CRESCENTA VALLEY WATER DISTRICT
ADJOURNED REGULAR MEETING, BOARD OF DIRECTORS
June 23, 2020

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Regular Meeting on June 9, 2020, an Adjourned Regular Meeting was held on June 23, 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** **Dennis Maxwell, Director of Operations** **Brook Yared, Senior Engineer** **Arturo Montes, Finance & Administration Manager** **Wendy Holloway, Customer Service 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 Bodnar, seconded by Director Tejeda and carried by a 5-0 roll call vote that the Agenda for the Adjourned Regular Meeting of June 23, 2020 be adopted as presented.

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

PUBLIC COMMENTS – Ms. Marilyn Tyler requested information regarding the need for a rate increase, citing two budget models that were presented at the June 9, 2020 Board meeting where one was funded with bond financing and the second was not.

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Frank Colcord reported that due to a lack of May rainfall, Crescenta Valley Water District's monthly water usage was higher last month than for the same time last year, but that the District continues to achieve conservation with a 13% cumulative reduction in water used at the end of the fiscal year. Foothill Municipal Water District has approved their FY 2020-21 budget, which includes a 3% to 4% increase over the next two years.

CONSENT CALENDAR

It was moved by Director Tejeda, seconded by Director Putnam, and carried by a 5-0 roll call vote to approve the Minutes of the Regular Board Meeting held on June 9, 2020 through teleconference and to ratify the disbursements for May 2020 as presented.

Payment of demands against the Crescenta Valley Water District on or before May 2020, the same having been approved by the General Manager, and heretofore paid, are to be ratified and approved subject to audit, in the aggregate sum of Nine Hundred Eighty Thousand, Seven Hundred Fifty Dollars and Eighty-Seven Cents (980,750.87), which is composed of the individual items set forth herein.

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

NOES: **None**

ACTION CALENDAR

Nomination for LAFCO Special District Alternate Representative – Mr. Ochoa requested consideration by the Board to support Director Raghavachary for nomination to the office of LAFCO Special District Alternate Representative.

Following discussion:

It was moved by Director Tejeda, seconded by Director Erickson and carried by 5-0 roll call vote to authorize the nomination of Sharon Raghavachary for the office of LAFCO Special District Alternate Representative.

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

Adoption of Salary Schedules – Mr. Ochoa requested consideration and motion to adopt the current pay schedules provided as a requirement of CalPERS.

Following discussion:

It was moved by Director Bodnar, seconded by Director Tejeda and carried by 5-0 roll call vote to approve the District's pay schedules for FY 2020-21 as required by The California Code of Regulations Section 570.5.

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

NOES: **None**

Long-Term Infrastructure Reliability and Funding Roadmap – Mr. Lee announced the kick-off meeting for finance was held with staff. The drafting and review of legal and marketing documents should be completed in the next 2 weeks. A reserve policy must be implemented or updated before the credit rating presentation to Standard and Poor's by mid-to-late August 2020. A reserve policy will be brought before the Finance Committee and Policy Committee before being presented to the Board at the Adjourned Regular Board meeting in July.

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – A letter was received from CliftonLarsenAllen, LLP announcing the engagement of their firm to prepare the financial statements of Crescenta Valley Water District as of June 30, 2020.

REPORTS OF PERSONNEL – None

GENERAL MANAGER – Mr. Ochoa announced his attendance at PWAG meetings and that Mr. Lee had been requested to provide information to other agencies about how the District has navigated administratively and financially through COVID-19 in the workplace. CVWD continues to implement policies for disinfection and cleaning, social distancing, temperature screening and COVID-19 testing for employees. Mr. Lee announced that a one-year lease has been signed for the property at Mills, which will yield both savings and rental revenue. The tenants expect to occupy the property on July 1, 2020. The Springbrook cloud migration is complete; this migration will provide industry standardization along with better customer service, public outreach and AMI integration.

ATTORNEY – Mr. Bunn announced the name for the law firm of Lagerlof, Senecal, Gosney & Kruse, LLP has been changed to Lagerlof, LLP.

REPORTS OF COMMITTEES

Engineering Committee – Director Bodnar reported that the Committee had met through teleconference on June 15, 2020. A teleconference meeting will be scheduled as needed.

Finance Committee – Director Tejeda reported that the Committee had not met; however, a teleconference will be scheduled within 1-2 weeks.

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

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

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

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

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

DIRECTORS' ORAL REPORTS

Director Erickson – Announced he had received an email from ACWA/JPIA regarding an upcoming Sexual Harassment training webinar.

Director Bodnar – No report

Director Tejeda – No report

Director Putnam – No report

Director Raghavachary – No report

CLOSED SESSION – No closed session

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – Director Bodnar requested that staff provide a report to the Board to discuss the timing of Proposition 218 notices.

ADJOURNMENT

There being no other business to come before the Board, at 7:47 p.m., it was moved by Director Tejeda, seconded by Director Bodnar and carried by a 5-0 roll call vote that the meeting be adjourned to July 14, 2020, at 7:00 p.m.

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

<u>APPROVED</u>

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