 CVWD inexplicably CHOSE to omit the statement describing what was required in a letter of protest, and CVWD CHOSE to put the burden on the community to figure it out for themselves---why?

I believe that CVWD did not act in good faith toward the community regarding the proposed water and sewer increases for 2019. I believe that in 2019 CVWD chose to move away from the clear and accurate statements regarding protest letters found in prior CVWD Proposition 218 notices (from 2014-2018), to create confusion and discouragement in those who would write letters of protest. Thus I believe that by their own actions CVWD tainted and invalidated any count of letters of protest from the community, and hence the CVWD Board of Directors cannot legally vote to increase water and sewer rates on June 25, 2019.

(Marilyn Ann Tyler - 3139 Brookhill St.)

June 13, 2019 Feedback on June 11 Public Hearing and Potential Legal Challenge

To: Crescenta Valley Water District Board of Directors
CC: Tom Bunn
From: Marilyn Imura (Tyler) *Marilyn Imura Tyler*
3139 Brookhill St., La Crescenta CA
Subject: Feedback on June 11 Public Hearing and Potential Legal Challenge (2 pages)

Thank you for the opportunity to speak at the June 11, 2019 Public Hearing on Proposed Water and Sewage Fee Increases. In the pleasant environment of an outdoor forum, I believe that I and the rest of the Crescenta Valley community who attended were given the space to say what we needed to say, and that the Board of Directors and District Engineer David Gould listened with respect and attempted non-defensively to answer our questions. CVWD's desire to educate the community was evident in the excellent handout provided, the patience by which questions were answered, and the opportunity provided during the break to speak with Board members and CVWD staff. CVWD's desire to work with the community was evident in the invitation extended to the community to attend the June 25 Board meeting and to submit any comments via letters in the interim. Thank you for such a welcoming experience.

I have one concern, based on the public comments, that the CVWD Board will be on shaky legal ground if it approves the proposed water and sewage fee increases. CVWD's Proposition 218 notice sent out at the end of April states, "If you are a property owner who receives water and wastewater service from CVWD, you have the right to file a formal written protest."

But as described in "Proposition 218 Guide for Special Districts" by the California Special Districts Association on page 29: "Article XIII D, section 6(a)(2) (of the California Constitution) provides that a property-related fee or charge may not be imposed or increased if a majority of 'owners of identified parcels' submit written protests. However, these sections, when read with the definitional provisions of Article XIII D, section 2, make clear that the procedural and substantive provisions of Article XIII D, section 6 were intended to apply to more than just the 'record owner' of a parcel upon which the fee or charge is proposed to be imposed, and include any tenants who are directly liable for the payment of the fee or charge (i.e., customers of record)." Footnote 130 elaborates: "...Article XIII D, section 2(g) defines 'property ownership' to 'include tenancies of real property where tenants are directly liable to pay the assessment, fee, or charge in question.'"

Proposition 218 places the burden of proof on CVWD to show that it is abiding by Proposition 218. The statement in CVWD's Proposition 218 notice that "If you are a property owner...you have the right to file a formal written protest" created confusion in the mind of one speaker at the public hearing who said (paraphrased), "As a renter, I didn't know if that statement meant I didn't have the right to protest, but I came to the hearing anyway." But how many other tenants/renters were deterred by that statement "If you are a property owner...you have the right to file a formal written protest," i.e., decided the statement meant that since they were renters, not owners, they did not have the right to protest and so they did not submit a letter of protest at all?

Due to the confusion and possible suppression of opposition protest caused by CVWD's own statement in its Proposition 218 notice regarding who could to submit a letter of protest, and CVWD's belated and haphazard attempts in May (via community newspaper and email) to impose further restriction by requiring a signature on all letters of protest, a requirement which was not stated in the April Proposition 218 notice, reasonable doubt is now cast on the validity of CVWD's tally of letters of protest. Without an accurate count of letters of protest which accurately represents the desires of the community, the CVWD Board of Directors has no valid basis from which to determine if a majority protest exists, and hence cannot legally vote to increase water and sewer fees.

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

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

GM Report
June 25, 2019

General Managers Report Topics:

- GM Activities

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

- Directors' stipend report
- Well 2 permit
- CVWD slogan contest

STAFFING

Two (2) employees have a work anniversary in June. Dave Gould – 22 years, Jake Whittaker – 4 years.

As of June 21st the District has gone 1,837 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

Foothill Managers Meeting	- June 12 th
Management staff meetings	- June 17 th , June 24 th
Labor Negotiations	- June 19 th
CV Town Council Meeting	- June 20 th
Employee Relations Committee	- June 21 st

Submitted by:



Nem Ochoa
General Manager

Crescenta Valley Water District

Director Stipend/Remimbursement Report

June 2019

Name	Meeting Date	Meeting/ Event	Items Discussed	Meeting Compensation	Expense Reimbursement
Director Bodnar	06/04/19	Special Board Meeting	Final budget reviews	\$ 90.00	
	06/11/19	Board Meeting	Public hearing & regular board meeting	\$ 90.00	
	06/21/19	Employee Rel Com	MOU negotiations	\$ 90.00	
	06/25/19	Board Meeting		\$ 90.00	
Director Erickson	06/04/19	Special Board Meeting	Final budget reviews	\$ 90.00	
	06/05/19	Community Relations Com	Social Media, district tours	\$ 90.00	
	06/11/19	Board Meeting	Public hearing & regular board meeting	\$ 90.00	
	06/21/19	Employee Rel Com	MOU negotiations	\$ 90.00	
	06/25/19	Board Meeting		\$ 90.00	
Director Putnam	06/04/19	Special Board Meeting	Final budget reviews	\$ 90.00	
	06/11/19	Board Meeting	Public hearing & regular board meeting	\$ 90.00	
	06/25/19	Board Meeting		\$ 90.00	
Director Raghavachary	06/04/19	Special Board Meeting	Final budget reviews	\$ 90.00	
	06/11/19	Board Meeting	Public hearing & regular board meeting	\$ 90.00	
	06/25/19	Board Meeting		\$ 90.00	
Director Tejeda	06/04/19	Special Board Meeting	Final budget reviews	\$ 90.00	
	06/05/19	Community Relations Com	Social Media, district tours	\$ 90.00	
	06/11/19	Board Meeting	Public hearing & regular board meeting	\$ 90.00	
	06/25/19	Board Meeting		\$ 90.00	