CRESCENTA VALLEY WATER DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
February 11, 2020

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Regular Adjourned Meeting on January 28, 2020 a Regular Meeting was held on February 11, 2020, at 7:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President Kerry Erickson presiding.

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

Directors:	**James D. Bodnar** **Kerry D. Erickson** **Kenneth R. Putnam** **Sharon S. Raghavachary** **Judy L. Tejeda**
Attorney:	**Thomas Bunn**
General Manager:	**Nem Ochoa**
Director of Finance & Administration:	**James Lee**
Director of Engineering:	**David Gould**
Others Present:	**Mark Hass, Information Technology Manager** **Dennis Maxwell, Director of Operations** **Brook Yared, Senior Engineer** **Arturo Montes, Finance & Administration Manager** **Pam Leddy, Administrative Assistant** **Wendy Holloway, Customer Service Manager** **Christy Colby, Regulatory & Public Affairs Manager**

PLEDGE OF ALLEGIANCE

Director Erickson opened the meeting by requesting Director Putnam to lead the Directors and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Raghavachary and carried by a 5-0 vote that the Agenda for the Regular Adjourned Meeting of January 28, 2020 be adopted as presented.

PUBLIC COMMENTS – Ms. Marilyn Tyler opened discussion regarding the potential issuance of bonds.

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – No report

CONSENT CALENDAR

It was moved by Director Putnam, seconded by Director Tejeda , and carried by a 5-0 vote to approve the Minutes of the Special Board meeting held on January 24, 2020.

It was moved by Director Putnam, seconded by Director Tejeda , and carried by a 5-0 vote to approve the Minutes of the Regular Adjourned Board Meeting held on January 28, 2020.

ACTION CALENDAR

Notice to Proceed for Financial Advisory Services – Mr. Lee introduced Mr. John Phan of Urban Futures, Inc. and gave a brief overview of his background. Mr. Phan gave a presentation on the market update and bonding capacity for the District and the benefits of refinancing debt and bond financing for new capital improvement projects.

Following discussion:

It was moved by Director Raghavachary, seconded by Director Bodnar, and carried by a 5-0 vote to provide John Phan a notice to proceed to perform due diligence and assemble a financing team for potential bond financing services.

Resolution No. 757 – Water Reserve Funding Policy– Mr. Ochoa presented a matrix of water agency reserve policy comparisons. Mr. Lee provided proposed amendments to Article 21 of the District's Rules and Regulations pertaining to the District's Water Reserve Funding Policy. The proposed reserve policy outlined includes an Operating Reserve Fund, a Pipeline Reserve Fund, and a Capital Improvement Project (CIP) Reserve Fund to replace the MTBE-related language in Article 21.

Following discussion:

The Board directed staff to have further discussion through committee before adopting Resolution No. 757.

Outreach Plan for the Long-Term Infrastructure Reliability and Funding Roadmap – Ms. Colby outlined a list of opportunities to increase customer awareness, solicit customer feedback on the upcoming 2020/2021 fiscal year budget, and discuss the District's Long Term Infrastructure Reliability and Funding Roadmap. An invitation was given to the Board to add comments to or make suggestions on several handouts the District intends to distribute to the public at the notated events and through the website and other media platforms.

Final Paving on the 4600-4900 Blocks of Pennsylvania Ave., Project E-1009B – Mr. Gould requested the Board to authorize the General Manager to award a contract to the lowest responsible bidder, All American Asphalt, for the final grind and AC overlay on the 4600 & 4900 Blocks of Pennsylvania Ave. at a cost of $82,620 and establish a contingency amount of $8,260 (10 % of contract) to cover the cost of unforeseen or additional work.

Following discussion:

It was moved by Director Bodnar, seconded by Director Tejeda and carried by a 5-0 vote to authorize the General Manager to award a contract to the lowest responsible bidder, All American Asphalt, for final grind and AC pavement replacement between the 4600 to 4900 Blocks of Pennsylvania Ave. at

a cost of $82,620 and establish a contingency amount of $8262 (10% of contract) to cover the cost of unforeseen or additional work.

INFORMATION ITEMS – An article from the January 30, 2020 edition of Crescenta Valley Weekly regarding CVWD's water infrastructure.

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – None

GENERAL MANAGER – Mr. Gould reported that water production for the month of January 2020 was 87.9 million gallons, a 62/38 split between imported and produced water. The total rainfall for the month of January 2020 was 0.26", down from 8.9" in January 2019. He presented updated information on current CIP and developer and street projects. The water meter replacement program will resume next week, and a number of fire hydrants have been repaired by the CVWD crew.

ATTORNEY – No report

REPORTS OF COMMITTEES

Engineering Committee – David Gould reported that the Committee had met on January 30, 2020 at the CVWD Main Office. A meeting is scheduled on February 21, 2020 at 9:30 a.m.

Finance Committee – Mr. Lee reported that the Committee had met on January 30, 2020, at the CVWD Main Office. A meeting is scheduled on February 21, 2020 at 11:00 a.m.

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

Policy Committee – Director Erickson reported that the Committee had not met; however, a meeting is scheduled on February 21, 2020 at 1:00 p.m.

Community Relations/Water Conservation Committee – Director Tejeda reported that the Committee had met on January 30, 2020 at the CVWD Main Office.

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

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

DIRECTORS'ORAL REPORTS

Director Bodnar – Director Bodnar thanked the Staff for their help in providing materials for his presentation to the 6th grade class at Mountain Avenue Elementary School on Friday, February 7, 2020.

Director Raghavachary – No report

Director Tejeda – No report

Director Putnam – No report

Director Erickson – No report

CLOSED SESSION – It was moved by Director Bodnar, seconded by Director Raghavachary and carried by a 5-0 vote to approve the settlement with C&T Electrical Communications and California Building Evaluation and Construction.

ADJOURNMENT

There being no other business to come before the Board, at 8:56 p.m., it was moved by Director Tejeda, seconded by Director Raghavachary, and carried by a 5-0 vote that the meeting be adjourned to February 25, 2020 at 7:00 p.m.

APPROVED

Kerry D. Erickson	James Lee
President	Director of Finance & Administration