

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 22, 2021 at 7:00 p.m.

Posted: Friday, June 18, 2021 at 3:30 p.m.

AUDIO & VIDEO CONFERENCING NOTICE

[This meeting will be held by audio & video conference only.]

Pursuant to the provisions of Executive Order N-08-21 issued by Governor Gavin Newsom on June 11, 2021, a local legislative body is authorized to hold public meetings via teleconference.

Any member of the public may participate using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 856 6629 2780

Those members of the public who are able to and would like to additionally participate through computer may access the Zoom audio & video conferencing tool available at the following link –

<https://us02web.zoom.us/j/85666292780>

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Emailed comments will be sent to the Board of Directors prior to the meeting and posted on the District's website. Comments may be sent to Christy Colby, Regulatory and Public Affairs Manager, at (818) 248-3925 or customerservice@cvwd.com by 3pm on June 22, 2021.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at the above email address. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

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 and posted on the District's website.

Call to Order and Determination of Quorum

Pledge of Allegiance

Adoption of Agenda

Public Comments

At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the subject matter jurisdiction of the Board. This opportunity is non-transferable, and speakers are limited to one three-minute (3) comment. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda, except under certain circumstances.

Public Hearing – 2020 Urban Water Management Plan

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of the Minutes of the Regular Board Meeting on June 8, 2021.
2. Ratification of Disbursements for May 2021.

Action Calendar

The public shall have an opportunity to comment on any action item as each item is considered by the Board. This opportunity is non-transferable, and speakers are limited to one two-minute (2) comment.

1. **Resolution No. 768** – Consideration and motion to adopt Resolution No. 768, adopting and authorizing submission of the District's 2020 Urban Water Management Plan.
2. **Wastewater Collection System Presentation** – Discussion of the first part of a multi-part overview and history of CVWD's Wastewater Collection System.
3. **Wastewater Fund Multi-Year Rates** – Consideration and motion to adopt a multi-year rate schedule for the Wastewater Fund.
4. **FY 2022 through FY 2024 Proposition 218 Notice for Water & Wastewater Rates** – Discussion and feedback regarding a draft of the language for the Proposition 218 notice for proposed multi-year water and wastewater rates.
5. **Budget Schedule & Proposition 218 Process** – Placeholder for discussion and possible action for schedule, timing, and other considerations related to completing the budget and Proposition 218 process, including the Water and Wastewater Rate Study.

Information Items

Written Communications to District/Board of Directors

General Manager's Report

Attorney Report

Reports of Committees

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

Directors' Oral Reports – Reports on issues, meetings, or activities attended by Directors.

Board Members' Request for Future Agenda Items

Closed Session – None

Adjournment

CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

June 8, 2021

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Adjourned Regular Meeting on May 25, 2021, a Regular Meeting was held on June 8, 2021, at 7:00 p.m. through audio and video conference. A call-in number was clearly noted on the meeting Agenda, posted in accordance with the Brown Act, due to the COVID-19 pandemic, with President Sharon S. Raghavachary presiding.

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

Directors:
Sharon S. Raghavachary
James D. Bodnar
Kerry D. Erickson
Ken R. Putnam
Judy L. Tejada

Attorney: **Thomas Bunn**

General Manager: **Nem Ochoa**

Director of Finance & Administration: **James Lee**

Director of Engineering: **David Gould**

Staff Members:
Christy Colby, Regulatory & Public Affairs Manager
Brook Yared, Engineering Manager
Arturo Montes, Finance & Administration Manager
Wendy Holloway, Customer Service Manager
Pam Leddy, Administrative Assistant
Darlene Telles, Operations Coordinator
Tessa Allmon, Customer Service Representative
Alex Sandoval, Construction Supervisor

Public Participation:
Frank Colcord
Marilyn Tyler

PLEDGE OF ALLEGIANCE

Ms. Colby 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 Erickson, and carried by a 5-0 roll call vote that the Agenda for the Regular Meeting of June 8, 2021 be adopted as presented.

AYES:
Director Raghavachary
Director Bodnar
Director Erickson
Director Putnam
Director Tejada

NOES: None

PUBLIC COMMENTS – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord announced that the Urban Water Management Plan (UWMP) for Foothill Municipal Water District is available on the FMWD website for public review. Mr. Colcord stated that the UWMP is scheduled to be approved by the Board on June 21, 2021.

COMMUNITY ADVISORY COMMITTEE REPORT – No report

CONSENT CALENDAR

It was moved by Director Tejeda, seconded by Director Erickson, and carried by a 5-0 roll call vote to approve the Minutes of the Adjourned Regular Board Meeting held on May 25, 2021 through audio and video conference.

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

NOES: None

Discussion & Adoption of Water Shortage Contingency Plan (WSCP) which replaces Resolution 681, 682 and Appendix G of the District's Rules and Regulations – Ms. Colby presented the Water Shortage Contingency Plan as part of the 2020 Urban Water Management Plan requirements and notated the proposed changes to the existing WSCP. Ms. Colby emphasized that a new level was created, defined as “Critical” and assigned the color Purple, the percentage shortage levels were redefined to accommodate the newest tier level, and the naming of the Blue and Orange tiers were modified to be consistent with FMWD. Ms. Colby stated that the WSCP will replace Resolution 681, 682 and Appendix G of the District's Rules and Regulations.

Following discussion:

It was moved by Director Bodnar, seconded by Director Tejeda, and carried by a 5-0 roll call vote to adopt Resolution No. 767, the Water Shortage Contingency Plan.

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

NOES: None

Adoption of Salary Schedules – Mr. Montes stated that the California Code of Regulations, Section 570.5 requires pay schedules to be approved and adopted by the Board of Directors on an annual basis for payrate. Mr. Montes presented the pay schedules, which are accounted for in the approved budget for FY 2021-22 and include the cost-of-living adjustment.

Following discussion:

It was moved by Director Bodnar, seconded by Director Tejeda, and carried by a 5-0 roll call vote to adopt the current pay schedules for FY 2021/22.

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

NOES: **None**

Budget & Proposition 218 Process – Mr. Montes presented the FY 2021-22 CVWD Meeting Schedule relating to the completion of the budget and Proposition 218 process, including the Water and Wastewater Rate Study. Mr. Montes highlighted the meeting dates required in order to implement the adopted rates on October 1, 2021

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – No report

GENERAL MANAGER – Mr. Ochoa provided highlights of the Field Maintenance and Operations Report for the month of May 2021. Mr. Ochoa announced that the annual Pancake Breakfast will be held at the Glenwood Plant on June 16th. Mr. Gould reported that the water production for the month of May was 120.7 MG. The average use was 2.4% less than 2020 and 15.2% greater than the 5-year average. Mr. Gould provided updates on the Capital Improvement Projects, AMI Communication Network, and the completion of the Engineering Department remodel.

ATTORNEY – No report

REPORTS OF PERSONNEL – None

REPORTS OF COMMITTEES - None

Engineering Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting is scheduled for June 15, 2021.

Finance Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting will be scheduled for the week of June 14, 2021.

Employee Relations Committee – Director Bodnar reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Policy Committee – Mr. Ochoa reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Community Relations/Water Conservation Committee – Mr. Ochoa reported that the Committee had not met; however, an audio/video conference meeting will be scheduled for the week of June 14, 2021.

Emergency Planning Committee – Director Tejeda reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Executive Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting will be scheduled as needed.

Technology Committee – Director Erickson reported that the Committee had not met; however, an audio/video conference meeting will be scheduled within the next several weeks.

DIRECTORS' ORAL REPORTS

Director Erickson – No report

Director Bodnar – Announced that the contract for the next General Manager, Adel Hagekhalil, has been approved by Metropolitan Water District.

Director Tejeda – No report

Director Putnam – No report

Director Raghavachary – No report

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – None

CLOSED SESSION – No reportable action

GM Contract – Discussion and possible action on extension of General Manager contract.

Following discussion:

It was moved by Director Bodnar, seconded by Director Tejeda, and carried by a 4-1 roll call vote to extend the three-year General Manager contract.

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

NOES: **Director Erickson**

ADJOURNMENT

There being no other business to come before the Board, at 9:25 p.m. the meeting was adjourned to June 22, 2021 at 7:00 pm.

APPROVED

Sharon S. Raghavachary
President

James Lee
Director of Finance & Administration

CASH DISBURSEMENTS LIST

MAY 2021



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0	5/25/2021	CalPERS	PERS Contributions - May 2021	25,049.52	14,009.99
0	5/00/2021	Los Angeles County Public Works	Excavation permits - May 2021	3,972.00	
0	5/13/2021	U.S. Bank St. Paul	Bond Debt service payment	46,520.00	
0	5/27/2021	U.S. Bank St. Paul	Bond Debt service payment	46,520.00	
0	5/25/2021	Southern California Edison	Power purchased - May 2021	15,986.57	285.54
42625	5/4/2021	Ajemco, Inc.	C-1030 - Engineering remodel	1,975.13	658.37
42626	5/6/2021	Quadient Finance USA, Inc.	Postage machine funds	356.91	342.91
42627	5/6/2021	Jonathan Russo	Reimbursement - D2 & T2 exams fees	100.10	29.90
42628	5/6/2021	Spectrum Business	Glenwood- data communication - April 2021	397.33	139.58
42629	5/11/2021	A to Z Home Repair, Inc.	3110 Santa Carlotta - meter box bee removal	125.00	
42630	5/11/2021	Abe's Lock and Key	Misc. keys	51.42	23.44
42631	5/11/2021	ADS, LLC	Monthly sewer monitoring - April 2021		1,850.00
42632	5/11/2021	Airgas National Carbonation	Well #2 - carbon dioxide rental tank - May 2021	61.24	30.63
42633	5/11/2021	Anawalt Lumber & Materials Co.	Misc. hardware - April 2021	29.43	
42634	5/11/2021	Aqua - Metric Sales Co.	E-1021 - AMI radio - smart points	16,652.07	
42635	5/11/2021	ARC	Monthly MPS Billing - April 2021	112.52	37.50
42636	5/11/2021	Associated Soils Engineering	E-1008 & E-1019 - professional services - March 2021	5,700.00	
42637	5/11/2021	AT&T	Voice communication - April 2021	395.52	310.76
42638	5/11/2021	Regino Avalos	Monthly landscaping - April 2021, fire reg. brush & weed removal at 6 sites	3,784.03	195.97
42639	5/11/2021	BC Laboratories, Inc.	Water analysis - April 2021	2,380.20	
42640	5/11/2021	Best Best & Krieger	Watermaster legal counsel services - March 2021	1,794.80	
42641	5/11/2021	Bridgemore Solutions, Inc.	Consulting services for Water Treatment employees	10,987.13	2,250.37
42642	5/11/2021	Cannon	E-1021 - Const. Mgmt. and Inspection - April 2021	9,782.75	
42643	5/11/2021	Cartegraph Systems, LLC	Annual SEMS renewal - May 2021 to April 2022	4,994.63	1,664.87
42644	5/11/2021	CCS Interactive, Inc.	Monthly website services - May 2021	127.50	42.50
42645	5/11/2021	City of Glendale	Glendale Utility tax - March 2021	3,817.16	
42646	5/11/2021	City of Glendale	Well #16 lease - August 2020	10,756.20	
42647	5/11/2021	City of Glendale Water & Power	Power purchased - April 2021	31,553.38	
42648	5/11/2021	Consolidated Electrical Distributors, Inc.	Well #12 - new disconnect switch	497.29	
42649	5/11/2021	Crescenta Valley Publishing, LLC	M-1004 - 1/4 page ad Local Hazard Mitigation Plan	350.00	
42650	5/11/2021	DYI Home Center	Misc. hardware - April 2021	133.79	32.52

42651	5/11/2021	Emins Air Conditioning & Heating	Glenwood - repairs to A/C	975.00	325.00
42652	5/11/2021	Eurofins Eaton Analytical, Inc.	Water analysis - April 2021	720.00	
42653	5/11/2021	Foothill Car Wash, Lube & Oil	Unit #34 & 48 - oil changes	119.99	73.54
42654	5/11/2021	Foothill Painting Company	C-1030 - Engineering remodel - painting	4,417.50	1,472.50
42655	5/11/2021	Great America Leasing Corp.	Kyocera copier leases - May 2021	1,031.95	991.47
42656	5/11/2021	Aida Grigorian	Refund Check - 4824 Maryland	23.96	
42657	5/11/2021	Gsolutionz Professional Services	Voice communication - May 2021	185.62	145.83
42658	5/11/2021	Highroad Information Technology	C-1032 - Computer and Hardware - FY 2021	26,770.65	8,291.77
42659	5/11/2021	Home Depot Credit Services	Sandoval - credit card reimbursement	423.04	
42660	5/11/2021	J's Maintenance Service, Inc.	Janitorial service - April 2021	852.72	269.28
42661	5/11/2021	LJ's Access Systems, Inc.	Gate maintenance - Glenwood, Mills, Encinal, Ordunio, & Well #16	639.00	261.00
42662	5/11/2021	Karen Nersessian	Refund for fire flow test	300.00	
42663	5/11/2021	Office Depot	Misc. supplies - April 2021	238.31	219.33
42664	5/11/2021	One Ring Networks, Inc.	Office - data communication - May 2021	1,518.75	506.25
42665	5/11/2021	O'Reilly Auto Parts	Misc. parts - April 2021	40.73	24.95
42666	5/11/2021	Pacific Truck Equipment, Inc.	Unit #2 - service compressor air filter, oil filter, compressor	802.80	492.03
42667	5/11/2021	Paper Cuts, Inc.	Paper shredding - April 2021	27.95	25.80
42668	5/11/2021	Prohealth Glendale Medical Group	Hepatitis B Vaccination	45.00	30.00
42669	5/11/2021	Protech Lift	Unit #52 - Nissan Forklift - calibrate fuel-air ratio, adjust idle	209.25	128.25
42670	5/11/2021	Raftelis Financial Consultants, Inc.	Professional services - Cost of Service Study - April 2021	2,108.20	431.80
42671	5/11/2021	Ramco	Concrete and crushed misc. base - April 2021	794.61	
42672	5/11/2021	Henry U. Castillo Ramos	Refund Check - 2218 Montrose #G	100.00	
42673	5/11/2021	Sawyer Petroleum	Diesel exhaust fluid - 57 gals.	139.85	37.17
42674	5/11/2021	South Coast Air Quality	AQMD - Annual fee July 2020 - June 2021	137.63	
42675	5/11/2021	Southland Pipe Corp.	E-1022 - Steel pipe	62,622.36	
42676	5/11/2021	Spectrum Business	Glenwood, Mills & Office - data communication - May 2021	3,633.23	1,276.53
42677	5/11/2021	Sully-Miller Contracting Co.	Cold mix for temporary repairs - 6.110 tons	665.70	
42678	5/11/2021	T.E. Roberts, Inc.	E-1021 - Encinal Pipeline - Progress payment #1	161,150.40	
42679	5/11/2021	T.E. Roberts, Inc.	Flooding meter refund	925.00	
42680	5/11/2021	Darlene Telles	Reimbursement - lunch meeting with Bridgemoor	17.74	11.82
42681	5/11/2021	The Gas Company	Plant - gas purchased - April 2021	25.75	8.12
42682	5/11/2021	Underground Service Alert	Underground notifications - April 2021	297.33	139.91
42683	5/11/2021	UniFirst Corporation	Uniform rentals - April 2021	317.76	94.91
42684	5/11/2021	Univar Solutions USA, Inc.	Sodium hypochloride - Glenwood 500 gals. - Mills - 560 gals.	3,154.37	
42685	5/11/2021	Vulcan Materials Company	Mixed bobtail - April 2021	1,095.00	
42686	5/11/2021	Waste Management - Sun Valley	Glenwood - disposal service - May 2021	911.30	287.76
42687	5/11/2021	Western Water Works	Hydrant rebuild kit	963.39	
42688	5/14/2021	Christy Joana Colby	Health reimbursement	687.40	458.27
42689	5/14/2021	Jaysen Ortega	Wellness reimbursement	225.00	75.00
42690	5/18/2021	All American Landscape Co.	Office - monthly landscaping - May 2021	255.50	94.50
42691	5/18/2021	AT&T Mobility	Cell phone service - April 2021	1,380.71	412.42

42692	5/18/2021	Cannon	S-962 - La Granada Lift Station design services - April 2021		1,039.58
42693	5/18/2021	CCS Interactive, Inc.	Update water conservation alert graphics	118.13	39.37
42694	5/18/2021	Clark Pest Control, Inc.	Monthly service at 4 sites - May 2021	234.75	21.25
42695	5/18/2021	County of L.A. Dept. of Parks & Rec.	S-962 Permit - License agreement application fee		500.00
42696	5/18/2021	Consolidated Electrical Distributors, Inc.	Misc. supplies - April 2021	89.55	93.18
42697	5/18/2021	E Source Companies, LLC	E-1020 - AMI consulting services - April 2021	1,155.00	
42698	5/18/2021	Floorscapes USA	C-1030 - Engineering remodel - new carpeting	2,730.00	910.00
42699	5/18/2021	Foothill Painting Company	C-1030 - Engineering remodel - paint	37.50	12.50
42700	5/18/2021	Grainger	Misc. supplies - April 2021	49.39	43.79
42701	5/18/2021	Itron, Inc.	Annual hardware & software maintenance	1,722.46	565.85
42702	5/18/2021	John Robinson Consulting, Inc.	M-965 - Grant Assistance - April 2021	2,400.00	
42703	5/18/2021	Joseph G. Pollard Co., Inc.	Misc. supplies - April 2021	131.46	
42704	5/18/2021	Loeb & Loeb LLP	Professional services - BKK Landfill	76.26	16.74
42705	5/18/2021	Logan Supply Co., Inc.	Misc. tools - May 2021	488.94	205.06
42706	5/18/2021	Public Water Agencies Group	Emergency Preparedness Program - April 2021	481.88	481.87
42707	5/18/2021	Quadient Leasing USA, Inc.	Postage machine lease - June to September 2021	188.66	181.25
42708	5/18/2021	Shell	Gas purchased - April 2021	2,247.49	671.32
42709	5/18/2021	So Cal Compton Pipe Supply Co., Inc.	Stock - misc. fittings - April 2021	4,032.06	
42710	5/18/2021	Spectrum Business	Prorate charges for fiber internet 100Mbps	448.30	157.50
42711	5/18/2021	Wallace & Associates Consulting, Inc.	E-1008 - Const. & Inspect Mgmnt. services - February 2021	390.00	
42712			Voided check #42712		
42713	5/20/2021	Coram Design Center, Inc.	C-1030 - Office remodel	750.00	250.00
42714			Voided check #42714		
42715	5/25/2021	Affordable Generator Services, Inc.	S-962 - Generator Lift Station - Progress payment #1		40,524.97
42716	5/25/2021	Akel Engineering Group, Inc.	E-1007 - GIS progress report - April 2021	2,403.00	
42717	5/25/2021	Associated Soils Engineering	E-1021 - Professional services - April 2021	2,380.00	
42718	5/25/2021	Christopher Awad	Refund check - 3053 Alabama	100.00	
42719	5/25/2021	Best Best & Krieger	Watermaster legal counsel services - April 2021	10,435.04	
42720	5/25/2021	CCS Interactive, Inc.	Website services - UWMP banner & cons. alert updates	78.75	26.25
42721	5/25/2021	Citibank- Costco	Misc. supplies (Costco) - April 2021	370.25	331.47
42722	5/25/2021	City of Glendale	Well #16 lease - September 2020	10,580.59	
42723	5/25/2021	City of LA Bureau Sanitation	Sewerage Facilities charge - March/April 2021		4,652.54
42724	5/25/2021	City of Los Angeles	O & M payment for sewer treatment - May 2021		235,978.00
42725	5/25/2021	Consolidated Electrical Distributors, Inc.	Rosemont Res - New prominent chlorine analyzer	1,909.83	222.15
42726	5/25/2021	Crosno Construction, Inc.	E-1018 - Rosemont Rehab - Progress payment #2	106,061.80	
42727	5/25/2021	Extreme Safety, Inc.	Misc. safety supplies - April 2021	116.63	121.37
42728	5/25/2021	Foothill Municipal Water	Water delivery - April 2021	273,835.21	
42729	5/25/2021	Golden Bell Products, Inc.	Lift Station degreaser - 40 gallons		1,208.88
42730	5/25/2021	Grace Environmental Services	Well #2 - monitoring assistance - March 2021	2,821.00	
42731	5/25/2021	Harrington Ind Plastics LLC	Misc. supplies - April 2021	208.00	
42732	5/25/2021	InfoSend, Inc.	Printing & postage for billing - April 2021	1,367.03	1,313.42

42733	5/25/2021	David Inman	Reimbursement - class for D2 and certification fee	289.95	
42734	5/25/2021	LA Dept Water and Power	Power purchased - April 2021	52.94	
42735	5/25/2021	Liebert Cassidy Whitmore	Legal services - April 2021	4,339.81	952.64
42736	5/25/2021	Little Caesars #5707	Refund check - 2631 Foothill	47.92	
42737	5/25/2021	LMS Electric	C-1030 - Engineering remodel - new lighting	3,900.00	1,300.00
42738	5/25/2021	Office Furniture Max	C-1030 - Engineering remodel - new cubicles	3,685.37	1,228.45
42739	5/25/2021	Proton Energy Systems, Inc.	Well #2 nitrate - 2 year maintenance service	3,590.02	
42740	5/25/2021	Robert Brkich Const. Corp.	E-1008 - Janet Lee Pipeline - Progress payment #1	352,545.00	
42741	5/25/2021	South Coast Air Quality	AQMD Annual fee Hot Spots - July 2020 to June 2021	137.63	
42742	5/25/2021	Springbrook Finance Holdings, Inc.	E-1020 - AMI Communication network services	42.25	
42743	5/25/2021	T.E. Roberts, Inc.	E-1021 - Encinal Pipeline - Progress payment #2	170,171.60	
42744	5/25/2021	Tetra Tech, Inc.	M-1004 - Local Hazard Mitigation Plan Services - April 2021	10,395.00	
42745	5/25/2021	The Gas Company	Office - gas purchased - April 2021	58.15	18.36
42746	5/25/2021	Ultra Welding, Inc.	Torch cutting class/welding training	481.25	143.75
42747	5/25/2021	UPS	Misc. shipping charges - May 2021	9.18	8.81
42748	5/25/2021	Wells Fargo Card Services	Colby - reoccurring website charges, safety award clothing, working lunch	403.71	119.29
42749	5/25/2021	Wells Fargo Card Services	Gould -Training, chlorine pellets, Well #2 micro drive	486.61	162.20
42750	5/25/2021	Wells Fargo Card Services	Holloway - working lunch, misc. postage	62.69	21.60
42751	5/25/2021	Wells Fargo Card Services	Lee - reoccurring zoom meeting charges	61.30	30.18
42752	5/25/2021	Wells Fargo Card Services	Maxwell - oil changes, working lunches	197.85	130.27
42753	5/25/2021	Wells Fargo Card Services	Ochoa - working lunches	260.70	143.17
42754	5/25/2021	Western Water Works	E-1022 - 8 x 6 weld reducer	184.84	
42755	5/25/2021	Westlake Ace Hardware	Misc. hardware - April 2021	324.79	72.86
42756	5/25/2021	Wonderware California	Annual Software Support Agreement	11,932.05	1,782.95

Subtotals	\$1,520,013.64	334,172.90
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Total Disbursements for May 2021	\$1,854,186.54
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Payroll Report

Directors	1,800.00
Office Regular Payroll	123,773.00
Office OT	37.00
Plant Regular Payroll	119,472.00
Plant OT & Standby	11,369.00
Employer Payroll Taxes	18,915.00
Payroll Service Charges	401.00

Total Payroll for May 2021	\$275,767.00
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CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
June 22, 2021

To: Honorable President and Members of the Board of Directors
From: Christy Colby – Regulatory and Public Affairs Manager
Subject: **Resolution 768, Adoption of CWVD's 2020 Urban Water Management Plan (UWMP)**

ACTION ITEM:

Consideration and motion for adoption of Crescenta Valley Water District's 2020 Urban Water Management Plan and Resolution No. 768.

BACKGROUND:

The California State Legislature passed the Urban Water Management Act of 1983, which mandated that all urban water suppliers with more than 3,000 customers or supplying more than 3,000-acre feet of water annually must prepare and adopt an Urban Water Management Plan (UWMP) every five years. The purpose of the 2020 UWMP is to update existing and planned water supplies, maintain efficient use of urban water supplies, continue to promote water conservation, ensure that sufficient water supplies are available, and provide a mechanism for the District's response during drought conditions.

DISCUSSION:

The District's 2020 UWMP contains historical water usage information dating back to 2015, and projects water usage out to the year 2045. It also provides a percent water demand breakdown by customer type that includes residential, industrial, and commercial customers. The 2020 UWMP covers the present efforts by the District to conserve water with items such as public outreach, rate structuring to encourage water conservation, and rebates through the Metropolitan Water District of Southern California (MWD). The 2020 UWMP is designed to serve as a flexible, long term planning document that will be updated at least once every five years to assist the District in water conservation and supports the state-wide effort in a well-organized approach to water use management.

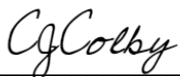
If adopted, the 2020 UWMP will be submitted to the Department of Water Resources (DWR) no later than July 1, 2021, for approval. Without an approved UWMP, the District would not be eligible to receive grant or loan funding through DWR or the State Water Resources Control Board.

Resolution 768 approves the UWMP and authorizes staff to submit the plan to DWR.

RECOMMENDATION

It is Staff's recommendation for the Board to approve the 2020 UWMP and Resolution 768.

Prepared by & submitted by:



Christy J. Colby
Regulatory and Public Affairs Manager

Attachments:

1. Resolution 768
2. 2020 UWMP

RESOLUTION NO. 768

A RESOLUTION OF THE CRESCENTA VALLEY WATER DISTRICT TO ADOPT THE URBAN WATER MANAGEMENT PLAN

The Board of Directors of the Crescenta Valley Water District does hereby resolve as follows:

WHEREAS, the California Legislature enacted Assembly Bill 797 (Water Code Section 10610 et seq., known as the Urban Water Management Planning Act) during the 1983-1984 Regular Session, and as amended, subsequently, which mandates that every supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually, prepare an Urban Water Management Plan, the primary objective of which is to plan for the conservation and efficient use of water; and

WHEREAS, the District is an urban supplier of water providing water to over 3,000 customers; and

WHEREAS, the Plan shall be periodically reviewed at least once every five years, and that the District shall make any amendments or changes to its plan which are indicated by the review; and

WHEREAS, the Plan must be adopted by July 1, 2021, after public review and hearing, and filed with the California Department of Water Resources within thirty days of adoption; and

WHEREAS, the District has therefore, prepared and circulated a public notice or draft Urban Water Management Plan, and a properly noticed public hearing regarding said Plan was held by the Board of Directors on June 22, 2021; and

WHEREAS, the District coordinated the preparation of its Plan with Foothill Municipal Water District and its other member agencies; and

WHEREAS, the District encouraged the active involvement of diverse social, cultural, and economic elements of the population within its service area; and

WHEREAS, Water Code section 10652 provides that the California Environmental Quality Act does not apply to the preparation and adoption of the Plan;

RESOLVED, the District hereby adopts the Urban Water Management Plan, and directs the general manager to file the Plan with the California Department of Water Resources within 30 days of adoption;

FURTHER RESOLVED, the District directs the general manager to submit a copy of the Plan to the California State Library, and any city or county within which the District provides water supplies, within 30 days of adoption.

PASSED AND ADOPTED at an Adjourned Regular Meeting of the Board of Directors of Crescenta Valley Water District held on June 22, 2021. Resolution No. 768 was adopted by the following vote:

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

NOES:	Directors	None
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ABSTAIN:	Directors	None
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ATTEST:

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

Secretary of the Board of Directors

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

I, JAMES LEE, Secretary of the Crescenta Valley Water District, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. 768 of the Board of Directors of Crescenta Valley Water District adopted at a Adjourned Meeting held on June 22, 2021 and that the same has not been amended or repealed.

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

(S E A L)

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
June 22, 2021

To: Honorable President and Members of the Board of Directors
From: David Gould – Director of Engineering
Subject: **Wastewater Collection System Presentation**

ACTION ITEM:

Discuss the first part of a multi-part overview and history of CVWD's Wastewater Collection System.

BACKGROUND:

During the June 8, 2021 Board meeting, the Board directed staff to provide background on the District's wastewater collection system. Staff will present the first part of a multi-part overview and history of the system, and it is enclosed.

RECOMMENDATION

None.

Submitted by:



David S. Gould, P.E.
Director of Engineering

Attachment(s):

1. Wastewater System Presentation

CVWD Wastewater Collection System:

Overview & History of CVWD's Wastewater System - Part 1

PREPARED BY: DAVID S.
GOULD AND BROOK YARED

DATE: JUNE 22, 2021



Agenda

Overview & History of
CVWD's Wastewater
System

City of Los Angeles
Conveyance,
Treatment & Disposal
of Wastewater
Agreement

Amalgamated System
Sewerage System
Charges (ASSSC)

Amalgamated System
Sewerage Facilities
Charges (ASSFC)

City of La Canada
Flintridge Conveyance
Agreement

Recycled Water

Sewer Flow vs. Water
Production

Next Discussion

Overview & History of CVWD Wastewater System

- **1929 to 1980 – La Crescenta on Septic Sewage System**
 - 1976 – Glendale installed sewers in Glendale Annex
 - 1966 – Wiley Tract - Installed sewers with treatment using spreading grounds on hillside and abandoned in 1980
- **Why CVWD needed to Construct Wastewater Collection System**
 - Required by Clean Water Act
 - Groundwater Contamination – Nitrates, PCE, & other VOC's
- **1975 to 1979 – Wastewater Assessment Districts Established**
 - Assessment District 79-1 (Above Foothill Blvd) & 79-2 (Below Foothill Blvd)
 - About 6,300 Sewer Accounts – La Crescenta and small part of La Canada Flintridge
 - Sewer District boundary different than Water District boundary and Water Service area

Overview & History of CVWD Wastewater System (Cont)

- 1980 to 1986 – Construction of Sewer Collection System
 - Installed 66 miles of sewer main and laterals
 - Customer required to connect to sewer lateral and abandon septic system
 - On-site permitting – LA County Bldg & Safety
 - Off-site permitting for laterals and main line – CVWD
 - CVWD responsible for maintenance of the sewer mains
 - Customer responsible for maintenance of sewer lateral within R/W & on-site
- 1981 to 1983 – Sewer Interceptor Pipeline
 - 21” to 27” dia. sewer main that transports CVWD’s sewage through Glendale to the Los Angeles-Glendale Water Reclamation Plant (LAGWRP) located at the 134 Fwy & 5 Fwy
 - LAGWRP – Jointly owned LA & Glendale and operated by City of Los Angeles

Nitrate Treatment Plant and Diversion to HTP

- **1990 – Ion Exchange Nitrate Removal Treatment Plant**
 - Install at Glenwood Plant for nitrate removal treatment
 - Sewer force main & waste tank installed to pump brine waste to CVWD's sewer interceptor
 - Agreement with City of LA to accept brine waste
 - Brine waste upset operations at LAGWRP
 - Installed sewer diverter valve near LAGWRP diverts low flows from 12:00 am to 2:00 am
 - Brine waste sent through City of LA's "North Outfall" sewer which flows to Hyperion Treatment Plant (HTP) in El Segundo.

Maintenance History

- **Sewer Maintenance**

- 1985 to 2005 – Contracted sewer maintenance, videotape inspection and emergency response services.
- 2005 – Sewer Maintenance Department – 3 FTE
 - Purchase sewer vactor truck & sewer camera truck
 - Cleaned sewer system every 3-years
 - Cleaned sewer interceptor line every 2-years
 - Annual enhanced sewer maintenance areas
 - Response to Sewer Overflows
 - Slip-lining sewer mains in areas of root intrusion

Statewide Discharge Requirements

State Water Resources Control Board (SWRCB) issued a Waste Discharge Requirements (WDR) in 2006

- Mandated agencies to develop a Sewer System Management Plan (SSMP)
- Develop procedures for Sewer System Overflows (SSO)
- CVWD certified it's SSMP in 2009 and recertified in 2014 & 2019
- SSMP requires an internal self-audited every 2-years and recertification of the SSMP every 5-years

Major Items of SSMP:

- Inflow and Infiltration tracking
- Determining percent difference between Average Dry Weather Flow and Peak Wet Weather Flow
- Procedures and Agency contacts for Sewer System Overflows
- Sewer Design Standards
- Operations & Maintenance plan including annual sewer cleaning, CCTV inspection and enhanced maintenance areas.

City of Los Angeles Conveyance, Treatment & Disposal of Wastewater Agreement

Wastewater Treatment & Disposal Agreements

- 1985 to 2005 - City of Glendale Wastewater Treatment & Disposal Agreement
 - CVWD agreement with Glendale, CVWD paid Glendale & Glendale paid LA
 - 2004 – Ended contract with Glendale
 - Glendale/CVWD Settlement - \$1.3M to CVWD for overpayment to LA
- 2005 to Present - City of Los Angeles Conveyance, Treatment & Disposal of Wastewater Agreement
 - Signed agreement in 2005; Contract to be renewed in 2030
 - CVWD included with the 24 Contracting Agencies to City of LA
 - Universal Terms - terms and conditions of the Agreement that were negotiated between Los Angeles and the Original Contracting Entities that provides the same cost recovery for the Amalgamated System Expenses based on quantity of flow and strength of sewage.

City of Los Angeles Conveyance, Treatment & Disposal of Wastewater Agreement

- City of Los Angeles Agreement – Specific Terms

- City of La Canada Flintridge between City of LA for the treatment and disposal of its wastewater. The flow and strength of discharged from La Canada to CVWD's facilities shall be subtracted from the quantity measured at CVWD's Monitoring Station in determining CVWD's quantity of flow and strength.
- Calculation of Contracting Entity's MGD-miles is based all or part of the wastewater tributary to LAGWRP that may be diverted from the North Outfall Sewer or other sewers into LAGWRP.
- Bypass of Nitrate Wastewater – All wastewater from CVWD shall bypass the Los Angeles-Glendale Water Reclamation Plant through a bypass sewer when it contains Nitrate Wastewater and shall include Diverter Gate to insure the diversion of all Nitrate Wastewater into the bypass sewer.

City of Los Angeles Wastewater Agreement

Contracting Agencies

No.	Contracting Agencies
1	Aneta Street - LA
2	City of Beverly Hills
3	City of Burbank
4	Crescenta Valley Water District
5	LA County Sanitation District 4
6	LA County Sanitation District 5
7	LA County Sanitation District 16
8	LA County Sanitation District 27
9	City of Culver City
10	City of El Segundo
11	Federal Office Building - LA
12	City of Glendale
13	Karl Holton Camp - San Fernando
14	City of La Canada Flintridge
15	Las Virgines Municipal Water District
16	City of Marina Del Rey
17	City of San Fernando
18	City of Santa Monica
19	Triunfo Waer & Sanitation District
20	Universal City - LA
21	Veterans Administration - LA
22	West LA Community College
23	LA County Sanitation District 9
24	City of Long Beach

City of Los Angeles Wastewater Agreement

Contracting Agencies

No.	Contracting Agencies (percentage order)	FY 21-22 ASSSC Charge	Percentage
1	City of Santa Monica	10,641,100	22.39%
2	City of Glendale	9,238,800	19.44%
3	City of Burbank	4,544,800	9.56%
4	City of Beverly Hills	4,426,100	9.31%
5	LA County Sanitation District 4	4,126,400	8.68%
6	City of Culver City	2,858,100	6.01%
7	City of El Segundo	2,164,400	4.55%
8	City of San Fernando	1,925,100	4.05%
9	City of Marina Del Rey	1,748,000	3.68%
10	Crescenta Valley Water District	1,655,800	3.48%
11	Universal City - LA	1,035,400	2.18%
12	LA County Sanitation District 5	862,300	1.81%
13	LA County Sanitation District 16	558,500	1.18%
14	Las Virgines Municipal Water District	554,300	1.17%
15	Veterans Administration - LA	292,800	0.62%
16	LA County Sanitation District 9	263,900	0.56%
17	City of La Canada Flintridge	173,500	0.37%
18	LA County Sanitation District 27	149,200	0.31%
19	Triunfo Waer & Sanitation District	147,400	0.31%
20	Aneta Street - LA	62,500	0.13%
21	City of Long Beach	54,800	0.12%
22	West LA Community College	22,900	0.05%
23	Federal Office Building - LA	9,600	0.02%
24	Karl Holton Camp - San Fernando	6,800	0.01%
	Total	47,522,500	100.00%

City of Los Angeles Conveyance, Treatment & Disposal of Wastewater Agreement

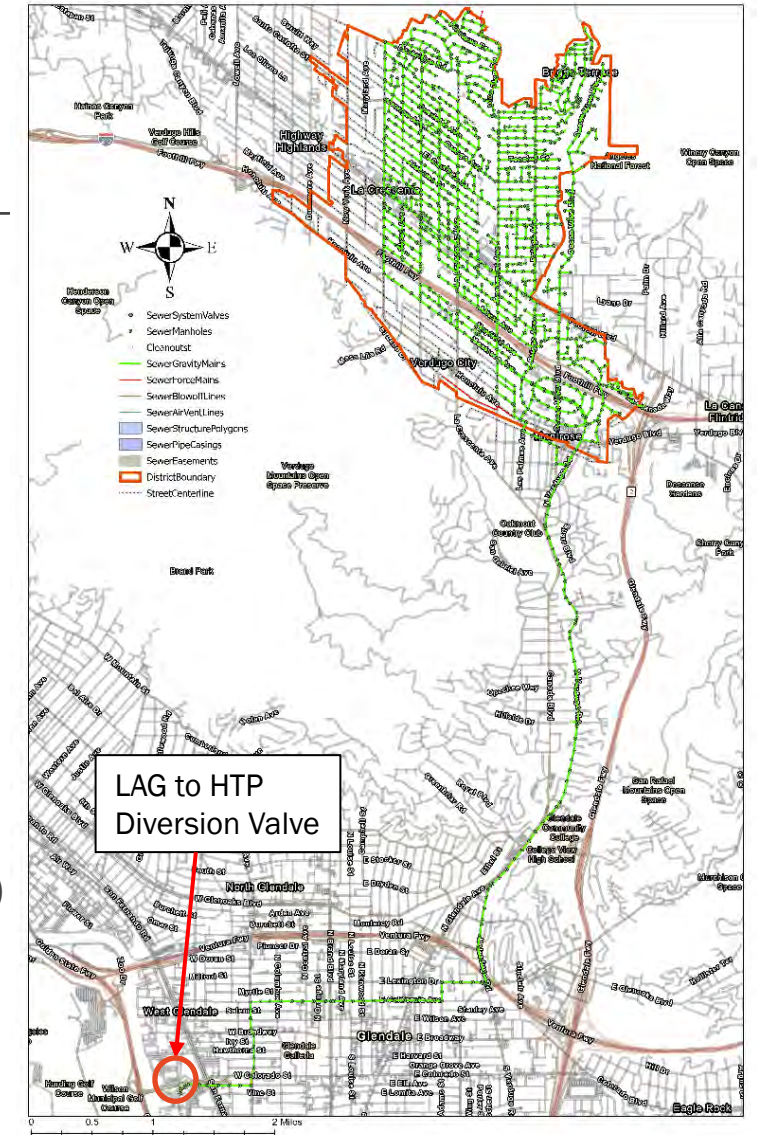
Annual Costs based on flow and strength of CVWD's Wastewater:

- Operations & Maintenance (O&M) & Capital Improvement Projects (CIP) invoices are based on CVWD's annual wastewater volume and strength .
- **Volume of water** is based on the net daily wastewater flow.
- **Strength of Sewage** is based on Total Suspended Solids (TSS) & Biological Oxygen Demand (BOD)
 - **Biological Oxygen Demand (BOD)** is a measure of the amount of oxygen required to remove waste organic matter from water in the process of decomposition by aerobic bacteria (those bacteria that live only in an environment containing oxygen).
 - **Total Suspended Solids (TSS)** is the dry-weight of suspended particles, that are not dissolved, in a sample of water that can be trapped by a filter. A water quality parameter used to assess the quality of a wastewater before and after treatment in a wastewater treatment plant.
 - **MGD-Miles** is based on the adjusted distance from the geographical center of CVWD to LAG and HTP, under LA's centroidal MGD-mile billing method. Mgd-miles for flow to LAGWRP is 6.3 and to HTP is 23.7
 - CVWD's strength & flow are recorded at the Elk Street flow monitoring station that is owned by CVWD and contracted with ADS Environmental Services which provides monitoring and testing, and ADS sends data directly to LA.

FY 20-21	Sampling Date	Elk Street Station				
		Average Flow (mgd)	BOD (ppm)	SS (ppm)		
April	04/13/20	1.728	66	310	951	4,468
May						
June						
July	07/16/20	1.624	76	240	1,029	3,251
August						
September						
October	10/15/20	1.581	77	150	1,015	1,978
November						
December						
January	01/07/21	1.596	170	290	2,263	3,860
February						
March						
Annual Average 2020-21		1.63225	97	248	1,315	3,389
Average of all Measured					1,730	2,717
3-YR Annual Average 2019-21		1.60900			1,628	3,541

Amalgamated System Sewerage System Charges (ASSSC)

- **Amalgamated System Sewerage System Charges (ASSSC):**
 - Charge to CVWD to recover CVWD's proportional share of the Net Amalgamated System expenses including both HTP and Terminal Island plant
 - Two (2) Components of ASSSC make up CVWD's invoice to City of LA
- **Operations & Maintenance (O&M) Charges**
 - Direct O&M costs of the Amalgamated System as paid by City of LA
 - Costs includes upgrades to existing facilities or provide new & expanded facilities
 - Costs of administrative, management, & supporting activities relating to the Amalgamated System
- **Capital Improvement (CIP) Charges:**
 - Based on latest Los Angeles' Wastewater Capital Improvement Program (WCIP)
 - WCIP is evaluated and adjusted annually based on the project schedule, available resources, project needs and revised cost estimates.
 - All CIP charges are based on actual discharge flow to the amalgamated system.



Amalgamated System Sewerage Facilities Charges (ASSFC)

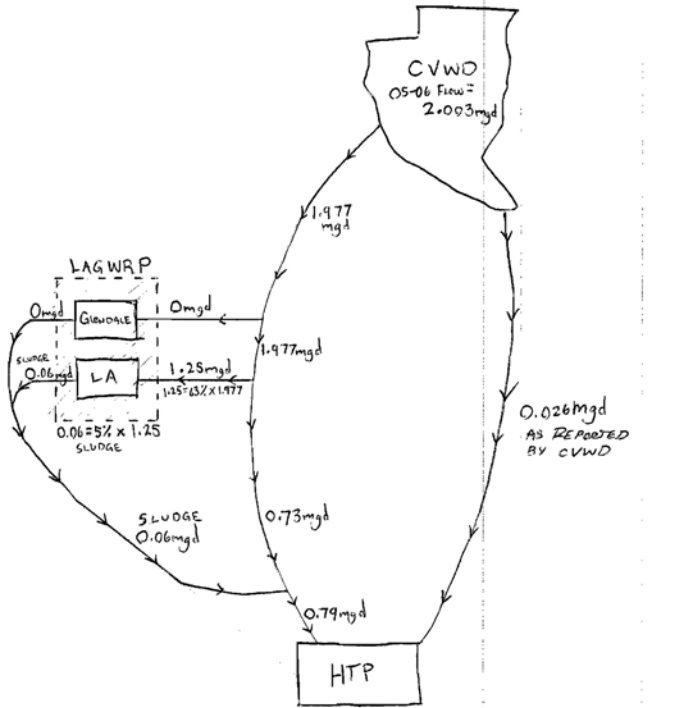
Amalgamated System Sewerage Facilities Charges (ASSFC):

- CVWD responsible to the City of LA for charge for any new or upgraded sewer connection relative to new developments such as:
 - Apartments or condos
 - new residential home
 - Additions to an existing residential homes
 - change of use of a business (i.e., retail store remodeled to a restaurant)
- CVWD collects the ASSFC fee for any new or upgraded development as part of CVWD's Sewer Connection Fee and a 10% administrative fee for staff's time.
 - CVWD prepares a quarterly ASSFC report to the City of LA that summaries all ASSFC charges collected for that quarter.
 - The ASSFC is a pass-through cost from the Developer to the City of LA and there is no cost to CVWD.

AMALGAMATED SYSTEM SEWERAGE AGREEMENT														
CONTRACT AGENCY: Crescenta Valley Water District														
Amalgamated System Sewerage Facilities Charge (ASSFC) - Bi-monthly Net Increase Data Summary (New Development, Changes in Land Use, and Increases in Discharge from Industrial Dischargers)														
For the period: March 1, 2021 - April 30, 2021														
Item No.	Parcel No.	Date Permit Issued	Baseline Discharge			Anticipated Discharge			Net Discharge			SS (ppd)	mgd-miles	ASSFC
			Land Use	Flow (gpd)	BOD (mg/L)	SS (mg/L)	Land Use	Flow (gpd)	BOD (mg/L)	SS (mg/L)	Flow (gpd)	BOD (ppd)		
1	3100 Community Avenue	03/02/21	385 + 2 BA SFD	230	265	275	385 + 2 BA SFD	230	265	275	110	0.24	0.25	0.0014
	New ADU						180 + 1 BA APT	110	265	275	-	-	-	-
	Item Total										110	0.24	0.25	0.0014
2	4744 Rosemont Ave.	02/20/21	385 + 2 BA SFD	230	265	275	385 + 2 BA SFD	230	265	275	30	0.20	0.21	0.0012
	384 + 2 BA DUP		190	265	275	384 + 2 BA DUP	190	265	275	-	-	-	-	-
	New Detached ADU (PHASE 1-PAID)										-	-	-	-
	Addition to Existing Property (PHASE 2)	03/04/21									-	-	-	-
	Item Total										30	0.20	0.21	0.0012
3	2710 Frances Avenue	03/09/21	385 + 1 BA SFD	185	265	275	385 + 1 BA SFD	230	265	275	45	0.10	0.10	0.0005
	250 + 2 BA APT						150	265	275	-	150	0.33	0.34	0.0015
	Addition to Existing Property										-	-	-	-
	Item Total										195	0.43	0.45	0.0025
4	5611 Foothill Avenue	03/25/21	385 + 2 BA SFD	230	265	275	485 + 5 BA SFD	275	265	275	45	0.10	0.10	0.0005
	Addition to existing property										-	-	-	-
	Item Total										45	0.10	0.10	0.0005
5	2718 Mountain Pine Drive	04/23/21	385 + 2 BA SFD	230	265	275	485 + 5 BA SFD	275	265	275	45	0.10	0.10	0.0005
	Addition to Existing Property										-	-	-	-
	Item Total										45	0.10	0.10	0.0005
6	3161 Paraiso Vista	04/29/21	385 + 2 BA SFD	230	265	275	485 + 5 BA SFD	275	265	275	45	0.10	0.10	0.0005
	Item Total										45	0.10	0.10	0.0005
Total for Two-Month Period											330	1.17	1.22	0.0068
D-Value: Amala Street: 4.02 CSD 4: 11.82 CSD 16: 19.67 El Segundo: 6.29 Malibu Del Rey: 3.66 Thurston: 16.92														
Beverly Hills: 10.19 CSD 6: 7.14 CSD 27: 11.54 Glendale: 3.77^{1,2} Port of Long Beach: 1.25 Universal City: 15.29														
Burbank: 6.19¹ CSD 9: 2.29 Calver City: 5.86 La Canana Pintridge: 19.84 San Fernando: 12.19^{1,2} Van Nuys: 9.07														
Crescenta Valley: 12.30 La Verne: 16.84^{1,2} San Antonio: 7.25 WLA Community College: 8.78														
¹ Refer to table "Assignment of Amalgamated System Sewerage Generation Factors to County Use Codes"														
² Flow-weighted centroidal distance that may vary from year to year														
³ Flow-weighted centroidal distance calculated for Flow Year 2020-21.														
ASSFC Mar-Apr 2020-21 CVWD.xls 6/17/2021 10:16 AM														

05-06 CVWD FLOW DIAGRAM

By: JAIME VALENZUELA



$$\text{TOTAL TREATED FLOW} = 1.25 + 0.79 + 0.026 = \underline{\underline{2.066}} \text{ (mgd)}$$

DISTANCE FROM CVWD TO HTP = 23.7 MILES

DISTANCE FROM CVWD TO LAGWRP = 6.3 MILES

$$\text{CVWD MGD-MILES} = 23.7(0.79 + 0.026) + 6.3(1.25) = \underline{\underline{27.27}} \text{ mgd-miles}$$

City of Los Angeles Agreement Management

ASSSCs

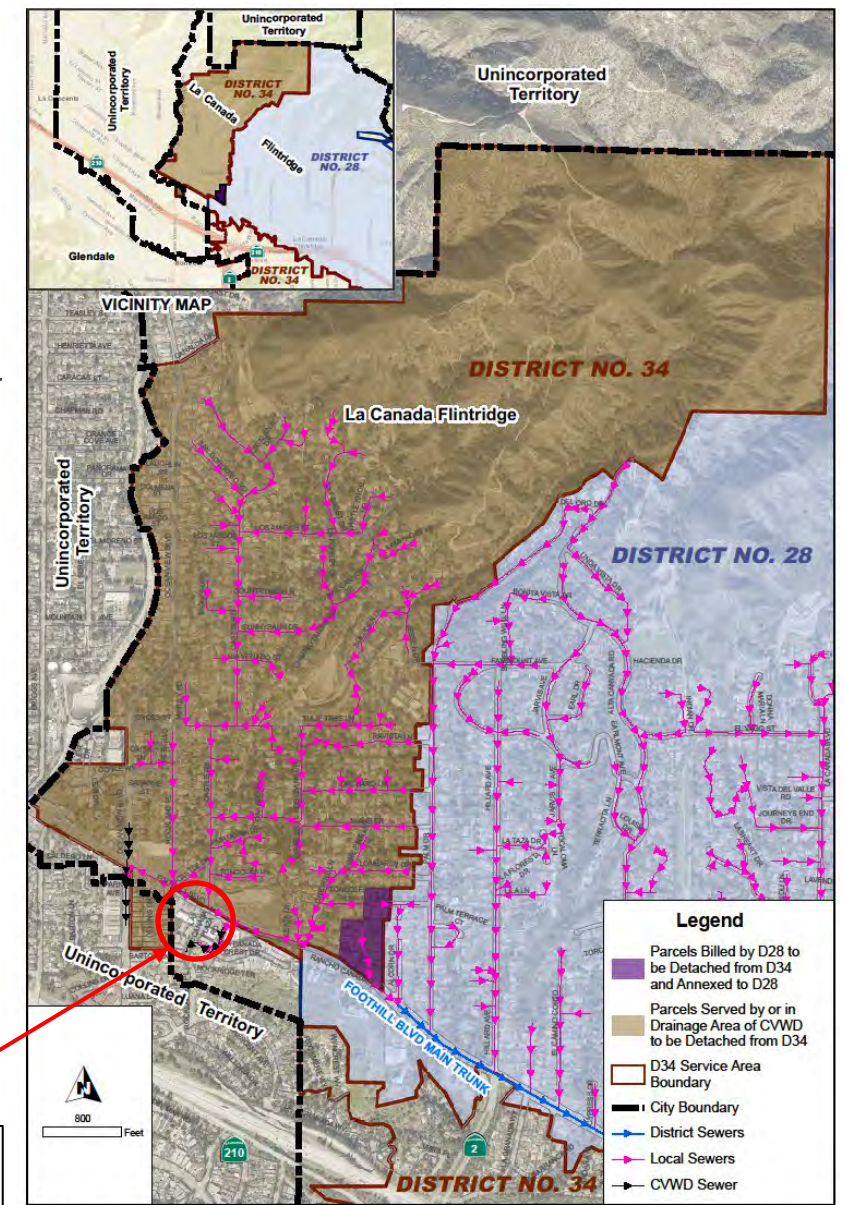
- Billing projections
 - Received between February and April
 - Establishes Treatment costs during CVWDs budget process
- Estimated Bills and Special Amortization
 - Received between July and September
 - Establishes payment schedule for the coming year based on billing projections
 - If any projections, bills or contract agency meetings are late CVWD has the option to amortize costs over the next year.
- Reconciliation Bill
 - Unforeseen O&M or Emergency Response
 - LCF data reporting errors
- Annual Meetings held to discuss all Amalgamated Sewer System Projects

ASSFCs are assessed and passed through to developers through our D-job connection fee assessment based on Sewage Generation Factors provided by the City of Los Angeles

City of La Canada Flintridge Conveyance Agreement

- City of La Canada-Flintridge (LCF) is separated geographically into two separate wastewater districts.
- To service the Northwestern portion of the City, LCF tied into CVWD's collection system for conveyance to LAGWRP and HTP.
 - First interconnection located at intersection of La Canada Crest and Rockland Pl.
 - Second interconnection located at Ocean View and Barton Lane (monitored annually for 1 week)
- All collected data is compiled by City of Los Angeles in an Annual Report that is verified by both CVWD and LCF.

CVWD-LCF Sewer Interconnections



**PARCELS TO BE DETACHED FROM
NORTHERN HALF OF DISTRICT 34
LOS ANGELES COUNTY SANITATION DISTRICTS**

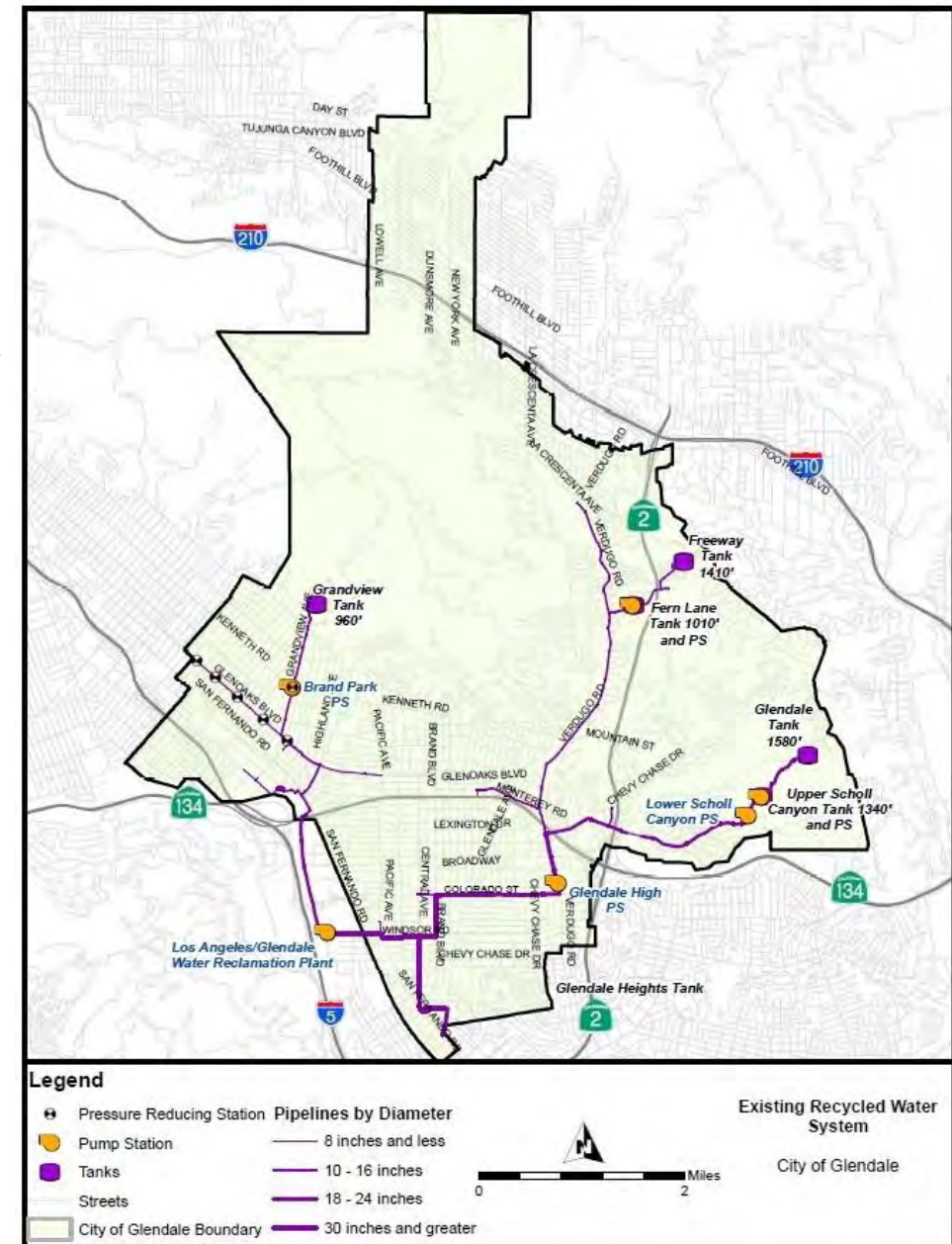
EXHIBIT A

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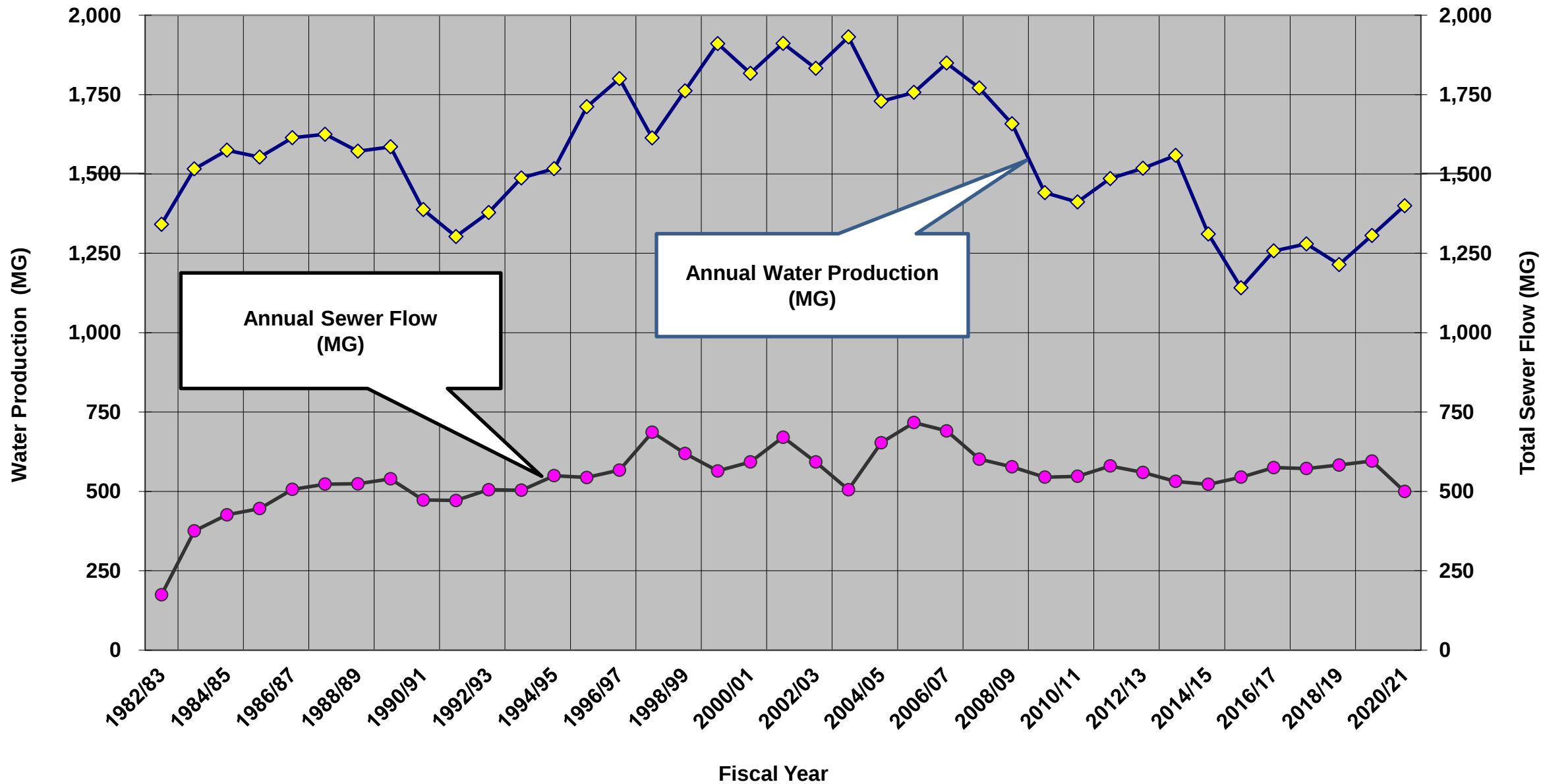
esrip | 4/14/2020 | 0006 5548767

Recycled or Reclaimed Water

- Recycled or Reclaimed Water is defined by City of LA contract to mean Available Treatment Plant (ATP) Effluent that is put to beneficial reuse in accordance with applicable laws and regulations.
- Los Angeles and CVWD shall share in the ATP Effluent produced by the Amalgamated System.
- Any ATP effluent to which a Party (CVWD) has a right but is not utilized by the Party (CVWD), may be utilized by other Party at no cost until such time as the first Party (CVWD) utilized the ATP Effluent or, if the first Party (CVWD) sells its share.
- City of LA shall provide Contracting Entity (CVWD) access to the ATP Effluent supply at no cost to City of LA.
- Reclaimed water use by CVWD would require a new reservoir be constructed and a separate purple pipe system be installed to serve irrigation customers.



Total Sewer Flow vs. Water Production



Next Discussion

- Discussion of History of CVWD's Wastewater Rates
- Discussion of breakdown on City of LA treatment charges
- Wastewater Master Plan
- Options for future City of LA Charges

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3
June 22, 2021

To: Honorable President and Members of the Board of Directors
From: James Lee – Director of Finance and Administration
Subject: **Wastewater Fund Multi-Year Rates**

ACTION ITEM:

Consideration and motion to adopt a multi-year rate schedule for the Wastewater Fund.

BACKGROUND:

The District has made a number of decisions based on a long-term planning mindset. For the Water Fund, the primary driver is deferred pipeline and other infrastructure. A multi-year rate schedule supports the District's long-term Roadmap plan. This plan projects several initial years of Water Fund reserves below target levels, as the District anticipates ramping up its reserves in parallel with ramping up its CIP. This can be achieved through PayGo funding, a more cost-efficient alternative to bonds. The 10-year plan as presented and voted on during the April 27th Board meeting, beginning with 8 percent increases for each of the next three years, is enclosed for reference. (*Attachment 2*)

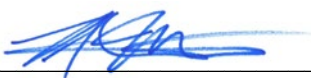
The Wastewater Fund's primary driver is the cost of treatment and disposal that the City of LA charges the District, as this cost represents almost half of the overall operating costs and has increased more than 60 percent over the last two years. In addition, wastewater rates have not been raised for seven of the last 10 years. The treatment cost may increase or stay level, or the District may be able to move toward other treatment alternatives. In the interim, it is important to sustain the ability to provide wastewater collections, treatment, and disposal.

During the June 8th Board meeting, staff indicated that based on the District's interactive decision-making tool, mirroring the Water Fund's 10-year plan in terms of rates would sustain the fund. The Board directed staff to present the results at the June 22nd Board meeting. The plan would support LA City's recent increases, and if the District were to move forward on alternatives to treating and disposing of its own effluent, it would have the financial profile needed to raise the capital funding that building a treatment facility would require. This long-term plan projects several initial years of reserves going under target levels and recovering within approximately five years. The Wastewater Plan's 10-year plan is enclosed. (*Attachment 1*)

RECOMMENDATION

Approve the District's pay schedules for FY 2021-22.

Prepared by:



Arturo Montes
Finance & Administration Manager

Submitted by:



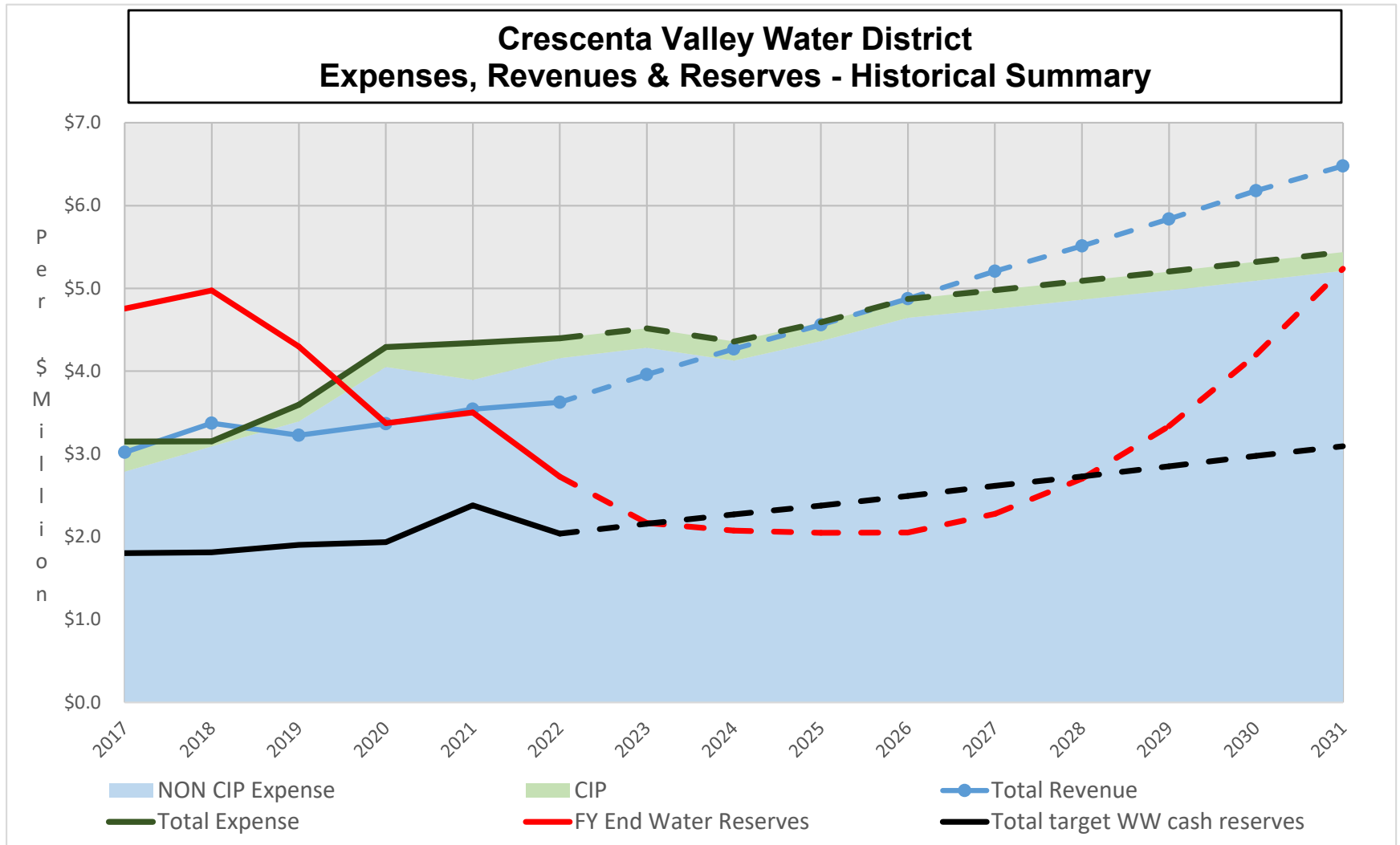
James Lee
Director of Finance & Administration

Attachment(s):

1. Wastewater Fund 10-Year Plan; 2) Water Fund 10-Year Plan

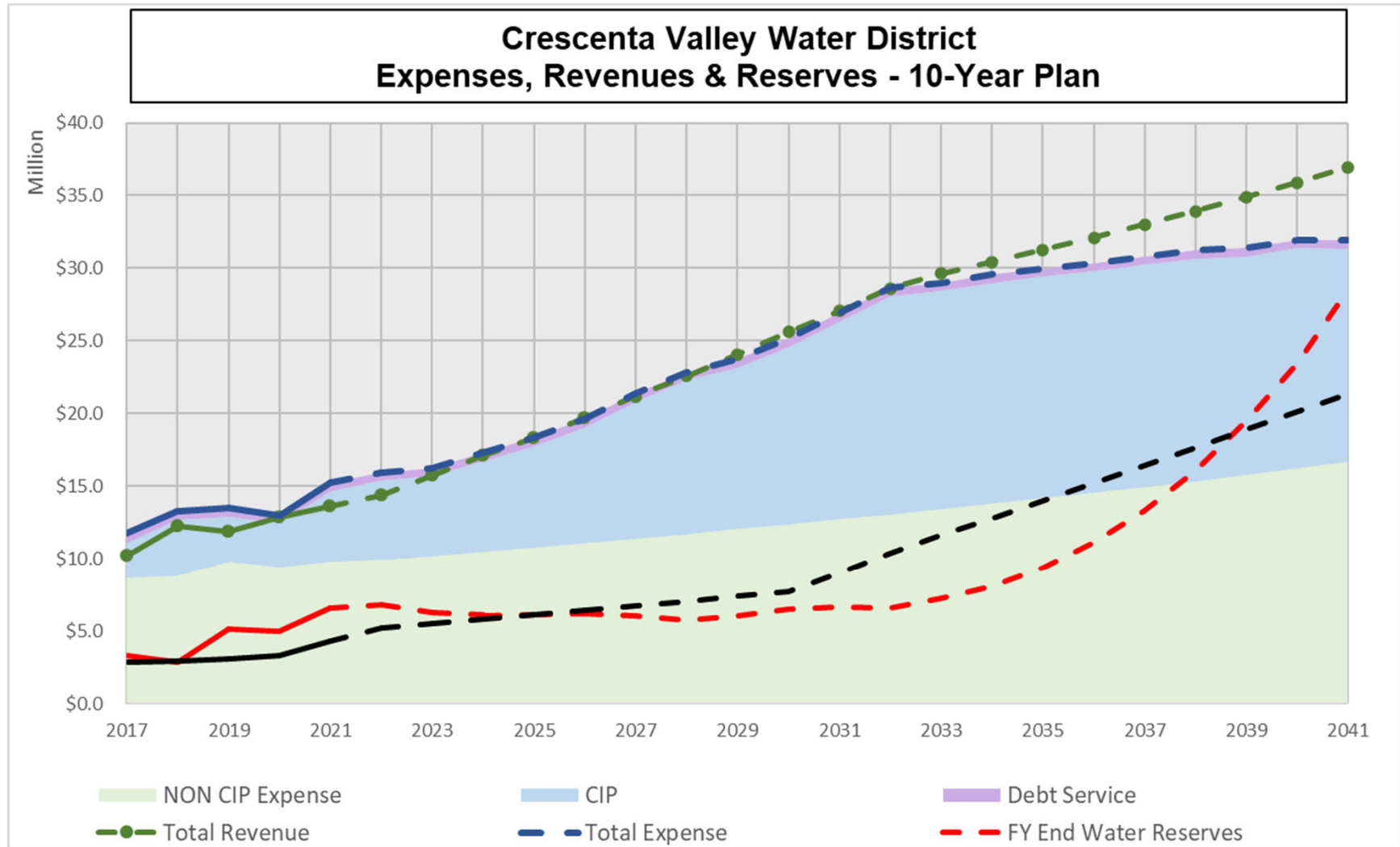
Wastewater Fund 10-year Plan

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Revenue Adjustment	8.0%	8.0%	8.0%	7.0%	7.0%	7.0%	6.0%	6.0%	6.0%	5.0%
October										



PayGo (“Ramp-Up” Plan)

	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
Revenue Adjustment	8.0%	8.0%	8.0%	7.0%	7.0%	7.0%	6.0%	6.0%	6.0%	5.0%
September										



April 27, 2021

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 4
June 22, 2021

To: Honorable President and Members of the Board of Directors
From: Christy Colby – Regulatory and Public Affairs Manager
Subject: Draft Prop 218 notice – No Rates

BACKGROUND:

Under Proposition 218 the District is required to hold a protest hearing for the creation or increase of any rates and fees (“property-related fees.”). As part of those regulations, the District is required to provide written notice by mail of the proposed fees or charges.

DISCUSSION:

Staff has provided a draft Prop 218 notice for review of the language. As the cost-of-service study has not yet been approved, rates, fees, charges, and graphs and tables on such are not ready for review. The draft has been reviewed by the Community outreach Committee and was provided to the Community Advisory Committee. Most of the comments received have been incorporated in this draft. Staff is still working on including some of the information requested.

RECOMMENDATION

It is Staff’s recommendation that the Board review and provide feedback on the language and content not including the rates and charges tables to facilitate the efficient approval at a later date of the entire notice for mailing.

Prepared by & submitted by:



Christy J. Colby
Regulatory and Public Affairs Manager

Attachments:

1. Draft Prop 218 Notice



PUBLIC NOTICE OF PROPOSED INCREASE IN WATER AND WASTEWATER RATES AND CHARGES

Public Hearing to be held on Tuesday, September 21, 2021, at 6:00 p.m.

This meeting will be by Teleconference Only – Details on last page

Crescenta Valley Water District (CVWD) is considering a 3 year (multi-year), rate increase of up to X% in water rates per year and up to X% in wastewater rates per year

Let's talk about Water Rates and Long-Term Infrastructure Reliability

The CVWD Board and the community have discussed the Long-Term Infrastructure and Funding Roadmap since early 2020. Through the Roadmap process, participants became acutely aware of a significant issue the District is facing and the estimated cost to address it. With much of our infrastructure built in the 1950s, a considerable portion of it is approaching or has exceeded its life expectancy. The CVWD Board is committed to a long-term plan to address the problem of deferred work on pipelines, wells, reservoirs, and other infrastructure in order to continue providing safe and reliable water to our customers.

Pipelines are the backbone of our infrastructure as they convey water to customers, and pipelines represent the most significant replacement costs. Based on this, the District is implementing a replacement program over the next 20 years that will replace the oldest pipes from the 1950s and 1960s as they exceed their life expectancy. This plan needs funding, and the Board has elected to present a three-year rate increase to support a commitment to long-term planning and infrastructure reliability.

Some Quick Facts

- 45% of our water pipelines are between 50-80 years old
- The average age of our pipelines is 46 years old
- Our oldest pipe in operation was installed in 1933
- Current plans call for starting with approximately 1.2 miles of pipe to be replaced the first year, with each year and “ramping up” over 10 years before ramping back down. This approach allows the District to build reserves and use reserves to pay for pipelines rather than bonds which are associated with costlier interest expense
- If the District kept pipeline replacement at a rate of ½ mile per year, there would be pipes in the ground nearly 200 years, which increases the risk of failure. Emergency pipeline replacement is much more expensive
- Much of the District's infrastructure is reaching the end of its useful life—about 80 years—and must be replaced

Since last year, the District has continued to update and add critical information on this topic, including: 1) an analysis of escalation for pipeline replacement costs over the past 20 years; 2) an analysis of pipeline age; 3) future non-pipeline Capital Improvement Projects (CIP) needs such as water supply; 4) the financial cost of bonds and the various risks and benefits of issuing them; 5) 10-year financial planning scenarios using a “level” plan that replaces 2.1 miles of pipe each year for the next 20 years and a “ramp-up” plan that begins at 1.2 miles and gradually ramps up to 2.9 miles over 10 years and then gradually ramps back down to 1.5 miles at the end of 20 years, then continues at 1.2 miles per year; and 6) funding CIP through PayGo (Pay as you go) or bonds (financing).

Following Considerable discussion, the Board elected to present a three-year rate increase using the CIP “Ramp-Up” option that will support infrastructure replacement and minimize the long-term costs to the District.

As a public agency, the District cannot earn a profit from the services it provides and must charge no more than the actual costs associated with providing services to its customers.

Let's talk about Wastewater and the Cost of Treatment

The wastewater system's primary expense is the cost paid to the City of Los Angeles for treating the wastewater that is collected in the District's service area and sent to Los Angeles' treatment plant. This comprises almost half of all operating costs. The City of Los Angeles' fees have increased by over 60% over the last 2 years. Other major cost drivers include the maintenance of the wastewater collection system and the sewer interceptor line that transports all CVWD's wastewater to the City of Los Angeles treatment plant in Glendale, California.

Some Quick Facts

- 1.5 Million Gallons per day of wastewater
- 71 Miles of Sewer Pipe
- 1 Lift Station
- **\$\$** Paid to the City of Los Angeles for treatment

CVWD Regularly Reduces Costs

The District is committed to efficient operations and evaluates every opportunity to reduce expenses. CVWD has reduced operational expenses by significantly reducing the number of full-time employees and implementing cross-training of personnel to meet operational needs. CVWD also regularly renegotiates long-term contracts. CVWD is moving toward a long-term planning horizon, and one of the benefits will be the ability to secure better terms on infrastructure construction contracts which are associated with addressing deferred aging infrastructure.

- Cost Savings Examples
- Cost Savings Examples
- Cost Savings Examples

Why Is There a Need for Rate Increases?

A great deal of infrastructure and system operations is involved in delivering safe and reliable water to customers' homes. For example, groundwater is pumped from wells, and for the remaining demand, raw water is delivered through a vast system of infrastructure from Northern California or the Colorado River. This water is purchased at a premium. The water is treated to stringent State and Federal drinking water standards. Power from SoCal Edison and Glendale Water & Power is used to treat and pump the water to reservoirs that feed into a distribution system and into your homes. Maintenance and operations crews respond to service requests and emergencies whether leaks, sink holes, or main breaks. Fire hydrants are maintained to ensure fire protection.

These are the primary cost drivers, and as with any good or service subject to standard inflation, the cost for these drivers increases on average, 3%-5% annually.

As discussed earlier, aging pipes, reservoirs, pumps, wells and other District assets that are 80 years or older need replacement to avoid critical system failures. The District is committed to securing future service reliability and avoiding financial and safety risks associated with critical system failures. In addition to inflation, a component of the rates needs to be set aside to address long-deferred repair and replacement of infrastructure.

WATER BILL IMPACT (IF APPROVED)	WASTEWATER BILL IMPACT (IF APPROVED)
If new rates are approved, a water bill for a typical residence with a 3/4-inch watermeter using 17 units of water (17,000 gallons) during a two-month billing period would increase by \$, from \$ to \$.	If new rates are approved, a wastewater bill for a typical residence with a 3/4-inch meter using 17 units of water (17,000 gallons) during a two-month winter billing period would increase by \$, from \$ to \$.

TO ESTIMATE YOUR PROPOSED NEW WATER BILL GO TO

CVWD provides both Water and Wastewater services in the community. Not all customers receive both services from the District. This notice applies to all customers who pay their water and/or wastewater bills to CVWD. Any rate increases would apply to each bill paid to CVWD for the services we provide to your residence.

Effective Date: If approved, the increased rates will become effective on all rates and charges on any bill generated after October 1, 2021 for the first year , October 1, 2022 for the second year, and October 1, 2023 for the third year.

PROPOSED WATER RATE CHANGES

Water Meter Rates and Charges

Meter charges ensure that water is available for use at your tap whenever you need it, much like phone, cable, power or other utilities. Also known as fixed charges, they help pay for costs associated with operating and maintaining CVWD's water treatment and delivery system, and they are based on meter size.

<u>Meter Charges (per bi-monthly period) by size</u>	<u>Current Rate</u>	<u>Proposed Rate Effective 10/1/2021</u>
3/4"*		
1"		
1 1/2"		
2"		
3"		
4"		

* Nearly all Single Family Homes have a 3/4" meter.

Fire Protection Charges*

Fire protection charges are for private fire services and provide readiness for fire protection.

<u>Fire Protection Charges (per bi-monthly period) by size</u>	<u>Current Rate</u>	<u>Proposed Rate Effective 10/1/2021</u>
1"		
2"		
3"		
4"		
6"		
8"		
10"		

*Fire protection charges and irrigation rates typically do not apply to Single Family Homes.

Usage Rates And Charges

Usage rates cover costs that vary based on the amount of water delivered, such as imported water and electricity costs. These rates are separated into three tiers for single-family residential customers. The rates are uniform for multi-family, commercial and schools. The rates are separated into two tiers for irrigation customers. All rates are based on bi-monthly usage (1 unit = 1,000 gallons).

<u>Usage Charges (per bi-monthly Period)</u>	<u>Current Rate (per unit)</u>	<u>Proposed Rate Effective 10/1/2021</u>
Tier 1 (1 to 10 units)		
Tier 2 (11 to 26 units)		
Tier 3 (27 units and up)		
<u>Multi-Family, Commercial and Irrigation</u>		
<u>Usage Charges (per bi-monthly Period)</u>	<u>Current Rate (per unit)</u>	<u>Proposed Rate Effective 10/1/2021</u>
Tier 1 (1 to 80 units)		
Tier 2 (81 units and above)		

Service addresses located within the Glendale annex area pay a \$0.40 tax per 2-month bill, collected by CVWD and paid to the City of Glendale.

PROPOSED WASTEWATER SERVICE CHANGES

SEWER: HOW IS MY WASTEWATER BILL DETERMINED?

The amount of wastewater put into the District's collection system is estimated based on the prior year's winter water usage, when outdoor water is used less. This usage — up to a two-month maximum of 20 units (20,000 gallons) for a single-family residence — is used to determine the bill for the next 12 months.

Winter Water Usage consists of the 2-month billing period that falls in the range of January through March, depending on the billing cycle.

<u>Single-Family Residence (per bi-monthly period)</u>	Current Rate	Proposed Rate Effective
Service Charge		
Usage Rate - maximum of 20 units based on prior year average winter water use. (New Single Family Residence accounts are assessed based on 8 units until winter water use can be established.)		

<u>Multi-Family Residence (per bi-monthly period)</u>	Current Rate	Proposed Rate Effective
Service Charge per Equivalent Dwelling Unit (EDU)		
Usage Rate - maximum of 15 units per EDU based on prior year average winter water use		

<u>Commercial / Institutional (per bi-monthly period)</u>	Current Rate	Proposed Rate Effective
Usage Rate per 1,000 gallons		
Minimum Charge		

<u>All Schools (per bi-monthly period)</u> ADA (Average Daily Attendance)	Current Rate	Proposed Rate Effective
Elementary School – Usage Rate per 100 ADA		
Middle School – Usage Rate per 100 ADA		
High School – Usage Rate per 100 ADA		
High School – Customer Charge		

Effective Date: If approved, the increased rates will become effective on all rates and charges on any bill generated after October 1, 2021.

PROTEST LETTERS:

Any CVWD customer or property owner within the CVWD water or wastewater service area may file a written protest of the proposed rate changes by sending a letter or dropping off a letter to: CVWD's main office, 2700 Foothill Boulevard, La Crescenta, CA 91214. A valid protest letter must include your name, a CVWD service address, a statement of protest, and an original signature. Only one written protest per parcel, filed by an owner or tenant, will be counted. For your convenience, there is a protest form available at www.cvwd.com. Electronic submittals of signed protest letters may be scanned and emailed to the District at customerservice@cvwd.com. All protests must be received at September 21st, 2021 at 6:00 p.m. Protest letters received prior to September 16, 2021 at noon will be included in the agenda package distributed to the Board of Directors and posted online at www.cvwd.com.

WHEN WILL THE CVWD BOARD OF DIRECTORS CONSIDER ADOPTION OF NEW RATES AND CHARGES?

The Public Hearing will be held on Tuesday, September 21, 2021, at 6:00 p.m. The hearing will be held through teleconference. The District will post this information for the Public Hearing on the website, but you may call the District at 818-248-3925 to obtain the information. Join the Zoom Meeting <https://us02web.zoom.us/j/99999999999>, **Meeting ID: 999 9999 9999** or call 1 669 900 6833

The Board of Directors will meet on September 28, 2021 at 7:00 p.m. to consider the proposed rate changes through teleconference. The Board may adopt, reject, or modify the proposed rate structure. The Board cannot legally increase water rates and charges more than indicated in this notice.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting Christy Colby by phone or in writing at (818) 248-3925 or customerservice@cvwd.com. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

QUESTIONS?

This notice and the cost-of-service study are available on the CVWD website, www.cvwd.com, or at the CVWD main office. CVWD staff can assist in answering any questions about your bill between 7:30 a.m. and 4:00 p.m., Monday through Friday. If you have questions or need additional information, please call CVWD at (818) 248-3925 or e-mail customerservice@cvwd.com.

**IMPORTANT PROPOSED RATE
INFORMATION ENCLOSED**

Crescenta Valley Water District
2700 Foothill Blvd.
La Crescenta, CA 91214

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 5
June 22, 2021

To: Honorable President and Members of the Board of Directors
From: James Lee – Director of Finance and Administration
Subject: **Budget & Proposition 218 Process**

ACTION ITEM:

Placeholder for discussion and possible action for schedule, timing, and other considerations related to completing the budget and Proposition 218 process, including the Water and Wastewater Rate Study.

DISCUSSION:

This action item serves as a placeholder for any discussion related to the schedule and timing for completing the budget, Prop 218 process, and related considerations. A schedule of meetings and tasks is updated on an ongoing basis and included with each placeholder.

RECOMMENDATION

NA.

Submitted by:



James Lee
Director of Finance & Administration

Attachment(s): 1) CVWD Meeting Schedule (ongoing updates)

g:\management\board meeting staff reports\2021\06-22-21 Board Memo - Budget & Prop 218 Placeholder.docx

FY 2021/22 - CVWD Meeting Schedule <i>(ongoing updates)</i>		
Date	Agenda	Status
Week of 3/15	Finance Committee Meeting (CIP & Budget Discussion) * Engineering Committee Meeting *	✓
Week of 3/15	Community Advisory Committee Meeting *	✓
3/23	Board Meeting - Budget Discussion	✓
Week of 3/29	Finance Committee Meeting (Cost of Service & Rate Design / Budget) * Engineering Committee Meeting *	✓
Week of 3/29	Community Advisory Committee Meeting *	✓
4/13	Board Meeting - Budget Discussion	✓
Week of 4/19	Finance Committee Meeting * Engineering Committee Meeting *	✓
Week of 4/19	Community Advisory Committee Meeting *	✓
4/27	Board Meeting - Budget Discussion	✓
5/11	Board Meeting	✓
Week of 5/10	Finance Committee Meeting (Sewer Pass through / Budget) * Engineering Committee Meeting *	✓
5/25	Board Meeting - (FY 2022 Budget Approved)	✓
6/8	Board Meeting	✓
Week of 6/14	Community Relations Committee (Prop 218 Notice) * Finance Committee Meeting *	✓
6/22	Board Meeting - Review Prop 218 Notice	
Week of 6/28	Community Relations Committee (Prop 218 Notice) * Finance Committee Meeting *	
Week of 7/5	Finance Committee Meeting (Draft Cost-of-Service Report) * Engineering Committee Meeting *	
7/13	Board Meeting - Review/Approve 218 Notice	
Week of 7/12	Send 218 Notice to Printer	
Week of 7/26	Send out Prop 218	
7/27	Board Meeting	
8/10	Board Meeting	
8/24	Board Meeting	
Week of 9/13	Prop 218 Letters - 45 days	
9/14	Public Hearing - Last Day for 218 protest letters - Water/Wastewater Rates Board Meeting	
9/28	Board Meeting - Adopt Rates & Budget	
10/1	Implement Adopted Rates	

* Subsequent meetings will be scheduled as needed.

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 22, 2021

General Managers Report Topics:

- GM Activities

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

- Finance, Administration & Public Outreach Dashboard
- Pancake Breakfast
- Rescheduling of Time Capsule Event
- COVID-19 OSHA Update

STAFFING

As of June 17th the District has gone 576 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

Engineering Committee Meeting	- June 15 th
CVWD Employee Events Meeting	- June 15 th
CVWD Pancake Breakfast	- June 16 th
FMWD Managers Meeting	- June 16 th
CV Town Council Meeting	- June 17 th
Community Relations Committee Meeting	- June 17 th
Managers Meeting	- June 14 th , June 21 th

Submitted by:



Nem Ochoa
General Manager



Crescenta Valley Water District – Finance, Administration & Public Outreach Report for < May 2021 >

Customer Service & Administration Activity

**Service
Requests**
302

**Meter
Downloads**
79

**New
Sign-Ons**
65

**Closed
Accounts**
33

**Meter
Re-Reads**
276

Public Outreach Corner

- **Website Traffic** –
 - ~3,000 visits
 - Most views: 'Pay My Bill'
- **Everbridge** –
 - 2500 block of Rosemont – Emergency shutdown
 - 4300 block of Rosemont – Two notifications for scheduled water shutdowns
- **Social Media** –
 - 2 Facebook posts
- **CV Weekly** –
 - Public Notice for the Urban Water Management Plan



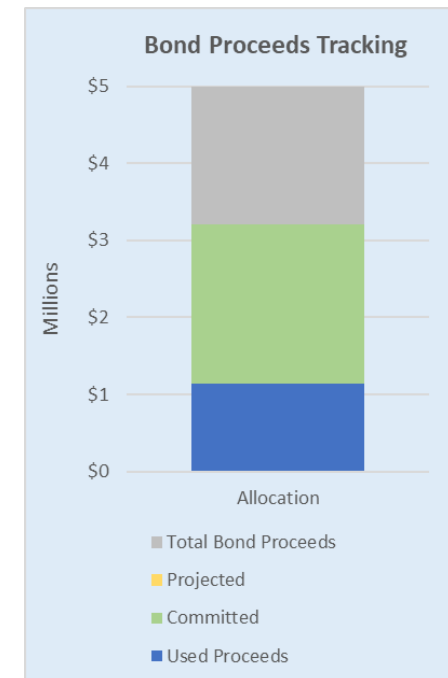
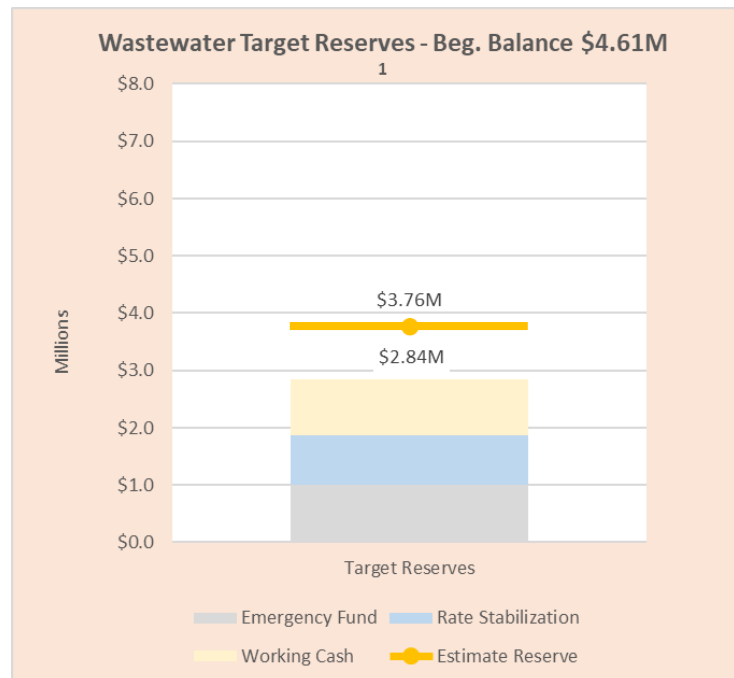
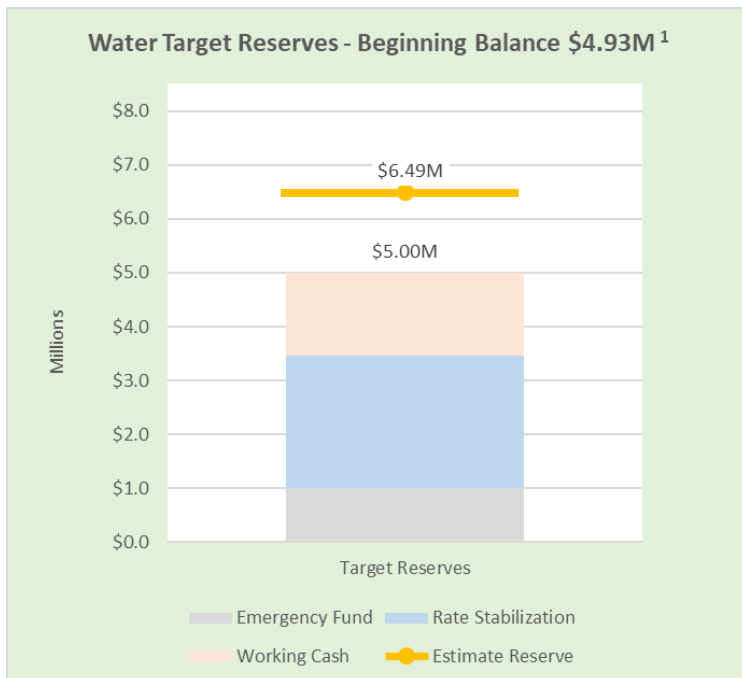
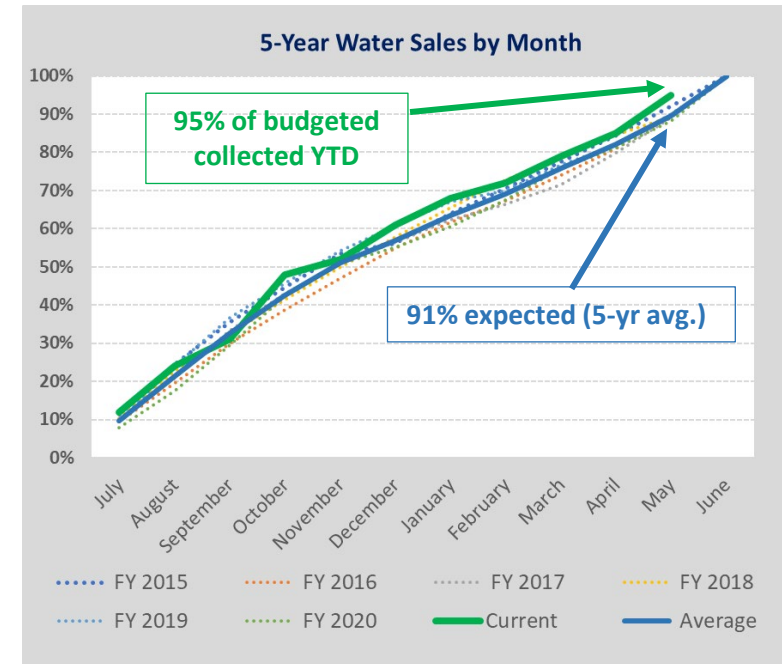
Crescenta Valley Water District – Finance, Administration & Public Outreach Report for < May 2021 >

Water Fund - revenues & operating expenses

Proj. Revenue	\$13,472,206		Proj. Expense	\$9,853,078
Budget	\$12,621,363	107%	Budget	\$9,513,892
				104%

Wastewater Fund - revenues & operating expenses

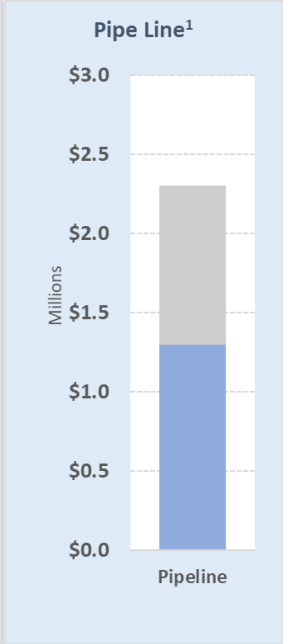
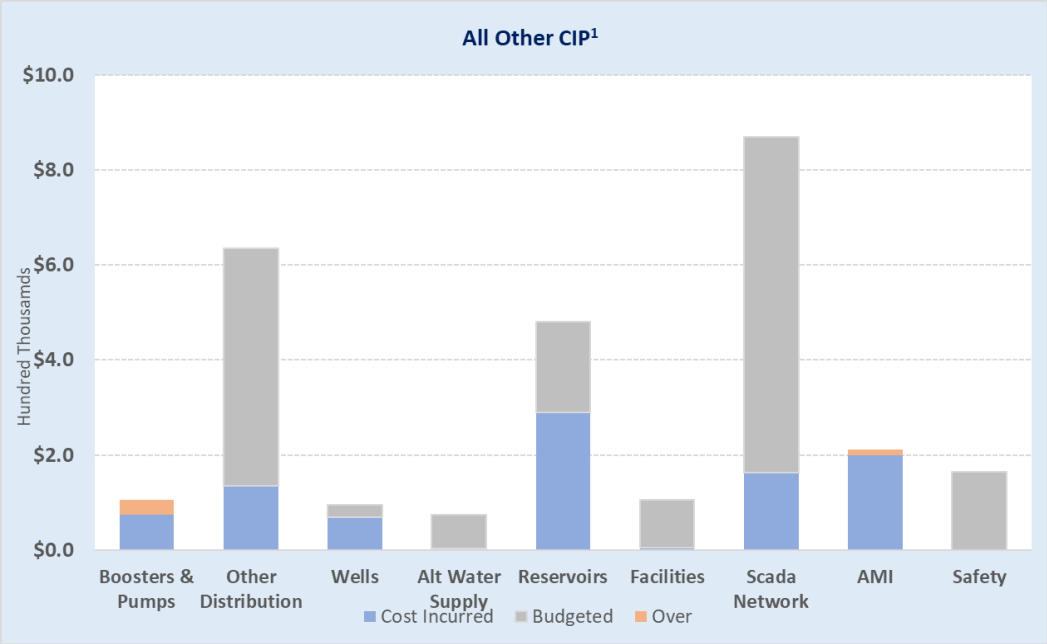
Proj. Revenue	\$3,504,312		Proj. Expense	\$3,906,488
Budget	\$3,364,575	104%	Budget	\$4,049,989
				96%



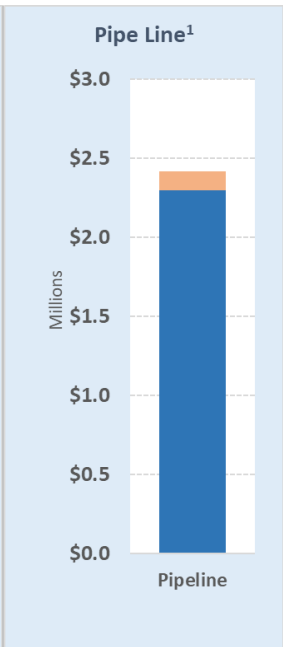
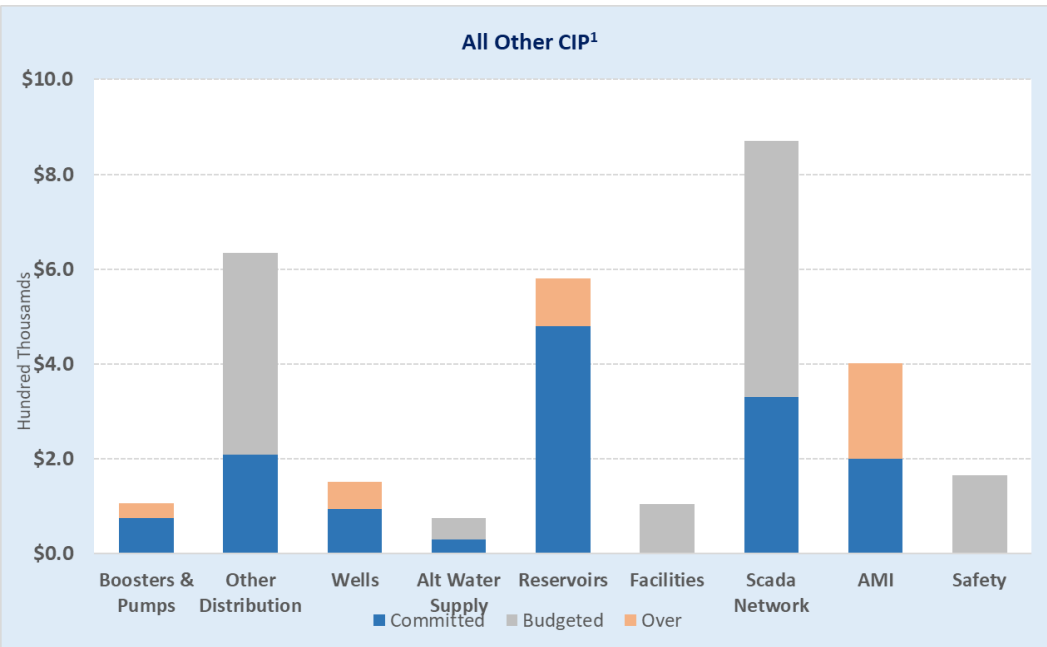
1. CVWD Reserve Policy adopted on 7/28/20



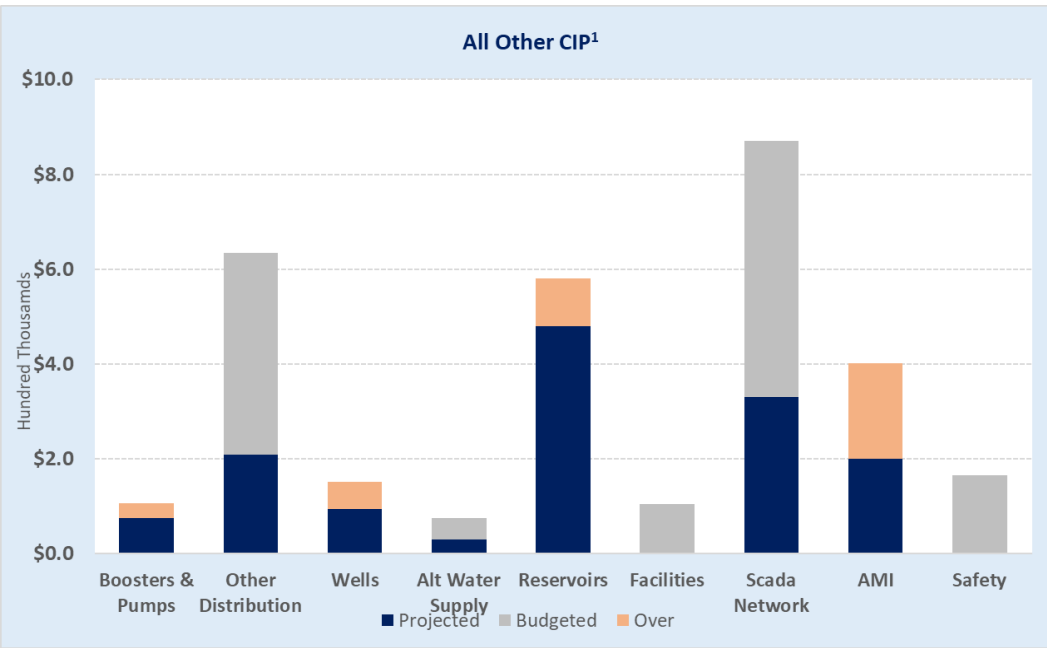
CIP Costs Incurred to Date



CIP Costs Committed to Date



CIP Projected vs. Budgeted



1. Pipelines CIP reported separately to preserve scale of the graph

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be held on
June 18, 2021 at 4:00 PM

Agenda for the Meeting of the Finance Committee
of the Crescenta Valley Water District

Posted June 17, 2021 at 4:00 PM

TELECONFERENCING NOTICE

[This meeting will be held by teleconference only.]

Pursuant to the provisions of Executive Order N-08-21 issued by Governor Gavin Newsom on June 11, 2021, a local legislative body is authorized to hold public meetings via teleconference.

Any member of the public may participate using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 886 9747 1210

[Pursuant to the above Executive Order, the public may not attend the meeting in person]

Those members of the public who are able to and would like to additionally participate with a computer through videoconference may access the Zoom videoconferencing tool available at the following link – <https://us02web.zoom.us/j/88697471210>

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at customerservice@cvwd.com. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

Call to Order

Adoption of Agenda

Public Comment:

At this time, members of the public shall have an opportunity to address the Committee on items of interest that are within the subject matter jurisdiction of this Committee. This opportunity is non-transferable, and speakers are limited to three (3) minutes each. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda, except under certain circumstances.

Action Items(s)

The public shall have an opportunity to comment on any action item as each item is considered by the Committee. This opportunity is non-transferrable and speakers are limited to one two-minute (2) comment each.

1. Wastewater Fund Multi-Year Rates
2. Cost of Service Study Update

Committee Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT

MEMORANDUM

DATE: June 15, 2021
TO: Engineering Committee
FROM: David S. Gould, District Engineer
SUBJECT: CVWD Engineering Committee Meeting No. 326

Following is a summary of Engineering Committee Meeting No. 326, held at 2:30 PM on June 15, 2021, at CVWD's main office, and was attended by the following:

Director Sharon Raghavachary – Committee Chairperson	CVWD
Nem Ochoa – General Manager	CVWD
David Gould – Director of Engineering	CVWD
Brook Yared – Engineer Manager	CVWD
James Lee – Director of Finance and Administration	CVWD
Jennifer Bautista – Project Coordinator	CVWD

Information Items

1. Discussion of Radio Communication Feasibility Study, Project E-1025

Mr. Gould provided a background of CVWD's Supervisory Control and Data Acquisition (SCADA) system, which currently relies upon a radio communication network to transmit data to and from each site to the central SCADA system at the Glenwood Plant. This existing radio communication network, which was installed in 2011, comprises 27 radio sites and operates at 900 MHz frequency.

Mr. Gould explained that in 2019, Operations observed radio communication network instability, which impacted CVWD operations. Several causes for this instability were critical hardware failures resulting in the radio freezing and requiring a reboot, radio failure due to equipment age, and increased use of the 900 MHz frequency by neighboring entities. Additionally, on several occasions, outright transceiver failure has occurred.

Mr. Gould discussed the request for proposal for the feasibility study (study) with the objective to identify options for the installation of a new communication network and that Systems Integrated (SI) was retained to prepare the study.

Mr. Gould discussed that SI performed an inventory of CVWD's Radio & SCADA system and installed test radios that work on different radio frequencies to learn which frequency is best to use within CVWD's service area. SI coordinated with CVWD personnel to complete a radio assessment and analysis of the current radio network. SI also installed monitoring software to record the strength of signal from each site.

Mr. Gould indicated that the test radios were used for 3 – 4 months at a range of radio frequencies between 4.9 GHz to 5.8 GHz, and the results showed a dramatic reduction in the number of radio communication failures and helped stabilize the system.

Mr. Gould explained because of the study that CVWD should be installing a three (3) tier redundancy system that includes 1) new radios that can transmit and receive at a high-frequency range 2) two radios at each site in case one fails and 3) internet connections at the core sites (Shields, Main Office & Glenwood) to transfer data in case of radio or power failure.

Mr. Gould discussed the preliminary Radio Communication Configuration which shows core sites, non-core sites, and the type of radios at each site.

The configuration also displays where new internet connections could be linked to the Cloud. The study also recommends the installation of 2-foot diameter antennas at the three core sites.

Director Raghavachary recommended that CVWD investigate obtaining a license for its own frequency, staff should consider future development projects that might cause an obstruction to the line of sight.

Mr. Gould presented the preliminary project schedule, and informed the group that staff is working with APEX Manufacturing Solutions (SCADA consultant) on preparing a Request for Quote (RFQ) to qualified vendors for the installation of the radios, addition of two (2) 2-ft diameter antennas and monitoring software. Mr. Gould also noted that staff has estimated the cost in FY 21/22 CIP budget for purchasing the equipment and installation to be \$260,000 based on the preliminary cost estimate provided by SI.

Mr. Gould also explained that the project includes working with Highroad IT on the installation of the new internet connections.

2. Discussion of Project Update - FY 21/22 Capital Improvement Project

Mr. Gould and Mr. Yared provided an update to the FY 21/22 CIP program including the status of the CIP projects as listed below:

Mr. Yared presented the project location maps for the new pipeline projects on the 2800 to 3100 Blocks of Los Olivos; 3200 Block of Alabama 4700 & 4800 Blocks of Cheryl & 3300 Block of Thelma St and discussed that the design request for proposal (RFP) was sent to seven (7) consulting firms and is due July 7, 2021.

Mr. Yared indicated that the design consulting contract was awarded to Cannon for the Pressure Reducing Station & Rehabilitation of the Ramsdell Mixing Station.

Mr. Yared explained that staff is working on the RFP for design services for the steel reservoir rehabilitation at Edmund #2.

Mr. Gould indicated that staff is working on the request for quote for a vendor to provide installation for the replacement of SCADA communication radio network.

Mr. Gould discussed staff is working on the RFP for replacement of SCADA Equipment, Programing & Integration.

Mr. Gould indicated that staff is planning to start the conversion to chloramines in October 2021 and is preparing an RFP for a consultant to assist operations staff with conversion, monitoring and standard operating procedures.

Mr. Gould discussed that staff is starting to put together the RFP to prepare the Wastewater Master Plan

Mr. Yared explained that he will need the assistance of a consultant to deploy the GIS in a mobile device.

Finally, Mr. Yared discussed that these projects will be brought to future Board meetings for approval of consulting contracts and that staff is estimating about \$250,000 to \$300,000 of consulting fees will be spent prior to the October 2021 approval of the CIP budget.

3. Discussion of Project Cost Update - FY 20/21 Capital Improvement Project

Mr. Gould provided the Engineering Committee an update for each of the FY 20/21 CIP projects, which was summarized in the attached staff report.

As shown in the attached CIP Summary, staff has projected the total CIP budget at the end of year to be \$4.2M, \$3.2M will be funded from the Bond financing, and \$1M from the Water Fund.

Committee Member's Request for Future Agenda Items - None

Next Meeting

- Next meeting scheduled for July 20, 2021, at 2:30 pm

Adjournment - The Engineering Committee meeting was adjourned at 3:27 pm on June 16, 2021.

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be held on
June 15, 2021 at 2:30 PM

Agenda for the Meeting of the Engineering Committee
of the Crescenta Valley Water District

Posted June 14, 2021 at 2:30 PM

TELECONFERENCING NOTICE

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Call to Order

Adoption of Agenda

Public Comment:

At this time, members of the public shall have an opportunity to address the Committee on items of interest that are within the subject matter jurisdiction of this Committee. This opportunity is non-transferable, and speakers are limited to three (3) minutes each. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda, except under certain circumstances.

Action Items

The public shall have an opportunity to comment on any action item as each item is considered by the Committee. This opportunity is non-transferrable, and speakers are limited to one two-minute (2) comment each.

1. Discussion of Radio Communication Feasibility Study
2. Project Update - FY 21/22 Capital Improvement Project
3. Project Cost Update - FY 20/21 Capital Improvement Project

Committee Member's Request for Future Agenda Items

Next Engineering Committee Meeting – July 20, 2021, at 2:30 pm

Adjournment

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 1

June 15, 2021

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering
Subject: Discussion – SCADA Radio Communication Feasibility Study, Project E-1025

BACKGROUND:

CVWD's Supervisory Control and Data Acquisition (SCADA) system currently relies upon a radio communication network to transmit data to and from each site to the central SCADA system at the Glenwood Plant. This existing radio communication network, which was installed in 2011, is comprised of 27 radio sites and operates at the 900 MHz frequency.

In 2020, Operations observed radio communication network instability, which impacted CVWD operations. Several possibilities for this instability were periodical locking up of radios, radio failure due to the age of equipment and increased use of the 900 MHz frequency by neighboring entities. Additionally, on several occasions, outright transceiver failure has occurred.

Staff prepared a request for proposal for a feasibility study (study) with the objective to identify options for the installation of a new communication network. A contract was awarded to Systems Integrated (SI) to prepare the study to identify options for the installation of a new communication network. The new communication network will replace the existing radio network, including a new reliably communication system to replace the existing communication radio network for both site-to-base and site-to-site communication, redundancy within the communication network and compatibility with both the existing RTU's.

DISCUSSION:

SI began work in late 2020 by performing an inventory of CVWD's Radio & SCADA system and installing test radios that work on different radio frequencies to learn which frequency is best to use within CVWD's service area. SI coordinated with CVWD personnel to utilize a bucket truck to complete a radio assessment and analysis of the current radio network, which allowed SI to find network issues due to line-of-sight and oversaturation of the current 900MHz spectrum. SI also installed a monitoring software to monitor the strength of signal from each site.

The test radios were used for 3 – 4 months at a range of radio frequencies between 4.9 GHz to 5.8 GHz. The results showed a dramatic reduction in the number of radio communication failures and helped stabilize the system.

SI also provided CVWD with a SCADA Risk Assessment in respect to the American Water Works Association's Cybersecurity Recommendations and Best Practices that will be discussed at a future meeting. Finally, SI provides a current analysis of the system and suggestions for areas of improvement.

The results of the study, as shown on the attached configuration map, that we are looking at installing a three (3) tier redundancy system that includes 1) new radios that can transmit and receive at a high frequency range 2) two radios at each site in case one fails and 3) internet connections at the core sites (Shields, Main Office & Glenwood) to transfer data in case of radio or power failure.

Staff is working with APEX Manufacturing Solutions (SCADA consultant) on preparing a Request for Quote (RFQ) to qualified vendors for the installation of the radios, addition of two (2) foot diameter antennas and monitoring software. Staff will also be working with Highroad IT on the installation of the new internet connections.

Staff is planning to send out the RFQ in late July 2021 and to engage the vendor in early September 2021, as shown in the table below.

Preliminary Project Schedule:

SCADA Radio Communication Network Update Project E-1025		
Task	Start Date	End Date
Prepare Request for Quote	5/27/21	7/23/21
Pre-Design Mtg	6/8/21	6/8/21
Draft - RFQ & Site Maps	6/8/21	6/24/21
Follow up - Pre-Design Mtg	6/24/21	6/24/21
Design Team Meeting	6/24/21	7/1/21
Eng. Com. Meeting	6/15/21	6/15/21
IT - ISP Mtg	7/1/21	7/8/21
Complete & Send RFQ	7/8/21	7/23/21
Question & Clarification Period	7/23/21	8/6/21
Response to Questions & Clarification	8/6/21	8/13/21
Pre-Proposal Mtg	8/13/21	8/17/21
RFQ Due	8/17/21	9/1/21
Eng. Com. - Staff Report	9/1/21	9/3/21
Eng. Com. Meeting	9/3/21	9/7/21
Board - Staff Report	9/7/21	9/10/21
Board Meeting - Award	9/10/21	9/14/21
Kick Off Meeting	9/14/21	9/28/21
Design, Shop Drawing Submittals & Approval	9/28/21	12/21/21
Order/Delivery Equipment	12/21/21	2/7/22
Start Construction	2/7/22	2/11/22
End Construction & Testing	2/11/22	6/24/22
Punchlist	6/24/22	7/1/22

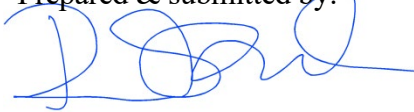
Project Cost Estimate:

Staff has estimated the cost in FY 21/22 CIP budget for purchasing the equipment and installation to be \$260,000 and is based on the preliminary cost estimate provided by SI.

RECOMMENDATION:

The recommendation to the Engineering Committee is for staff to proceed with preparing and sending out the RFQ in the next month. After receiving quotes, staff will make a presentation at a future Engineering Committee meeting for review and recommendation.

Prepared & submitted by:



David S. Gould, P.E.
Director of Engineering

Attachments:

1. Executive Summary - Radio Assessment/Proposal & SCADA Risk Assessment Final Report dated 5/27/21.
2. Preliminary Radio Communications Configuration



CRESCENTA VALLEY WATER DISTRICT

RADIO ASSESSMENT/PROPOSAL & SCADA RISK ASSESSMENT FINAL REPORT

SUBMITTED MAY 27, 2021

Prepared by:



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Executive Summary

Systems Integrated (SI) submits to Crescenta Valley Water District (CVWD) the Radio Assessment and SCADA Risk Assessment and Recommendations Final Report.

Since 1977, Systems Integrated has been providing engineering services for the design and implementation of solutions for the automated control of infrastructure - water, power and transportation. We have always designed our control systems (SCADA) to be distributed, which required us to design the associated communication networks to be capable of transporting high volumes of data, reliably and securely. As the demands of communication networks continue to expand (i.e. more bandwidth; higher speeds; video and ensuring QOS), Systems Integrated's expertise of designing and successfully deploying large scale communication networks using wireless technology (licensed/unlicensed) has become a premier aspect of our engineering services. Our ability to link together various technologies (i.e. fiber, copper, wireless radio, satellite, cellular, IoT, etc.) within a communication network, benefits customers in that new technologies can be integrated into their solution. For example, IoT is one of the newer wireless technologies that have been introduced which provides an alternative to the carrier based cellular network. This solution provides the same level of reliability as the cellular system but is typically ½ of the monthly cost.

Systems Integrated's communications networks are designed to be cybersecure and meet the North American Electric Reliability Corporation (NERC) CIP current standards; NIST SP 800-82 R2 Industrial Control Systems Security, and FIPS 140-2, etc. Additionally, SI has received various certifications from Department of Homeland Security's Cybersecurity and Infrastructure Security Agency (CISA), and we have third party certifications for compliance with SCADA cybersecurity as well as critical infrastructure design.

SI coordinated with CVWD personnel to utilize a bucket truck to complete a radio assessment and analysis of the current radio network. In certain scenarios, SI immediately determined network issues due to line-of-sight whereas other scenarios are due to oversaturation of the current 900MHz spectrum.

SI deployed a couple 5GHz radios to create a solid network link to enhance the existing 900MHz radios. Since the test deployment, CVWD has found that the number of timeouts and network disruptions has dramatically decreased. SI recognizes CVWD's desire of network redundancy and offers a few options to create a robust and resilient backbone to enhance network communications to the Tesco RTUs and Allen Bradley equipment.

Additionally, SI provide CVWD with a SCADA Risk Assessment in respect to the American Water Works Association's Cybersecurity Recommendations and Best Practices. SI completed an on-site inventory assessment and analysis of the current Process Control System network and cyber assets. SI provides current analysis of the system and suggestions for areas of improvement.

Systems Integrated hopes the assessment and recommendations will empower Crescenta Valley Water District to make informative and data-driven decisions to improve and install sustainable solutions for the Process Control System.

Radio Assessment

Site Survey Criteria

- Bucket Truck with a functional radio to validate if the site can see repeater site.
- Analyze site to see if mast structure can support radio system.
 - Panel antenna
 - Radio with Dish antenna (Sites requiring higher gain)
- The purpose of the Radio survey was to validate viable RF links to the sites. In some cases, better results would be expected during the permanent installation.
- For example, during the survey a 10-degree panel was used at the Repeater. For the final installation, a 60-degree panel will allow for better coverage.

Frequency Review

- The 900MHz frequency is very polluted.
 - Edison Power poles
 - Multipoint – reduced throughput for 900MHz traffic
 - Susceptible to all 900MHz interference
 - After moving the Core Backbone and other links to 5GHz, there was an immediate improvement to the existing 900MHz.
- 5GHz also polluted, but able to work in select channels.
- 4.9GHz is viable alternative solution but is a limited spectrum.
- 3GHz now open for FCC PTP.
 - 3.55 - 3.65 (cost to file)
- 10 or 23GHz open for FCC PTP (cost to file, cost of equipment)
- Multi-frequency solution

Design Approach

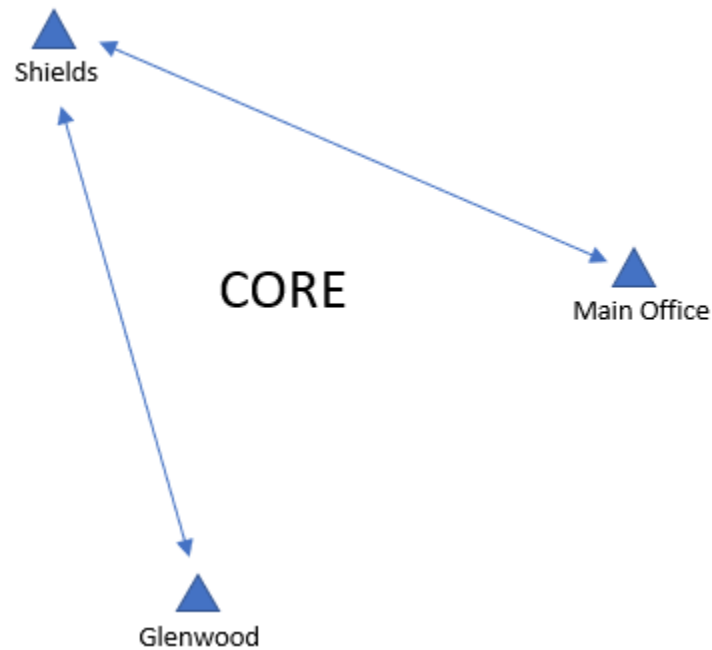
- Systems Integrated (SI) took the design approach (as proposed in the response to the RFP) to provide a combination of Point to Point and Point to Multipoint links.
- Point to Point links would be used to interconnect the primary sites.
- Point to Multipoint links would be used at repeater sites to access individual sites.

Point to Point Sites (PTP)

- One pair of radios is used to pass data between two points.
- Advantages:

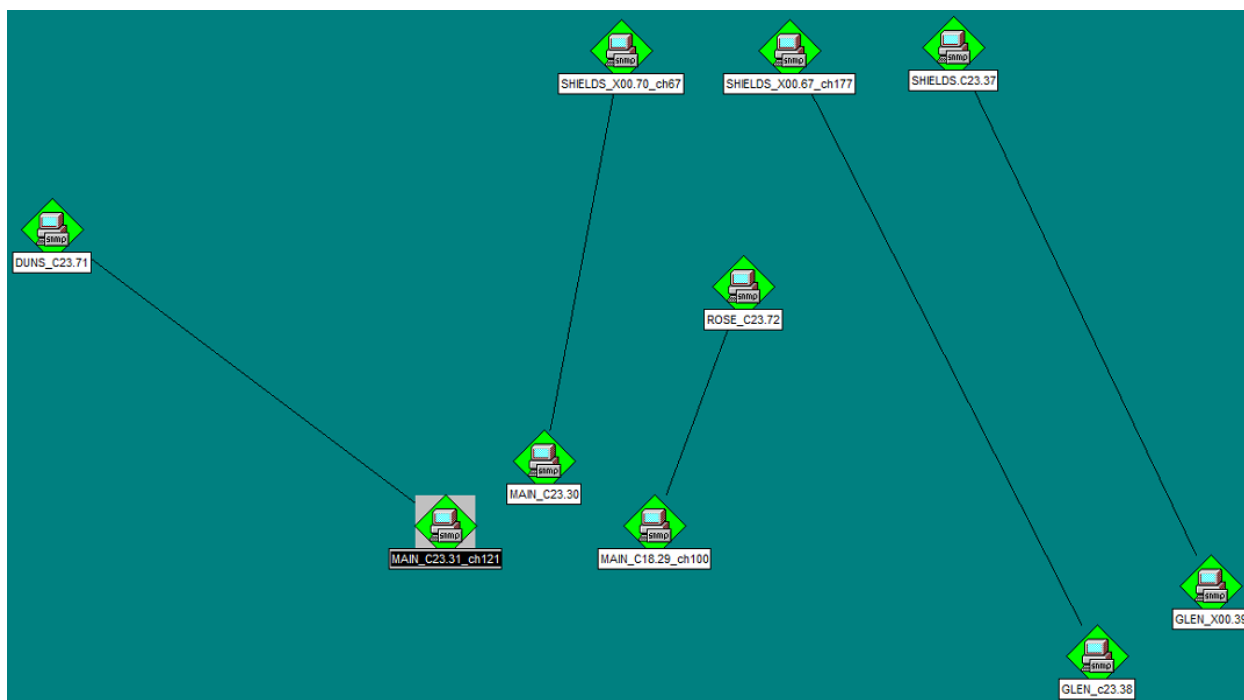
- Higher overall throughput for the RF link.
- Can be installed as a redundant pair with automatic fail over
- Disadvantages:
 - Cost

Overview for PTP Core



- For the Point to Point, existing 5GHz is viable with high gain dishes.
- To future proof the network, we would recommend considering Licensed or Registration based frequencies:
 - 4.9GHz (recommend we file for license)
 - 3.5-3.65
 - 10GHz
 - 18GHz
 - 23GHz

Core Backbone PTP Links



What's currently in place today:

- Point to Point link between Shields and Glenwood.
 - Backup link in place in case of failure.
- Point to Point link between Shields and Main Office
- 2 x Point to Multipoint Radios installed at Main office.
 - Dunsmore
 - Rosemont

Point-to-Point Recommendations

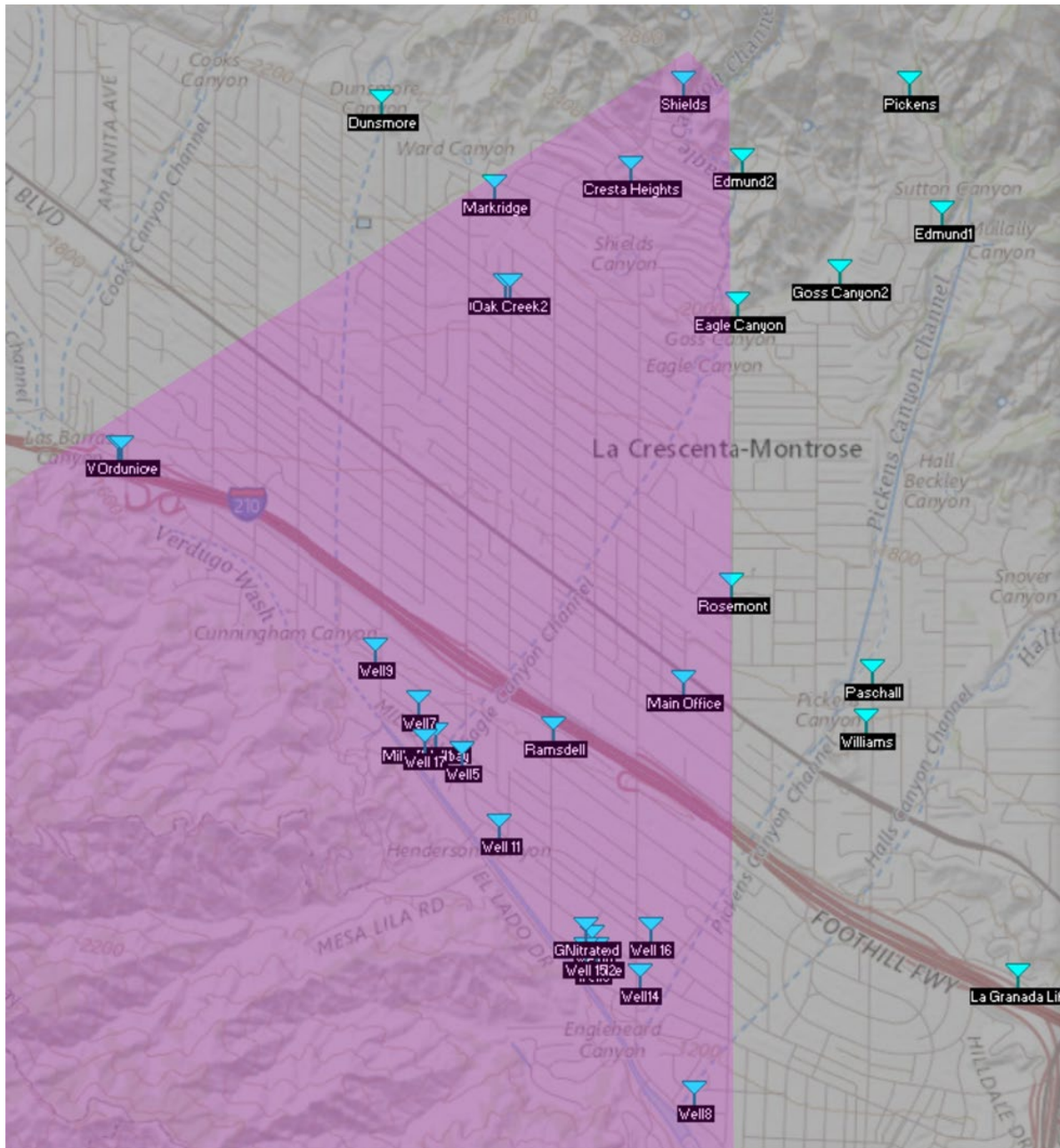
- 2-foot dish antennas be installed at all Point-to-Point sites:
 - Increase signal to noise (improve overall throughput)
 - Ensure that the antenna masts can support the dish antennas (wind load)
- Install for each point-to-point link either a single radio pair or redundant repeater pair (high reliability)
- Design to provide 20 to 100 Mbps throughput.
- Consider licensed frequencies.

Point to Multipoint Sites (PTMP)

- Point to Multipoint sites have one base connected to multiple subscribers.

- Advantages:
 - Less equipment (better utilization of the frequency band).
- Disadvantages:
 - Total data throughput is divided by all of the subscribers.

SHIELDS Repeater (PTMP)



- 1 x 60-degree Sector to cover Ordunio to Well 8.

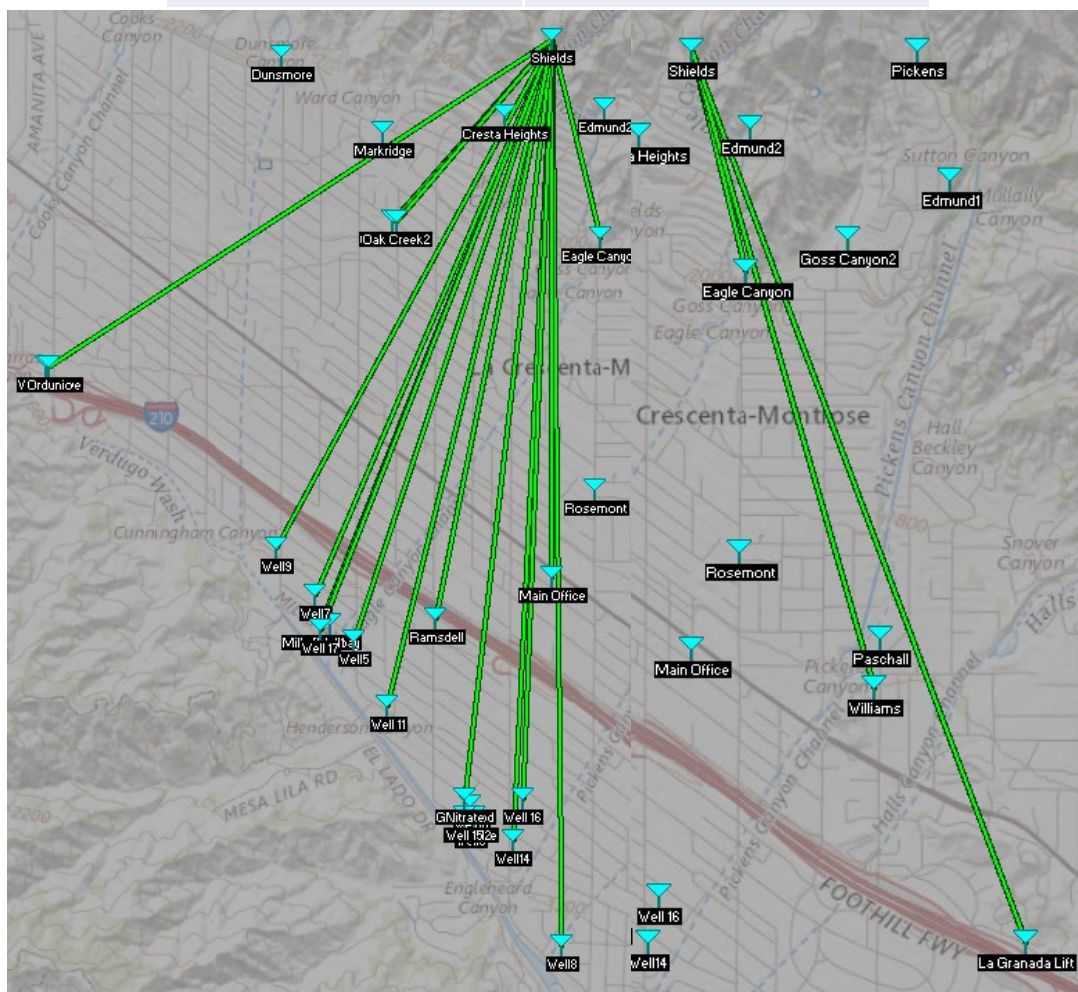
- All sites have good line of sight to Shields, some trees may be in path, but signals levels have high margins.

Location	Measured Receive Level
Ordunio	-69dBm
Well 7	-75dBm
Well 9	-70dBm
Mills Forebay	-68dBm
Well 1	-78dBm
Well 5	-75dBm
Well 11	-72dBm
Ramsdell	-72dBm
Well 14	-78dBm
Well 16	-75dBm
Well 17	-72dBm
Well 8	-75dBm

SHIELDS (PTMP)

- 1 x 10-degree Panel to cover Williams, Paschall, Eagle Canyon and La Granada Lift.
- Pickens not able to see Shields or Main Office, recommended to Repeat Link through Edmund 1. (store and forward)

Location	Measured Receive Level
Williams	-64dBm
Paschall	-65dBm
La Granada Lift	-75dBm
Eagle Canyon	-58dBm
Well 14	-62dBm
Well 16	-60dBm



Main Office (PTMP)

- 2 x 60-degree Sector recommended to cover remote well sites.
- 1 x 23-dBi Panel to link to Markridge (Proposed)

Location	Measured Receive Level
Markridge	-74dBm
Rosemont (online)	-69dBm
Eagle Canyon	-72dBm
Goss Canyon 2	-74dBm
Edmund 1	-78dBm



Point to Multipoint Recommendations

- 2 x 60-degree Sector at Shields (Well sites)
- 1 x 10-degree Panel at Shields (Williams, La Granada)
- 1 x 10-degree Panel at Main Office (Markridge)
- All remote sites would install High gain 23-dBi integrated antenna radio
- Recommendations based upon both “paper” RF Surveys (provided as part of the RFP response) and Physical RF surveys conducted at local sites.
 - Changes may be implemented based on final installation or performance of actual link.
- Redundant radio option available for critical sites if no ISP or backup route is available.

Issues and Concerns

- Maintenance – may require bucket truck.
- May want to consider more robust radio mast infrastructure.
- We did not expand our scope to use other towers around Crescenta Valley, although this would be a viable option.
- To avoid Single link outages to the core, we recommend our redundant radio solution as proposed in our original RFP response.
- Monitoring – having monitoring in place, we were able to isolate network issues and ensure uptimes. We recommend having monitoring in place.

Results of the Test Radio Installation

- Low latency
- Reliable performance
- Communication failures significantly reduced or eliminated.
- Phoenix radio reboots have almost been eliminated as 900MHz congestion has been reduced.

Summary of Finding and Recommendations

- Based on our initial testing and analysis, many improvements can be quickly implemented to ensure reliability and higher capacity.
- Radio survey as part of our proposal looks viable for the rest of the remote sites.
- We determined there are 2 Core backbone links, for higher capacity (throughput) we recommend 2' dishes.
 - (Glenwood to Shield, Shields to Main Office).
 - May need to add additional tower infrastructure to support 2' Dish at Glenwood and Main Office.

- We determined all but 1 site can be picked up with the 3 proposed repeater sites.
 - Alternate 1 hop repeater site proposed.
- Licensed Radio may be solution for Core backbone and for futureproofing.

Radio Proposal

The following attachments are the proposed network layout and the cost for the equipment (including labor).

For the cost analysis, the following are the assumptions:

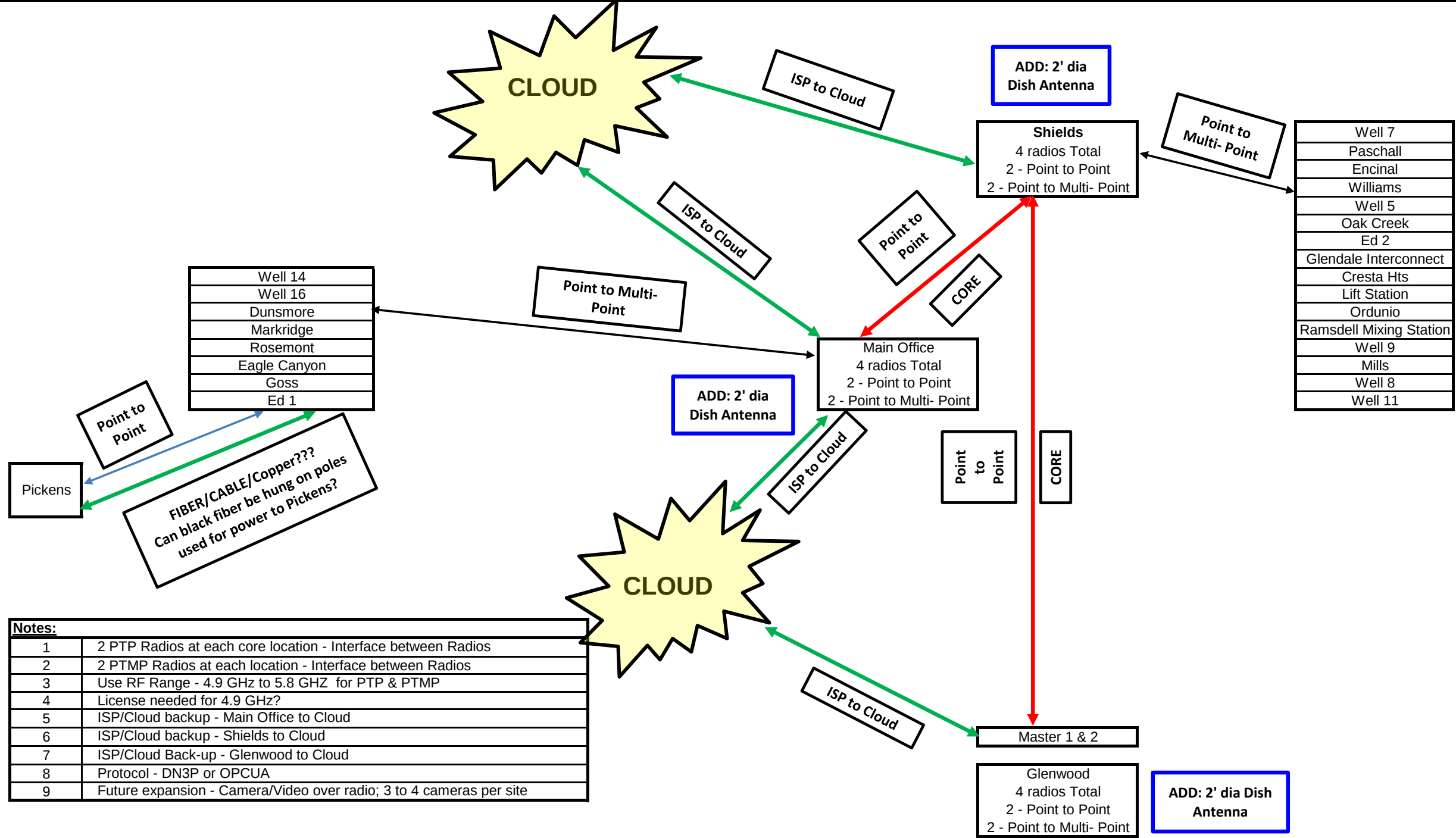
1. Will be using existing radio antenna masts. For sites that have two-foot dish antennas the radio mast may need to be re-enforced or a second antenna mast added (this has not been included in the cost).
2. The network has been subdivided with each repeater site being on its own layer 3 network (this is to support VPN using the ISP as an alternate routing function)
3. The radio equipment will be powered by the existing UPS power. If DC battery backup is required, it would be included as an add-on cost.
4. Cost includes the radios, antennas, ethernet cables and mounting equipment for each radio onto the existing antenna mast.
5. The redundancy cost assumes that all of the radios are being installed at the same time.
6. Cost includes all taxes.
7. Cost do not include prevailing wages with the assumption that replacement equipment is being provided. If Prevailing rates are required, total labor cost would be increased by 43%.
8. Cost of ISP connection (if any) isn't included.
9. For each ISP connection there is two public IP address made available to support the SCADA application.
10. For each repeater site a sonic wall is provided to allow remote management of the radios on that layer 3 segment.

Proposed Radio Network Diagram

The drawing attached was the bases for the material costing identified.

Crescenta Valley Water District

Preliminary Radio Communication Configuration



18-Feb-21

Radio	
Glenwood	Point to Point
Pickens Canyon Reservoir	Point to Point
Shields	Point to Point
Main Office	Point to Point
Mills	Point to Multi- Point
Ordunio	Point to Multi- Point
Encinal	Point to Multi- Point
Ramsdell Mixing Station	Point to Multi- Point
Well 5	Point to Multi- Point
Williams	Point to Multi- Point
Well 7	Point to Multi- Point
Well 8	Point to Multi- Point
Well 9	Point to Multi- Point
Paschall	Point to Multi- Point
Well 11	Point to Multi- Point
Rosemont	Point to Multi- Point
Oak Creek	Point to Multi- Point
Eagle Canyon	Point to Multi- Point
Markridge	Point to Multi- Point
Goss	Point to Multi- Point
Cresta Hts	Point to Multi- Point
Ed 1	Point to Multi- Point
Ed 2	Point to Multi- Point
Well 14	Point to Multi- Point
Glendale Interconnect	Point to Multi- Point
Dunsmore	Point to Multi- Point
Well 16	Point to Multi- Point
Lift Station	Point to Multi- Point
Sewer - Diverter Valve	Cell
# Radios	
Glenwood	4
Shields	4
Main Office	4
25 Other sites x 2 radios/site	50
Total	62

Radio Quote

The spreadsheet is a summary of cost by location.

Core Backbone	Radio/ 1' Dish		Radio/ 2' Dish		Radio/ Sector		VPN Router/ Switch
	Pri	Backup	Pri	Backup	Pri	Backup	
Glenwood			1	1	2	2	1
Shields			2	2	2	2	1
Main Office			1	1	2	2	1

Remote Sites	Radio/ 1' Dish		Radio/ 2' Dish		Radio/ Sector		VPN Router/ Switch
	Pri	Backup	Pri	Backup	Pri	Backup	
Pickens Canyon Res	1	1					
Mills	1	1					
Ordunio	1	1					
Encinal	1	1					
Ramsdell Mixing Station	1	1					
Well5	1	1					
Williams	1	1					
Well 7	1	1					
Well 8	1	1					
Well 9	1	1					
Paschall	1	1					
Well 11	1	1					
Rosemont	1	1					
Oak Creek	1	1					
Eagle Canyon	1	1					
Markridge	1	1					
Goss	1	1					
Cresta Hts	1	1					
Edmund 1	2	2					
Edmund 2	1	1					
Well 14	1	1					
Glendale Interconnect	1	1					
Dunsmore	1	1					
Well 16	1	1					
Lift Station	1	1					
Sewer - Diverter Valve	1	1					

Remote Sites	27	27					
Core Backbone			4	4	6	6	3

Costs Breakdown	Radio/ 1' Dish		Radio/ 2' Dish		Radio/ Sector		VPN Router/ Switch	Total Costs Non- redundant	Total Costs Redundant
Costs/ea	\$1,500.00		\$2,200.00		\$1,800.00		\$2,000.00		
Total Costs	\$40,500.00	\$40,500.00	\$8,800.00	\$8,800.00	\$10,800.00	\$10,800.00	\$6,000.00	\$66,100.00	\$126,200.00
Configuration/ Installation									
Costs/ ea	\$2,500.00	\$1,000.00	\$3,000.00	\$1,500.00	\$2,500.00	\$1,000.00	\$1,000.00		
Total Labor Costs	\$67,500.00	\$27,000.00	\$12,000.00	\$6,000.00	\$15,000.00	\$6,000.00	\$3,000.00	\$97,500.00	\$136,500.00
								\$163,600.00	\$262,700.00

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 2

June 15, 2021

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering
Subject: Update for FY 21/22 Capital Improvement Project Budget and Consultants

BACKGROUND:

Staff has been discussing the draft FY 21/22 Capital Improvement Project (CIP) budget with respect to the Long-Term Infrastructure and Funding Roadmap, including future financing through bonds and/or PayGo. The Board has tentatively agreed to the FY 21/22 CIP budget, and the following is an update of projects and status of design.

DISCUSSION:

There are several CIP projects that need the assistance of outside consultants to begin design services so that construction could start earlier this year (November 2021) instead of starting after January 2022 as shown in the projects listed below:

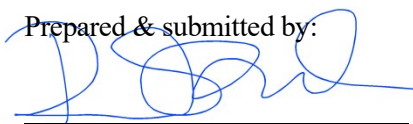
1. Design consultant for the new pipelines on the 2800 to 3100 Blocks of Los Olivos; 3200 Block of Alabama 4700 & 4800 Blocks of Cheryl & 3300 Block of Thelma St.
a. Request for Proposal sent to 7 consulting firms and due July 7, 2021.
2. Design consultant for a new Pressure Reducing Station & Rehabilitation of the Ramsdell Mixing Station.
a. Design awarded to Cannon Corporation.
3. Design consultant for the steel reservoir rehabilitation at Edmund #2.
a. Staff working on Request for Proposal.
4. Design consultant for the replacement of SCADA communication radio network.
a. See Staff Report
5. Design consultant for the replacement of SCADA Equipment, Programing & Integration.
a. Staff working on Request from Proposal.
6. Consultant to assist operations staff with conversion, monitoring and standard operating procedures for the conversion to chloramines.
a. Staff working on Request from Proposal.
7. Consultant to prepare the Wastewater Master Plan, including Wastewater Treatment Plant Feasibility Study.
a. Staff working on preliminary scope of work.
8. Consultant to assist in GIS mobile deployment.
a. Staff working on scope of Work.

Staff is planning to bring to future Board meetings the consultant award of contract for approval. The RFP will also include a statement that the District can stop design if the final CIP budget is revised, or the specific project is cancelled. Staff is estimating about \$250,000 to \$300,000 of consulting fees will be spent prior to the October 2021 approval of the CIP budget.

RECOMMENDATION:

Staff is recommending to the Engineering Committee that staff move forward with preparing and awarding design consultant contracts prior to the final adoption of the FY 21/22 CIP Budget.

Prepared & submitted by:



David S. Gould, P.E.
Director of Engineering

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 3

June 15, 2021

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering
Subject: Project Update – June 2021 - FY 20/21 Water Capital Improvement Program

BACKGROUND:

The Board approved the FY 20/21 Water Budget at the June 9, 2020, meeting with \$2.3M available for CIP projects. The Board also agreed to pursue refinancing CVWD's existing bond debt and requesting additional funding, totaling \$5M available for FY 20/21 CIP. The \$5M Bond process was completed on September 15, 2020.

DISCUSSION:

The following is the **June 2021** update of the progress and schedule for the FY 20/21 CIP projects. Project costs are shown on the attached Updated Project Cost Summary:

1. **Steel Reservoir Rehabilitation – Rosemont Reservoir** – This project is for the structural repairs and re-coating of the reservoir interior to maintain the District's water storage capacity and to increase the life expectancy of the steel tank.
Progress: Construction is complete, reservoir back in service & finalize project costs
2. **Annual Pipeline Replacement** – This project is for the replacement of steel pipelines that are at least 50-years old or older in a timely manner.
 - A. **Project 1 & 2:** Replacement of 4-inch & 6-inch pipelines on the 2400 & 2500 Blocks of Janet Lee (Project 1), and the 4300 Block of Rosemont (Project 2).
Progress: Construction is complete, pipelines are back in service & finalize project costs
 - B. **Projects 3:** Replacement of 8-inch pipeline on the 3400 & 3500 Blocks of Encinal (Project 3)
Progress: Construction is complete, pipelines are back in service & finalize project costs.
 - C. **Projects 4:** Replacement of 4-inch, 6-inch & 8-inch pipelines on the 4800 Block of Dyer, 2800 Block of El Caminito, 4800 Block of Glenwood, 2800 Block of Stevens and 2700 Block of Paraiso Way (Project 4).
Progress: Civiltec and staff completed the design and project was awarded to Brkich Construction.
Project Schedule: On Schedule
 - June 7, 2021 – Begin Construction
 - September 2021 – Anticipate work to be completed.
3. **Local Hazard Mitigation Plan** - CVWD awarded a grant from Cal OES and FEMA to prepare a Local Hazard Mitigation Plan (LHMP) to address high priority hazards related to its water and sewer systems during a drought, energy shortage/outage, wildfire, earthquake, terrorism or cyber-attack. The total grant amount to prepare a local hazard mitigation plan is \$165,000, with \$125,000 grant funding from FEMA and \$40,000 funding from CVWD.
Progress: Tetra Tech finalizing Draft LHMP, Steering Committee Meeting #8 on 6/23/21 and information updated regularly on CVWD's website.
Project Schedule: On Schedule
 - June 21, 2021 – Draft review by CVWD
 - July 13 – July 27, 2021 – Public Comment Period
 - July 2021 – LHMP submitted to Cal OES.
 - September 2021 – Grant Applications due

4. **New Emergency Generator at La Granada Sewer Lift Station** – Installation of a new emergency electrical generator at the sewer lift station.

Progress: Cannon and staff have completed the design and project was awarded to Affordable Generator Services.

Project Schedule: Behind Schedule

- May 2021 – Submitted license agreement to LA County Parks & Recreation Dept. 6-week lead time for approval, Estimate approval – End of June 2021
- September 2021 – Anticipated delivery date for emergency generator & begin construction.

5. **Advanced Metering Infrastructure (AMI) Program** – This project has two (2) components: 1) replacement of ¾” & 1” meters with new Sensus iPERL “Smart Meters” in Pressure Zone 2, and 2) installation of the AMI network communication system.

Progress: Field crews have replaced around 537 ¾-inch & 1-inch, water meters for FY 20/21. Esource completed RFQ, and contract awarded to Aqua Metric for the AMI network communication system.

Project Schedule: On Schedule

- Completed AMI network communication system & installation of 100 meters.
- May 2021 – Completed discussion of Customer Engagement Platform with staff.
- July 2021 – Analysis of data and incorporating into customer billing system.
- July 2021 – Finalize Opt-Out policy for Board approval.

6. **Groundwater Well Rehabilitation** – This project is for the rehabilitation of Well 12, which was last rehabilitated in 2010.

Progress: The project design is complete, and the contract was awarded to Legend Pump.

Project Schedule: On Schedule

- June 2021 – Installation of new pump.
- July 2021 – Water quality testing and put back into service.

7. **Replacement of SCADA Communication Radio Network** – CVWD has an existing radio communication network that operates on the 900 MHz radio frequency. In the past year, the radio system has seen interference with other communication devices, and the equipment, which was installed 7 years ago, is nearing the end of its useful life and has been malfunctioning.

Progress: Award contract to Systems Integrated to prepare SCADA radio feasibility study (Study).

Project Schedule: On Schedule – See staff report

8. **New Pressure Reducing Valve (PRV) Station & Upgrade Ramsdell/Mayfield Mixing Station** – This project includes installing a new PRV station near the intersection of Mayfield Ave. and Ramsdell Ave. and upgrading the Ramsdell/Mayfield Mixing Station. The new PRV Station is needed to provide water from Zone 2 to Zone 1 when Encinal Reservoir and the Ramsdell/Mayfield Mixing Station are out of service. To meet the current FY 20/21 CIP schedule, staff will need assistance from a consulting firm to complete the specifications and advertise for bids.

Progress: Staff and Cannon have started on the design

Project Schedule: On Schedule

- June 2021 – Kick-off meeting with Cannon
- October 2021 – Advertise for Bids.

9. **Replacement of Supervisory Control and Data Acquisition (SCADA) System Upgrade** – CVWD has an existing SCADA system with RTU/PLCs that were installed at each of the District's facilities in 1996 that provides information on the status of the water system, controls for booster pump operation, and relays alarms to the System Operators. The upgraded SCADA system will include upgrading equipment, programing, and integration based on industry standards, which can be repaired and/or replaced by various consultants/contractors.
- Progress:** Staff is currently working on an assessment of the existing equipment and programing to prepare a request for proposal with a scope of work for a consulting firm.
- Project Schedule:** Behind Schedule.
- June & July 2021 – Continued working on Request for Proposal (RFP).
 - August 2021 – Review project with Engineering Committee.
10. **Stormwater Recharge Program** - Stormwater Recharge Project at Crescenta Valley County Park (CVC Park) includes the design and installation of a stormwater infiltration system within CVC Park that will direct stormwater from the Verdugo Wash into infiltration galleries for groundwater recharge. The focus will be to coordinate with the City of Los Angeles on stormwater rights.
- Progress:** Met with LADWP and staff working on alternatives about water rights.
- Project Schedule:** On Schedule
- August 2021 – Presentation to Engineering Committee on status of project.
11. **Rehabilitation Surge Tank at Glenwood** – This project is the rehabilitation of the surge tank at the Glenwood Operations Facility. A preliminary design was completed in 2017.
- Progress:** Project put on hold
12. **16-inch Manifold and Valve Replacement at Oak Creek Reservoir** – CVWD's operations staff observed a leak on the underside of the existing inlet/outlet pipeline manifold that joins Oak Creek #1 and #2 reservoirs. The inlet/outlet manifold was installed 1961 and is a critical junction point as it allows influent water to fill each reservoir.
- Progress:** Complete.
13. **Annual Booster Pump Replacement** – This project was originally planned to replace Markridge Booster 25. However, Booster B at Paschall was shut down due to what appears to be mechanical failure. Staff is working with the pump contractor that replaced the pump in 2018 to remove and replace the pump.
- Progress:** Complete
14. **Facility Improvement Program** – This project is for the installation of a new roof on the existing 70 ft diameter concrete reservoir at Encinal for material and equipment storage. Staff will be preparing an RFP for a consulting firm to perform the structural design of the new roof.
- Progress:** Complete

SUMMARY:

Attached for review is a summary of project costs including costs spent to date, cost committed to for the remainder of the year, and the total cost for each project.

Prepared & Submitted by:



David S. Gould, P.E.
Director of Engineering

FY 20/21 Capital Improvement Project Program Cost Update: 06/14/21	Recorded FY 19/20	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 05/31/21	<u>FY 20/21</u> Cost Committed from 6/1/21 to 6/30/21	Projected FY 20/21
Capital Improvement Project Summary					
1. Water Supply	\$ 300,375	\$ 170,000	\$ 67,026	\$ 89,080	\$ 156,106
2. Water Storage	\$ 498,530	\$ 480,000	\$ 357,484	\$ 278,064	\$ 635,548
3A. Water Distribution - Pipeline	\$ 1,126,030	\$ 2,300,000	\$ 1,235,890	\$ 1,184,610	\$ 2,420,500
3B. Water Distribution - Other	\$ 10,892	\$ 710,000	\$ 128,153	\$ 99,016	\$ 227,169
4. Water Treatment	\$ 469,205	\$ -	\$ 54,073	\$ -	\$ 54,073
5. Technology	\$ 152,597	\$ 1,070,000	\$ 366,958	\$ 203,042	\$ 570,000
6. Public Safety/Emergency Response	\$ 5,810	\$ 165,000	\$ 95,400	\$ 69,600	\$ 165,000
7. Facilities & Planning	\$ -	\$ 105,000	\$ 3,956	\$ -	\$ 3,956
Capital Improvement Projects - Total	\$ 2,563,438	\$ 5,000,000	\$ 2,308,940	\$ 1,923,412	\$ 4,232,352
Bond Financing - CIP	\$ -	\$ 2,695,174	\$ 1,800,261	\$ 1,404,413	\$ 3,204,674
Water Fund Financing - CIP	\$ 2,563,438	\$ 2,304,826	\$ 508,680	\$ 518,998	\$ 1,027,678
Total Financing - CIP	\$ 2,563,438	\$ 5,000,000	\$ 2,308,940	\$ 1,923,412	\$ 4,232,352

FY 20/21 Capital Improvement Project Program Cost Update: 06/14/21		Recorded FY 19/20	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 05/31/21	<u>FY 20/21</u> Cost Committed from 6/1/21 to 6/30/21	Projected FY 20/21
1. Water Supply						
A. Groundwater Water Supply						
i. Well Rehabilitation						
	Well 7 Rehabilitation	\$ 102,696				
	Well 16 Rehabilitation	\$ 103,713				
	Well 11 Rehabilitation	\$ 14,694	\$ -	\$ 56,106	\$ -	\$ 56,106
	Well 12 Rehabilitation		\$ 95,000	\$ 8,385	\$ 86,615	\$ 95,000
ii. New Wells						
	Re-Activate Well 2 - Construction	\$ 79,272				
iii. Groundwater Basin Recharge						
	Stormwater Recharge Project at CVC Park - Planning		\$ 75,000	\$ 2,535	\$ 2,465	\$ 5,000
WS Total		\$ 300,375	\$ 170,000	\$ 67,026	\$ 89,080	\$ 156,106
2. Water Storage						
A. Reservoir Rehabilitation						
i. Steel Reservoir Re-Coating/Roof/Vents Rehabilitation						
	Markridge	\$ 498,530	\$ -	\$ 367	\$ -	\$ 367
	Rosemont		\$ 480,000	\$ 301,936	\$ 278,064	\$ 580,000
	Oak Creek - 16" Manifold Repair		\$ -	\$ 55,181	\$ -	\$ 55,181
WS Total		\$ 498,530	\$ 480,000	\$ 357,484	\$ 278,064	\$ 635,548
3. Water Distribution						
A. Pipeline Replacement						
	3200 & 3300 Blocks of Brookhill	\$ 623,009				
	4700 & 4800 Block of Pennsylvania	\$ 503,021				
	2400 & 2500 Block of Janet Lee - Project 1		\$ 538,000	\$ 529,682	\$ 33,069	\$ 562,750
	Project 2		\$ 280,000	\$ 35,452	\$ 269,298	\$ 304,750
	Project 3		\$ 707,000	\$ 500,258	\$ 249,742	\$ 750,000
	Project 4		\$ 775,000	\$ 170,499	\$ 632,501	\$ 803,000
	Annual Pipeline Replacement		\$ 2,300,000	\$ 1,235,890	\$ 1,184,610	\$ 2,420,500
C. Booster Pump System						
i. Annual Pump /Motor Replacement						
	Boosters - Glenwood 32 & 33	\$ 4,384	\$ -	\$ 85,951	\$ -	\$ 85,951
	Booster Replace - Booster B at Paschall		\$ 75,000	\$ 20,218	\$ -	\$ 20,218

FY 20/21 Capital Improvement Project Program Cost Update: 06/14/21		Recorded FY 19/20	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 05/31/21	<u>FY 20/21</u> Cost Committed from 6/1/21 to 6/30/21	Projected FY 20/21
D. Pressure Reducing Stations						
	PRS - Zone 2 to Zone 1	\$ 6,508	\$ 150,000	\$ 21,984	\$ 58,016	\$ 80,000
i. Water Surge Control						
	Rehabilitation Surge Tank at Glenwood		\$ 35,000	\$ -	\$ -	\$ -
iii. Misc.						
	Upgrade - Ramsdell Mixing Station	\$ -	\$ 450,000	\$ -	\$ 41,000	\$ 41,000
WD Total		\$ 1,136,922	\$ 3,010,000	\$ 1,364,043	\$ 1,283,625	\$ 2,647,669
4. Water Treatment						
C. Disinfection - Convert to Chloramines						
	Conversion to Chloramination	\$ 469,205	\$ -	\$ 54,073	\$ -	\$ 54,073
WT Total		\$ 469,205	\$ -	\$ 54,073	\$ -	\$ 54,073
5. Technology						
A. Automated Meter Information (AMI) System						
	AMI - 3/4" to 1" - Smart Meters	\$ 83,590	\$ 50,000	\$ 45,954	\$ 54,546	\$ 100,500
	AMI - Communication		\$ 150,000	\$ 160,933	\$ 140,567	\$ 301,500
B. Supervisory Control and Data Acquisition (SCADA)						
	Communication Radio Network		\$ 260,000	\$ 71,101	\$ 1,899	\$ 73,000
	SCADA Replacement - Design	\$ 69,007				
	SCADA Replacement - Installation		\$ 610,000	\$ 88,970	\$ 6,030	\$ 95,000
TECH Total		\$ 152,597	\$ 1,070,000	\$ 366,958	\$ 203,042	\$ 570,000
6. Public Safety/Emergency Response						
	Dunsmore/Pickens - Seismic Sensors	\$ 5,810				
D. Miscellaneous						
	FEMA Local Hazard Mitigation Plan		\$ 165,000	\$ 95,400	\$ 69,600	\$ 165,000
SF/ER Total		\$ 5,810	\$ 165,000	\$ 95,400	\$ 69,600	\$ 165,000
7. Facilities & Planning						
	Roof for Old Encinal - Storage Bldg		\$ 105,000	\$ 3,956	\$ -	\$ 3,956
F & P Total		\$ -	\$ 105,000	\$ 3,956	\$ -	\$ 3,956
Capital Improvement Projects - Total		\$ 2,563,438	\$ 5,000,000	\$ 2,308,940	\$ 1,923,412	\$ 4,232,352

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 2

June 15, 2021

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering
Subject: Update for FY 21/22 Capital Improvement Project Budget and Consultants

BACKGROUND:

Staff has been discussing the draft FY 21/22 Capital Improvement Project (CIP) budget with respect to the Long-Term Infrastructure and Funding Roadmap, including future financing through bonds and/or PayGo. The Board has tentatively agreed to the FY 21/22 CIP budget, and the following is an update of projects and status of design.

DISCUSSION:

There are several CIP projects that need the assistance of outside consultants to begin design services so that construction could start earlier this year (November 2021) instead of starting after January 2022 as shown in the projects listed below:

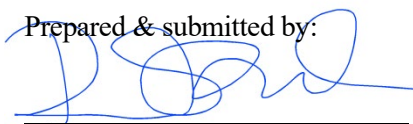
1. Design consultant for the new pipelines on the 2800 to 3100 Blocks of Los Olivos; 3200 Block of Alabama 4700 & 4800 Blocks of Cheryl & 3300 Block of Thelma St.
a. Request for Proposal sent to 7 consulting firms and due July 7, 2021.
2. Design consultant for a new Pressure Reducing Station & Rehabilitation of the Ramsdell Mixing Station.
a. Design awarded to Cannon Corporation.
3. Design consultant for the steel reservoir rehabilitation at Edmund #2.
a. Staff working on Request for Proposal.
4. Design consultant for the replacement of SCADA communication radio network.
a. See Staff Report
5. Design consultant for the replacement of SCADA Equipment, Programing & Integration.
a. Staff working on Request from Proposal.
6. Consultant to assist operations staff with conversion, monitoring and standard operating procedures for the conversion to chloramines.
a. Staff working on Request from Proposal.
7. Consultant to prepare the Wastewater Master Plan, including Wastewater Treatment Plant Feasibility Study.
a. Staff working on preliminary scope of work.
8. Consultant to assist in GIS mobile deployment.
a. Staff working on scope of Work.

Staff is planning to bring to future Board meetings the consultant award of contract for approval. The RFP will also include a statement that the District can stop design if the final CIP budget is revised, or the specific project is cancelled. Staff is estimating about \$250,000 to \$300,000 of consulting fees will be spent prior to the October 2021 approval of the CIP budget.

RECOMMENDATION:

Staff is recommending to the Engineering Committee that staff move forward with preparing and awarding design consultant contracts prior to the final adoption of the FY 21/22 CIP Budget.

Prepared & submitted by:



David S. Gould, P.E.
Director of Engineering