

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, March 23, 2021 at 7:00 p.m.**

Posted: Friday, March 19, 2021 at 3:00 p.m.

TELE/VIDEO CONFERENCING NOTICE

[This meeting will be held by tele/video conference only.]

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 18, 2020, the public may not attend the meeting in person.

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: 896 5831 5104

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

<https://us02web.zoom.us/j/89658315104>

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 March 23, 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.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Community Advisory Committee Report

1. Discussions on budgets, rates, and bonds

Consent Calendar

1. Consideration and approval of the Minutes of the Regular Board Meeting on March 9, 2021.
2. Ratification of Disbursements for February 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. **Engineering Department Office Remodel – Project C-1030** – Consideration and motion to waive the Bid Procurement and Purchasing Policy per Article 18.01 of CVWD's Rules and Regulations and allow the General Manager to select and negotiate with various contractors for the remodeling of the Engineering Department office at an estimated cost of \$55,000.
2. **Discuss Short and Long-Term CIP Needs and the Risks and Benefits of Issuing Bonds.**

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

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

Closed Session - None

Board Members' Request for Future Agenda Items

Adjournment

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CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

March 9, 2021

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Adjourned Regular Meeting on February 23, 2021, a Regular Meeting was held on March 9, 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. Tejeda

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
Dennis Maxwell, Director of Operations
Brook Yared, Engineering Manager
Arturo Montes, Finance & Administration Manager
Wendy Holloway, Customer Service Manager
Pam Leddy, Administrative Assistant
Tessa Allmon, Customer Service Representative
Alex Sandoval, Construction Supervisor

Public Participation:
Frank Colcord
Marilyn Tyler

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Bodnar, and carried by a 5-0 roll call vote that the Agenda for the Regular Meeting of March 9, 2021 be adopted as presented.

AYES:
Director Raghavachary
Director Bodnar
Director Erickson

Director Putnam
Director Tejeda

NOES: None

PUBLIC COMMENTS – Mr. Colcord expressed his appreciation for the competent, professional, and friendly customer service he received from the CVWD staff regarding a waterline leak repair made by the CVWD crew inside his residential meter box. Ms. Tyler thanked the CVWD staff for the informative operating budget information received at the Community Advisory Committee meeting.

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – No report

CONSENT CALENDAR

It was moved by Director Tejeda, seconded by Director Raghavachary, and carried by a 5-0 roll call vote to approve the Minutes of the Adjourned Regular Board Meeting held on February 23, 2021 through audio and video conference.

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

NOES: None

ACTION CALENDAR

Pipeline Summary of Cost – Mr. Gould provided information regarding pipeline replacement construction costs paid by CVWD from 1994 to 2020. Mr. Gould presented two graphs showing the annual pipeline replacement in linear feet, the contractor costs, and the District's costs for the respective years. The information was presented in association with a discussion regarding cost-saving measures, and the graphs showed that total costs for the District's pipeline construction has risen by 34% over the past three years.

Resolution No. 765 – Mr. Gould announced that the U.S. Bureau of Reclamation (USBR) is making grant funding available through its WaterSMART Program for Small-Scale Water Efficiency Grant, which will provide 50/50 cost share funding. Mr. Gould stated that John Robinson Consulting (JRC) will be working with staff to prepare the USBR grant application that will request a \$75,000 grant from USBR. Mr. Gould requested that a resolution be approved to certify that CVWD has the legal authority to enter into an agreement with the USBR in order to continue with the preparation and submittal of a USBR grant application for the Large Meter Replacement Project.

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. 765 for authorizing and approving submission for a U.S. Bureau of Reclamation small-scale water efficiency project grant program, Project E-1031.

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

NOES: None

FY 2021-22 Operating Budget – Mr. Lee opened a discussion of the District’s preliminary operating budget for FY 2021-22, which precedes a subsequent discussion regarding the capital budget. Mr. Lee noted that Staff had made significant structural cost savings last year in the form of permanent staff reductions. In response to uncertainty related to the pandemic, the Board had moved not to increase rates, and many one-time cost savings were implemented as well. Mr. Lee noted that next year’s budget as proposed reflects increases to accommodate for inflation and for maintaining a focus on fulfilling the District’s Strategic Plan. Mr. Maxwell, Mr. Gould, Ms. Colby, and Mr. Montes provided detailed information for each of their corresponding departments.

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – No report

GENERAL MANAGER – Mr. Ochoa announced that the CVWD staff is currently participating in “The Art and Science of Communication and Why the Details Matter” District-wide training which spans seven days of interactive training and discussion. Mr. Montes provided information on the Gratefulness Challenge in which CVWD staff has provided over 150 submissions of reasons to be grateful. Mr. Maxwell presented highlights of the Field Maintenance and Operations Report for the month of February and provided details and pictures of the damage repaired to a fire hydrant located at Ramsdell and Orange Avenue. Mr. Gould reported that the water production for the month of February was 93.7 million gallons, which is 2.5% greater than 2020 and 14.3% greater than the 5-yr. average. The total rainfall for the month of February was 0.12”. Mr. Gould provided highlights of current CIP projects, grant programs, AMI Communication Network, and Developer Projects.

ATTORNEY – Mr. Bunn provided updates on State Senate Bill 323, which would place a 120-day statute of limitations for any lawsuits challenging rates under Proposition 218. Mr. Bunn noted the legislature would not be retroactive and would not apply to the District’s current rate process.

REPORTS OF PERSONNEL – None

REPORTS OF COMMITTEES

Engineering Committee – Director Raghavachary reported that the Committee had not met; however, an audio/video conference meeting is scheduled on March 16, 2021.

Finance Committee – Director Raghavachary reported that the Committee had met on March 2, 2021. An audio/video conference meeting is scheduled on March 17, 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 last week of March.

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 for the last week of March.

DIRECTORS' ORAL REPORTS

Director Erickson – No report

Director Bodnar – No report

Director Tejeda – No report

Director Putnam – No report

Director Raghavachary – No report

CLOSED SESSION – No reportable action

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – None

ADJOURNMENT

There being no other business to come before the Board, at 9:22 p.m., the meeting was adjourned to March 23, 2021 at 7:00 pm.

APPROVED

Sharon S. Raghavachary
President

James Lee
Director of Finance & Administration

CASH DISBURSEMENTS LIST

FEBRUARY 2021



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0		Los Angeles County Public Works	Excavation permits - February 2021	2,529.00	
0	02/23/2021	Southern California Edison Co.	Purchased power - February 2021	23,544.67	307.03
0	02/23/2021	CalPERS	Contributions - January 2021	26,459.05	14,958.85
42216	02/09/2021	ACWA/JPIA	Worker's Comp - October 2020 thru December 2020	7,473.73	4,982.49
42217	02/09/2021	ADS LLC	Monthly sewer monitoring - January 2021		1,850.00
42218	02/09/2021	Aflac	Employee paid insurance - January 2021	1,320.62	
42219	02/09/2021	All American Landscape Co.	Monthly landscape maintenance - February 2021	255.50	94.50
42220	02/09/2021	APTwater, LLC	Nitrate plant maintenance - September thru December 2020	4,972.50	
42221	02/09/2021	Aqua - Metric Sales, Co.	E-1020 - Progress payment for AMI Communication set-up	126,560.69	
42222	02/09/2021	ARC	Monthly MPS billing - January 2021	80.49	26.82
42223	02/09/2021	AT&T	Voice communication - January 2021	390.22	306.59
42224	02/09/2021	Regino Avalos	Monthly landscape maintenance (6 sites) - January 2021	3,409.03	195.97
42225	02/09/2021	B.L. Wallace Distributor, Inc.	E-1020 - New meter boxes & AMI ready lids	9,361.77	
42226	02/09/2021	Cannon	S-962 - La Granada Lift Station design services - January 2021		22,938.47
42227	02/09/2021	CCS Interactive, Inc.	Monthly website hosting - February 2021	127.50	42.50
42228	02/09/2021	City of Glendale Water & Power	Power purchased - January 2021	28,250.28	
42229	02/09/2021	City of L.A. Bureau Sanitation	Sewerage facilities charge - Nov/Dec 2020		11,236.33
42230	02/09/2021	Clifton Larson Allen	June 2020 audit - final payment	2,171.40	2,448.60
42231	02/09/2021	Colonial Life & Accidents Ins.	Employee paid insurance - January 2021	228.67	
42232	02/09/2021	Consolidated Electrical Distributors, Inc.	E-939 - restocking for returned radio equipment	189.69	
42233	02/09/2021	Crescenta Valley Flooring	Glenwood break room - flooring replacement & installation	3,600.00	1,200.00
42234	02/09/2021	Crescenta Valley Publishing LLC	Corona Virus water safety update - 1/2 page ad display	375.00	
42235	02/09/2021	Cypress Ancillary Benefits	Group dental - February 2021	4,546.73	2,762.12
42236	02/09/2021	D&H Water Systems	Ordunio Reservoir - chlorine sampling pump replacement	1,269.29	
42237	02/09/2021	Dell Financial Services	Annual support renewal for CVBASE! servicer - May 2020 thru May 2021	1,316.73	415.81
42238	02/09/2021	Dodge Data & Analytics	E-1022 - advertisement for bids - Dodge green Sheets	303.17	
42239	02/09/2021	Morgen Durose	reimbursement for safety boots	117.43	47.96
42240	02/09/2021	DYI Home Center	Misc. hardware - January 2021	266.36	12.56
42241	02/09/2021	E Source Companies, LLC	E-1020 - AMI consulting services - January 2021	550.00	
42242	02/09/2021	EmbroidMe	Embroidered work tee's (8)	89.37	26.69
42243	02/09/2021	Eurofins Eaton Analytical, Inc.	Water analysis - January 2021	789.00	

42244	02/09/2021	Feeger-Lucas-Wolfe, Inc.	Mills - Booster B - new pressure switch	329.34	
42245	02/09/2021	Esmeralda Figueroa	Refund check - 2662 Piedmont	22.47	
42246	02/09/2021	Foothill Car Wash, Lube & Oil	Unit #38 & #48 - oil changes	73.65	45.13
42247	02/09/2021	Grace Environmental Services	Well #2 - monitoring assistance - January 2021	3,122.88	
42248	02/09/2021	Grainger	Misc. supplies - January 2021	19.80	20.60
42249	02/09/2021	Great America Leasing Corp.	Kyocera copiers leases - February 2021	1,031.95	991.47
42250	02/09/2021	Gsolutionz Professional Services	Voice communication - February 2021	185.62	145.83
42251	02/09/2021	Highroad Information Technology	Monthly managed services, cloud storage, back-up services	9,041.80	2,178.20
42252	02/09/2021	Home Depot Credit Services	Misc. supplies - January 2021	412.82	150.61
42253	02/09/2021	John Robinson Consulting, Inc.	M-965 - on-call grant consulting services - December 2020	2,400.00	
42254	02/09/2021	Joseph G. Pollard Co., Inc.	Misc. supplies - January 2021	37.95	39.49
42255	02/09/2021	J's Maintenance	Janitorial service - January 2021	852.72	269.28
42256	02/09/2021	Liebert Cassidy Whitmore	Legal services - December 2020	560.88	123.12
42257	02/09/2021	Lincoln Financial Group	Disability insurance - January 2021	880.79	587.18
42258	02/09/2021	Logan Supply Co., Inc.	Misc. supplies & tools - January 2021	368.44	383.47
42259	02/09/2021	Nicolay Consulting Group	FY 2020 GASB 75 - consulting services	2,325.00	775.00
42260	02/09/2021	Northern Safety Co., Inc.	Bautista - safety vest	14.91	6.08
42261	02/09/2021	Office Depot	Misc. supplies - January 2021	507.00	298.37
42262	02/09/2021	O'Reilly Auto Parts	Misc. parts - January 2021	33.40	20.46
42263	02/09/2021	Paper Cuts, Inc.	Paper shredding - January 2021	2.60	2.40
42264	02/09/2021	Paveco Construction, Inc.	Paving repairs - various locations	8,286.58	
42265	02/09/2021	Mario Piumetti	Refund check - 4918 Ocean View		61.77
42266	02/09/2021	Ramco	Concrete & crushed misc. base - January 2021	1,359.45	
42267	02/09/2021	Red Wing Business Advantage	Dodge & Woods - safety boots	249.48	101.89
42268	02/09/2021	Sawyer Petroleum	Clear diesel - 472 gallons	1,805.08	
42269	02/09/2021	So Cal Water Utilities Assoc.	Annual membership renewal	131.25	43.75
42270	02/09/2021	Spectrum Business	Glenwood - data communication - January 2021	286.34	100.59
42271	02/09/2021	Systemated Business Products	Business envelopes with logo	430.29	413.41
42272	02/09/2021	Tetra Tech, Inc.	M-1004 - LHMP consulting services - January 2021	10,570.00	
42273	02/09/2021	The Gas Company	Glenwood - gas purchased - January 2021	225.71	71.26
42274	02/09/2021	Underground Service Alert	Underground notifications - January 2021	325.12	178.68
42275	02/09/2021	UniFirst Corporation	Uniform rentals - January 2021	321.88	96.14
42276	02/09/2021	Univar Solutions USA, Inc.	Sodium Hypochloride - Glenwood 645 gals., Mills - 500 gals.	3,778.62	
42277	02/09/2021	US Bank St. Paul	Bond debt service payment	19,469.92	
42278	02/09/2021	Vision Service Plan Co-(CA)	Group Vision - February 2021	289.17	192.78
42279	02/09/2021	Vulcan Materials Company	Mixed Bobtail - January 2021	1,080.00	
42280	02/09/2021	Waste Management - Sun Valley	Glenwood - disposal service - February 2021	894.29	282.39
42281	02/09/2021	Western Water Works	E-1008 - 1" service installation parts	1,215.79	
42282	02/09/2021	City of Glendale	Remittance of utility tax collected - July to Dec 2020	134,499.46	
42283	02/19/2021	Pete Hilke	Wellness reimbursement	213.69	71.23

42284	02/19/2021	Nemesciano Ochoa	Health reimbursement	273.12	182.08
42285	02/19/2021	Dave Spain	Wellness reimbursement	95.82	31.94
42286	02/19/2021	Adam Sutphin	Wellness reimbursement	225.00	75.00
42287	02/19/2021	Jennifer Bautista	Wellness reimbursement	221.08	73.89
42288	02/23/2021	AES Water, Inc.	Seismic instrument maintenance at 6 reservoir sites	4,300.00	
42289	02/23/2021	Airgas National Carbonation	Well #2 - carbon dioxide rental tank - February 2021	58.56	
42290	02/23/2021	Akel Engineering Group, Inc.	M-1007 - GIS progress report - December 2020	814.00	
42291	02/23/2021	Allen Pipeline, Inc.	Welding services for emergency valve replacement - Briggs & Janet Lee	2,612.13	
42292	02/23/2021	Aqua - Metric Sales, Co.	E-1020 - New water meters, 3/4", 1" & 1 1/2" (300 total)	51,465.17	
42293	02/23/2021	AT&T Mobility	Voice communication - January 2021	1,176.87	351.13
42294	02/23/2021	BC Laboratories, Inc.	Water analysis - January 2021	3,968.75	
42295	02/23/2021	BC Laboratories, Inc.	Water analysis - January 2021	2,156.25	
42296	02/23/2021	Best Best & Krieger	Watermaster legal counsel services - January 2021	1,407.90	
42297	02/23/2021	California Water Environment	Mortenson, Inman, Sandoval, Whitaker, Boyce - annual membership renewal	720.00	240.00
42298	02/23/2021	CCS Interactive, Inc.	CVWD website - ADA Compliance review & Constant Contact meetings	1,338.75	446.25
42299	02/23/2021	Citibank	Misc. supplies Costco - January 2021	99.80	88.64
42300	02/23/2021	City of Glendale Alarm Program	Annual alarm permit renewal	120.70	49.30
42301	02/23/2021	City of Los Angeles	O & M payment for sewer treatment - January 2021		235,978.00
42302	02/23/2021	Clark Pest Control, Inc.	Monthly pest control service at 4 sites	228.75	21.25
42303	02/23/2021	Community Directory Co.	Crescenta-Canada Directory listing	177.55	87.45
42304	02/23/2021	Crescenta Valley Flooring	Glenwood locker room & men's restroom - vinyl flooring & install	1,222.50	407.50
42305	02/23/2021	CV Strategies	Strategic Communication Services - January 2021	804.07	164.68
42306	02/23/2021	Dunn-Edwards Corporation	Glenwood warehouse - paint & supplies	36.70	12.23
42307	02/23/2021	EmbroidMe	Embroidered uniform shirts (80)	2,420.63	723.04
42308	02/23/2021	Emins Air Conditioning & Heating	Mills rental house - replace furnace	3,187.50	1,062.50
42309	02/23/2021	Foothill Municipal Water	Water delivery - January 2021	260,034.53	
42310	02/23/2021	Grainger	Misc. supplies - January 2021	72.31	47.34
42311	02/23/2021	Hach Company	Glenwood & Mills - 3 digital pH sensors - stock	4,185.82	
42312	02/23/2021	Robert Hall	Refund check - 5919 Canyonside		30.73
42313	02/23/2021	Highroad Information Technology	4 -27 " monitors	952.74	300.86
42314	02/23/2021	InfoSend, Inc.	Printing & postage for billing - January 2021	1,353.97	1,300.86
42315	02/23/2021	LA Dept Water and Power	Power purchased - January 2021	63.42	
42316	02/23/2021	Lincoln Financial Group	Life & Disability Insurance - February 2021	1,804.49	1,202.97
42317	02/23/2021	Pep Boys, Fleet Services	Unit #55 - replace alternator & serpentine belt	812.13	497.74
42318	02/23/2021	Grace Poretta	Refund check - 4808 El Sereno	52.96	
42319	02/23/2021	Prohealth Glendale Medical Group	Covid-19 tests	315.00	135.00
42320	02/23/2021	Public Water Agencies Group	Emergency Preparedness Program - January 2021	481.88	481.87
42321	02/23/2021	Quadient Leasing USA, Inc.	Postage machine rental - March thru June 2021	188.66	181.25
42322	02/23/2021	Raftelis Financial Consultants, Inc.	Professional services - Cost of Service Study - January 2021	5,808.97	1,189.78
42323	02/23/2021	Red Wing Business Advantage	Rawlings - safety boots	133.06	54.34

42324	02/23/2021	Jonathan Russo	Reimbursement for Wastewater Collections exam	138.60	41.40
42325	02/23/2021	Alex Sandoval	Reimbursement - safety boots	155.49	63.51
42326	02/23/2021	Shell	Gas purchased - January 2021	1,733.02	517.65
42327	02/23/2021	Spectrum Business	Office - data communication - January 2021	2,978.53	1,046.50
42328	02/23/2021	Springbrook Finance Holdings, Inc.	E-1020 - AMI meter interface services	464.75	
42329	02/23/2021	Sterling Water Technologies, LLC	Well #2 - 50 lb. pails of coagulant	280.00	
42330	02/23/2021	Sully-Miller Contracting Co.	Cold mix for temporary repairs - 5 tons	572.65	
42331	02/23/2021	Darlene Telles	Reimbursement - safety boots & cell phone case	188.21	56.21
42332	02/23/2021	Underground Service Alert	Underground notifications - January 2021	71.74	33.75
42333	02/23/2021	Wells Fargo Card Services	Colby - monthly email charges, AED battery, lunches, Racial challenge	1,044.72	207.65
42334	02/23/2021	Wells Fargo Card Services	Gould - Name badges, hepa filter	131.99	20.31
42335	02/23/2021	Wells Fargo Card Services	Holloway - plexiglass, 15 years of service awards	495.91	371.21
42336	02/23/2021	Wells Fargo Card Services	Lee - zoom meetings, working meals	89.83	44.22
42337	02/23/2021	Wells Fargo Card Services	Maxwell - safety awards, working meals, Glenwood refrigerator	3,296.67	1,302.58
42338	02/23/2021	Wells Fargo Card Services	Ochoa - working meals, subscription service	428.43	26.50
42339	02/23/2021	Westlake Ace Hardware	Misc. hardware - January 2021	1,046.32	367.59
42340	02/23/2021	Wil-Power Battery & DC Special	Pickens, Edmund 1 & Rosemont - replacement batteries for seismic equipment	1,615.90	

Subtotals	\$ 828,328.33	\$321,020.57
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Total Disbursements for February 2021	\$1,149,348.90
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Payroll Report

Directors	1,530.00
Office Regular Payroll	123,246.00
Office OT	774.00
Plant Regular Payroll	114,565.00
Plant OT & Standby	14,470.00
Employer Payroll Taxes	18,918.00
Payroll Service Charges	451.00

Total Payroll for February 2021	\$ 273,954.00
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CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
March 23, 2021

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – Director of Engineering
Subject: Engineering Department Office Remodel, Project C-1030

ACTION ITEM:

Engineering Department Office Remodel – Project C-1030 – Consideration and motion to waive the Bid Procurement and Purchasing Policy per Article 18.01 of CVWD's Rules and Regulations and allow the General Manager to select and negotiate with various contractor for the remodeling of the Engineering Department office at an estimated cost of \$55,000.

BACKGROUND:

Staff has been exploring ways to improve the overall efficiency of the Engineering Department (Eng. Dept) office as part of CVWD's recent staff re-organization. The Eng. Dept. staff was reduced from seven (7) people to five (5) people due to retirements and shifting of job responsibilities. Also, CVWD has implemented a Long-Term Infrastructure Reliability and Funding Roadmap (Roadmap) in January 2020 as a plan to address long-term infrastructure goals in the 2020 Strategic Plan. Staff looked at ways to improve the office space layout and productivity as we move forward with the Roadmap. It is also anticipated that the GM's Administrative Assistant would be moved from the Customer Service building to the Engineering Department building. In addition, the carpeting and lighting in the Customer Service building needs to be upgraded. The Main Office was last upgraded in 2001 with the installation of new carpeting, re-painting, and office furniture.

Over the past twelve months staff has dealt with the pandemic on many different fronts; one being the emphasis on workplace environmental health. By creating temporary makeshift workspaces that reduce the potential for transmission of Covid-19, employees returned to work to carry out the mission of providing reliable customer-centric service. With the initial impacts of the pandemic largely behind us, the District has learned lessons on service reliability and workforce resiliency. This project takes these lessons into account and provides an environment that promote employee health and workforce resiliency.

DISCUSSION:

The Eng. Dept. met in late December to discuss a new office layout to improve efficiency and communications among staff as we move forward with the FY 20/21 Capital Improvement Project (CIP) which includes increased project management as part of the bond financing. The CIP program includes working with design consultants and construction management firms as staff manages the projects.

As shown on the attached updated office layout, the front area will be upgraded with three (3) workstations for the Assistant Engineer, Project Coordinator and Administrative Assistant. The front area will include new cubicles with desks, layout tables, bookshelves, and small storage bins. The rear area will be enlarged to optimize the workspaces for the Engineering Manager and Senior Engineering Technician by relocating office equipment to the file room, adding partitions, layout tables and bookshelves. The General Manager and Director of Engineering offices will remain the same except for new desks and office layouts. In addition to the office layout, the interior office will be given a new coat of paint, removing interior office windows, upgrading the network cabling, and installing new carpeting. Finally, the kitchen area, which has not been updated since the early 1980's, will get new cabinets, countertops and refrigerator. In addition, the carpeting and lighting in the Customer Service building needs to be upgraded.

Project Schedule:

The following table shows the proposed project schedule, including coordination of contractors, relocation of the Eng. Dept and completion in early May 2021.

Main Office Remodel Schedule			
Task	State Date	End Date	Days
Engineering Committee	3/12/2021	3/16/2021	4
Board Meeting	3/18/2021	3/23/2021	5
Approve/Order/Contracts	3/23/2021	3/29/2021	6
Packing Eng. Office/Boxes	3/29/2021	4/2/2021	4
Relocation - Eng. Staff	4/5/2021	4/7/2021	2
Demo/move out equipment	4/5/2021	4/9/2021	4
Install Phone/Electrical/Wiring /Lighting	4/9/2021	4/13/2021	4
Remodel Kitchen Area/Cabinet	4/13/2021	4/17/2021	4
Install Window Covering	4/17/2021	4/20/2021	3
Painting	4/20/2021	4/30/2021	10
Carpeting	5/3/2021	5/5/2021	2
Put back Office	5/5/2021	5/7/2021	2
Office - Out of Service	4/5/2021	5/7/2021	32

Project Costs:

Staff's next step is to meet with local contractors to attain quotes for the new office furniture, painting, carpeting, lighting, cabling, and new cabinets for the Eng. office and the Customer Service office as shown below. There is funding available for the remodel project within the FY 20/21 Capital Outlay budget.

Engineering Dept. & Customer Service Dept. Remodel Cost Estimate			
Item	Quantity	Unit Cost	Total
Office Furniture	1 LS	\$8,925.00	\$8,925.00
Elec/Comm - File Room	1 LS	\$9,300.00	\$9,300.00
Painting & Cover Interior Windows	1 LS	\$5,440.00	\$5,440.00
Carpet with padding/Installation for Eng. Office	1,250 SF	\$2.91	\$3,640.00
Kitchen Area Cabinets, Countertop & Cabinet in File Room	1 EA	\$5,200.00	\$5,200.00
New Refrigerator	1 EA	\$550.00	\$550.00
Other Furniture (Bookcase, layout table, etc.)	1 LS	\$1,500.00	\$1,500.00
Carpet with padding/Installation for Customer Service Office	1 LS	\$9,000.00	\$9,000.00
New lighting fixtures and wiring for Customer Service Office	1 LS	\$5,000.00	\$5,000.00
Misc.	1 EA	\$1,445.00	\$1,445.00
Subtotal			\$50,000.00
Contingency	10%		\$5,000.00
Total			\$55,000.00

RECOMMENDATION:

It is staff's recommendation to approve the General Manager to select and negotiate with various contractors for the remodeling of the Engineering Department and Customer Service office at an estimated cost of \$55,000. This item was discussed at the Engineering Committee and the Committee recommended for staff to proceed with bringing this action item to the Board of Directors.

ENVIRONMENTAL REVIEW:

N/A

FUNDING AVAILABILITY:

There are funding available for the project estimated below:

Account Description	Amount
FY 20/21 Capital Outlay Budget	\$225,000
Estimate Construction Costs with Contingency	<\$55,000>
Amount Remaining in the FY 19/20 Capital Outlay Budget	\$170,000

Prepared by:



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

Attachment: Layout - Engineering Dept. Remodel

Submitted by:



Nem Ochoa
General Manager



No.	Revision/Issue	Date

CRESCENTA VALLEY WATER DISTRICT	CVWD MAIN OFFICE SOUTH ENGINEERING FLOOR PLAN

DRAWN BY: P. HILKE	1/25/21
CHECKED BY: D. GOULD	
APPROVED:	
AS BUILT:	

JOB NO.	SHEET 1 OF 1
DATE: 1/25/21	FILE NO.
SCALE: 1/2" = 1'-0"	

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
March 23, 2021

To: Honorable President and Members of the Board of Directors
From: James Lee – Director of Finance and Administration
Subject: **Discuss Short and Long-Term CIP Needs and the Risks and Benefits of Issuing Bonds**

ACTION ITEM:

Discuss short and long-term CIP needs and the risks and benefits of issuing bonds.

BACKGROUND:

The District is weighing various considerations with respect to the FY 2022 budget, the rate study that has been restarted from last year, and a continuation of the Long-Term Infrastructure and Funding Roadmap discussion which began in January 2020. The decisions that factor into these discussions have significant long-term impacts on finances, infrastructure reliability, and mission efficacy. The Board has directed staff to provide in-depth discussions regarding the identified need – a catch-up on deferred infrastructure – and a financial tool to address the infrastructure need – bond financing. This information was presented and discussed in an interactive format with the Finance Committee on March 17, 2021 and with the Community Advisory Committee (CAC) on March 18, 2021. A preliminary 5-year CIP budget was also presented to the Engineering Committee on March 16, 2021.

During these meetings, information regarding the District's age of pipe and historical pipeline replacement were presented (see Attachments 1 and 2). Participants of the meetings became acutely aware of a significant issue the District is facing. A significant portion of the District's pipelines will reach their useful life (75 years) by the year 2035. The investment required to address this "catch-up" and replace the old pipe exceeds \$100M. The Long-Term Infrastructure and Funding Roadmap campaign that started more than a year ago established this need and the estimated cost to address it. At the conclusion of extensive discussions at public outreach meetings, board committee meetings and regular board meetings, the District moved forward with a \$5M bond to initiate the first step towards infrastructure reliability. The bond proceeds were instrumental in jump starting the pipeline replacement program, but also in repairing other critical infrastructure (e.g. reservoirs, booster pumps, SCADA, mixing stations, etc.).

Staff has since updated the construction costs for the comprehensive pipeline replacement program (see Attachment 3). This scenario requires a \$5.2 M (current dollars) investment per year over the next 20 years. The CIP will also need to address aging infrastructure other than pipelines, which are just as critical in providing reliable and safe drinking water.

Enclosed is the preliminary 5-year CIP with the comprehensive pipeline replacement program.

Also enclosed are the various financial and non-financial risks and benefits of issuing bonds. Some of the primary risks are changes in interest rates, whether deflation on one hand or inflation on the other, assuming a long-term plan that incorporates multiple bond issuances. Another risk is issuing bonds and not raising the requisite level of rates to support those bonds. Some of the primary benefits, are promoting intergenerational equity, hedging against the rate of construction inflation, an average asset life that exceeds the life of bond payments, and the ability to secure more competitive, multi-year construction agreements. An important consideration is that this latter benefit is countered by the premium in terms of consulting costs that is typically associated with construction using bond proceeds.

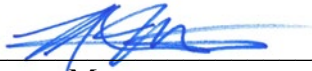
Staff is prepared to discuss current and future CIP needs and the impacts of issuing bonds.

If the Board moves toward a more aggressive future capital plan that utilizes bond financing, additional bonds would not be issued until next year at the earliest. Based on conversations with the District's Financial Advisor, the District could opt for an additional issuance by early 2022. Thus, there is no impending decision about when or how much in bonds would be issued. However, any future rate increases will need to be informed by an updated rate study. And though the District is no longer on target to implement new rates by July 1 as they typically are, the District's rate consultant, Raftelis, will need direction within the next several months regarding the general level of CIP replacement and whether bonds will be an option in the future.

RECOMMENDATION

Discuss short and long-term CIP needs and the risks and benefits of issuing bonds.

Prepared by:



Arturo Montes
Finance & Administration Manager

Submitted by:

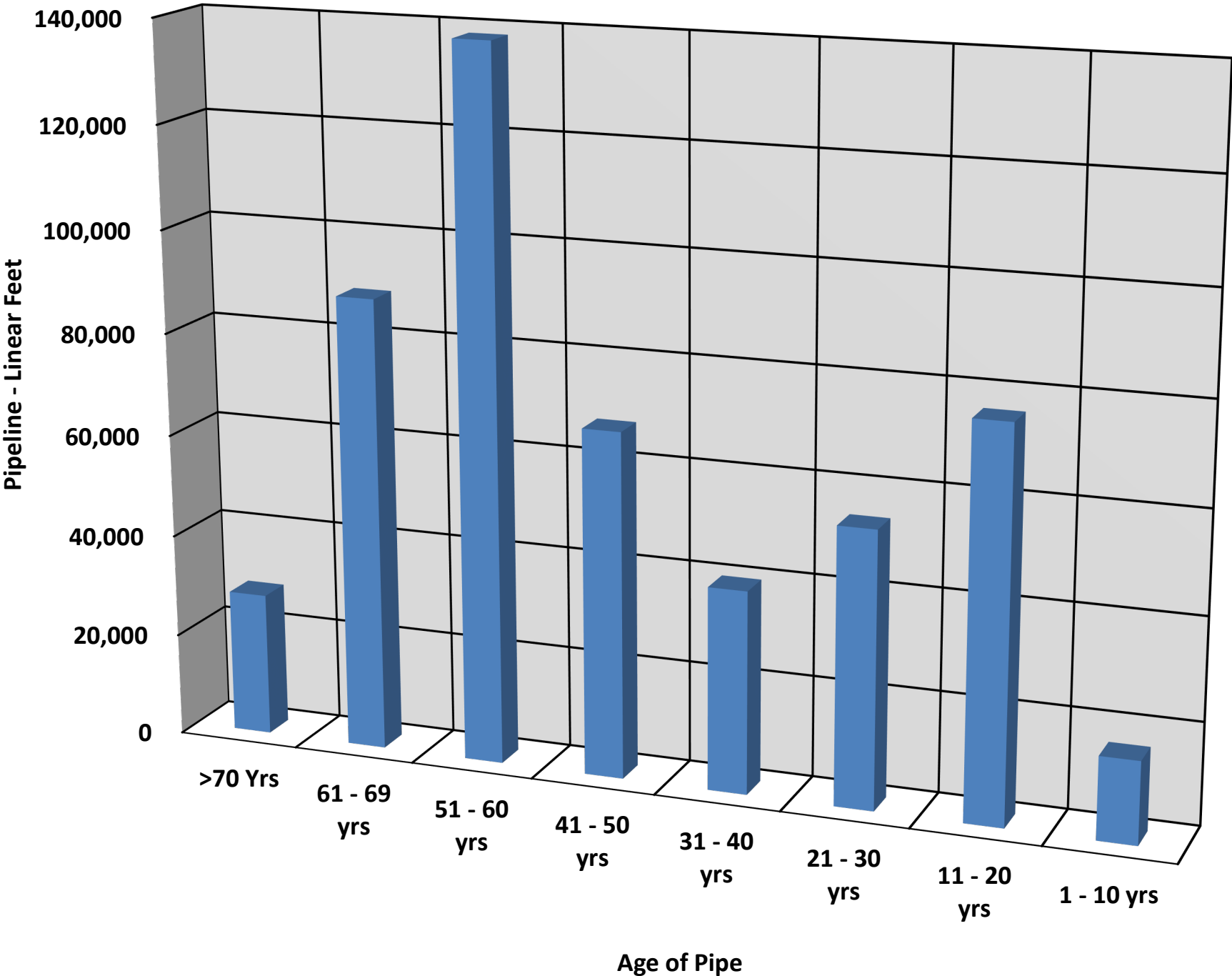


James Lee
Director of Finance & Administration

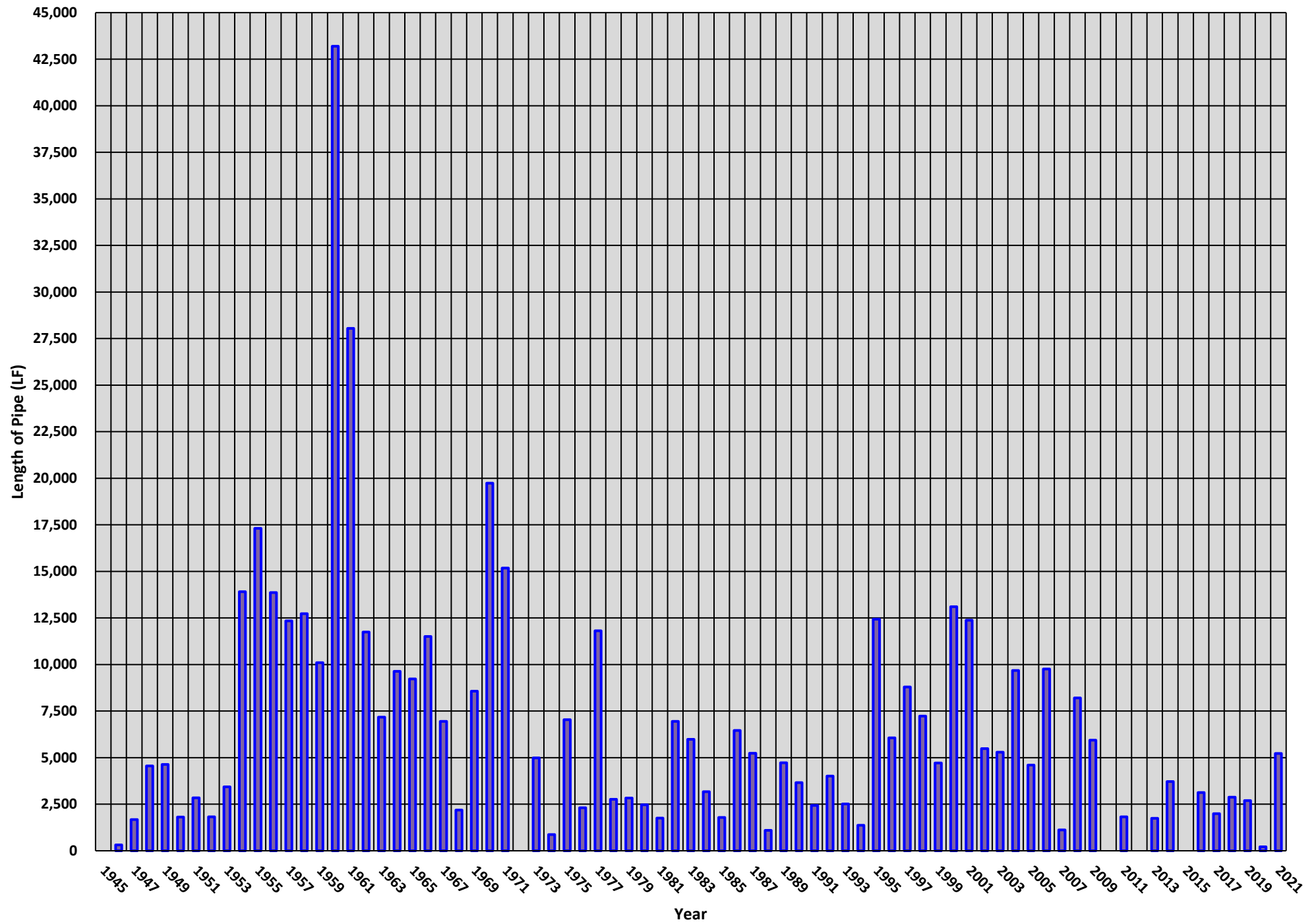
Attachment(s): 1) District Age of Pipe; 2) Historical Pipeline Replacement; 3) Preliminary 5 Year CIP Schedule; 4) Risks and Benefits of Issuing Bonds

g:\management\board meeting staff reports\2021\03-17-21 Board Memo - CIP, Bonds and Budget.docx

Summary - Age of Existing CVWD's Pipelines

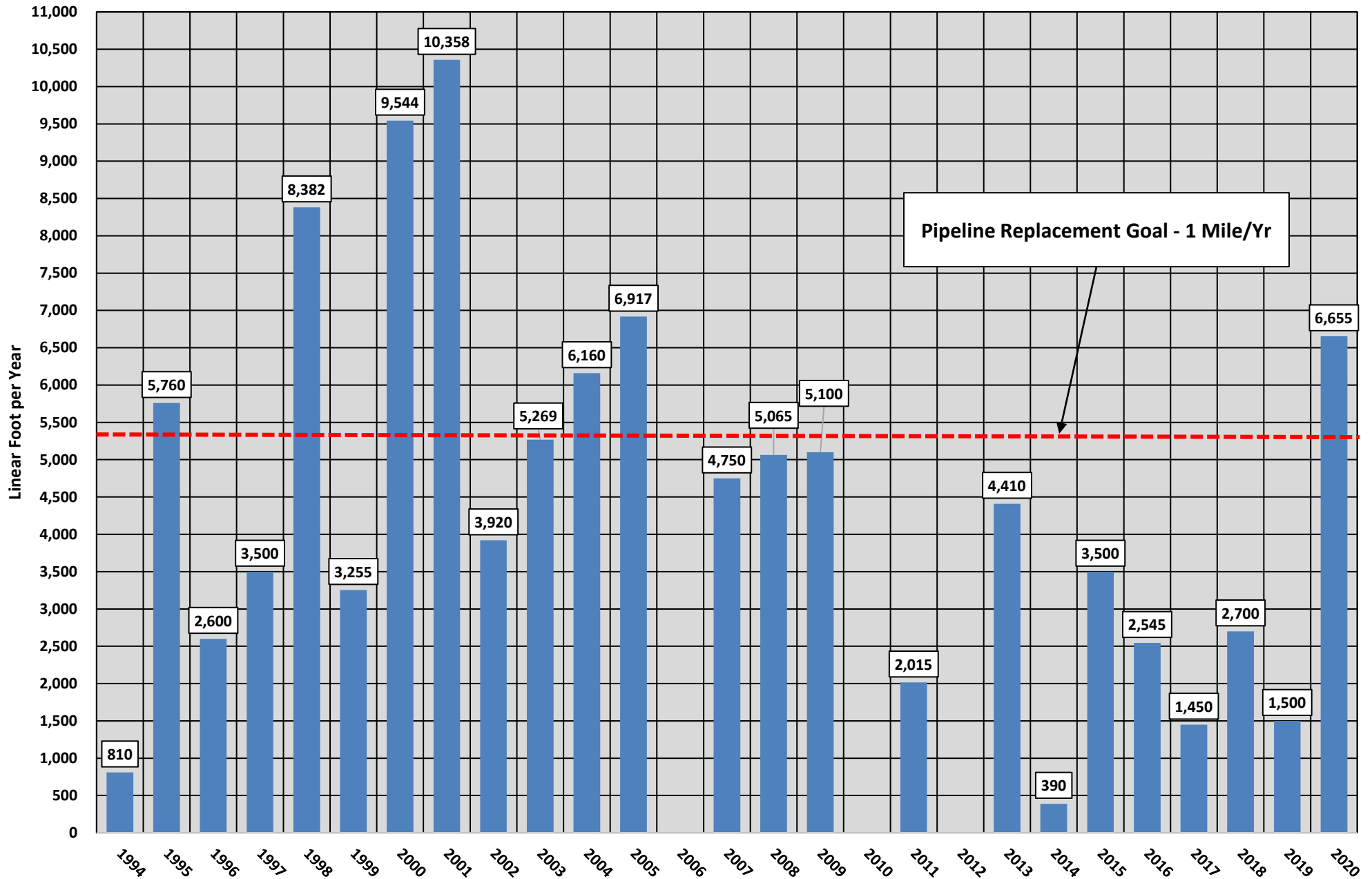


Existing Age of Pipeline per Year Installed

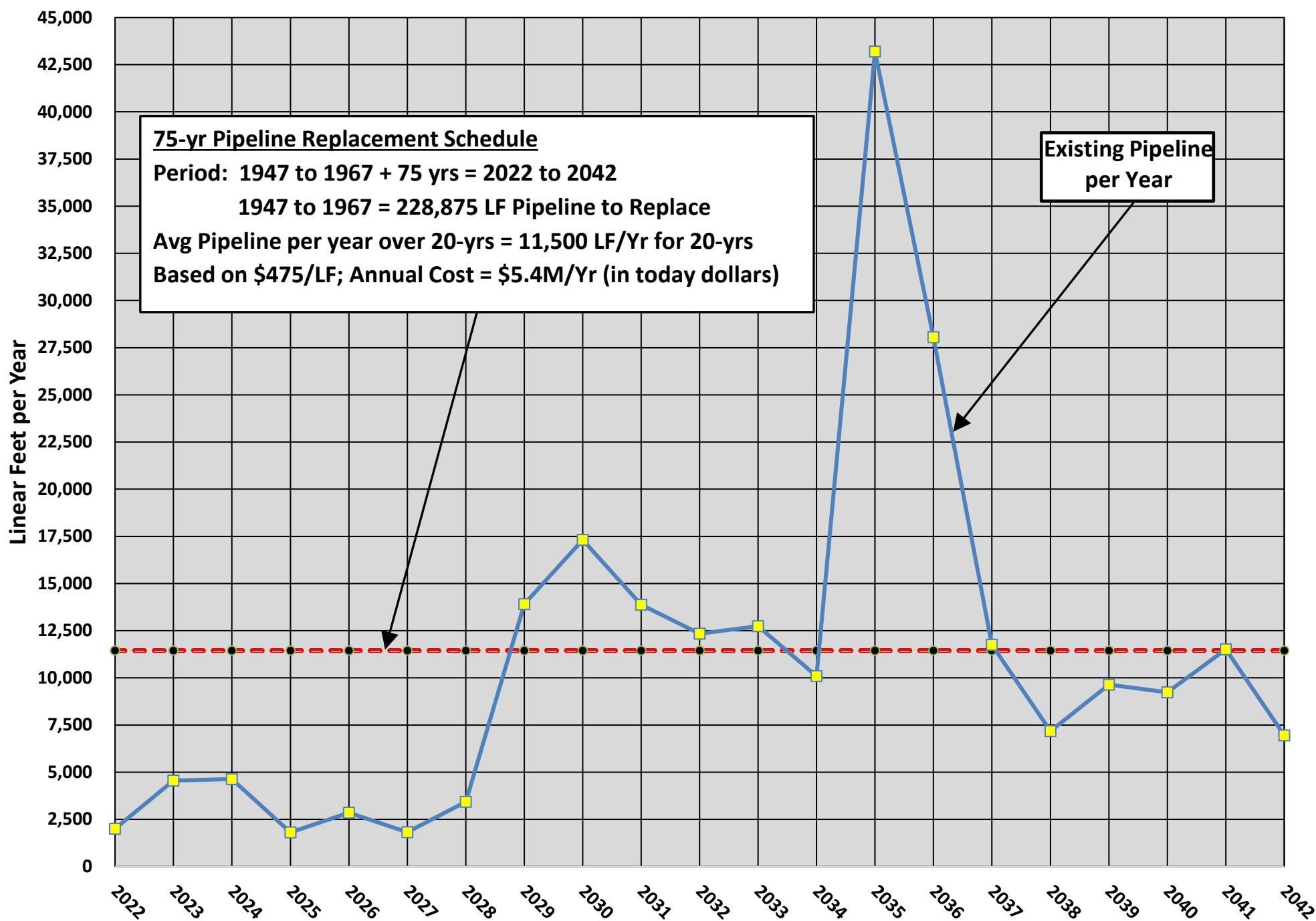


Attachment 2

Crescenta Valley Water District Annual Pipeline Replacement in Linear Foot - 1994 to 2020



Annual Pipeline Replacement per year for next 20-years based on 75 year Schedule & Length of Pipe per Year



Crescenta Valley Water District

Benefits, Risks & Other Considerations for Issuing Bonds

March 2021

Financial Pros

Asset lasts longer than payments are made (50 yrs vs. 30 yrs)
Low interest-rate environment counters the effect of inflation
Proactive maintenance costs are less than emergency repairs
The impact of interest payments decreases each year (time value of money)
Mitigate/smooth rate impacts - internally
Mitigate/smooth rate impacts - externally (wholesale water supply)

Financial Cons/Risks

Interest commitment is for a long time horizon – 30 years
Accelerated projects typically require consultants which represents a project premium
Deflation may happen – In the United States : 1817-1860, 1865-1900, 1930-1933, 2007-2008
If rates aren't increased to accommodate bonds, loan covenants may not be met
Water sales may vary due to conservation and new regulations
MWD long-term reliability plan - e.g. rate pass-through for CA Water Fix project

Other Risks

In the case of a well, it may not yield any or enough water
Even if an asset is past its "useful life", it may still have some use left in its life
We can commit to a long-term plan based on debt and interest rates can rise

Other Benefits

Having an expectation for funding beyond one year allows multi-year planning and programming which allows lower construction and supply costs
Building capital with bonds promotes intergenerational equity, as each generation pays for its fair share of the asset

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
March 23, 2021

General Managers Report Topics:

- GM Activities

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

- Finance, Administration & Public Outreach Dashboard
- Vaccine Availability for Water and Wastewater Workers
- USBR Grant Submittal

STAFFING

As of March 18th the District has gone 485 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

FMWD Managers Meeting	- March 10 th
CVWD All-Hands Meeting	- March 10 th
LHMP Core Planning Meeting	- March 11 th
Management Staff Meetings	- March 9 th , March 16 th
Engineering Committee Meeting	- March 16 th
LHMP Steering Committee Meeting	- March 17 th
Finance Committee Meeting	- March 17 th
CV Town Council Meeting	- March 18 th

Submitted by:



Nem Ochoa
General Manager



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

Customer Service & Administration Activity

**Service
Requests**
219

**Meter
Downloads**
66

**New
Sign-Ons**
33

**Closed
Accounts**
20

**Meter
Re-Reads**
163

- Transitioned utility billing customer gateway
- Re-evaluated bank charges and financial security features
- “Gratefulness Challenge” kicked off (*wellness program*)

Public Outreach Corner

- **Community Advisory Committee** –
 - February 18th, first meeting of the calendar year
- **Website Traffic** –
 - 4,874 visits (up 33%)
 - Pay My Bill: 314
 - Finance Committee Agenda: 97
 - Board Agenda: 53
- **Social Media** –
 - 3 Facebook posts (1 new follower)
 - 2300 Block Janet Lee video had most impressions
- **Everbridge Message** –
 - 2300 Block Janet Lee emergency
 - 31 users selected
 - 23 confirmed received
 - 6 responses received
 - 1 unreachable



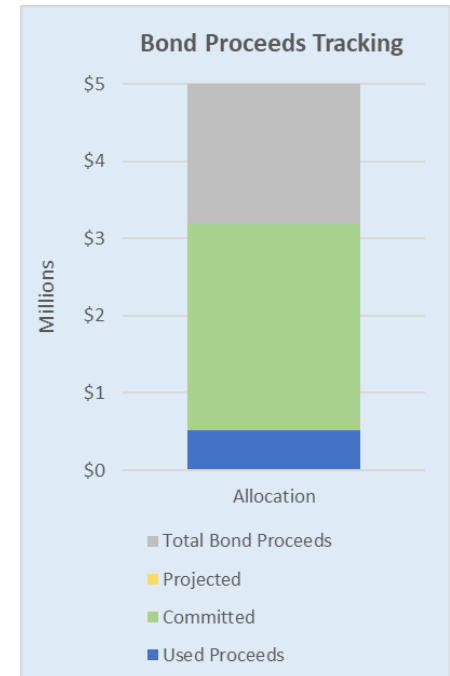
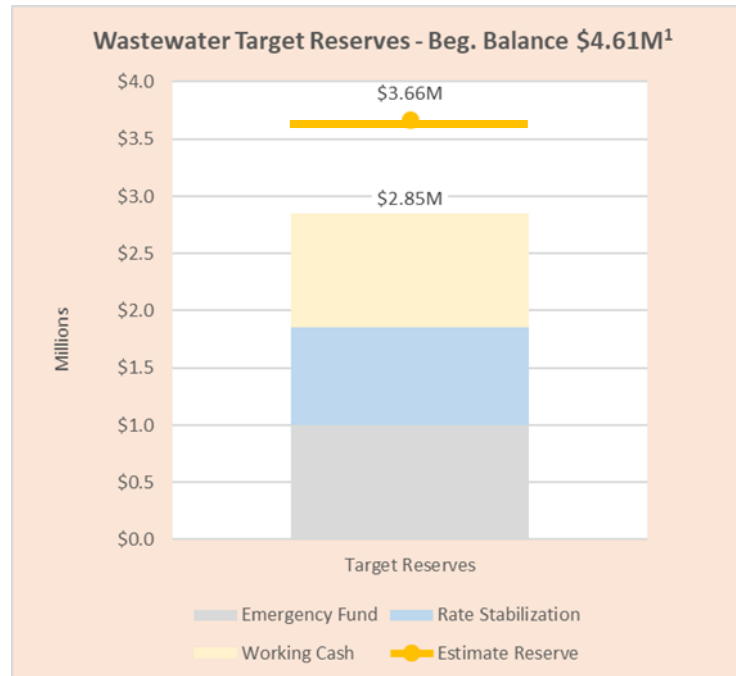
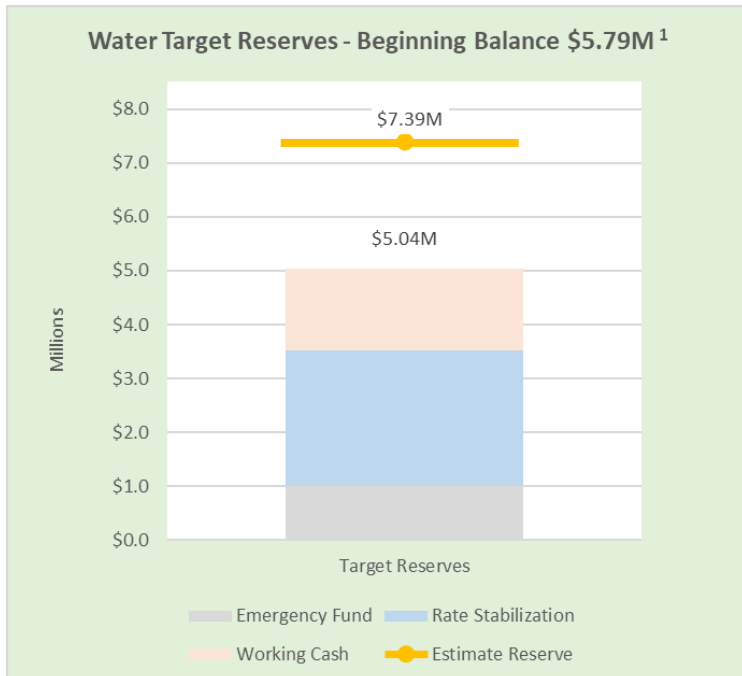
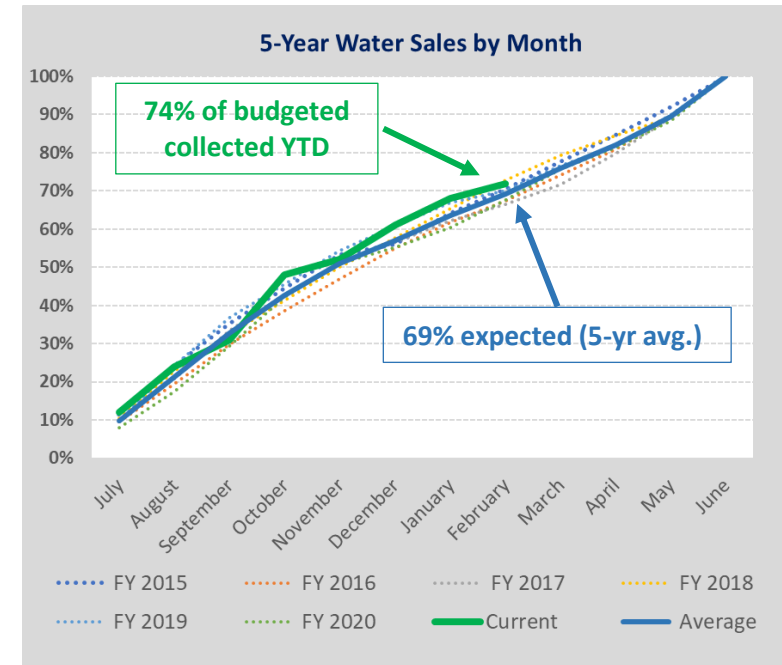
Crescenta Valley Water District – Finance, Administration & Public Outreach Report for < February 2021 >

Water Fund - revenues & operating expenses

Proj. Revenue	\$13,624,492		Proj. Expense	\$9,782,648	
Budget	\$12,621,363	108%	Budget	\$9,513,892	103%

Wastewater Fund - revenues & operating expenses

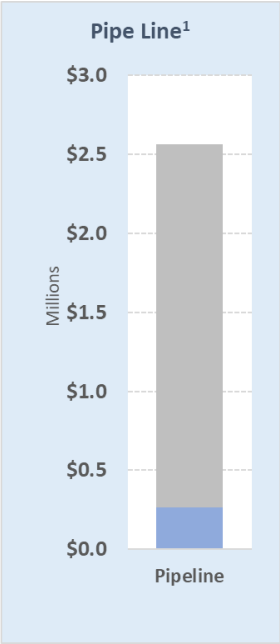
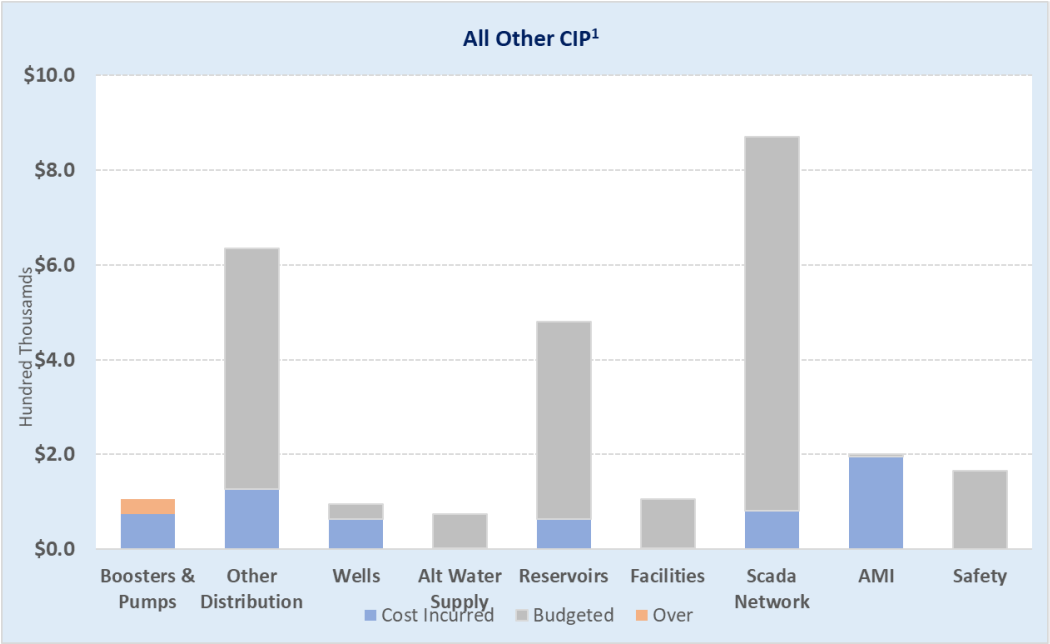
Proj. Revenue	\$3,469,312		Proj. Expense	\$3,971,660	
Budget	\$3,364,575	103%	Budget	\$4,049,989	98%



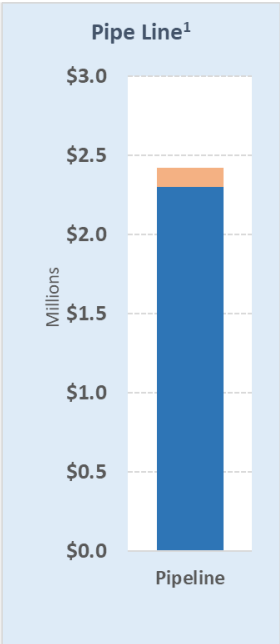
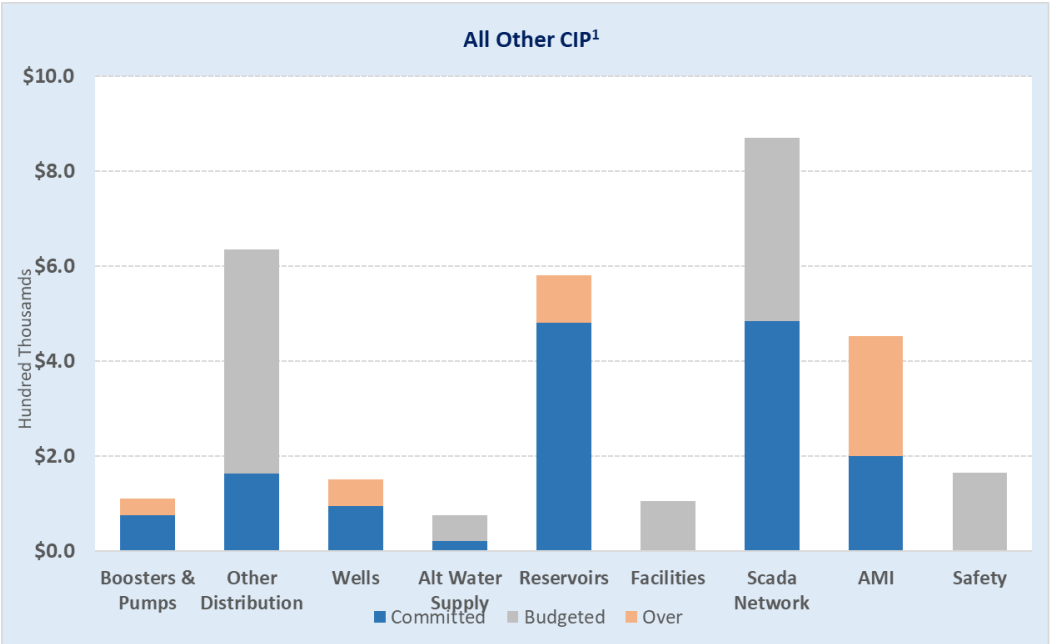
1. CVWD Reserve Policy adopted on 7/28/20



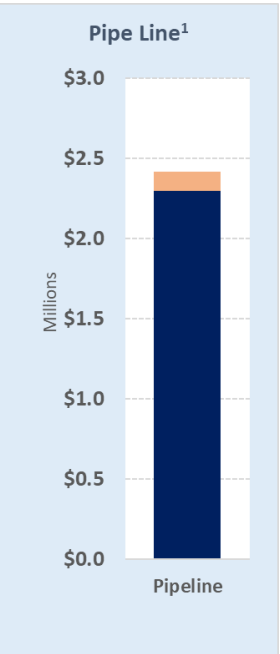
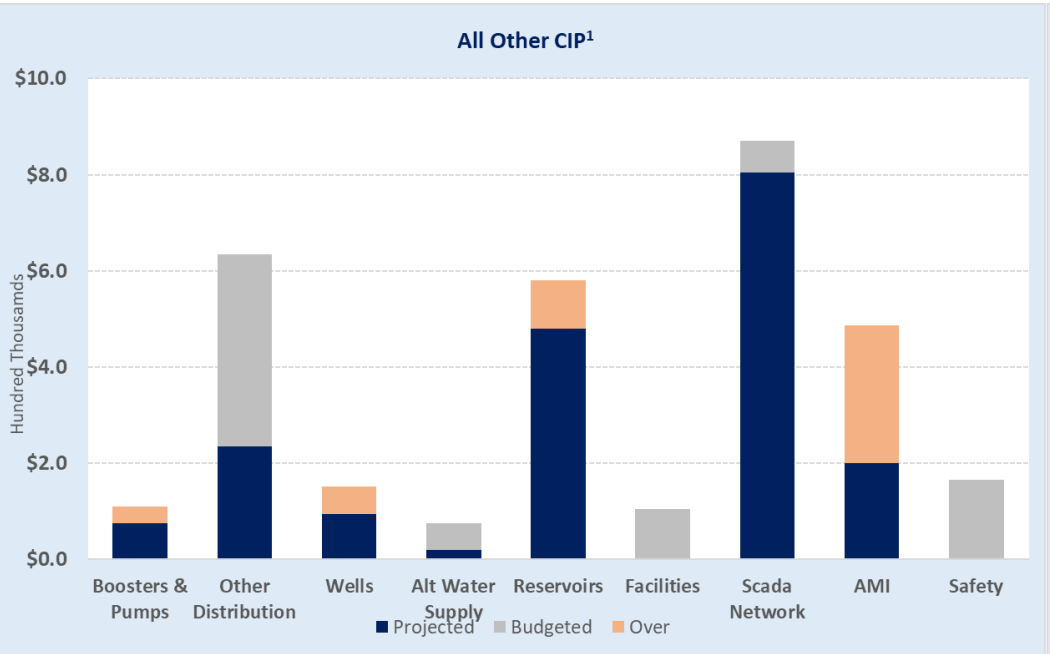
CIP Costs Incurred to Date



CIP Costs Committed to Date



CIP Projected vs. Budgeted



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

CRESCENTA VALLEY WATER DISTRICT

MEMORANDUM

DATE: March 16, 2021
TO: Engineering Committee
FROM: David S. Gould, District Engineer
SUBJECT: CVWD Engineering Committee Meeting No. 323

Following is a summary of Engineering Committee Meeting No. 323, held at 2:30 PM on March 16, 2021, at CVWD's main office, and was attended by the following:

Director Sharon Raghavachary – Committee Chairperson	CVWD
Director Judy Tejeda	CVWD
Nem Ochoa – General Manager	CVWD
James Lee –Director of Finance & Administration	CVWD
David Gould – Director of Engineering	CVWD
Brook Yared – Engineer Manager	CVWD
Dennis Maxwell – Director of Operations	CVWD
Jennifer Bautista – Project Coordinator	CVWD
Arturo Montes - Finance and Administration Manager	CVWD
Marilyn Tyler	Resident

Action Items

1. Discussion of the Draft FY 21/22 Capital Improvement Project Budget

Mr. Gould discussed that staff has been working on the preliminary FY 21/22 Water Capital Improvement Project (CIP) Budget since December 2020 including the \$5M Bond proceeds for the upcoming fiscal year budget.

Mr. Gould presented the: 1) Summary of Preliminary FY 21/22 CIP Budget 2) Pipeline Replacement Schedules – 75-year, 85- year, and 100-year replacement schedules, and 3) 5-year CIP budget.

Mr. Gould reviewed the FY 21/22 Capital Improvement Project Priority List with the proposed projects relative to each scenario, the budget, Bond Financing or PayGo Financing, Cumulative estimated costs, completion date, and a detailed discussion of each project. Mr. Gould discussed the following:

- Annual Pipeline Replacement Pipeline Replacement - 2800 to 3100 Blocks of Los Olivos; 3200 Block of Alabama & 4700 & 4800 Blocks of Cheryl - Total 5,510 LF; 89% Bond Funding
- Annual Pipeline Replacement - Pipeline Replacement - 2800 to 3100 Blocks of Los Olivos; 3200 Block of Alabama & 4700 & 4800Blocks of Cheryl - Total 5,510 LF; 11% Pay-Go Funding
- Steel Reservoir Rehabilitation - Structural repairs and re-coating at Edmund #2 Reservoir during low demand (Winter) season
- Well 14 Rehabilitation - Remove & Inspect Well Pump & Casing, Chemical Treatment Well Casing, Pump Test, New Pump & Motor
- PRS - Zone 2 to Zone 1/Upgrade – Ramsdell Mixing Station - New Pressure Reducing Station & Upgrade Ramsdell Mixing Station - Continuation from FY 20/2 1 - Construction of PRS from Zone 2 to zone 1 & Upgrade to Ramsdell Mixing Station
- Replacement of SCADA System - Continuation from FY 20/21 - Completion of the replacement of RTU/PLC Equipment including new equipment, programing, integration, and testing.

- Replacement - Communication Radio Network - Replacement of SCADA Radio Communication System - Continuation from FY 20/21 - Completion to Upgrading Radio System to 5.8GHz radios.
- AMI - 3/4" to 1" - Smart Meters & AMI Customer Portal - Advanced Metering Infrastructure (AMI) - Continuation from FY 20/21, 1) Install 590 3/4" and 1" water meters in Zone 1 2) Install AMI Customer Engagement Portal 3) Install 3" & 4" meters with a USBR Grant.
- Stormwater Recharge CVC Park – Planning Stormwater Recharge - Continuation from FY 20/21 - Concept plan, grant funding options and coordination with stakeholders
- Disinfection - Conversion to Chloramines - Utilizing a consultant to assist operations staff with conversion, monitoring, and standard operating procedures.

Mr Gould reviewed the Pipeline Replacement Schedules for 75-years, 85- years, and 100-years with respect to number of linear feet to be replaced each year and a preliminary cost estimate for each scenario.

Director Raghavachary asked if there were any alternate methods for pipeline replacement. Mr. Gould explained that there is a method called pipeline relining. Relining the pipeline with either concrete liner or a PVC liner will add durability and extend the life of the pipe. Also, there will be less excavation required in lieu of opencut trenching in the street.

Mr. Gould provided an overview the 5-year CIP budget from FY 21/22 to FY 25/26 as shown on the attached. Mr. Gould also explained that the CIP was capped at \$5.0M per year for the next 5-years. Mr. Gould also discussed that future major projects such as drilling a new well, construction of the stormwater capture project and upgrading booster stations with buildings were not included in the overall 5-year budget.

The Engineering Committee discussed the preliminary CIP project's schedule and costs. The Committee agreed that staff could move forward with the design of some of the projects in anticipation of the Board finalizing on CIP financing through either bond financing or using water fund reserves (PayGo). Staff will present the Preliminary 5-year CIP Program to the Finance Committee and Community Advisory Committee.

2. Discussion regarding the Engineering Dept Office Remodel

Mr. Gould presented a plan to remodel the Engineering Office within the next few months. Mr. Gould explained that the front area will be upgraded with three (3) workstations include new cubicles with desks, layout tables, bookshelves, and small storage bins for the Assistant Engineer, Project Coordinator and Administrative Assistant. The rear area will be enlarged to optimize the workspaces for the Engineering Manager and Senior Engineering Technician by relocating office equipment to the file room, adding partitions, layout tables and bookshelves. The General Manager and Director of Engineering offices will remain the same except for new desks and office layouts.

In addition to the office layout, the interior office will be giving a new coat of paint, removing interior office windows, upgrading the network cabling, and installing new carpeting. Finally, the kitchen area will get new cabinets, countertops, and refrigerator.

Mr. Gould presented and reviewed the project costs with the Engineering Committee. Mr. Gould indicated that he has met with local contractors to attain quotes for the new office furniture, painting, carpeting, cabling, and new cabinets. Finally, Mr. Gould stated that there is funding available for the remodel project within the FY 20/21 Capital Outlay budget.

Mr. Gould reviewed the Engineering Department Office Remodel Schedule. The anticipated completion date is May 2021.

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

Mr. Gould presented an update for the FY 20/21 Capital Improvement Project Program as shown on the attached staff report. Mr. Gould indicated that he would include the Engineering Committee packet in the upcoming CVWD Board packet.

Ms. Tyler requested that Mr. Gould submit the number of pipelines with a diameter of 8” or greater along with a cost estimate to show the savings of relining the pipelines.

Committee Member’s Request for Future Agenda Items - None

Next Meeting

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

Adjournment - The Engineering Committee meeting was adjourned at 3:39 pm on March 16, 2021.

CRESCENTA VALLEY WATER DISTRICT

**2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA**

**To be held on
March 16, 2021 at 2:30 PM**

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

Posted March 15, 2021 at 10:00 AM

TELECONFERENCING NOTICE

[This meeting will be held by teleconference only.]

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 18, 2020, the public may not attend the meeting in person.

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 8249 8434

[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/85682498434>

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.

Action Items

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

1. Discussion of the Draft FY 21/22 Capital Improvement Project Budget
2. Discussion regarding the Engineering Dept Office Remodel
3. Project Cost Update - FY 20/21 Capital Improvement Project Program

Committee Member's Request for Future Agenda Items

Next Engineering Committee Meeting –

Adjournment

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 1
March 16, 2021

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

BACKGROUND:

Staff has been working on the preliminary FY 21/22 Water Capital Improvement Project (CIP) Budget since December 2021 including the \$5M Bond proceeds for upcoming fiscal year budget.

DISCUSSION:

Staff has prepared the following for discussion with the Engineering Committee.

1. Summary of Preliminary FY 21/22 CIP Budget
2. Pipeline Replacement Schedules – 75-yr, 85- yr and 100-yr replacement schedules

Years to Complete	LF/Yr	Miles/Yr	Pipe Replaced in 20-ys (LF)	Replaced up to Year	Annual Cost - \$475/LF
75	6,680	1.27	136,000	1959	\$3,173,000
80	6,263	1.19			\$2,974,717
85	5,894	1.12	105,600	1958	\$2,799,734
90	5,567	1.05			\$2,644,193
95	5,274	1.00			\$2,505,025
100	5,010	0.95	52,800	1955	\$2,379,774
200	2,505	0.47			\$1,189,887

3. 5-year CIP budget

Prepared & Submitted by:



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

Attachment:

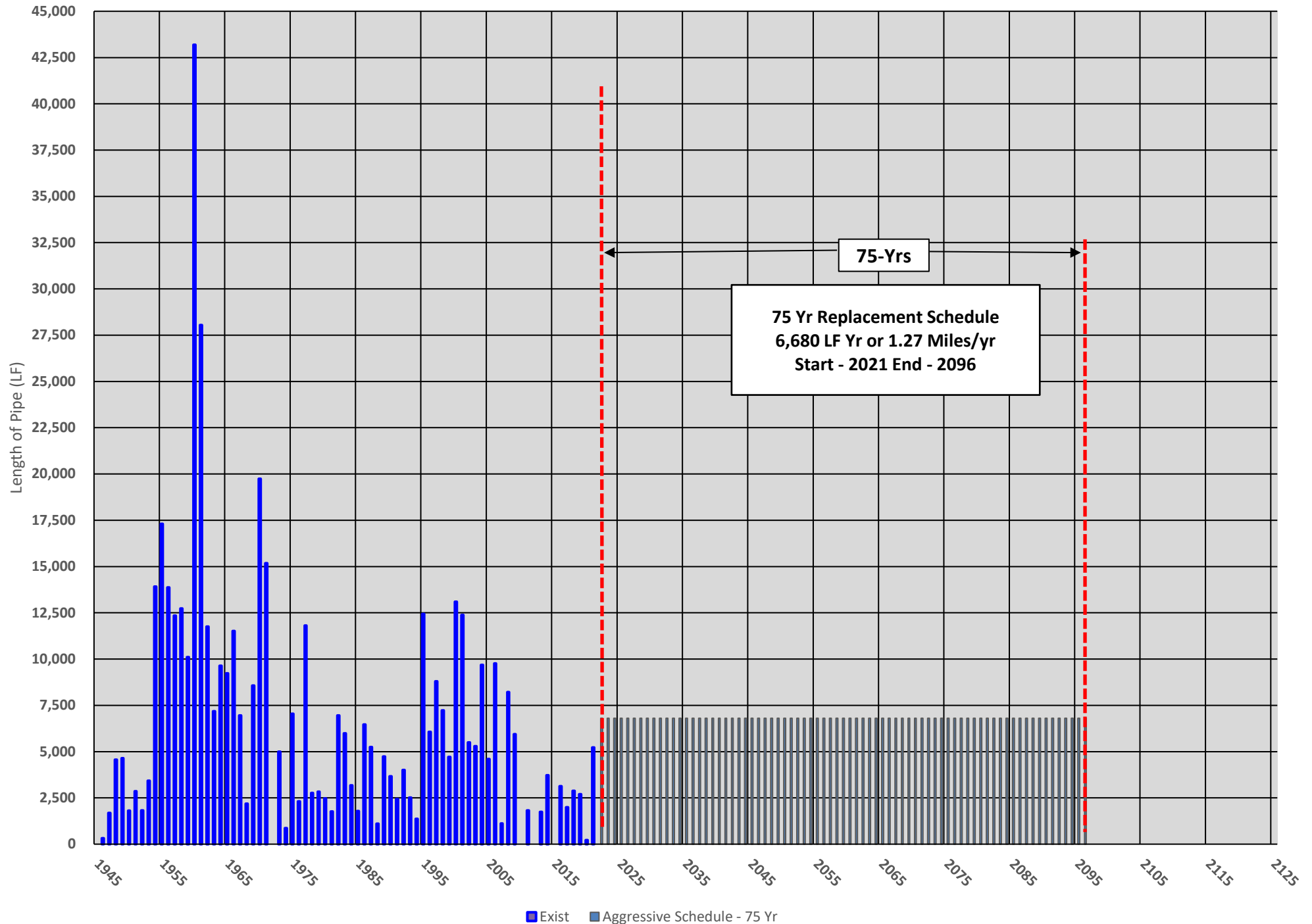
1. FY 21/22 CIP Summary
2. Pipeline Replacement Schedules
3. 5-yr CIP Budget

Crescenta Valley Water District

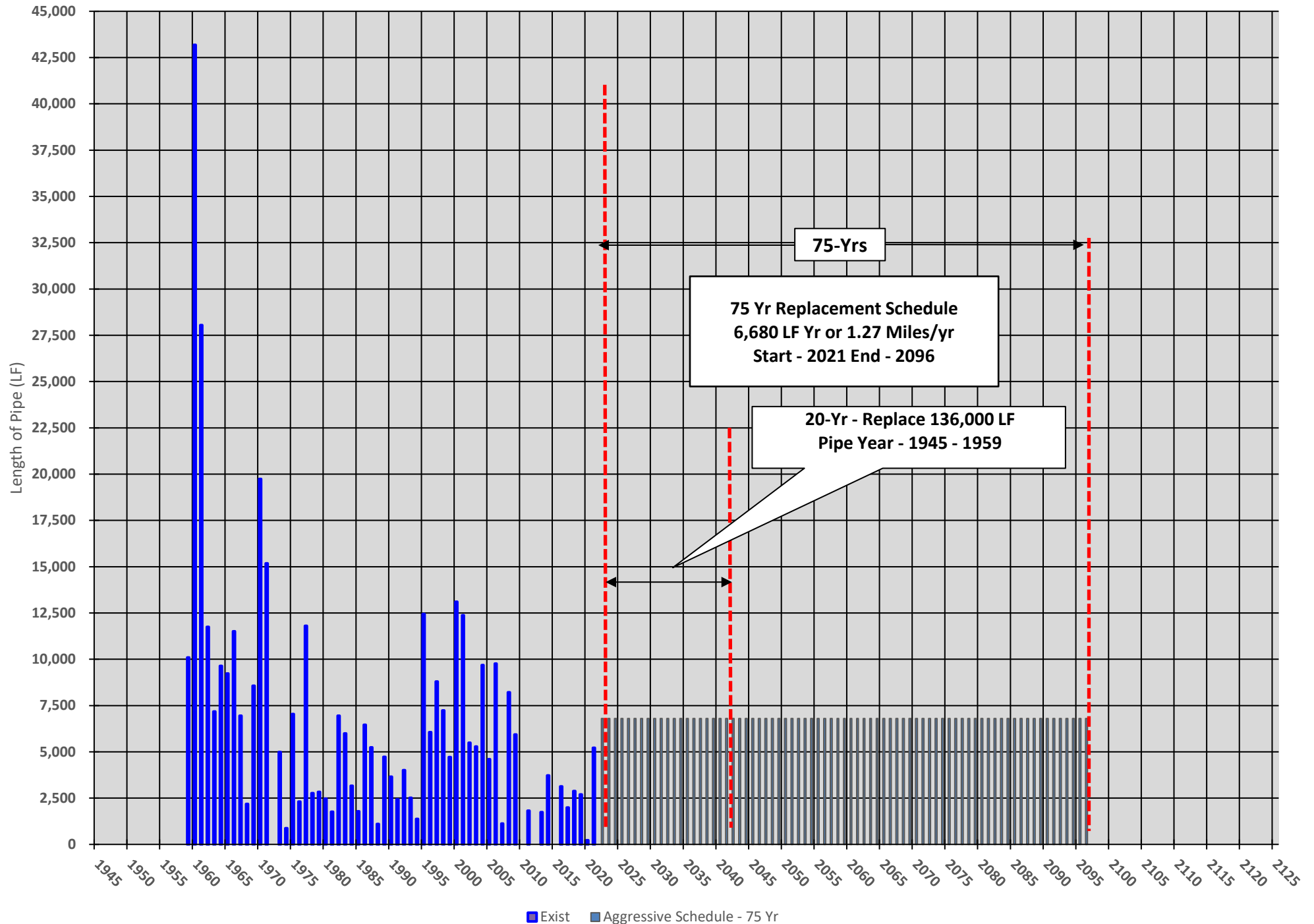
FY 21/22 Capital Improvement Project Priority List

Capital Improvement Project Program	Budget FY 20/21	Category	Bond (B) or PayGo (P)	Cumulative Estimated Costs	Completion Date	Project Description
Bond Proceeds						
Annual Pipeline Replacement	\$ 2,304,826	Water Distribution	B	\$ 2,304,826	Jun-22	Pipeline Replacement - 2800 to 3100 Blocks of Los Olivos; 3200 Block of Alabama & 4700 & 4800 Blocks of Cheryl - Total 5,510 LF; 89% Bond Funding
Bond Proceeds Subtotal	\$ 2,304,826					
Pay-Go						
Annual Pipeline Replacement	\$ 295,174	Water Distribution	P	\$ 295,174	Jun-22	Pipeline Replacement - 2800 to 3100 Blocks of Los Olivos; 3200 Block of Alabama & 4700 & 4800 Blocks of Cheryl - Total 5,510 LF; 11% Pay-Go Funding
Steel Reservoir Rehabilitation - Edmund #2	\$ 590,000	Water Storage	P	\$ 885,174	Mar-22	Reservoir Rehabilitation - Structural repairs and re-coating at Edmund #2 Reservoir during low demand (Winter) season
Well 14 Rehabilitation	\$ 105,000	Water Supply	P	\$ 990,174	Feb-22	Well Rehabilitation - Remove & Inspect Well Pump & Casing, Chemical Treatment Well Casing, Pump Test, New Pump & Motor
PRS - Zone 2 to Zone 1/Upgrade - Ramsdell Mixing Station	\$ 793,000	Water Distribution	P	\$ 1,783,174	Apr-22	New Pressure Reducing Station & Upgrade Ramsdell Mixing Station - <u>Continuation from FY 20/21</u> - Construction of PRS from Zone 2 to zone 1 & Upgrade to Ramsdell Mixing Station
Replacement - SCADA System	\$ 374,000	Technology	P	\$ 2,157,174	Jan-22	Replacement of SCADA System - <u>Continuation from FY 20/21</u> - Completion of the replacement of RTU/PLC Equipment including new equipment, programing, integration and testing
Replacement - Communication Radio Network	\$ 125,000	Technology	P	\$ 2,282,174	Sep-21	Replacement of SCADA Radio Communication System - <u>Continuation from FY 20/21</u> - Completion to Upgrading Radio System to 5.8GHz radios
AMI - 3/4" to 1" - Smart Meters & AMI Customer Portal	\$ 520,000	Technology	P	\$ 2,677,174	Jun-22	Advanced Metering Infrastructure (AMI) - <u>Continuation from FY 20/21</u> 1) Install 590 3/4" and 1" water meters in Zone 1 2) Install AMI Customer Engagement Portal 3) Install 3" & 4" meters - USBR Grant
Annual Booster Pump Replacement	\$ 53,000	Water Distribution	P	\$ 2,730,174	Mar-22	Booster Pump Replacement - Replace 15-yr and older booster pump with new pump assembly and high efficiency motor - Replace Booster 26 at Cresta Heights Reservoir
Stormwater Recharge CVC Park - Planning	\$ 30,000	Water Supply	P	\$ 2,760,174	Jun-22	Stormwater Recharge - <u>Continuation from FY 20/21</u> - Concept plan, grant funding options and coordination with stakeholders
Disinfection - Conversion to Chloramines	\$ 75,000	Water Treatment	P	\$ 2,835,174	Dec-21	Disinfection Changeover - Utilizing a consultant to assist operations staff with conversion, monitoring and standard operating procedures
Pay-Go Subtotal	\$ 2,960,174					
Total CIP	\$ 5,265,000					

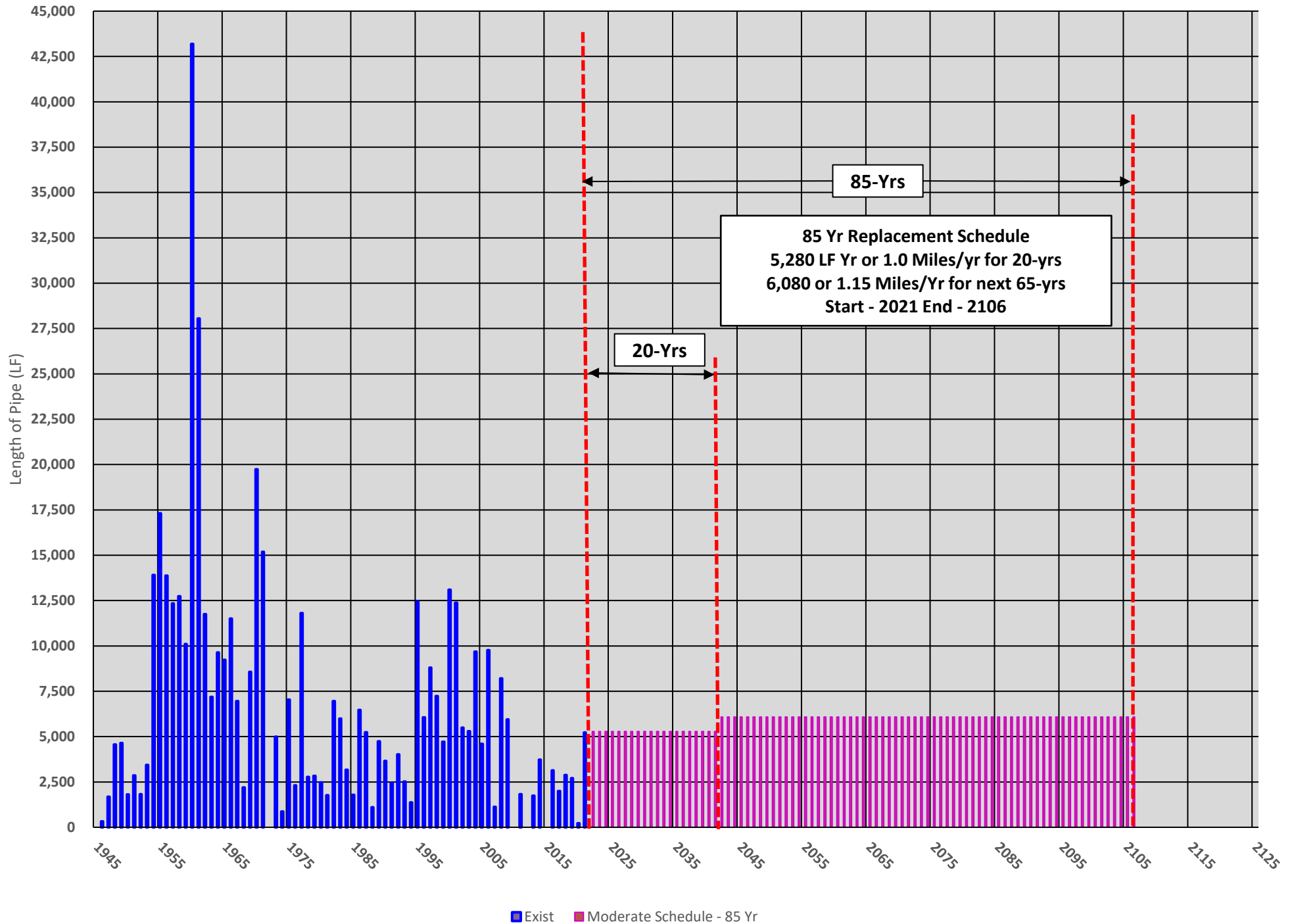
Pipeline Replacement 75-year Schedule



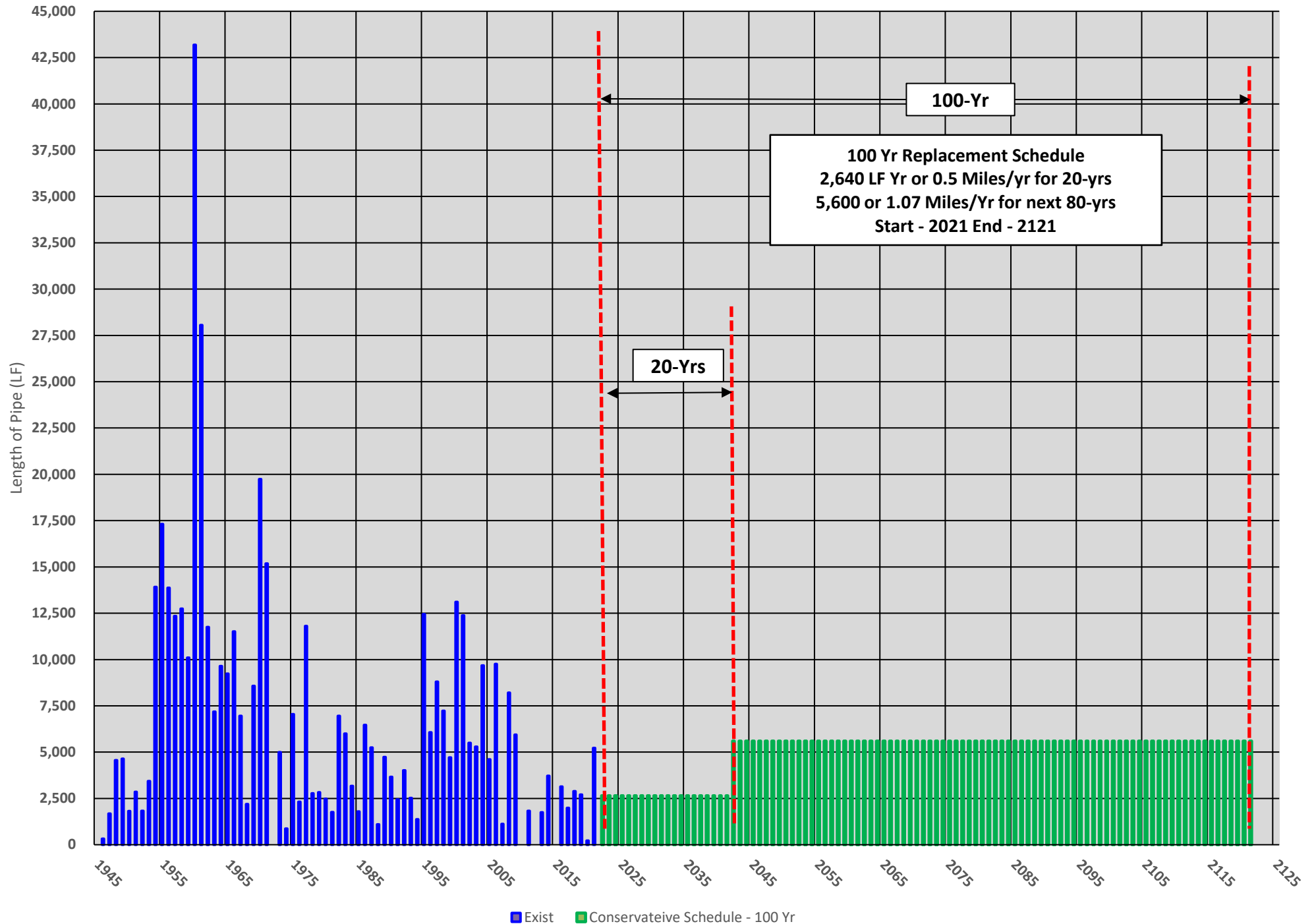
Pipeline Replacement 75-year Schedule



Pipeline Replacement 85-year Schedule



Pipeline Replacement 100-yr Schedule



5- year CIP Program Preliminary - 03/15/21	Projected FY 20/21	Budget FY 21/22	Forecast FY 22/23	Forecast FY 23/24	Forecast FY 24/25	Forecast FY 25/26
5-Year Capital Improvement Project Summary						
1. Water Supply	\$ 171,106	\$ 135,000	\$ 265,000	\$ 118,000	\$ 122,000	\$ 126,000
2. Water Storage	\$ 635,181	\$ 590,000	\$ 731,000	\$ 751,000	\$ 800,000	\$ 1,076,000
3A. Water Distribution - Pipeline	\$ 2,420,500	\$ 2,600,000	\$ 2,800,000	\$ 3,000,000	\$ 3,200,000	\$ 3,400,000
3B. Water Distribution - Other	\$ 240,951	\$ 846,000	\$ 175,000	\$ 124,000	\$ 89,000	\$ 95,000
4. Water Treatment	\$ 44,591	\$ 75,000	\$ -	\$ -	\$ -	\$ -
5. Technology	\$ 1,032,000	\$ 1,019,000	\$ 815,000	\$ 831,000	\$ 620,000	\$ -
6. Public Safety/Emergency Response	\$ 165,000	\$ -	\$ 64,000	\$ 176,000	\$ 169,000	\$ 150,000
7. Facilities & Planning	\$ 592	\$ -	\$ 150,000	\$ -	\$ -	\$ 153,000
Capital Improvement Projects - Total	\$ 4,709,921	\$ 5,265,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
Bond Financing - CIP	\$ 2,695,174	\$ 2,304,826	\$ -	\$ -	\$ -	\$ -
Water Fund Financing - CIP	\$ 2,014,747	\$ 2,960,174	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000
Total Financing - CIP	\$ 4,709,921	\$ 5,265,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000

5- year CIP Program Preliminary - 03/15/21		Projected FY 20/21	Budget FY 21/22	Forecast FY 22/23	Forecast FY 23/24	Forecast FY 24/25	Forecast FY 25/26
1. Water Supply							
A. Groundwater Water Supply							
i. Well Rehabilitation							
Well 11 Rehabilitation	\$	56,106					
Well 9 Rehabilitation	\$	95,000					
Well 14 Rehabilitation			\$ 105,000				
Well Rehabilitation (1 Well per year)				\$ 115,000	\$ 118,000	\$ 122,000	\$ 126,000
ii. New Wells							
Well 19 - Design					\$ -		
Well 19 - Construction						\$ -	
iii. Groundwater Basin Recharge							
Stormwater Recharge Project at CVC Park - Planning	\$	20,000	\$ 30,000				
Storm water Recharge Project at CVC Park - Design				\$ 150,000			
Storm water Recharge Project at CVC Park - Construction					\$ -	\$ -	
D. Water Supply Studies							
Verdugo Basin Groundwater Model				\$ -			
Groundwater Well Replacement Study					\$ -		
WS Total	\$	171,106	\$ 135,000	\$ 265,000	\$ 118,000	\$ 122,000	\$ 126,000
2. Water Storage							
A. Reservoir Rehabilitation							
i. Steel Reservoir Rehabilitation							
Rosemont	\$	580,000					
Oak Creek - 16" Manifold Repair	\$	55,181					
Edmund #2			\$ 590,000				
Goss Canyon #1				\$ 595,000			
Goss Canyon #2					\$ 595,000		
Shields						\$ 650,000	
Eagle Canyon							\$ 775,000
ii. Concrete Reservoir Rehabilitation							
Encinal							\$ 145,000
B. Reservoir Water Quality							
i. Water Quality Mixing System							
Reservoir Mixing System - 2 Reservoirs				\$ 136,000			
Reservoir Mixing System - 2 Reservoirs					\$ 156,000		
Reservoir Mixing System - 3 Reservoirs						\$ 150,000	
Reservoir Mixing System - 4 Reservoirs							\$ 156,000

5- year CIP Program Preliminary - 03/15/21	Projected FY 20/21	Budget FY 21/22	Forecast FY 22/23	Forecast FY 23/24	Forecast FY 24/25	Forecast FY 25/26
C. Water Storage Studies						
Reservoir Inlet/Outlet & Overflow Piping Study			\$ -			
Ocean View #2 Reservoir Feasibility Study			\$ -		\$ -	
WS Total	\$ 635,181	\$ 590,000	\$ 731,000	\$ 751,000	\$ 800,000	\$ 1,076,000
3. Water Distribution						
A. Pipeline Replacement						
Annual Pipeline Replacement	\$ 2,420,500	\$ 2,600,000	\$ 2,800,000	\$ 3,000,000	\$ 3,200,000	\$ 3,400,000
C. Booster Pump System						
i. Annual Pump /Motor Replacement						
Boosters - Glenwood 32 & 33	\$ 85,951					
Annual Booster Replace - 1 Booster	\$ 25,000	\$ 53,000	\$ 85,000	\$ 86,000	\$ 89,000	\$ 95,000
ii. Pump Station Upgrade						
Paschall Booster Station			\$ -	\$ -	\$ -	
Edmund #2 - Booster Station						\$ -
iii. MCC Replacement						
Paschall			\$ -	\$ -	\$ -	
Edmund #2						\$ -
D. Pressure Reducing Stations						
PRS - Zone 2 to Zone 1	\$ 80,000					
E. Miscellaneous Projects						
i. Water Surge Control						
Rehabilitation Surge Tank at Glenwood	\$ -			\$ 38,000		
iii. Misc.						
Upgrade - Ramsdell Mixing Station	\$ 50,000	\$ 793,000				
Mills Plant - Aeration Tower			\$ 90,000			
F. Water Distribution Studies						
WD Total	\$ 2,661,451	\$ 3,446,000	\$ 2,975,000	\$ 3,124,000	\$ 3,289,000	\$ 3,495,000
4. Water Treatment						
A. Nitrate Removal						
i. Glenwood						
Replace Ion Exchange Resin at Glenwood					\$ -	
C. Disinfection - Convert to Chloramines						
Conversion to Chloramination	\$ 44,591	\$ 75,000				
WT Total	\$ 44,591	\$ 75,000	\$ -	\$ -	\$ -	\$ -

5- year CIP Program Preliminary - 03/15/21	Projected FY 20/21	Budget FY 21/22	Forecast FY 22/23	Forecast FY 23/24	Forecast FY 24/25	Forecast FY 25/26
5. Technology						
A. Automated Meter Information (AMI) System						
AMI - 3/4" to 1" - Smart Meters	\$ 100,500	\$ 133,000	\$ 19,200			
1-1/2" & 2" Smart Meters			\$ 250,800	\$ 263,475	\$ 16,250	
3" & 4" Smart Meters		\$ 300,000				
AMI - Meter Lids			\$ 545,000	\$ 567,525	\$ 603,750	
AMI - Communication	\$ 301,500					
AMI - Customer Service Interface		\$ 87,000				
B. Supervisory Control and Data Acquisition (SCADA) System						
Communication Radio Network	\$ 130,000	\$ 125,000				
SCADA Replacement - Installation	\$ 500,000	\$ 374,000				
TECH Total	\$ 1,032,000	\$ 1,019,000	\$ 815,000	\$ 831,000	\$ 620,000	\$ -
6. Public Safety/Emergency Response						
A. Emergency Electrical Generators						
New Emergency Electrical Generator - Mills Plant		\$ -				
B. Water Storage						
Ordunio - Seismic Sensors & Valve Actuators				\$ 126,000		
Oak Creek #1 & #2 - Seismic Sensors & Valve Actuators					\$ 146,000	
Encinal & Ocean View - Seismic Sensors & Valve Actuators						\$ 150,000
C. Security						
Security Cameras - Reservoir Sites			\$ 64,000			
Security Cameras - Well Sites				\$ 50,000		
Security Cameras - Other Sites					\$ 23,000	
D. Miscellaneous						
FEMA Local Hazard Mitigation Plan	\$ 165,000					
SF/ER Total	\$ 165,000	\$ -	\$ 64,000	\$ 176,000	\$ 169,000	\$ 150,000
7. Facilities & Planning						
D. Reservoir Site Improvements						
Roof for Old Encinal - Storage Bldg	\$ 592	\$ -				
Facilities Maintenance Master Plan			\$ 150,000			
Facilities Upgrade & Improvements						\$ 153,000
5. Misc. Properties						
F & P Total	\$ 592	\$ -	\$ 150,000	\$ -	\$ -	\$ 153,000
Capital Improvement Projects - Total	\$ 4,709,921	\$ 5,265,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000	\$ 5,000,000

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 2

March 16, 2021

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering
Subject: Engineering Department Office Remodel

INFORMATION ITEM:

Discussion regarding remodeling the Engineering Department Office

BACKGROUND:

Staff has been exploring ways to improve the overall efficiency of the Engineering Department (Eng Dept) office as part of CVWD's recent staff re-organization. The Eng Dept staff was reduced from seven (7) people to five (5) people due to retirements and shifting of job responsibilities. Also, CVWD has implemented a Long-Term Infrastructure Reliability and Funding Roadmap (Roadmap) in January 2020 as a plan to address long-term infrastructure goals in the 2020 Strategic Plan. Staff looked at ways to improve the office space layout and productivity as we move forward with the Roadmap. In addition, it was also anticipated that the GM's Administrative Assistant would be moved from the Customer Service building to the Engineering Department building. The Eng. Dept office was last upgrading in 2007 with the installation of new carpeting, re-painting, and office furniture.

DISCUSSION:

The Eng Dept met in late December to discuss a new office layout to improve efficiency and communications among staff as we move forward with the FY 20/21 Capital Improvement Project (CIP) with Bond financing. The CIP program will include working with design consultants and construction management firms as staff manages the projects.

As shown on the attached updated office layout, the front area will be upgraded with three (3) workstations for the Assistant Engineer, Project Coordinator and Administrative Assistant. The front area will include new cubicles with desks, layout tables, bookshelves, and small storage bins. The rear area will be enlarged to optimize the workspaces for the Engineering Manager and Senior Engineering Technician by relocating office equipment to the file room, adding partitions, layout tables and bookshelves. The General Manager and Director of Engineering offices will remain the same except for new desks and office layouts. In addition to the office layout, the interior office will be giving a new coat of paint, removing interior office windows, upgrading the network cabling, and installing new carpeting. Finally, the kitchen area, which has not been updating since the early 1980's, will get new cabinets, countertops and refrigerator.

Project Costs:

Staff's next step was to meet with local contractors to attain quotes for the new office furniture, painting, carpeting, cabling, and new cabinets as shown in the table below. There is funding available for the remodel project within the FY 20/21 Capital Outlay budget

Engineering Dept. Remodel - Cost Estimate				
Item	Quantity		Unit Cost	Total
Office Furniture	1	LS	\$8,925.00	\$8,925.00
Upgrading Communication Cabling	1	LS	\$9,300.00	\$9,300.00
Painting & Remove Interior Windows	1	LS	\$5,440.00	\$5,440.00
Carpet with padding/Installation	1,250	SF	\$2.91	\$3,640.00
Kitchen Area Cabinets, Countertops & Cabinet in File Room	1	EA	\$5,200.00	\$5,200.00
New Refrigerator	1	EA	\$550.00	\$550.00
Other Furniture (Bookcases, layout table, etc.)	1	LS	\$1,500.00	\$1,500.00
Misc	1	EA	\$445.00	\$445.00
Subtotal				\$35,000.00
Contingency	10%			\$3,500.00
Total				\$38,500.00

Project Schedule:

The following table shows the proposed project schedule, including coordination of contractors, relocation of the Eng. Dept and completion in early May 2021.

Eng. Dept Office Remodel Schedule			
Task	State Date	End Date	Days
Planning Mtg #1	12/1/2020	12/3/2020	2
Planning Mtg #2	12/3/2020	12/10/2020	7
Scope of Work/Layout/Budget	12/10/2020	1/5/2021	26
Upgrade Phone/Electrical/Wiring etc..	12/28/2020	1/6/2021	9
Furniture – Design	1/5/2021	1/15/2021	10
Painting – Quote	1/11/2021	2/11/2021	31
Quote for New Cabinet in File Room	1/11/2021	2/11/2021	31
Misc Furniture	2/10/2021	2/11/2021	1
Review Costs & Scope	2/11/2021	3/10/2021	27
Engineering Committee Packet	3/10/2021	3/12/2021	2
Engineering Committee	3/12/2021	3/16/2021	4
Staff Report	3/16/2021	3/18/2021	2
Board Meeting	3/18/2021	3/23/2021	5
Approve/Order/Contracts	3/23/2021	3/29/2021	6
Delivery of Office Furniture	3/29/2021	5/7/2021	39
Packing Eng. Office/Boxes	3/29/2021	4/2/2021	4
Relocation - Eng. Staff	4/5/2021	4/7/2021	2
Demo/move out equipment	4/5/2021	4/9/2021	4
Install Phone/Electrical/Wiring	4/9/2021	4/13/2021	4
Remodel Kitchen Area/Cabinet	4/13/2021	4/17/2021	4
Install Window Covering	4/17/2021	4/20/2021	3
Painting	4/20/2021	4/30/2021	10
Carpeting	5/3/2021	5/5/2021	2
Put back Office	5/5/2021	5/7/2021	2
Office - Out of Service	4/5/2021	5/7/2021	32
David	Lunchroom/Plant/Home		
Brook	Relocate to Board Room		
Christina	Relocate to Board Room		
Pete	Relocate to Board Room		
Jennifer	Relocate to Customer Service		
Nem	Lunchroom/Plant/Home		

RECOMMENDATION:

It is staff's recommendation that after discussion with the Engineering Committee and incorporating any comments or changes, that staff make a formal presentation of the Eng Dept remodel to the Board of Directors for approval.

Prepared & Submitted by:



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

Attachment: Layout - Engineering Dept. Remodel



No.	Revision/Issue	Date

CRESCENTA VALLEY WATER DISTRICT	CVWD MAIN OFFICE SOUTH
	ENGINEERING FLOOR PLAN

DRAWN BY: P. HILKE	1/25/21
CHECKED BY: D. GOULD	
APPROVED:	
AS BUILT:	

JOB NO.	SHEET <u>1</u> OF <u>1</u>
DATE: 1/25/21	FILE NO.
SCALE: 1/2" = 1'-0"	

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 3

March 16, 2021

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering
Subject: Project Update – March 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 **March 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: Harper and Associates Engineering (Harper) and staff completed the design and project was awarded to Crosno Construction.
Project Schedule: On Schedule
 - January 2021 – Re-coating work began.
 - April 2021 – Anticipate work to be completed.
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: Staff completed design, and project awarded to Brkich Construction.
Project Schedule: Behind Schedule
 - March 8, 2021 – Begin construction on the 2400 & 2500 Blocks of Janet Lee
 - May 2021 – Anticipate work to be completed.
 - B. **Projects 3:** Replacement of 10-inch pipeline on the 3400 & 3500 Blocks of Encinal (Project 3)
Progress: Civiltec and staff completed the design and project awarded to T.E. Roberts Const.
Project Schedule: Behind Schedule
 - March 15, 2021 – Begin construction
 - May 2021 – Anticipate work to be completed.
 - 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 awarded to Brkich Construction.
Project Schedule: On Schedule
 - April 5, 2021 – Begin Construction
 - July 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: Steering Committee Meeting #6 will be on 3/17/21, LHMP Core Team meets bi-weekly to coordinate the plan, and information is updated regularly on CVWD's website

Project Schedule: On Schedule

- April 21, 2021 – Public Meeting
- LHMP to be completed by October 2021.

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: On Schedule

- March 2021 to April 2021 – Shop drawing approval, order, and delivery emergency generator
- April 2021 to July 2021 – 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 Zones 1 & 2, and 2) installation of the AMI network communication system.

Progress: Field crews have replaced around 403 ¾-inch & 1-inch water meters for FY 20/21. Esource completed the RFQ, and contract awarded to Aqua Metric for the AMI network communication system.

Project Schedule: On Schedule

- January 2021 to May 2021 – Installation and verification of AMI network communication system & installation of 100 meters for proof of concept.

6. **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 6 years ago, is nearing the end of its useful life and has been malfunctioning.

Progress: Staff completed the RFP and awarded the contract to Systems Integrated to prepare a SCADA radio feasibility study (Study).

Project Schedule: On Schedule

- January 2021 - Systems Integrated working on assessment of the current equipment and developing options.
- April 2021 - Study to be completed.

7. **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.

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

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

Project Schedule: On Schedule

- March 2021 – April 2021 - Construction

9. **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

10. **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 - Project canceled due to higher-than-expected costs.

11. **New Pressure Reducing Valve (PRV) Station & Upgrade Ramsdell/Mayfield Mixing Station** – This project includes the installation of 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 is working on the request for proposal.

Project Schedule: Behind Schedule

- April 2021 – Send out RFP.
- May 2021 – RFP Due
- June 2021 – Award of Consulting Contract

12. **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.

Progress: Staff is currently working on an assessment of the current equipment and programing to prepare a request for proposal with a scope of work for a consulting firm.

Project Schedule: On Schedule

- April 2021 – Send out Request for Proposal (RFP)
- May 2021 – Award of Consulting Contract

13. **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: Staff met with LADWP and are preparing a proposal outlining the project and water rights to discuss further with LADWP.

Project Schedule: On Schedule

- March 2021 – Finalize request letter with LADWP.
- April 2021 – Present to future Engineering Committee on status of project.

14. **Rehabilitation Surge Tank at Glenwood** – This project is the rehabilitation of the surge tank at the Glenwood plant. A preliminary design was completed in 2017.

Progress: Project put on hold

SUMMARY:

In summary, many of the FY 20/21 CIP projects are either under design or starting construction. 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:

A handwritten signature in blue ink, appearing to read 'D. Gould', is written over a horizontal line.

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

Attachment: FY 20/21 Capital Improvement Project Program - Cost Update: 3/15/21

FY 20/21 Capital Improvement Project Program Cost Update: 03/15/21	Recorded FY 19/20	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 02/28/21	<u>FY 20/21</u> Cost Committed from 3/01/21 to 6/30/21	Projected FY 20/21
Capital Improvement Project Summary					
1. Water Supply	\$ 300,375	\$ 170,000	\$ 60,259	\$ 110,847	\$ 171,106
2. Water Storage	\$ 498,530	\$ 480,000	\$ 113,031	\$ 522,150	\$ 635,181
3A. Water Distribution - Pipeline	\$ 1,126,030	\$ 2,300,000	\$ 254,161	\$ 2,166,338	\$ 2,420,500
3B. Water Distribution - Other	\$ 10,892	\$ 710,000	\$ 125,670	\$ 115,281	\$ 240,951
4. Water Treatment	\$ 469,205	\$ -	\$ 44,591	\$ -	\$ 44,591
5. Technology	\$ 152,597	\$ 1,070,000	\$ 261,158	\$ 770,842	\$ 1,032,000
6. Public Safety/Emergency Response	\$ 5,810	\$ 165,000	\$ 39,380	\$ 125,620	\$ 165,000
7. Facilities & Planning	\$ -	\$ 105,000	\$ 592	\$ -	\$ 592
Capital Improvement Projects - Total	\$ 2,563,438	\$ 5,000,000	\$ 898,843	\$ 3,811,078	\$ 4,709,921
Bond Financing - CIP	\$ -	\$ 2,695,174	\$ 551,009	\$ 2,144,165	\$ 2,695,174
Water Fund Financing - CIP	\$ 2,563,438	\$ 2,304,826	\$ 347,835	\$ 1,666,912	\$ 2,014,747
Total Financing - CIP	\$ 2,563,438	\$ 5,000,000	\$ 898,843	\$ 3,811,078	\$ 4,709,921

FY 20/21 Capital Improvement Project Program Cost Update: 03/15/21		Recorded FY 19/20	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 02/28/21	<u>FY 20/21</u> Cost Committed from 3/01/21 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	\$ 2,885	\$ 92,115	\$ 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	\$ 1,268	\$ 18,732	\$ 20,000
D. Water Supply Studies						
WS Total		\$ 300,375	\$ 170,000	\$ 60,259	\$ 110,847	\$ 171,106
2. Water Storage						
A. Reservoir Rehabilitation						
i. Steel Reservoir Re-Coating/Roof/Vents Rehabilitation						
	Markridge	\$ 498,530				
	Rosemont		\$ 480,000	\$ 57,850	\$ 522,150	\$ 580,000
	Oak Creek - 16" Manifold Repair		\$ -	\$ 55,181	\$ -	\$ 55,181
WS Total		\$ 498,530	\$ 480,000	\$ 113,031	\$ 522,150	\$ 635,181
3. Water Distribution						
A. Pipeline Replacement						
	3200 & 3300 Blocks of Brookhill	\$ 623,009				
	4700 & 4800 Block of Pennsylvania	\$ 503,021				
	Project 1		\$ 538,000	\$ 117,236	\$ 445,514	\$ 562,750
	Project 2		\$ 280,000	\$ 14,873	\$ 289,877	\$ 304,750
	Project 3		\$ 707,000	\$ 58,402	\$ 691,598	\$ 750,000
	Project 4		\$ 775,000	\$ 63,651	\$ 739,349	\$ 803,000
	Annual Pipeline Replacement		\$ 2,300,000	\$ 254,161	\$ 2,166,338	\$ 2,420,500
C. Booster Pump System						
	Boosters - Glenwood 32 & 33	\$ 4,384	\$ -	\$ 85,951	\$ -	\$ 85,951
	Booster Replace - Booster B at Paschall		\$ 75,000	\$ 17,735	\$ 7,265	\$ 25,000

FY 20/21 Capital Improvement Project Program Cost Update: 03/15/21		Recorded FY 19/20	Budget FY 20/21	FY 20/21 Cost to date from 7/1/20 to 02/28/21	FY 20/21 Cost Committed from 3/01/21 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
E. Miscellaneous Projects						
i. Water Surge Control						
	Rehabilitation Surge Tank at Glenwood		\$ 35,000	\$ -	\$ -	\$ -
iii. Misc.						
	Upgrade - Ramsdell Mixing Station	\$ -	\$ 450,000	\$ -	\$ 50,000	\$ 50,000
WD Total		\$ 1,136,922	\$ 3,010,000	\$ 379,832	\$ 2,281,619	\$ 2,661,451
4. Water Treatment						
C. Disinfection - Convert to Chloramines						
	Conversion to Chloramination	\$ 469,205	\$ -	\$ 44,591	\$ -	\$ 44,591
WT Total		\$ 469,205	\$ -	\$ 44,591	\$ -	\$ 44,591
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	\$ 137,862	\$ 163,638	\$ 301,500
B. Supervisory Control and Data Acquisition (SCADA)						
	Communication Radio Network		\$ 260,000	\$ 4,660	\$ 125,340	\$ 130,000
	SCADA Replacement - Design	\$ 69,007				
	SCADA Replacement - Installation		\$ 610,000	\$ 72,682	\$ 427,318	\$ 500,000
TECH Total		\$ 152,597	\$ 1,070,000	\$ 261,158	\$ 770,842	\$ 1,032,000
6. Public Safety/Emergency Response						
D. Miscellaneous						
	FEMA Local Hazard Mitigation Plan		\$ 165,000	\$ 39,380	\$ 125,620	\$ 165,000
SF/ER Total		\$ 5,810	\$ 165,000	\$ 39,380	\$ 125,620	\$ 165,000
7. Facilities & Planning						
D. Reservoir Site Improvements						
	Roof for Old Encinal - Storage Bldg		\$ 105,000	\$ 592	\$ -	\$ 592
F & P Total		\$ -	\$ 105,000	\$ 592	\$ -	\$ 592
Capital Improvement Projects - Total		\$ 2,563,438	\$ 5,000,000	\$ 898,843	\$ 3,811,078	\$ 4,709,921

CRESCENTA VALLEY WATER DISTRICT

**2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA**

**To be held on
March 17, 2021 at 1:30 PM**

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

Posted March 16, 2021 at 1:30 PM

TELECONFERENCING NOTICE

[This meeting will be held by teleconference only.]

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 18, 2020, the public may not attend the meeting in person.

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: 821 9922 3003

[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/82199223003>

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.

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. Interactive discussion regarding an update on FY 2020-21 CIP costs, FY 2021-22 preliminary CIP, the short and long-term costs of bonds, and financial and non-financial risks of issuing bonds.

Committee Members' Request for Future Agenda Items

Adjournment