CRESCENTA VALLEY WATER DISTRICT
REGULAR MEETING, BOARD OF DIRECTORS
April 14, 2020

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Special Meeting on April 7, 2020 a Regular Meeting was held on April 14, 2020, at 7:00 p.m. through teleconference due to the COVID-19 pandemic, with President Kerry D. Erickson presiding.

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

Directors:	**Kerry D. Erickson** **James D. Bodnar** **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:	**Christy Colby, Regulatory & Public Affairs Manager** **Wendy Holloway, Customer Service Manager** **Dennis Maxwell, Director of Operations** **Brook Yared, Senior Engineer** **Arturo Montes, Finance & Administration Manager** **Pam Leddy, Administrative Assistant** **Frank Colcord, FMWD Director**

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Bodnar, and carried by a 5-0 roll call vote that the Agenda for the Regular Meeting of April 14, 2020 be adopted as presented.

AYES:	**Director Tejeda** **Director Bodnar** **Director Putnam** **Director Raghavachary** **Director Erickson**
NOES:	**None**

PUBLIC COMMENTS – Mr. Lee read aloud the names of all members of the public for which written communication letters were received and posted on the District's website, which addressed the proposed Proposition 218 notice. Ms. Marilyn Tyler read aloud her letter regarding the notice presented at the Special Meeting on April 7, 2020. Ms. Michelle Glavan voiced concern regarding possible rate increases proposed amid the current COVID-19 pandemic. Mr. Richard Lyans requested that a rate increase be reconsidered during the COVID-19 pandemic.

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Director Colcord reported on water availability due to the current snowpack levels and state water reservoir levels. Director. Colcord gave assurance that Foothill Municipal Water District (FMWD) will continue to provide safe drinking water to Crescenta Valley Water District during the COVID-19 pandemic.

CONSENT CALENDAR

It was moved by Director Tejeda, seconded by Director Raghavachary, and carried by a 5-0 roll call vote to approve the Minutes of the Regular Board Meeting held on March 10, 2020 and the minutes of the Special Meeting held on April 7, 2020 and to ratify the disbursements for February 2020 as presented.

Payment of demands against the Crescenta Valley Water District on or before February 29, 2020, the same having been approved by the General Manager, and heretofore paid, be ratified and approved subject to audit, in the aggregate sum of One Million, Three-Hundred Thirty Seven Thousand, Nine Hundred Eighty-Four Dollars and Twenty-Two Cents (1,337,984.22), which is composed of the individual items set forth herein.

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

NOES: **None**

ACTION CALENDAR

FY 2020-21 Water and Wastewater Budgets – Mr. Ochoa presented for discussion two scenarios for the Water Fund and three scenarios for the Wastewater Fund to report how various rate increases based on the draft Proposition 218 Notice discussed during the April 7, 2020 Special Board Meeting would impact each fund. Many financial concerns were raised due to the current pandemic situation, and Director Tejeda requested that staff contact outside elected representatives to assist in staying informed about any economic assistance programs. Ms. Tyler and Mr. Tom Webb requested additional information regarding the refinancing of an existing bond as a cost saving measure.

<u>Proposition 218 Notice</u> – Mr. Ochoa presented a draft of the Proposition 218 Notice for Water and Wastewater Charges incorporating updates resulting from discussion with the Board, the public and staff during the April 7, 2020 Special Board meeting.

Following discussion:

The Board of Directors directed staff to postpone the approval of the Proposition 218 Notice for Water and Wastewater Charges due to the COVID-19 pandemic.

<u>Long-Term Infrastructure Reliability and Funding Roadmap</u> – Mr. Ochoa provided results of a survey regarding bond funding as the Board directed staff to send out following the March 10, 2020 Board meeting. The survey was sent out by email to the majority of the District's customers and shared through various social media outlets as part of the public outreach program.

<u>COVID-19 Update</u> – Mr. Ochoa gave an update on the impact of COVID-19 to CVWD. The District has implemented a number of measures including putting a stop on assessing late fees and shutting water off due to non-payment, staggered work schedules to increase social distancing and operational resiliency, increased messaging on the website and social media, adequate supply chains to ensure that water quality is maintained, and engaging industry professional and associations and local and state authorities to stay abreast of critical information through weekly meetings.

<u>INFORMATION ITEMS</u> – None

<u>WRITTEN COMMUNICATIONS TO DISTRICT</u> – None

<u>REPORTS OF PERSONNEL</u> – None

<u>GENERAL MANAGER</u> – Mr. Gould gave a report on the water production and rainfall totals for the month of March 2020. An update of current capital improvements was provided.

<u>ATTORNEY</u> – No report

<u>REPORTS OF COMMITTEES</u>

<u>Engineering Committee</u> – Mr. Gould reported that the Committee had not met; however, a meeting will be scheduled as needed.

<u>Finance Committee</u> – Mr. Lee reported that the Committee had not met; however, a meeting will be scheduled before the next Board meeting.

<u>Employee Relations Committee</u> – Director Putnam reported that the Committee had not met; however, a meeting will be scheduled as needed.

<u>Policy Committee</u> – Director Erickson reported that the Committee had met on Friday, February 21, 2020 at 1:00 p.m.

<u>Community Relations/Water Conservation Committee</u> – Ms. Colby reported that the Committee had not met; however, a meeting will be scheduled as needed.

Emergency Planning Committee – Director Raghavachary reported that the Committee had not met; however, a teleconference meeting will be held on Friday, April 17 at 1:30 pm.

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

DIRECTORS' ORAL REPORTS

Director Erickson – No report

Director Bodnar – No report

Director Tejeda – No report

Director Putnam – No Report

Director Raghavachary – No report

CLOSED SESSION – No reportable items

BOARD MEMBERS' REQUESTS FOR FUTURE AGENDA ITEMS – Director Bodnar requested further updates to bond refinancing scenarios. He also requested discussion on measures the District can take to mitigate customer impacts due to COVID-19. Director Raghavachary requested discussion on potentially providing average annual billing for customers.

ADJOURNMENT

There being no other business to come before the Board, at 9:37 p.m., it was moved by Director Bodnar, seconded by Director Tejeda and carried by a 5-0 roll-call vote that the meeting be adjourned to March 28, 2020, at 7:00 p.m.

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

NOES: **None**

APPROVED

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