

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, October 26, 2021, at 7:00 p.m.

Posted: Thursday, October 21, 2021, at 5:30 p.m.

AUDIO & VIDEO CONFERENCING NOTICE

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

Under AB 361 and District Resolution No. 772, the District will continue to hold Board and Committee meetings by teleconference, due to the continuing State of Emergency for COVID-19 and the ongoing imminent risks to the health or safety of the attendees from COVID-19.

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: 891 8596 4933

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/89185964933>

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 October 26, 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.

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 October 12, 2021.
2. Ratification of Disbursements for September 2021.
3. Consideration and approval for the continuation of remote meetings.

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 769, Acceptance of Water Facilities at 2341 Montrose Ave., Project D-20-72** – Consideration and motion to adopt Resolution No. 769 to authorize the General Manager to accept the recently installed water facilities located at 2314 Montrose Ave.
2. **8-inch Water Main Replacement on the 2800-3100 Blocks of Los Olivos Ln., Project E-1033** – Consideration and motion to authorize the General Manager to advertise for bids for the construction of 3,400 lineal feet of pipeline replacement on the 2800-3100 blocks of Los Olivos Ln. with an engineer's estimate of \$1,138,300 and to find said project exempt from CEQA.
3. **Resolution No. 773** – Consideration and motion to adopt a resolution for the authorization of the adoption of the Crescenta Valley Water District's Local Hazard Mitigation Plan, Project M-1004.
4. **Resolution No. 774** - Consideration and motion to adopt an application for grant funding from the U.S. Bureau of Reclamation, Water and Energy Efficiency Grant for Advanced Metering Infrastructure, Project E-1041.
5. **First Quarter Financials** - Report of revenues and expenditures for the first quarter of Fiscal Year 2021-22.

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

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CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

October 12, 2021

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Adjourned Regular Meeting on September 28, 2021, a Regular Meeting was held on October 12, 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 Operations & 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
Darlene Telles, Operations & Maintenance Manager
Kellen Boyce, Systems & Operations Manager
Pam Leddy, Administrative Assistant

Public Participation: **Marilyn Tyler**

PLEDGE OF ALLEGIANCE

Mr. Montes opened the meeting by leading the Directors and staff in reciting the Pledge of Allegiance.

PUBLIC COMMENTS – Ms. Tyler announced the birth of her first grandson and expressed her appreciation for the opportunity to work with the Board and staff over the past several years.

FOOTHILL MUNICIPAL WATER DISTRICT 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 Special Meeting/Public Hearing on September 21, 2021, and the Adjourned Regular Board Meeting held on September 28, 2021, through audio and video conference.

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

NOES: None

ACTION CALENDAR

Budget FY 2021-22 – Mr. Montes indicated that on May 25, 2021, the Board approved the District’s FY 2021-22 Water and Wastewater Fund budget as a placeholder, with the understanding that a multi-year rate increase was being considered. Mr. Montes stated that on September 28, 2021, the Board adopted a three-year rate schedule, beginning with an 8 percent increase for an October 1st implementation. Mr. Montes presented the updated proposed 2022 Water and Wastewater Fund Budgets and responded to questions from the Directors regarding capital, OPEB and other commitments, wastewater revenue, and the deferment of purchasing new vehicles.

Following discussion:

It was moved by Director Erickson, seconded by Director Bodnar, and carried by a 5-0 roll call vote to adopt the District’s updated FY 2021-22 Water and Wastewater Fund budgets.

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

NOES: None

INFORMATION ITEMS – 1) CV Weekly – CVWD 2021 Drought Update 2) CV Weekly – CVWD Career Development Program 3) CV Weekly – CVWD Celebrate Pipeline Birthday

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – No report

GENERAL MANAGER – Mr. Ochoa acknowledged the participation of Morgen DuRose and Arturo Montes in the Long Beach Marathon on October 10, 2021. Mr. Ochoa stated that a successful blood drive was held in conjunction with LifeStream Blood Bank on October 10th and extended an invitation to the Board of Directors to register for the ACWA Fall 2021 Conference & Exhibition November 30 – December 2, 2021, being held in Pasadena. Mr. Gould stated that 123.6 MG gallons of water was produced for the month of September representing a 49%/51% split, and shared the updates of the Capital Improvement projects, Emergency Generator at the sewer lift station, FEMA approval for the Local Hazard Mitigation Plan, and the AMI Customer Engagement Portal. Ms. Colby provided the monitoring report and compliance

reporting numbers submitted to the State for September. Ms. Telles provided highlights of the Field Maintenance and Operation Report for the month of September.

ATTORNEY – Mr. Bunn reported that AB 339, which would have required certain large Brown Act agencies to provide public access to Board meetings by internet or telephone, was passed by the legislature but vetoed by the Governor.

REPORTS OF PERSONNEL – None

REPORTS OF COMMITTEES - None

Engineering Committee – Director Raghavachary reported that the Committee had not met. An audio/video conference meeting is scheduled for October 19, 2021.

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

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

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 as needed.

DIRECTORS' ORAL REPORTS

Director Erickson – No report

Director Bodnar – reported that he participated in the Long Beach Marathon on October 10, 2021

Director Tejeda – No report

Director Putnam – No report

Director Raghavachary – No report

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – None

CLOSED SESSION – None

ADJOURNMENT

There being no other business to come before the Board, at 7:38 p.m., the meeting was adjourned to October 26, 2021, at 7:00 pm.

APPROVED

Sharon S. Raghavachary
President

James Lee
Director of Finance & Administration

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS – STAFF REPORT

To: Honorable President and Members of the Board of Directors
From: Thomas Bunn – General Counsel
Subject: **Approve continuation of remote meetings as described in AB 361 and make required findings**

DISCUSSION :

At the September 28, 2021 Board meeting, pursuant to AB 361, the Board of Directors adopted Resolution No. 772, which authorized the Board to continue to have remote meetings based upon the continued state of emergency for COVID-19, and made findings that (1) Los Angeles County officials have imposed or recommended measures to promote social distancing; and (2) meeting in person would present imminent risks to the health and safety of attendees. In order to continue to have remote meetings, AB 361 requires that the Board reaffirm one or both of those findings within 30 days after the first remote meeting, and every 30 days thereafter, provided that a state of emergency continues to be in place.

At the time this report was prepared, there is a continued state of emergency for COVID-19. This item is on the agenda for the Board to consider whether to reaffirm the resolution and make the required findings to continue to have remote meetings for an additional 30 days. The resolution authorizes the Board to extend the resolution by motion.

FINANCIAL CONSIDERATIONS

None.

RECOMMENDATION

The Board of Directors reaffirm Resolution No. 772 and find that (1) Los Angeles County officials have imposed or recommended measures to promote social distancing; and (2) meeting in person would present imminent risks to the health and safety of attendees.

CASH DISBURSEMENTS LIST

SEPTEMBER 2021



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0	9/28/2021	CalPERS	PERS Contributions - August 2021	23,054.41	12,599.39
0		Los Angeles County Public Works	Excavation permits - August 2021	10,766.00	
0	9/29/2021	U. S. Bank	Bond debt service payment	46,520.00	
0	9/27/2021	Los Angeles County Public Works	2957 Cloucrest - Excavation permit	2,870.00	
0	9/14/2021	Los Angeles County Public Works	E-977 - Excavation permit	6,748.00	
43211	9/3/2021	Maritess Allmon	Wellness reimbursement	128.71	42.90
43212	9/14/2021	ADS	Monthly sewer monitoring - August 2021		2,300.00
43213	9/14/2021	All American Landscape Co.	Office - monthly landscape - September 2021	255.50	94.50
43214	9/14/2021	American Waterworks, Inc.	Unit #53 - sewer cleaning nozzles		240.02
43215	9/14/2021	Apex Manufacturing Solutions	E-939 - SCADA professional consulting services	1,410.00	
43216	9/14/2021	ARC	Monthly MPS Billing - August 2021	186.92	62.30
43217	9/14/2021	AT&T	Voice communication - August 2021	520.78	409.17
43218	9/14/2021	AT&T Mobility	Voice communication - August 2021	1,320.91	394.55
43219	9/14/2021	Regino Avalos	Landscape maintenance at 8 sites - August 2021	1,484.03	195.97
43220	9/14/2021	Boom Bhuripun	Refund check - 2417 Carol Park Place	118.24	
43221	9/14/2021	Bridgemore Solutions, Inc.	Consulting services for Employee training/development - August 2021	8,746.13	1,791.37
43222	9/14/2021	Cannon	E-977 - design services - August 2021	5,472.03	
43223	9/14/2021	CCS Interactive, Inc.	Monthly services, public hearing email blast - August 2021	206.25	68.75
43224	9/14/2021	Costco	Misc. supplies (Costco) - August 2021	229.40	205.90
43225	9/14/2021	City of Glendale	Glendale utility tax - July 2021	46,750.27	
43226	9/14/2021	City of Glendale	ULARA Watermaster cost sharing - April/May/June 2021	3,940.29	
43227	9/14/2021	City of Glendale Water & Power	Power purchased - August 2021	34,496.21	
43228	9/14/2021	CJC Maintenance Services	Janitorial services for partial month - August 2021	946.93	294.20
43229	9/14/2021	Christy Joana Colby	Reimbursement - working lunch for Meter Reader interviews	80.09	39.44
43230	9/14/2021	Direct Connection	Printing water conservation cards & Orange Ave. pipeline "B"day cards	221.56	212.87
43231	9/14/2021	E Source Companies, LLC	E-1035 - consulting services - July 21021	6,995.00	
43232	9/14/2021	Eurofins Eaton Analytical, Inc.	Water analysis - August 2021	616.00	
43233	9/14/2021	Foothill Car Wash, Lube & Oil	Unit #43 - oil change	78.33	48.01

43234	9/14/2021	Grace Environmental Services	Well #2 - monitoring assistance - June 2021	5,793.13	
43235	9/14/2021	Grainger	Misc. supplies - August 2021	99.72	40.70
43236	9/14/2021	Graybar Electric Co., Inc.	Glenwood - replacement keypad for gate	407.93	166.61
43237	9/14/2021	Great America Leasing Corp.	Kyocera copier leases - September 2021	1,138.04	1,093.40
43238	9/14/2021	Gsolutionz Professional Services	Voice communication - September 2021	185.62	145.83
43239	9/14/2021	Hach Company	Misc. supplies - August 2021	440.00	
43240	9/14/2021	Highroad Information Technology	Managed services, agreement renewals - September 2021	8,142.30	1,667.70
43241	9/14/2021	Home Depot Credit Services	Misc. hardware - August 2021	141.27	17.84
43242	9/14/2021	J. De Sigio Construction, Inc.	Markridge, Carol Park Pl. & Caracas - replace 6 water service laterals	23,250.00	
43243	9/14/2021	John Robinson Consulting, Inc.	M-965 - Grant assistance - July 2021	3,054.00	
43244	9/14/2021	Lagerlof, LLP	Legal services - August 2021	6,297.60	1,382.40
43245	9/14/2021	Legend Pump & Well Service, Inc.	E-1028 - Well #9 rehab. - retention payment	3,902.38	
43246	9/14/2021	LJ's Access Systems, Inc.	Glenwood - replaced loop detection at employee gate	155.49	63.51
43247	9/14/2021	Miller & Axline Corp.	Lyondell settlement - attorney fees retained	2,877.85	
43248	9/14/2021	Moine Brothers	Diesel tank - annual storage tank inspection for fire safety	177.50	72.50
43249	9/14/2021	Office Depot	Misc. supplies - August 2021	462.51	335.75
43250	9/14/2021	One Ring Networks, Inc.	Office/Glenwood - data communication - September 2021	1,012.50	337.50
43251	9/14/2021	O'Reilly Auto Parts	Misc. supplies - August 2021	9.13	5.59
43252	9/14/2021	Paper Cuts, Inc.	Paper shredding - August 2021	2.60	2.40
43253	9/14/2021	Rikki Pashen	Refund check - 2500 1/2 Piedmont	30.38	
43254	9/14/2021	Paveco Construction, Inc.	Asphalt repairs - August 2021	17,532.88	
43255	9/14/2021	Public Water Agencies Group	Emergency preparedness program - August 2021	481.88	481.87
43256	9/14/2021	Raftelis Financial Consultants, Inc.	Professional services - Cost of service study - August 2021	10,787.52	2,209.49
43257	9/14/2021	Ramco	Concrete & crushed misc. base - August 2021	662.81	
43258	9/14/2021	Robert Brkich Const. Corp.	E-1022 - Project #4 - progress payment #1	190,409.17	
43259	9/14/2021	Shell	Gas purchased - August 2021	2,082.95	622.18
43260	9/14/2021	So Cal Compton Pipe Supply Co., Inc.	Stock - 1" angle stops, ball valves, and meter adapters	5,027.98	
43261	9/14/2021	Southwest Hydrotech	Ocean View PRV - 6" pressure reducing station sustaining valve replacemer	1,811.01	
43262	9/14/2021	Spectrum Business	Office/Glenwood - data communications - September 2021	1,777.24	624.41
43263	9/14/2021	Spectrum Business	Office/Glenwood - wireless internet service - September 2021	524.25	174.75
43264	9/14/2021	Star Ford	Unit #51 - spare key & key programming	590.02	361.61
43265	9/14/2021	Sterling Water Technologies, LLC	Well #2 - phosphate & coagulant	639.20	
43266	9/14/2021	Steven Engineering, Inc.	E-939 - Wells 8 & 14 PLC equipment upgrades	1,409.56	
43267	9/14/2021	Tetra Tech, Inc.	E-1034 - Design services for pipeline replacement & LHMP	32,237.05	
43268	9/14/2021	The Gas Company	Glenwood - gas purchased - August 2021	15.58	4.91
43269	9/14/2021	Total Graphics	Orange Ave. "B"day pipeline outreach banner	70.00	
43270	9/14/2021	Tri-Xecutex Corp.	Glenwood - security alarm maintenance - August 2021	209.45	85.55
43271	9/14/2021	Ultra Welding, Inc.	Mills - weld 2 clamps & 4 couplings at injection site	1,125.00	

43272	9/14/2021	Underground Service Alert	Underground notifications - August 2021	256.94	120.90
43273	9/14/2021	UniFirst Corporation	Uniform rentals - August 2021	351.94	143.74
43274	9/14/2021	Univar Solutions USA, Inc.	Sodium Hypochloride - Glenwood - 640 gals. - Mills - 700 gals.	3,986.93	
43275	9/14/2021	Vulcan Materials Company	Mixed crushed base - August 2021	760.00	
43276	9/14/2021	Wells Fargo Card Services	Colby - monthly email charges, Outreach initiatives, training, licensing	4,193.28	289.22
43277	9/14/2021	Western Water Works	Misc. supplies - August 2021	453.34	
43278	9/14/2021	Wil-Power Battery & DC Special	Telemetry hardware - August 2021	199.11	29.75
43279	9/24/2021	Costco	Costco - Membership renewal 2021-2022	135.00	45.00
43280	9/24/2021	Pam Leddy	Reimbursement - pancake breakfast, managers lunch	222.58	109.62
43281	9/28/2021	Akel Engineering Group, Inc.	M-1007 - GIS progress report - July 2021	12,739.50	
43282	9/28/2021	Dennis Carlos II	Refund check - 3008 Henrietta	100.00	
43283	9/28/2021	Cash - Petty Cash	Reimbursement for petty cash	331.17	116.58
43284	9/28/2021	CCS Interactive, Inc.	Update webpage - rate calculator, conservation alerts, email blasts	1,456.89	485.61
43285	9/28/2021	City of Glendale	Rockhaven lease & water purchase - December 2020	10,649.60	
43286	9/28/2021	City of Glendale - Permits	Excavation permits - August 2021	987.00	
43287	9/28/2021	City of Glendale Alarm Program	Misc. alarm fees - August 2021	87.33	35.67
43288	9/28/2021	City of Glendale Water & Power	Dunsmore Reservoir - power purchased - August 2021	447.31	
43289	9/28/2021	Civiltec Engineering, Inc.	E-1022 - design consulting services - August 2021	520.00	
43290	9/28/2021	Clark Pest Control, Inc.	Monthly pest control @ 5 sites - September 2021	604.25	82.75
43291	9/28/2021	Consolidated Electrical Distributors, Inc.	Misc. electrical supplies - August 2021	105.61	109.92
43292	9/28/2021	CV Strategies	Main Office courtyard - Wastewater sign	456.25	
43293	9/28/2021	Dudek	E-1022 - Construction Maintenance & Inspection services - August 2021	19,495.00	
43294	9/28/2021	EmbroidMe	New shirts with embroidered CVWD logo	305.62	91.28
43295	9/28/2021	Extreme Safety, Inc.	Misc. safety supplies - August 2021	440.39	179.96
43296	9/28/2021	Foothill Municipal Water	Water delivery - August 2021	344,704.10	
43297	9/28/2021	Sabine Ganon	Refund check - 4410 Briggs		110.91
43298	9/28/2021	Harper & Associates Eng., Inc.	E-1036 - Edmund #2 - consulting services - August 2021	10,360.00	
43299	9/28/2021	InfoSend, Inc.	Printing & postage for billing - August 2021	1,367.82	1,314.18
43300	9/28/2021	J. A. Salazar Construction	2722 Starfall - access point rebuild		13,815.00
43301	9/28/2021	Joseph G. Pollard Co., Inc.	Dechlorinator & diffuser for hydrants	1,177.73	
43302	9/28/2021	KR Nida Companies	Unit #10 - install lights & 2 way radio	2,269.21	
43303	9/28/2021	LA Dept Water and Power	Power purchased - September 2021	56.67	
43304	9/28/2021	Johanna Lee	Refund check - 2446 Florencita	100.00	
43305	9/28/2021	Nicolay Consulting Group	GASB 75 - Consulting services - April to August 2021	4,080.00	2,720.00
43306	9/28/2021	Reliable Road Service, Inc.	Unit #18 - Replace starter	235.51	144.34
43307	9/28/2021	Reliance Safety Consultants	Annual Confined Space Training	1,029.50	420.50
43308	9/28/2021	Sawyer Petroleum	Diesel purchased - September 2021	2,335.65	620.87
43309	9/28/2021	So Cal Compton Pipe Supply Co., Inc.	Stock - Corp stops & instatite fittings	6,134.09	

43310	9/28/2021	Southwest Hydrotech	Oceanview Res. - Rebuild 8" altitude control valve	1,847.18	
43311	9/28/2021	Spectrum Business	Glenwood - data communications - August 2021	227.89	80.06
43312	9/28/2021	St. Water Resource Control Brd.	Dodge -T4 certification renewal	105.00	
43313	9/28/2021	Sully-Miller Contracting Co.	Cold mix for temporary repairs - 7 tons	742.98	
43314	9/28/2021	Tesco Controls, Inc.	Annual maintenance & system services agreement renewal	5,850.00	1,650.00
43315	9/28/2021	The Gas Company	Office - gas purchased - Aug/Sept 2021	11.24	3.55
43316	9/28/2021	Tri-Xecutex Corp.	Security alarm monitoring - Oct/Nov/Dec 2021	153.36	62.64
43317	9/28/2021	Univar Solutions USA, Inc.	Sodium hypochloride - Mills - 650 gals. Glenwood - 650 gals	3,865.46	
43318	9/28/2021	Michael & Maura Walsh	Refund check - 4212 Dunsmore	69.38	
43319	9/28/2021	Waste Management - Sun Valley	Glenwood - disposal service - October 2021	940.44	296.97
43320	9/28/2021	Wells Fargo Card Services	Colby - monthly email charges, working lunch, Orange Ave. supplies	295.49	16.77
43321	9/28/2021	Wells Fargo Card Services	Gould - AWWA classes	231.00	69.00
43322	9/28/2021	Wells Fargo Card Services	Holloway - BC job listing, misc. office supplies	293.26	202.07
43323	9/28/2021	Wells Fargo Card Services	Lee - zoom conferencing, working lunches, training classes	592.35	204.27
43324	9/28/2021	Wells Fargo Card Services	Ochoa - working meals, leadership books	558.91	215.95
43325	9/28/2021	Wells Fargo Card Services	Telles - security key pads, working meal, misc. computer supplies	690.88	109.93
43326	9/28/2021	Westlake Ace Hardware	Misc. hardware - August 2021	167.07	171.29
43327	9/28/2021	Airgas USA, LLC	Durose, K. Boyce, Dodge & W. Boyce - safety harnesses	2,082.61	850.61

Subtotals

\$ 980,995.31 \$ 53,814.75

Total Disbursements for September 2021

\$ 1,034,810.06

Payroll Report

Directors	\$ 1,890.00
Office Regular payroll	141,111.00
Office OT	3,986.00
Plant Regular payroll	87,144.00
Plant OT & Standby	5,858.00
Employer Payroll Taxes	15,894.00
Payroll Service Charges	412.00
Total Payroll Charges for September 2021	<u><u>\$ 256,295.00</u></u>

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
October 26, 2021

To: Honorable President and Members of the Board of Directors
From: Brook Yared, M.S., P.E. – Engineering Manager
Subject: **Acceptance of Water Facilities for Tract No. 1701, Lot 374, located at 2314 Montrose Ave and Adoption of Resolution No. 769**

ACTION ITEM:

Resolution 769, Acceptance of Water Facilities at 2314 Montrose Ave, Project D-20-72 – Consideration and motion to adopt Resolution No. 769 and to authorize the General Manager to accept the water facilities at 2314 Montrose Avenue.

BACKGROUND:

In 2020, Staff was approached by Mr. Rouben Gourchounian (Developer) for the construction of a new five (5) unit apartment building at 2314 Montrose Ave. The proposed development also required a new irrigation service and fire service to be installed, as well as abandonment of existing infrastructure.

California State Law and CVWD's Rules and Regulations state that each new residential unit requires a separate water meter. Hence, a new multi-meter manifold consisting of six (6) new water meters was required for the development at 2314 Montrose Ave. The costs for design and installation of the new facilities and abandonments have been paid for, in full, by the Developer.

DISCUSSION:

The Developer entered a contract with CVWD for the design, construction, and dedication of the new multi-meter manifold, irrigation service and fire service to the District. Each Developer agreement stipulates that the Developer shall transfer ownership of all newly constructed facilities to CVWD after satisfactory completion of construction. CVWD then assumes responsibility for maintaining these facilities into the future. The Contractor also was required to submit a "Bill of Sale" to CVWD establishing a base value for the donated facilities for depreciation purposes.

Staff worked with the Developer on the design of the multi-meter manifold, and the Developer separately hired a private contractor, that was approved by CVWD, to perform the work. CVWD provided all materials such as steel pipe, fittings, service laterals and meters, as well as inspection services for the project. The construction for the project was completed in August 2021, and the water facilities constructed for the project were completed to the satisfaction of the District. After accepting improvements, staff will work with the Contractor to release their bonds after the one-year workmanship warranty expires in August 2022.

RECOMMENDATION:

In accordance with CVWD's Rules & Regulations and the developer's agreement, it is the Developer's responsibility to dedicate the new water facilities to CVWD. The Developer has completed the project, and it is Staff's recommendation to adopt Resolutions No. 769 to authorize the General Manager to accept the water facilities within the public right-of-way for Lot 374 of Tract 1701 located at 2314 Montrose Ave.

ENVIRONMENTAL REVIEW:

N/A

FUNDING AVAILABILITY:

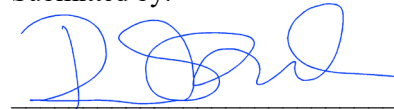
No Cost to the District as all costs were paid by the Developer.

Prepared by:



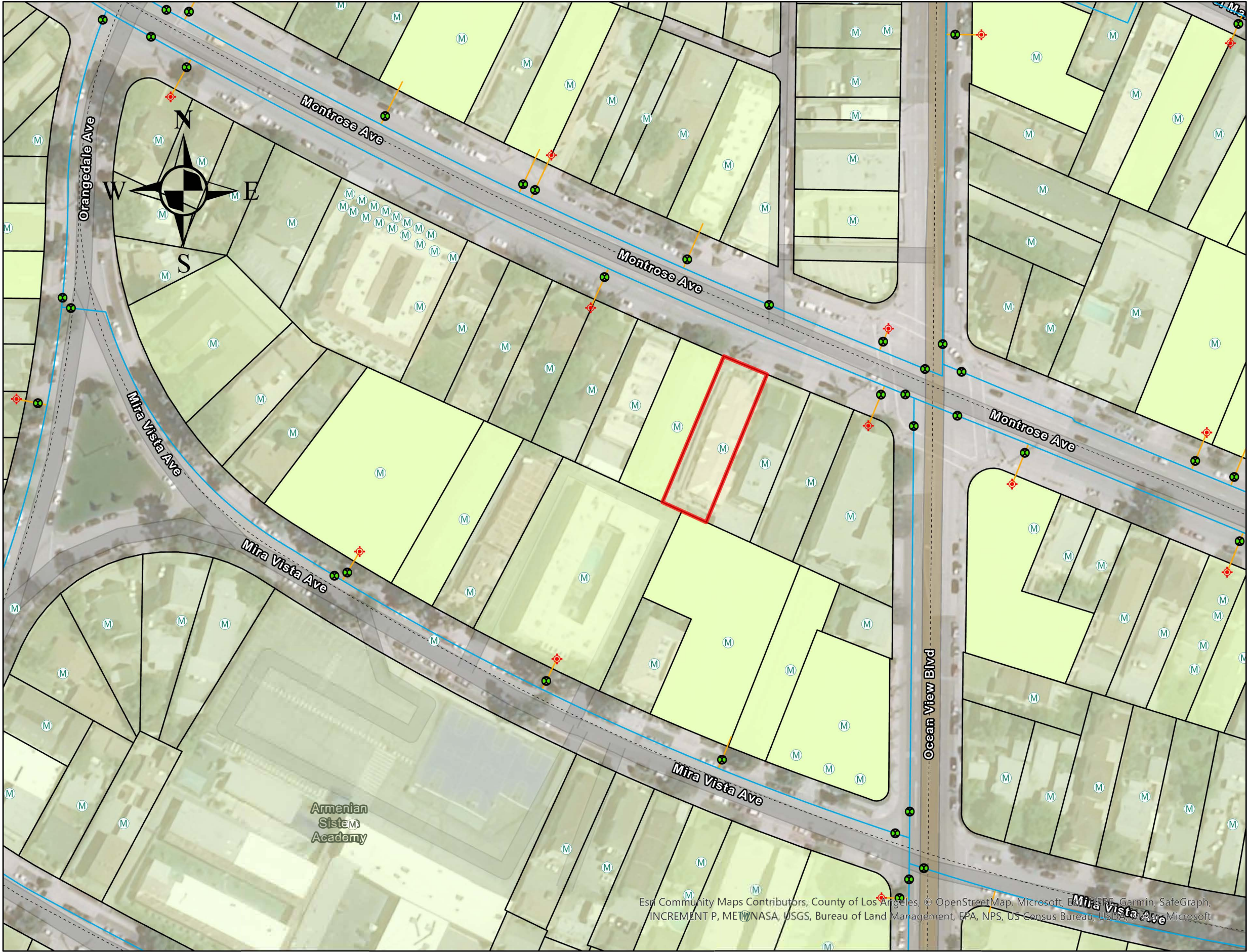
Brook Yared, M.S., P.E.
Engineering Manager

Submitted by:



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

Attachments: 1. Project Location Map
 2. Resolution 769
 3. Bill of Sale – 2314 Montrose Ave



Legend

Existing System:

- wsvale
- ◆ whyd
- wmain
- wlatline
- Ⓜ GIS_Services
- Service_Area
- - - StreetCenterline

— Location of New Meter and Fire Service Installation (2314 Montrose)

2314 Montrose Ave
6-Meter Manifold and Fire
Service Location Map



Crescenta Valley Water District

RESOLUTION NO. 769

RESOLUTION OF THE BOARD OF DIRECTORS OF CRESCENTA VALLEY WATER DISTRICT ACCEPTING THE DONATION OF FACILITIES

WHEREAS, Crescenta Valley Water District (the “District”) entered into an Agreement with Rouben Gourchounian, (“Developer”), which provided for the construction by the Developer of certain water improvements (“Facilities”) for connection to the District’s system as part of the development for 2314 Montrose Ave., (“Development”) within the District’s service area;

WHEREAS, the District, in order to accommodate the Developer’s construction of six (6) new water meters for a new multi-family dwelling, new irrigation service, and new fire service, which required the construction of said water facilities;

WHEREAS, the water facilities have been completed in substantial conformance with the plans, specifications and Crescenta Valley Water District standards.

WHEREAS, the developer is required to donate these water facilities to the District;

WHEREAS, Developer has provided District with a deed, bill of sale, or other instrument of conveyance, conveying the Facilities from Developer to the District, as required by the agreement;

BE IT RESOLVED that, the Board of Directors of Crescenta Valley Water District hereby accepts the donation of the Facilities for operation, maintenance, and repair by the District, subject to all rights of the District.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Directors of Crescenta Valley Water District held on October 26, 2021, Resolution No. 769 was adopted by the following vote:

AYES:

NOES:

ATTEST:

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

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

)

)

)

(S E A L)

CRESCENTA VALLEY WATER DISTRICT

BILL OF SALE

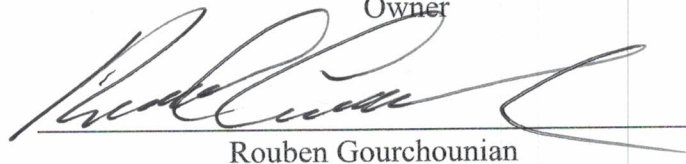
WATER SYSTEM FACILITIES

For good and valuable consideration, receipt of which is hereby acknowledged, the undersigned does hereby transfer and convey to Crescenta Valley Water District, a political sub-division of the State of California, and its successors and assigns, all right, title, and interest in and to the water main and structures constructed for 2314 Montrose Avenue. Said water main installation and construction located within the City of Montrose for the property described below, and further warrants that the same is free and clear of any encumbrances.

Said property is described as Lot 374 of Tract 1701 (2314 Montrose Avenue)

Executed this 20TH day of OCTOBER, 2021

Owner



Rouben Gourchounian

CERTIFICATE OF ACCEPTANCE

As per Resolution No. 769 as set forth in the Minutes of a Meeting of the Board of Directors of the Crescenta Valley Water District held on _____ the above Bill of Sale of Water System Facilities, dated _____, is hereby accepted by order of the Board of Directors of the Crescenta Valley Water District, a political sub-division of the State of California.

Date of Acceptance _____.

CRESCENTA VALLEY WATER DISTRICT
COST OF CONSTRUCTION STATEMENT
WATER SYSTEM FACILITIES

Developer's Name: Rouben Gourchounian

Address: 2314 Montrose Avenue

Tract No. 1701 (Lot 374)

Date Prepared: September 14, 2021

<u>Item</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Cost</u>	<u>Total Cost</u>
1. Excavation and backfill (pipeline and appurtenances)	<u>140' +/-</u>	<u>LF</u>	<u>28.00</u>	<u>3,920.00</u>
2. Trench Resurfacing	<u>400 +/-</u>	<u>SF</u>	<u>15.00</u>	<u>6,000.00</u>
3. Install 4" CMC x CML Steel Water Main, Valves, and Appurtenances	<u>140 +/-</u>	<u>LF</u>	<u>107.00</u>	<u>15,000.00</u>
4. 1-inch Service Lateral Installation	<u>1</u>	<u>EA</u>	<u>8,000.00</u>	<u>8,000.00</u>
5. Install Meters and Appurtenances	<u>1</u>	<u>EA</u>	<u>3,175.00</u>	<u>3,175.00</u>
6. Pressure/Bacteriological Testing	<u>1</u>	<u>LS</u>	<u>1,250.00</u>	<u>1,250.00</u>

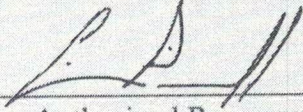
Grand Total Installation Cost* \$ 37,195.00

*Excludes fees paid directly to Crescenta Valley Water District.

Prepared by Jennifer Bautista

My signature as witnessed here below atests that the above statement is true and correct to the best of my knowledge.

Date: 10/21/2021



Authorized Representative
Eric Pivaroff

Operations Manager
Official Title

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2

October 26, 2021

To: Honorable President and Members of the Board of Directors
From: Brook Yared, M.S., P.E. – Engineering Manager
Subject: Advertise for Bids - Water Main Replacement on the 2800-3100 Blocks of Los Olivos Ln., Project E-1033

ACTION ITEM:

8-inch Water Main Replacement on the 2800-3100 Blocks of Los Olivos Ln., Project E-1033 – Consideration and motion to authorize the General Manager to advertise for bids for the construction of 3,400 lineal feet of pipeline replacement on the 2800-3100 Blocks of Los Olivos Ln. with an engineer's estimate of \$1,138,300 and to find said project exempt from the provisions of CEQA.

BACKGROUND:

The Annual Water Main Replacement projects for FY 21/22 consists of the installation of approximately 5,900 feet of water main pipelines at various locations throughout the District. The replacement is in accordance with the District's long-term replacement/upgrade plan, due to age, condition and capacity demands. The District's goal is to replace a minimum of 5,280 linear feet (1 mile) of pipeline, which is 50 years or older, per year which was included as part of the FY 21/22 CIP budget. The pipelines planned to be replaced are on the 2800-3100 blocks of Los Olivos Ln., Project E-1033 (3,400 LF) and on the 3200-3300 blocks of Alabama St., 4700-4800 blocks of Cheryl Ave. and 3300 block of Thelma St., Project E-1034 (2,500 LF).

Project E-1033 (see project location map) will replace 6-inch diameter steel pipe with new 8-inch diameter concrete lined and coated steel pipe. These pipelines have been in use well beyond their expected life and have had several leaks within the last five years. The total amount of pipeline to be replaced this year will be 3,400 linear feet, representing about 58% of the pipelines planned to be replaced as part of the FY 21/22 water main replacement project.

DISCUSSION:

Staff and Tetra Tech Inc. has completed the design of the projects and plans have been submitted to Los Angeles County Public Works for approval of the excavation permit. Staff has also applied for permits at Los Angeles County Flood Control, Department of Drinking Water, and Los Angeles County Fire Prevention Bureau, since a portion of the project will cross Eagle Canyon Channel. Staff anticipates receiving permit approvals prior to the bid opening date.

The anticipated Project schedule is as follows:

- 11/17/21 – Advertise for Bids
- 11/30/21 – Pre-Bid Meeting
- 12/08/21 – Bid Opening
- 12/14/21 – Award Contract
- January 2022 to May 2022 – Construction

Mrs. Christina Kopelman will be the project manager, and construction management services will be selected at a later date to provide field coordination and inspection. The construction cost estimate for the project is \$1,138,300, the entire project costs including materials, soils engineering, proposal advertising, staff engineering, inspection services, and contingencies are estimated at \$1,589,100.

RECOMMENDATION:

It is staff's recommendation to authorize the General Manager to advertise for bids for the project. Staff will advertise the project in the McGraw-Hill Dodge Construction News and will send out plans to selected contractors.

ENVIRONMENTAL REVIEW:

This project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

There are sufficient funds available in the following account for the project:

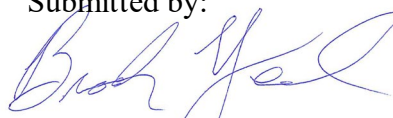
Account Description	Amount
FY 21/22 Water CIP– Water Distribution Pipeline Replacement	\$2,600,000
Engineer's Cost Estimate for Contractor	<\$1,138,300>
Additional costs such as material purchase by CVWD, soils engineer, engineering & inspection labor costs & contingency	<\$450,800>
Total Cost Estimate	<\$1,589,100>
Amount Remaining in Water CIP – Distribution System	\$1,010,900

Prepared by:



Christina Kopelman
Assistant Engineer

Submitted by:



Brook Yared, P.E.
Engineering Manager

Attachments:

1. Project Location Map Project 1 (E-1033)



Legend

Existing System:

- wwell
- wsvalve
- wnetstr
- whyd
- wfitting
- wcvalve
- wmain
- wlatline
- StreetCenterline

Existing Pipe Material: Bare Steel

Proposed Construction:

- 4-inch Pipeline to be Replaced
- 6-inch Pipeline to be Replaced

Total Length: 3,400 ft
Diameter: 8"
Material: CML X CMC 10 ga. Steel

Year 2 - FY 21/22

Project 1

Pipeline Replacement



Crescenta Valley Water District

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3
October 26, 2021

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – Director of Engineering & Operations
Subject: **Resolution No. 773 – Authorizing the Adoption of the Crescenta Valley Water District Local Hazard Mitigation Plan, Project M-1004**

ACTION ITEM

Resolution No. 773 – Consideration and motion to adopt a resolution for the authorization of the adoption of the Crescenta Valley Water District's Local Hazard Mitigation Plan, Project M-1004.

BACKGROUND:

In March 2019, CVWD submitted a grant application with the California Governor's Office of Emergency Services (Cal OES) for funding through the Hazard Mitigation Grant Program (HMGP) for development of a Local Hazard Mitigation Plan (LHMP).

In April 2020, CVWD was informed that the District was awarded the Cal OES Hazard Mitigation Assistance grant and the District was requested to submit additional information. Cal OES requested a valid Resolution that was approved within the last 3 years stating the legal authority of the District to enter into an agreement.

In August 2021, CVWD completed its LHMP with the assistance of CVWD's LHMP Steering Committee and consultant, Tetra Tech. The LHMP was sent to the California Governor's Office of Emergency Services (Cal OES) for approval.

In September 2021, Cal OES reviewed and approved CVWD's LHMP, and it was sent to the US Federal Emergency Management Agency (FEMA) for approval.

In October 2021, FEMA reviewed and approved CVWD's LHMP.

DISCUSSION:

The next step is CVWD's formal adoption of the LHMP as shown in the attached Resolution 773. After adoption, CVWD will be eligible to apply for grants under FEMA's Building Resilient Infrastructure and Communities (BRIC) grant program. Grant applications were made available on September 30, 2021, and applications are due by January 28, 2022. There will be \$56 million available with a maximum amount of \$1M per applicant, and the cost-sharing portion will be 75% federal/25% local for any grant. Staff is planning to apply to purchase four (4) new portable emergency electrical generators at an estimated cost of \$500,000, with District share to be about \$125,000.

RECOMMENDATION:

It is Staff's recommendation to authorize Resolution No. 773 for the adoption of the Crescenta Valley Water District Local Hazard Mitigation Plan.

ENVIRONMENTAL REVIEW:

N/A

FUNDING AVAILABILITY:

N/A

Prepared by:



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

Submitted by:



Nem Ochoa
General Manager

Attachment:

1. Resolution No. 773

RESOLUTION NO. 773
RESOLUTION OF THE BOARD OF DIRECTORS OF
CRESCENTA VALLEY WATER DISTRICT
AUTHORIZING THE ADOPTION OF THE CRESCENTA VALLEY WATER
DISTRICT LOCAL MULTI JURISDICTION HAZARD MITIGATION PLAN

WHEREAS, the Crescenta Valley Water District has exposure to natural hazards that increase the risk to life, property, environment, and the District's economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, a coalition of Crescenta Valley Water District stakeholders with like planning objectives has been formed to pool resources and create consistent mitigation strategies to be implemented within each stakeholders identified capabilities, within the Crescenta Valley Water District Planning Area; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating, and revising this strategy.

NOW, THEREFORE, that the Board of Directors of the Crescenta Valley Water District resolves as follows:

- 1) Adopts in its entirety the Crescenta Valley Water District Hazard Mitigation Plan.
- 2) Will use the adopted and approved portions of the Hazard Mitigation Plan to guide pre- and post- disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Hazard Mitigation Plan with other planning programs and mechanisms under its authority.
- 4) Will continue its support of the on-going mitigation efforts and continue to participate in the plan maintenance and support as described by the Hazard Mitigation Plan.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Directors of Crescenta Valley Water District held on October 26, 2021, Resolution No. 773 was adopted by the following vote:

AYES:

**Director Bodnar
Director Erickson
Director Putnam
Director Raghavachary
Director Tejeda**

NOES:

None

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 K. Lee, Secretary to the Board of the Crescenta Valley Water District, DO
HEREBY CERTIFY that the foregoing is a full, true, and correct copy of Resolution No. 773
of the Board of Directors of Crescenta Valley Water District adopted at a Regular Meeting
held on October 26, 2021 and that the same has not been amended or repealed.

Secretary of the Board of Directors of
Crescenta Valley Water District

DATED: October 26, 2021

(S E A L)

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 4
October 26, 2021

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – Director of Engineering & Operations
Subject: **Resolution No. 774 –Application for Grant Funding from the USBR, Water and Energy Efficiency Grant for an Advanced Metering Infrastructure, Project E-1041**

ACTION ITEM

Resolution No. 774 – Consideration and motion to adopt an application for grant funding from the U.S. Bureau of Reclamation, Water and Energy Efficiency Grant for Advanced Metering Infrastructure, Project E-1041.

BACKGROUND:

The U.S. Bureau of Reclamation (USBR) is again making funding available through its WaterSMART Program for Water and Energy Efficiency Grant for Fiscal Year 2022 for projects such as Advanced Metering Infrastructure (AMI). These grants will be awarded to projects that will result in sustained water savings as well as support broader water reliability benefits.

The projects that can be funded with this grant include installation of flow measurement devices and automation technology, municipal meter upgrades, and other projects to conserve water. These cost-shared grant projects conserve and use water more efficiently, mitigate conflict risk in areas at a high risk of future water conflict, and accomplish other benefits that contribute to a reliable water supply across the nation.

About \$15 million will be available through this funding opportunity. Funding is provided in two groups.

- Funding Group I include projects which may receive up to \$500,000 and be completed within two years.
- Funding Group II include projects which may receive up to \$2.0 million for a phased project that may be completed within three years.
- Each funding group will be a 50 percent cost-share between USBR and CVWD of the total project costs.

DISCUSSION:

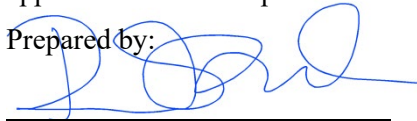
Staff and its consultant John Robinson Consulting (JRC) are working to prepare the USBR grant application to continue with implementation of CVWD's AMI system. As part of the process, USBR is requesting that a resolution be approved by the Board of Directors to 1) appoint a person with legal authority, 2) indicate that there are sufficient funds available, and 3) meet deadlines established in the grant agreement (see attached).

JRC and Staff are working on submitting two (2) grant applications that will include the installation of the water meter "smart points", new meter box lids and connection to the AMI communications network under Funding Group I and II as shown above. Applications must be submitted to USBR no later than **November 3, 2021**.

RECOMMENDATION:

It is Staff's recommendation to adopt Resolution 774, such that CVWD can continue with the USBR grant application submittal process for an AMI grant.

Prepared by:



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

Submitted by:



Nem Ochoa
General Manager

Attachment:

1. Resolution No. 774
2. Portion of the WaterSMART Grants Efficiency Projects for Fiscal Year 2021

RESOLUTION NO. 774

RESOLUTION OF THE BOARD OF DIRECTORS OF CRESCENTA VALLEY WATER DISTRICT

APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE BUREAU OF RECLAMATION THROUGH WATERSMART: WATER AND ENERGY EFFICIENCY GRANT FOR AN ADVANCED METERING INFRASTRUCTURE PROJECT

WHEREAS, THE United States Department of the Interior provides financial assistance through WaterSmart; Water and Energy Efficient Grants for entities to undertake projects that result in quantifiable and sustained water savings and support broader water reliability benefits; and

WHEREAS, the Board of Directors of Crescenta Valley Water District desires to submit an application for grant funds from said program; and

WHEREAS, the Bureau of Reclamation has been delegated the responsibility of the administration of this grant program and establishing necessary procedures; and

WHEREAS, said procedures established by the Bureau of Reclamation require the applicant to certify by resolution the identity of the official with legal authority to enter into an agreement; that the appropriate official or governing body has reviewed and supports the application submitted; the capability of the applicant to provide the amount of funding and/or in-kind contributions specified in the application funding plan; and that the applicant will work with the Bureau of Reclamation to meet established deadlines for entering into a grant or cooperative agreement; and

NOW, THEREFORE, that the Board of Directors of the Crescenta Valley Water District resolves as follows:

Section 1. The Board of Directors of Crescenta Valley Water District appoints the General Manager, or his designee, to act as agent with legal authority to enter into grant or cooperative agreement, conduct all negotiations, execute and submit all documents for Advanced Metering Infrastructure Project including, but not limited to, applications, agreements, payment requests and any other grant required correspondence with may be necessary for the completion of the grant program.

Section 2. Certified that the Board of Directors of Crescenta Valley Water District has sufficient funds available to provide the amount of funding specified in the funding plan as matching funds/in-kind contributions.

Section 3. Certified that Crescenta Valley Water District will work with the Bureau of Reclamation to meet established deadlines for entering into a cooperative agreement.

Section 4. This Resolution shall take effect immediately upon its adoption by the Board, and the Secretary to the Board shall certify the vote adopting this Resolution.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Directors of Crescenta Valley Water District held on October 26, 2021, Resolution No. 774 was adopted by the following vote:

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

NOES:	None
--------------	-------------

ATTEST:

President, Board of Directors
Crescenta Valley Water District

Secretary of the Board of Directors

COUNTY OF LOS ANGELES)

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



— BUREAU OF —
RECLAMATION

Notice of Funding Opportunity No. R22AS00023

WaterSMART Grants: Water and Energy Efficiency Grants for Fiscal Year 2022



Synopsis

Federal Agency Name:	Department of the Interior, Bureau of Reclamation, Water Resources and Planning Office
Funding Opportunity Title:	WaterSMART Grants: Water and Energy Efficiency Grants for fiscal year (FY) 2022
Announcement Type:	Notice of Funding Opportunity (NOFO)
Funding Opportunity Number:	R22AS00023
Catalog of Federal Domestic Assistance Number:	15.507
Dates: (See NOFO Sec. D.4)	Application due date: Wednesday, November 3, 2021, 4:00 PM Mountain Daylight Time (MDT)
Eligible Applicants: (See NOFO Sec. C.1)	Category A: States, Indian Tribes, irrigation districts, and water districts; any state, regional, or local authority whose members include one or more organizations with water or power delivery authority; and other organizations with water or power delivery authority. Category B: Nonprofit conservation organizations that are acting in partnership and with the agreement of an entity described in Category A. All applicants must be located in the Western United States or United States Territories as identified in the Reclamation Act of June 17, 1902, as amended and supplemented.
Recipient Cost Share: (See NOFO Sec. C.2)	50 percent or more of project costs
Federal Funding Amount: (See NOFO Sec. B.1)	Funding Group I: Up to \$500,000 per agreement Funding Group II: Up to \$2,000,000 per agreement
Estimated Number of Agreements to be Awarded: (See NOFO Sec. B.1)	Approximately 40-45 projects, contingent on appropriations.

Application Checklist

The following table contains a summary of the information that you are required to submit with your application.

√	What to submit	Required content	Form or format	When to submit
	Mandatory Federal Forms: Application for Federal Financial Assistance Budget Information Assurances Disclosure of Lobbying Activities	See Sec. D.2.2.1	SF-424, SF-424A, SF-424B, SF-424D and SF-LLL forms may be obtained at www.grants.gov/web/grants/forms/sf-424-family.html	*
	Title page	See Sec. D.2.2.2	Page 15	*
	Table of contents	See Sec. D.2.2.3	Page 15	*
	Technical proposal:			*
	Executive summary	See Sec. D.2.2.4	Page 15	*
	Technical Project description	See Sec. D.2.2.4	Page 16	*
	Evaluation criteria	See Sec. E.1	Page 29	*
	Project Budget:			*
	Funding plan	See Sec. D.2.2.5	Page 17	*
	Budget proposal	See Sec. D.2.2.5	Page 19	*
	Budget narrative	See Sec. D.2.2.5	Page 21	*
	Environmental and cultural resources compliance	See Sec. F.2.1	Page 45	*
	Required permits or approvals	See Sec. D.2.2.6	Page 23	*
	Letters of support	See Sec. D.2.2.7	Page 24	*
	Official Resolutions	See Sec. D.2.2.8	Page 24	**
	Unique Entity Identifier and System for Award Management	See Sec. D.3	Page 24	***

* Submit materials with your application.

** Document should be submitted with your application; however, please refer to the applicable section of the NOFO for extended submission date.

*** Should be completed prior to the application deadline; however, please refer to the applicable section of the NOFO for extended initiation date.

Acronyms and Abbreviations

AFY	acre-feet per year
AMI	advanced metering infrastructure
ASAP	Automated Standard Application for Payments
ARC	Application Review Committee
CE	Categorical Exclusion
CEC	Categorical Exclusion Checklist
CFR	Code of Federal Regulations
CWA	Clean Water Act
Department	U.S. Department of the Interior
DUNS	Data Universal Number System
EA	Environmental Assessment
EIS	Environmental Impact Statement
E.O.	Executive Order
EQIP	Environmental Quality Incentives Program
ESA	Endangered Species Act
ET	evapotranspiration
FAPIS	Federal Award Performance Integrity Information System
FAQ	Frequently Asked Question
FERC	Federal Energy Regulatory Commission
FONSI	Finding of No Significant Impact
FY	fiscal year
GIS	Geographic Information Systems
LOPP	Lease of Power Privilege
MTDC	modified total direct costs
NEPA	National Environmental Policy Act
NHPA	National Historic Preservation Act
NOAA	National Oceanic and Atmospheric Administration
NOFO	Notice of Funding Opportunity
NRCS	Natural Resources Conservation Service
OM&R	operations, maintenance, and replacement
P.L.	Public Law
Reclamation	Bureau of Reclamation
SAM	System of Award Management
SCADA	Supervisory Control and Data Acquisition and Automation
SOR	System Optimization Review
U.S.C.	United States Code
USFWS	U.S. Fish and Wildlife Service
WaterSMART	Sustain and Manage America's Resources for Tomorrow

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Section A. Funding Opportunity Description

A.1. Program Information

The U.S. Department of the Interior's (Department) WaterSMART (Sustain and Manage America's Resources for Tomorrow) Program provides a framework for Federal leadership and assistance to stretch and secure water supplies for future generations in support of the Department's priorities. Through WaterSMART, the Bureau of Reclamation (Reclamation) leverages Federal and non-Federal funding to work cooperatively with States, Tribes, and local entities as they plan for and implement actions to increase water supply sustainability through investments in existing infrastructure and attention to local water conflicts. Water and Energy Efficiency Grants provide support for priorities identified in Presidential Executive Order (E.O.) 14008: *Tackling the Climate Crisis at Home and Abroad* (E.O. 14008) and aligned with other priorities, such as those identified in Presidential Executive Order 13985: *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government* (E.O. 13985). Water and Energy Efficiency Grants also support the goals of the Interagency Drought Relief Working Group established in March 2021 and the National Drought Resiliency Partnership.

Drought conditions across the West impact a wide range of communities and sectors, including agriculture, cities, Tribes, the environment, recreation, hydropower producers, and others. The western United States is experiencing its worst drought this century—historic in both duration and severity - threatening to kill crops, spark wildfires, and harm public health. As of July, the U.S. Drought Monitor indicates that more than 93% of the land in nine of the Western states is in drought conditions, and nearly 60% of the area is experiencing extreme or exceptional drought. Through WaterSMART, Reclamation provides financial assistance to water managers for projects that seek to conserve and use water more efficiently and accomplish other benefits that contribute to sustainability in the Western United States.

Through Water and Energy Efficiency Grants, Reclamation provides financial assistance to support projects that result in quantifiable and sustained water savings, implement renewable energy components, and support broader sustainability benefits. Water and Energy Efficiency Grants are a component of Reclamation's WaterSMART Grants Program, which also includes Water Marketing Strategy Grants and Small-Scale Water Efficiency Projects. For further information on the WaterSMART Grants Program, please see www.usbr.gov/watersmart/index.html.

This Water and Energy Efficiency Grants Notice of Funding Opportunity (NOFO) provides funding for projects that result in quantifiable water savings, implement renewable energy components, and support broader sustainability benefits. These projects conserve and use water more efficiently; increase the production of renewable energy; mitigate conflict risk in areas at a high risk of future water conflict; and accomplish other benefits that contribute to sustainability in the Western United States.

A list of Frequently Asked Questions (FAQ) about WaterSMART and this NOFO can be found online at www.usbr.gov/WaterSMART/weeg/faq.html. The list of FAQs will be updated periodically during the application period. For further information on WaterSMART Grants, please see www.usbr.gov/watersmart/weeg/index.html. For further information on the WaterSMART Program, please see www.usbr.gov/WaterSMART.html.

A.2. Objective of this Funding Opportunity Announcement

The objective of this NOFO is to invite eligible applicants (Section C.1) to leverage their money and resources by cost sharing with Reclamation on projects that seek to conserve and use water more efficiently; increase the production of renewable energy; mitigate conflict risk in areas at a high risk of future water conflict; enable farmers to make additional on-farm improvements in the future, including improvements that may be eligible for Natural Resources Conservation Service (NRCS) funding; and accomplish other benefits that contribute to sustainability in the Western United States.

A.3. Statutory Authority

This NOFO is issued under the authority of Section 9504(a) of the Secure Water Act, Subtitle F of Title IX of the Omnibus Public Land Management Act of 2009, Public Law (P.L.) 111-11 (42 United States Code [U.S.C.] 10364).

A.4. Other Related Funding Opportunities

Through **WaterSMART Grants**, Reclamation also provides other funding opportunities. Through **Small-Scale Water Efficiency Projects**, Reclamation provides funding for small-scale water management projects (up to \$75,000 in Federal funding for each project) that have been identified through previous planning efforts. Reclamation has developed a streamlined selection and review process to reflect the small-scale nature of these projects.

Through the **Drought Response Program**, Reclamation provides funding to help build resilience to drought. Through **Drought Contingency Planning**, Reclamation supports the development of drought contingency plans with participation from a diverse set of stakeholders. Reclamation also provides funding for **Drought Resiliency Projects** that increase water supply flexibility and improve water management to build long term resilience to drought and are supported by an existing drought contingency plan.

Reclamation is introducing a new category of funding under WaterSMART in FY 2022: **Environmental Water Resources Projects**. Funding will be provided to support projects focused on environmental benefits and that have been developed as part of a collaborative process to help carry out an established strategy to increase the reliability of water resources. Projects under this new category of funding may be eligible for up to 75% Federal funding. Sponsors of Drought Resiliency Projects, Water and Energy Efficiency Grants, or Cooperative Watershed Management Program Phase II projects that are focused on environmental benefits and that meet other requirements should apply under this new funding opportunity.

While the Environmental Water Resources Projects NOFO is available for projects focused primarily on environmental benefits, evaluation criteria in the Water and Energy Efficiency Grants NOFO continue to prioritize projects that provide environmental and sustainability benefits and enhance drought resiliency.

For information on the timing for these NOFOs, please visit the WaterSMART Program website: www.usbr.gov/watersmart/.

A.5. Collaboration with the Natural Resources Conservation Service

Reclamation and NRCS are collaborating to align program resources in areas of the Western United States where our mission areas overlap to improve the impact of the agencies' respective drought resiliency and water efficiency investments. Applicants under WaterSMART Grants receive additional consideration in the evaluation process for delivery system improvements that complement on-farm improvements supported by NRCS, such as those funded through their Environmental Quality Incentives Program (EQIP). Contingent on available appropriations, NRCS provides dedicated EQIP funding to support on-farm water efficiency improvements by producers served by water delivery systems improved through a WaterSMART Grant.

Please note that

NRCS will have a separate application process for the on-farm components of selected projects.

Under this NOFO, consideration will be given under *Section E.1.4. Evaluation Criterion D—Complementing On-Farm Irrigation Improvements* for proposals that describe on-farm efficiency work that is currently being completed or is anticipated to be completed in collaboration with NRCS in the area (e.g., with a direct connection to the district's water supply). Please contact your state NRCS office for more information regarding NRCS assistance. You can find the contact information for your state NRCS office on the United States Department of Agriculture's website, www.nrcs.usda.gov/wps/portal/nrcs/main/national/contact/states/.

Section B. Award Information

B.1. Total Project Funding

The President's FY 2022 budget request includes \$15 million for WaterSMART Grants. Reclamation will determine the final amount of funding available for award under this NOFO once final FY 2022 appropriations have been made. The amount of funding available for awards under this NOFO will depend on the demand for funding under this and other categories of WaterSMART Grants. Any awards are subject to a determination by Reclamation that FY 2022 appropriations are available. Applications submitted under this NOFO may also be considered if other funding becomes available in FY 2023 or subsequently.

B.2. Project Funding Limitations

Multiple applications for funding may be submitted for consideration (for example, an applicant may submit a proposal for funding under Funding Group I and a separate proposal under Funding Group II). ***In general, no more than \$2,000,000 will be awarded to any one applicant under this NOFO. However, Category B applicants may be considered for multiple awards of up to \$2,000,000 per project if the Category A partners are different.***

The Federal share (Reclamation's share in addition to any other sources of Federal funding) of any one proposed project shall not exceed 50 percent of the total project costs. Generally, the non-Federal share of project costs must be expended at the same or greater rate as the Federal share of project costs.

Applicants are invited to submit proposals under the following two funding groups.

B.2.1. Funding Group I

Up to \$500,000 in Federal funds provided through this NOFO will be available for smaller, on-the-ground projects.

- In general, projects funded under Funding Group I should be completed within two years of award (see Section C.3.3. *Length of Projects* for additional information).
- It is expected that more awards will be made for projects in Funding Group I than Funding Group II (described below).

B.2.2. Funding Group II

Up to \$2,000,000 in Federal funds provided through this NOFO will be available for larger, phased on-the-ground projects that may take up to 3 years to complete.

- Projects selected under Funding Group II may be funded on an annual basis, for a period of up to 3 years, with a maximum of \$2,000,000 available for the entire project. Funding for the remaining project years will be made available contingent on subsequent congressional appropriations. (Note: Recipients will not be asked to reapply to receive fiscal year [FY] 2023 and FY 2024 funding).

- Recipients must demonstrate sufficient progress to receive subsequent funding for remaining phases of the project.
- It is expected that a smaller number of awards will be made for projects in Funding Group II than Funding Group I.

B.3. Environmental and Cultural Resource Compliance

All projects selected for funding under this NOFO will be required to comply with the National Environmental Policy Act (NEPA) and other Federal environmental and cultural resource laws and other regulations.

B.4. Assistance Instrument

Project awards will be made through grants or cooperative agreements as applicable to each project. If a cooperative agreement is awarded, the recipient should expect Reclamation to have substantial involvement in the project.

Substantial involvement by Reclamation may include:

- Collaboration and participation with the recipient in the management of the project and close oversight of the recipient's activities to ensure that the program objectives are being achieved.
- Oversight may include review, input, and approval at key interim stages of the project.

At the request of the recipient, Reclamation can provide technical assistance after award of the project. If you receive Reclamation's assistance, you must account for these costs in your budget. To discuss available assistance and these costs, contact the Program Coordinator identified in Section G. *Agency Contacts*.

Section C. Eligibility Information

C.1. Eligible Applicants

Under P.L. 111-11, Section 9502, applicants eligible to receive an award under this Funding Opportunity include:

Category A applicants:

- States, Indian Tribes, irrigation districts, and water districts;
- State, regional, or local authorities, the members of which include one or more organizations with water or power delivery authority; and
- Other organizations with water or power delivery authority.

Category B Applicants:

- Nonprofit conservation organizations that are acting in partnership with, and with the agreement of, an entity described in Category A. Category B applicants must include with their application a letter from the Category A partner, stating that they are acting in partnership with the applicant and agree to the submittal and content of the proposal.

Applicants must also be located in the Western United States or Territories as identified in the Reclamation Act of June 17, 1902, as amended and supplemented; specifically: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Kansas, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Texas, Utah, Washington, Wyoming, American Samoa, Guam, the Northern Mariana Islands, the Virgin Islands, and Puerto Rico.

Those not eligible include, but are not limited to, the following entities:

- Federal Governmental entities
- Individuals
- Institutes of higher education
- 501(c)4 organizations
- 501(c)6 organizations

C.2. Cost Sharing Requirements

Applicants must be capable of cost sharing **50 percent or more** of the total project costs. The total project cost is defined as the total allowable costs incurred under a Federal award and all required cost share and voluntary committed cost share contributions, including third-party contributions.

Cost share may be made through cash, costs contributed by the applicant, or third-party in-kind contributions. Third-party in-kind contributions include the value of non-cash contributions of property or services that benefit the federally assisted project and are contributed by non-Federal third parties, without charge. Cost-share funding from sources outside the applicant's organization (e.g., loans or state grants) should be secured and available to the applicant prior to award. Please see Section D.2.2.8 *Official Resolution* and Section D.2.2.5.1 *Funding Plan and Letters of Commitment* for more information regarding the documentation required to verify commitments to meet cost sharing requirements.

Other sources of Federal funding may not be counted towards the required cost share. The exception to this requirement is where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs, such as awards to tribal organizations under P.L. 93-638, as amended. *If it is determined that the Federal funding cannot be applied towards the non-Federal cost share, the work associated with the funding may be removed from the proposed project.*

C.2.1. Cost Share Regulations

All cost-share contributions must meet the applicable administrative and cost principles criteria established in 2 Code of Federal Regulations (CFR) Part 200, available at www.ecfr.gov.

C.2.2. Third-Party In-Kind Contributions

Third-party in-kind contributions may be in the form of equipment, supplies, and other expendable property, as well as the value of services directly benefiting and specifically identifiable to the proposed project. Applicants may not include as part of their cost-share for projects funded under this NOFO the cost or value of third-party in-kind contributions that have been or will be relied on to satisfy a cost-sharing or matching requirement for another Federal financial assistance agreement, a Federal procurement contract, or any other award of Federal funds. Applicants should refer to 2 CFR §200.434 *Contributions and donations* for regulations regarding the valuation of third-party in-kind contributions, available at www.ecfr.gov.

C.3. Eligible Projects

C.3.1. Eligible Projects

Water conservation and renewable energy projects eligible for funding under this NOFO are described below. Applications may include anyone, or a combination, of the types of projects described. In general, if you are seeking funding for multiple projects (e.g., a piping project and a hydropower project) and the projects are interrelated or closely related, they should be combined in one application.

Applicants may submit multiple project proposals; however, no more than \$2,000,000 will be awarded in any FY to any one applicant under this NOFO.

C.3.1.1. Water Conservation Projects

Water conservation projects result in quantifiable and sustained water savings or improved water management. Please note that an agreement will not be awarded for an improvement to conserve irrigation water unless the applicant agrees to the terms of Section 9504(a)(3)(B) of Public Law 111-11. See *Section F.2.4. Requirements for Agricultural Operations under Public Law 111-11, Section 9504(a)(3)(D)* of this NOFO for further information. Eligible water conservation projects include:

- **Canal Lining/Piping:** Projects that line or pipe canals, resulting in conserved water. Projects include, but are not limited to:
 - Installing new proven lining materials or technology
 - Converting open canals to pipeline
 - Improving existing conveyance and delivery infrastructure
- **Municipal Metering:** Projects that install meters, resulting in measurable water savings. Projects include, but are not limited to:
 - Installing end-user water service meters, e.g., for a residential or commercial building unit
 - Installing distribution system meters associated with production and/or leakage quantification. Note that distribution system meters will not receive points for quantifiable water savings under Evaluation Criterion A: Quantifiable Water Savings (Section E. 1.1.). Accordingly, to receive points under Evaluation Criterion A, these projects must be paired with a complementary project component that will result in water savings, e.g., pipe installation using upgraded materials or individual water service meters.
- **Irrigation Flow Measurement:** Projects that improve measurement accuracy and result in reduced spills and over-deliveries to irrigators. Projects include, but are not limited to:
 - Installing weirs, flumes, ramps, etc. in open channels
 - Installing meters in pressurized pipes
- **Supervisory Control and Data Acquisition and Automation (SCADA):** Projects that install SCADA and/or automation components that provide water savings when irrigation delivery system operational efficiency is improved to reduce spills, over-deliveries, and seepage. Projects include, but are not limited to:
 - Installing SCADA components that allow for remote monitoring of irrigation delivery system conditions (flow rates, water elevations, controls devices openings, etc.)
 - Installing automation components that allow for remote operation of delivery system control features (gates, valves, turnouts, etc.)
- **Landscape Irrigation Measures:** Projects that provide water savings by reducing outdoor water usage. These measures include turf removal, Smart irrigation controllers (weather or soil-moisture based) and high-efficiency nozzles (sprinkler heads). These measures are typically promoted by water entities through rebates or direct-install programs, which are eligible for WaterSMART Grants funding. Projects include, but are not limited to:

Notice of Funding Opportunity No. R22AS00023

- o Removing turf
- o Installing Smart irrigation controllers
- o Installing high-efficiency nozzles (e.g., sprinkler heads)
- **High-Efficiency Indoor Appliances and Fixtures:** Projects that promote installation of high-efficiency indoor appliances and fixtures to provide water savings for municipal water entities where there is significant potential for replacing existing non-efficient indoor appliances and fixtures. This is typically promoted by water entities through rebates or direct-install programs, which are eligible for WaterSMART Grants funding.
- **Commercial Cooling Systems:** Projects to retrofit or replace large evaporative cooling units (cooling towers) to reduce consumptive water use and energy, such as conversion to air-cooled units or high-efficiency cooling towers.

C.3.1.2. Renewable Energy Projects

Projects that increase the use of renewable energy sources in managing and delivering water and/or projects that upgrade existing water management facilities resulting in quantifiable and sustained energy generation and/or savings. Projects include, but are not limited to, those discussed in the following subsections.

C.3.1.2.1. Implementing Renewable Energy Projects Related to Water Management and Delivery

Renewable energy projects related to water management and delivery include, but are not limited to:

- Developing new hydropower capacity by installing a new hydropower facility or uprating (i.e., increasing) the capacity of an existing hydropower facility
- Bringing existing mothballed hydropower capacity back online through facility investment
- Installing solar-electric, wind energy, or geothermal power systems (e.g., replacing fossil fuel powered pumps with renewable energy-based pumps)

Proposals including a renewable energy component typically require additional permitting not needed for other water management improvements (e.g., canal lining). In evaluating these proposals, Reclamation may consider the applicant's progress in obtaining requisite permits – e.g., for hydropower projects, a Federal Energy Regulatory Commission (FERC) license or a Reclamation Lease of Power Privilege (LOPP), depending on which is applicable. Applicants for a project including a renewable energy component are asked to include documentation of steps taken to date for obtaining requisite permits, as applicable.

Note that improvements to Federal facilities that are implemented through any project awarded funding through this NOFO must comply with additional requirements. The Federal government will continue to hold title to the Federal facility and any improvement that is integral to the existing operations of that facility. Please see Section F.2.5. *Title to Improvements Under Public Law 111-11, Section 9504(a)(3)(D).*

Applicants proposing renewable energy development may wish to contact the Program Coordinator listed in Section G. *Agency Contacts*, prior to the application deadline to discuss the requirements listed above.

C.3.2. Ineligible Projects

Any project not specifically described in *Section C.3.1. Eligible Projects* is not eligible under this NOFO. The following subsections further explain ineligible projects.

C.3.2.1. Operations, Maintenance, and Replacement

Projects that are considered normal operations, maintenance, and replacement (OM&R) are not eligible. OM&R is described as system improvements that replace or repair existing infrastructure or function without providing increased efficiency or effectiveness of water distribution over the expected life of the improvement. Examples of ineligible OM&R projects include:

- Replacing malfunctioning components of an existing facility with the same components
- Improving an existing facility to operate as originally designed
- Performing an activity on a recurring basis, even if that period is extended (e.g., 10-year interval)
- Sealing expansion joints of concrete lining because the original sealer or the water stops have failed
- Sealing cracks in canals and/or pipes, including those sealant projects intending to improve facilities with inherent design and construction flaws
- Replacing broken meters with new meters of the same type
- Replacing leaky pipes with new pipes of the same type
- Completion of one-time leak detection surveys

Applicants that have questions regarding OM&R are encouraged to contact the Program Coordinator listed in Section G. *Agency Contacts*, prior to the application deadline for further information.

C.3.2.2. Water Reclamation, Recycling, and Reuse

Water reclamation, reuse, and desalination projects are not eligible for funding under this NOFO. Entities seeking funding for these types of projects should consider Reclamation's Title XVI Water Reclamation and Reuse Program and Drought Response Program. If you have questions about a water reclamation, reuse, or desalination project please contact Ms. Amanda Erath at 303-445-2766 or aerath@usbr.gov.

C.3.2.3. Groundwater Recharge

Groundwater recharge projects are not eligible. Applicants proposing such projects should consider applying for funding under the WaterSMART Drought Resiliency Projects NOFO. See the WaterSMART Drought Response Program webpage, www.usbr.gov/drought/, for more information.

C.3.2.4. Water Purchases

A project that proposes using Federal funding primarily for the purchase of water is not eligible under this NOFO.

C.3.2.5. Building Construction

A project that proposes to construct a building is not eligible for Federal funding under this NOFO (e.g., a building to house administrative staff or a building to promote public awareness of water conservation).

C.3.2.6. Pilot Projects

A project that proposes to conduct a pilot study to evaluate technical capability, economic feasibility, or viability for full-scale implementation, or to test an unproven material or technology is not eligible for Federal funding under this NOFO.

C.3.2.7. Projects Receiving Other Federal Financial Assistance

Projects or activities that are funded under another Federal Financial Assistance agreement are not eligible for funding under this NOFO.

C.3.2.8. New Conveyance Infrastructure

A project that proposes to construct new conveyance to allow for the distribution of additional or new water supplies is not eligible. Applicants proposing such projects should consider applying for funding under the WaterSMART Drought Resiliency Projects NOFO. See the WaterSMART Drought Response Program webpage, www.usbr.gov/drought/, for more information.

C.3.3. Length of Projects

In general, Funding Group I projects should be completed within two years of award. Funding Group II projects should be completed within three years of award and each year are expected to complete the work planned as part of that year's phase. Applications for projects requiring more time will be considered for funding only under limited circumstances. For example, some hydropower project installations may require additional time to secure necessary permits.

Reclamation will determine the capability of an applicant to complete the proposed project within the timeframe identified in the application.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 5
October 26, 2021

To: Honorable President and Members of the Board of Directors
From: James Lee – Director of Finance & Administration
Subject: **FY 2021-22 First Quarter Budget Report**

ACTION ITEM:

Discuss the District's First Quarter Budget Report on revenues and expenditures for the fiscal year ending June 30, 2022.

Discussion:

The District has completed the first quarter of the fiscal year. Both the water and wastewater funds are tracking well with their respective budgets and are projected to meet or exceed budgeted expectations. The following discussion is intended to provide additional context to the actual revenue and expenditure figures.

WATER FUND

Water revenue over the first three months is tracking with the budget, which itself is based on three months of actual water sales billings. While the District is still pausing on collecting late fees, these fees are offset by slightly higher water sales. Although the most recent signals from the District's wholesaler, Metropolitan Water District, indicate a move toward higher tiers of conservation alerts, projected water sales are being held constant at this point based on recent rain and snowfall in Northern California (State Water Project water source) and the District's customers currently exceeding expected conservation targets.

Groundwater production has been more favorable this year, and a continuation of this trend would provide a buffer to the operating budget in the event that conservation or other external factor necessitate a downward revision in revenue targets.

Capital projects and capital outlay expenses are currently projected to be on target. There is one project that is not in the CIP budget to track, which is a pressure reducing station from Pressure Zone 4 to Zone 3 as presented during the August 31, 2021 Engineering Committee. Since that meeting, staff has implemented stopgap measures, but this may represent an unplanned project during the fiscal year. The PRS project is estimated at \$530K, and although the Water Fund would still be above target reserves, this would create additional pressure on a reserve fund that is projected to move below target for the next 10-15 years.

The following are notable over/under variances for each department's budget:

- Dept 1 – Board
 - Director Expenses are expected to meet expectation, driven primarily by conference and seminar. Staff expects more directors to attend the ACWA conference this year based on the conference being held locally.
- Dept 2 – Operations

- The Operations budget as a whole is expected to be just under budgeted at 97% or \$213K less.
- The administrative overtime expense is over budget based on a operational need during an organizational transition. This is expected to be a one-time expense.
- Operator certification expense is projected to exceed the budget. During the recent organizational transition, a need for a higher baseline level of certifications was identified, and a portion of certification expense is related to a short-term incentive to meet that goal.
- Dept 3 – Engineering
 - The Engineering budget as a whole is tracking at 95% of budgeted or 47K less.
- Dept 4 - Regulatory
 - The Regulatory & Public Affairs budget is tracking at 97% of budgeted or 10K less.
 - The administrative consultants expense may be significantly over budget due to identifying a need for a database management system linking water production with water quality and regulatory compliance and the software implemented to address this need.
 - Water conservation rebates are projected to be lower than budgeted based on non-renewed programming from the District's wholesaler.
- Dept 5 – Technology
 - The Technology budget is tracking at 103% of budgeted or 10K more.
 - The wireless voice and data expense will be higher based on a recently identified need for all employees to have mobile devices assigned to them in order to operate and communicate at the speed of contemporary standards.
- Dept 6 – Administration
 - The Administration budget is tracking 89% or 178K less.
 - The administrative consultants expense is significantly over budget due to the organizational consultant retained to develop staff through the recent organizational change. This expense is offset in terms of compensation and benefits savings in the Operations department.
 - The legal expense is projected to be significantly over budget due to a number of personnel issues.
 - The building maintenance expense will be significantly under budget due to retaining an alternate cleaning service that saves ~40% of the annual cleaning cost.

WASTEWATER FUND

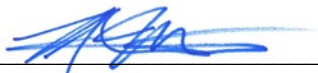
The Wastewater Fund budget is also based on the most recent three months of data and consequently tracks well with the budget. Wastewater treatment costs paid to the City of LA represent the majority of costs for the wastewater fund. Historically, the District has been assessed a reconciliation bill at the end of the fiscal year. While this possibility has been accounted for in the budget, the District cannot predict what the reconciliation bill will be.

The notable over/under variances for each department's budget as detailed for the Water Fund apply to the Wastewater Fund as well.

RECOMMENDATION

NA.

Prepared by:

A blue ink signature of Arturo Montes, consisting of stylized initials and a surname.

Arturo Montes
Finance & Administration Manager

Submitted by:

A blue ink signature of James Lee, featuring a stylized 'J' and 'L'.

James Lee
Director of Finance & Administration

Attachment(s):

1. Q1 Budget Report

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SUMMARY

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

Q1

3 Month Actuals (25%)						
Description		Annual Budget		Actual	Remaining Annual Budget	% of Total Budget
Revenue						
	Water Sales - Fixed	\$ 3,294,481	\$ 807,869	\$ 2,486,612	25%	
	Water Sales - Metered	10,372,933	2,981,464	7,391,469	29%	
	Interest Income Water	200,000	-	200,000	0%	
	Other Income Water	180,600	30,172	150,428	17%	
	Construction Revenue	250,000	51,188	198,812	20%	
Revenue		\$ 14,298,014	\$ 3,870,693	\$ 10,427,321	27%	
Expenses						
	Labor & Benefits	3,157,035	699,986	2,457,049	22%	
	Imported Water (Foothill)	3,491,618	1,021,008	2,470,610	29%	
	Imported Water (Glendale)	80,868	14,069	66,799	17%	
	Power Cost	825,854	135,597	690,257	16%	
	Operating Cost	2,428,205	651,604	1,776,600	27%	
Expenses		\$ 9,983,580	\$ 2,522,264	\$ 7,461,316	25%	
Debt Service		\$ 581,000	\$ 581,000	\$ -	100%	
	Infrastructure	3,286,756	137,283	3,149,473	4%	
	***Bond Funded CIP	2,430,503	369,239	2,061,264	15%	
	Capital Outlays & Equip	315,000	81,747	233,253	26%	
	OPEB	-	-	-	0%	
Total CIP & OPEB		6,032,259	588,269	5,443,990	10%	
Net Revenue minus Expenses		131,678	548,399			

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,361,941	\$ (67,460)	102%
10,248,543	124,390	99%
100,000	100,000	50%
127,805	52,795	71%
254,752	(4,752)	102%
\$ 14,093,040	\$ 204,974	99%
2,749,100	407,935	87%
3,362,000	129,618	96%
80,868	-	100%
825,000	854	100%
2,522,659	(94,454)	104%
\$ 9,539,627	\$ 443,953	96%
\$ 581,000	\$ -	100%
3,286,756	-	100%
2,430,503	-	100%
315,000	-	100%
-	-	
\$ 6,032,259	\$ -	100%
370,657		

Crescenta Valley Water District Water Budget Variance Report Actuals as of September 30, 2021 (25% of Year)

1st Quarter Actuals					
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Revenue					
4010-000	Water Sales - Consumers	\$ 9,913,157	\$ 2,699,865	\$ 7,213,292	27%
4010-007	Irrigation	459,776	\$ 281,599	178,177	61%
4010-008	Water Sales- Service Charge	3,210,387	782,787	2,427,600	24.4%
4010-009	Water Sales - Fire Service	84,094	25,082	59,012	30%
4020-000	Water Sales - Others	75,000	7,184	67,816	10%
4110-000	Meter Installation/Hydrant	50,000	-	50,000	0%
4220-000	Water Systems Connect Fee	72,500	51,188	21,312	71%
4230-000	Other Income - Misc	10,000	-	10,000	0%
4230-010	Other Income - Flood Meters	-	-	-	0%
4230-020	Other Income - Applications	35,000	7,060	27,940	20%
4240-000	Interest Earned - Water	160,000	-	160,000	0%
4245-000	Interest Earned-2007 COPS	-	-	-	0%
4260-000	Unrealized Gain/Loss on Invest	-	-	-	0%
4265-000	Fair Value Adjustment	-	-	-	0%
4270-000	Gain/Loss on Sale of Assets	2,500	-	2,500	0%
4271-000	Gain/Loss Sale of Investments	40,000	-	40,000	0%
4275-001	Rental Income - PA House	11,400	3,760	7,640	33%
4275-002	Rental Income - Sycamore House	18,800	4,658	14,142	25%
4275-003	Rental Income - Mills House	30,400	7,510	22,890	25%
4280-000	MTBE Settlement	-	5,757	(5,757)	0%
4285-000	Grant Revenue - State	125,000	-	125,000	0%
4287-000	Capital Contributions - Local	-	-	-	0%
Revenue		\$ 14,298,014	\$ 3,876,450	\$ 10,421,564	27%

Management Estimate		
Projected Year-End Revenue	Projected Excess/ (Defecit)	% of Total Budget
\$ 9,309,879	\$ (603,278)	94%
\$ 938,663	\$ 478,887	204%
\$ 3,261,613	\$ 51,226	102%
\$ 100,328	\$ 16,234	119%
\$ 28,736	\$ (46,264)	38%
\$ 50,000	\$ -	100%
\$ 204,752	\$ 132,252	282%
\$ 5,000	\$ (5,000)	50%
\$ -	\$ -	0%
\$ 28,240	\$ (6,760)	81%
\$ 100,000	\$ (60,000)	63%
\$ -	\$ -	0%
\$ -	\$ -	0%
\$ -	\$ -	0%
\$ -	\$ (2,500)	0%
\$ -	\$ (40,000)	0%
\$ 11,400	\$ -	100%
\$ 18,632	\$ (168)	99%
\$ 30,040	\$ (360)	99%
\$ 5,757	\$ 5,757	0%
\$ -	\$ (125,000)	0%
\$ -	\$ -	0%
\$ 14,093,040	\$ (204,974)	99%

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)

1st Quarter Actuals					
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
5000-100	Director Fees	\$ 10,800	\$ 2,520	\$ 8,280	23%
5000-200	Officer Salaries	212,977	51,432	161,545	24%
5000-300	Administrative Service - Labor	489,898	108,205	381,694	22%
5000-310	Administrative Service - OT	6,750	1,853	4,897	27%
5000-350	Engineering Labor	311,984	69,915	242,069	22%
5000-360	Engineering Labor OT	7,500	-	7,500	0%
5000-400	Maintenance Labor	360,131	91,925	268,206	26%
5000-410	Maintenance Labor OT	47,250	6,844	40,406	14%
5000-500	System Operations	368,910	75,639	293,270	21%
5000-510	System Operations OT	18,000	3,635	14,365	20%
5000-800	Standby Pay	51,430	13,220	38,210	26%
5045-000	Automobile Allowance	10,200	2,550	7,650	25%
5047-000	Phone Allowance	4,464	252	4,212	6%
5050-000	Employer Portion of PERS	420,850	85,755	335,095	20%
5052-000	GASB 68 Adjustment - Water	-	-	-	0%
5052-001	GASB 75 Adjustment	-	-	-	0%
5060-000	Taxes-Payroll	140,167	34,686	105,481	25%
5070-000	Sick Leave/Vacation-Office	170,860	39,948	130,912	23%
5080-000	Health Dental Vision	317,041	100,787	216,254	32%
5080-055	Retiree Health Care Expense	-	-	-	0%
5080-100	Retiree Health Care Expense	144,792	-	144,792	0%
5082-000	Life and Disability Insurance	9,781	2,364	7,417	24%
5083-000	Self Insurance	14,400	1,795	12,605	12%
5084-000	Wellness Program	6,000	915	5,085	15%
5085-000	Workers' Compensation Ins	32,850	5,746	27,105	17%
Compensation and Benefits		\$ 3,157,035	\$ 699,986	\$ 2,457,049	22%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 10,100	\$ 700	94%
205,730	\$ 7,247	97%
433,051	\$ 56,847	88%
7,561	\$ (811)	112%
285,000	\$ 26,984	91%
-	\$ 7,500	0%
368,000	\$ (7,869)	102%
28,000	\$ 19,250	59%
305,000	\$ 63,910	83%
15,000	\$ 3,000	83%
53,000	\$ (1,570)	103%
10,200	\$ -	100%
1,440	\$ 3,024	32%
344,953	\$ 75,897	82%
-	\$ -	0%
-	\$ -	0%
138,476	\$ 1,691	99%
160,088	\$ 10,772	94%
327,272	\$ (10,231)	103%
-	\$ -	0%
-	\$ 144,792	0%
9,567	\$ 214	98%
14,400	\$ -	100%
5,840	\$ 160	97%
26,421	\$ 6,429	80%
\$ 2,749,100	\$ 407,935	87%

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
5090-000	GL, Property, Fidelity Ins	\$ 67,000	\$ 16,172	\$ 50,828	24%
5100-000	Accounting	9,750	329	9,421	3%
5125-000	Legal	133,500	23,171	110,329	17%
5130-000	Administrative Consultants	360,450	98,604	261,846	27%
5135-000	Interns	7,050	-	7,050	0%
5140-000	Election Expense	-	-	-	0%
5150-000	Building Maintenance-Office	38,287	4,532	33,754	12%
5160-000	Furniture & Fixtures Expense	-	-	-	0%
5170-000	Landscaping Expense	14,202	1,686	12,516	12%
5180-000	Office Supplies & Misc Expense	14,250	2,207	12,043	15%
5180-100	Misc Expense - COVID-19	5,375	-	5,375	0%
5190-000	Computers and Network	18,826	10,046	8,780	53%
5195-000	Computer Software	53,081	27,687	25,394	52%
5200-000	Utilities	34,749	7,273	27,476	21%
5225-000	Enterprise Voice Com	13,500	1,998	11,502	15%
5226-000	Wireless Voice & Data	14,070	4,723	9,347	34%
5227-000	Data Communications - Fiber	39,150	11,149	28,001	28%
5230-000	Printing Postage Stationery	32,500	11,523	20,977	35%
5240-000	Uncollectible Accounts	-	-	-	0%
5250-000	Water System Fees	65,000	7,708	57,292	12%
5260-000	Engineering Expense	3,750	414	3,336	11%
5300-000	Training-Office	14,925	4,889	10,036	33%
5311-000	Tuition Reimbursement	3,563	-	3,563	0%
5320-000	Conferences & Seminars	17,267	2,606	14,661	15%
5320-005	Conferences & Seminars-Board	-	-	-	0%
5350-000	Misc Administration	5,835	3,150	2,686	54%
5350-005	Misc Administration-Board	-	-	-	0%
5355-000	Memberships/Subscriptions	26,493	17,951	8,542	68%
5365-000	Bank Charges	30,000	5,665	24,335	19%
5270-000	Water Conservation Expense	15,000	-	15,000	0%
5270-400	Water Conservation Rebates	5,000	-	5,000	0%
5270-600	Community Outreach	35,000	15,229	19,771	44%
Gen'l and Admin Expenses		\$ 1,077,574	\$ 278,714	\$ 798,861	26%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
68,000	\$ (1,000)	101%
10,000	\$ (250)	103%
138,751	\$ (5,251)	104%
463,800	\$ (103,350)	129%
7,050	\$ -	100%
-	\$ -	0%
29,002	\$ 9,285	76%
-	\$ -	0%
12,333	\$ 1,869	87%
16,245	\$ (1,995)	114%
-	\$ 5,375	0%
20,000	\$ (1,174)	106%
53,000	\$ 81	100%
33,941	\$ 808	98%
13,000	\$ 500	96%
16,000	\$ (1,930)	114%
45,000	\$ (5,850)	115%
33,000	\$ (500)	102%
-	\$ -	0%
65,000	\$ -	100%
3,750	\$ -	100%
16,900	\$ (1,975)	113%
15,625	\$ 1,642	90%
-	\$ -	0%
8,645	\$ (2,810)	148%
-	\$ -	0%
26,375	\$ 118	100%
22,661	\$ 7,339	76%
15,000	\$ -	100%
1,000	\$ 4,000	20%
35,000	\$ -	100%
\$ 1,169,079	\$ (95,068)	108%

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Depreciation					
5800-000	Depreciation - Office	\$ -	\$ -	\$ -	0%
5805-000	Depreciation-Pumping	-	-	-	0%
5810-000	Depreciation-Distribution	-	-	-	0%
5815-000	Depreciation-Nitrate Plant	-	-	-	0%
5820-000	Depreciation-Collection System	-	-	-	0%
Depreciation		\$ -	\$ -	\$ -	0%
Non-Operating Expense					
5900-000	Amortization of Intangibles	-	-	-	0%
5900-001	Amortization of Inv Premium	-	-	-	0%
5900-002	Loan Costs	-	-	-	0%
5910-000	Interest Expense - Notes	29,100	90,000	(60,900)	309%
5920-100	Rental Expenses - PA House	2,625	-	2,625	0%
5920-200	Rental Expenses - Sycamore	2,625	-	2,625	0%
5920-300	Rental Expenses - Mills	2,625	-	2,625	0%
Non-Operating Expense		\$ 36,975	\$ 90,000	\$ (53,025)	243%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
-	\$ -	0%
496,100	\$ (496,100)	0%
739,400	\$ (739,400)	0%
20,200	\$ (20,200)	0%
-	\$ -	0%
\$ 1,255,700	\$ (1,255,700)	0%
-	\$ -	0%
-	\$ -	0%
-	\$ -	0%
29,000	\$ 100	100%
2,500	\$ 125	95%
2,500	\$ 125	95%
2,500	\$ 125	95%
\$ 36,500	\$ 475	99%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operations Expense					
5145-000	Taxes-Property	\$ 15,348	\$ -	\$ 15,348	0%
5310-000	Operator Certifications-Educ	5,480	336	5,144	6%
5330-000	Safety & Security	17,250	7,846	9,404	45%
5340-000	Uniforms	13,875	1,721	12,154	12%
5360-000	Emergency Operations/Repairs	8,000	1,883	6,117	24%
5370-000	Permit & Assessment Fees	-	-	-	0%
5380-000	Tools and Eq Maintenance	17,650	521	17,129	3%
5390-000	Nitrate Plant	61,500	24,064	37,436	39%
5441-000	Inventory Shrinkage/Overage	3,600	-	3,600	0%
5442-000	Inventory Disposal	-	50	(50)	0%
5445-000	Telemetry & Signal System	11,250	229	11,021	2%
5460-000	Water Treatment Expense	135,000	27,664	107,336	20%
5450-100	Lab & Sampling Expense	100,000	17,468	82,532	17%
5450-200	Non-Lab & Sampling	15,000	-	15,000	0%
5445-100	Telemetry & Signal System	-	199	(199)	0%
5445-200	SCADA Hardware	-	6,167	(6,167)	0%
5445-300	SCADA Software	22,643	-	22,643	0%
5445-400	SCADA Phone Lines	-	-	-	0%
5402-000	Power Purchased - Pumping	825,854	135,597	690,257	16%
Operations Expense		\$ 1,252,450	\$ 223,746	\$ 1,028,704	18%
Water System Expense					
5400-000	Water Usage Cost Exp Well 16	\$ 80,868	\$ 14,069	\$ 66,799	17%
5401-000	Purchased Water FMWD	3,491,618	1,021,008	2,470,610	29%
5401-002	Purchased Water Glend Well 16	-	-	-	0%
Water System Expense		\$ 3,572,486	\$ 1,035,077	\$ 2,537,409	29%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
15,348	\$ (0)	100%
5,480	\$ -	100%
20,000	\$ (2,750)	116%
12,000	\$ 1,875	86%
8,000	\$ -	100%
-	\$ -	0%
17,650	\$ -	100%
61,500	\$ -	100%
3,600	\$ -	100%
-	\$ -	0%
11,250	\$ -	100%
135,000	\$ -	100%
85,000	\$ 15,000	85%
15,000	\$ -	100%
1,192	\$ (1,192)	0%
1,000	\$ (1,000)	0%
23,000	\$ (357)	102%
-	\$ -	0%
825,000	\$ 854	100%
\$ 1,240,020	\$ 12,430	99%
Water System Expense		
80,868	\$ -	100%
3,362,000	\$ 129,618	96%
-	\$ -	0%
\$ 3,442,868	\$ 129,618	96%

EXPENSE

Crescenta Valley Water District Water Budget Variance Report Actuals as of September 30, 2021 (25% of Year)

Q1

Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Distribution System Expense				
5410-000 Backflow Expense	\$ 600	\$ -	\$ 600	0%
5423-100 Pipelines - Maintenance	79,500	2,284	77,216	3%
5423-300 Fire Hydrant Repair/Replace	20,000	8,050	11,950	40%
5423-500 Pipelines-Trench Plate Rentals	-	-	-	0%
5423-700 Pipelines - Valves	10,000	1,811	8,189	18%
5424-100 Reservoir Maintenance	79,500	32,029	47,471	40%
5424-200 Reservoir Landscape	20,000	1,128	18,873	6%
5425-100 Meter Maintenance	6,000	672	5,328	11%
5425-300 Meter Repair/Replace/Upgrade	6,000	1,625	4,375	27%
5425-400 Lateral Leaks and Repairs	160,000	59,854	100,146	37%
5425-500 Meters - Trench Plate Rentals	-	-	-	0%
5431-000 Land Lease Cost Expense Well1	17,160	6,850	10,310	40%
5432-100 Well Site - Maintenance	62,000	10,394	51,606	17%
5432-200 Well Site - Landscape	20,000	1,155	18,845	6%
5433-000 Booster Pumps - Maintenance	25,000	14,263	10,737	57%
5434-000 Emergency Power Generators	26,000	940	25,060	4%
5440-100 Auto/Truck Maintenance	58,500	5,717	52,783	10%
5440-200 Auto/Truck Maintenance-Gas	25,500	6,519	18,981	26%
5440-300 Auto/Truck Maintenance-Diesel	21,000	4,405	16,595	21%
5423-200 Pipelines - Paving	10,000	1,318	8,682	13%
5423-400 Pipelines - Leak Detect/Repair	25,000	-	25,000	0%
5425-200 Meters - Paving	115,000	25,629	89,371	22%
5425-700 D-Job Meters/Hydrants	100,000	10,100	89,900	10%
5432-300 Well Site - Lease Payment	300	-	300	0%
Distribution System Expense	\$ 887,060	\$ 194,742	\$ 692,318	22%
Water Totals				
Totals	\$ 9,983,580	\$ 2,522,264	\$ 7,461,316	25%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
600	\$ -	100%
79,500	\$ -	100%
20,000	\$ -	100%
-	\$ -	0%
10,000	\$ -	100%
94,500	\$ (15,000)	119%
20,000	\$ -	100%
6,000	\$ -	100%
6,000	\$ -	100%
160,000	\$ -	100%
-	\$ -	0%
17,160	\$ -	100%
62,000	\$ -	100%
20,000	\$ -	100%
25,000	\$ -	100%
26,000	\$ -	100%
58,500	\$ -	100%
25,500	\$ -	100%
21,000	\$ -	100%
10,000	\$ -	100%
25,000	\$ -	100%
115,000	\$ -	100%
100,000	\$ -	100%
300	\$ -	100%
\$ 902,060	\$ (15,000)	102%
\$ 9,539,627	\$ 440,390	96%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-01-5000-100	Director Fees	10,800.00	2,520.00	8,280.00	23%
01-01-5060-000	Taxes-Payroll	1,059.00	153.07	905.93	14%
01-01-5085-000	Workers' Compensation Ins	150.00	16.72	133.28	11%
Compensation and Benefits		12,009.00	2,689.79	9,319.21	22%
Gen'l and Admin Expenses					
01-01-5320-000	Conferences & Seminars	3,750.00	-	3,750.00	0%
01-01-5350-000	Misc Administration	-	10.1	(10.14)	0%
Gen'l and Admin Expenses		3,750.00	10.14	3,739.86	0%
Board - Water					
Totals		15,759.00	2,699.93	13,059.07	17%

Management Estimate		
Year End Expense	Budget Balance	% of Total Budget
\$ 10,100	\$ 700	94%
600	459	57%
70	80	47%
10,770	1,239	90%
\$ 3,750	\$ -	100%
20	(20)	0%
3,770	(20)	101%
14,540	1,219	92%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

1st Quarter Actuals					
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-02-5000-300	Administrative Service - Labor	\$ 68,867	\$ 15,942	\$ 52,925	23%
01-02-5000-310	Administrative Service - OT	750	\$ 463	287	62%
01-02-5000-400	Maintenance Labor	360,131	\$ 91,925	268,206	26%
01-02-5000-410	Maintenance Labor OT	47,250	\$ 6,844	40,406	14%
01-02-5000-500	System Operations	368,910	\$ 75,639	293,270	21%
01-02-5000-510	System Operations OT	18,000	\$ 3,635	14,365	20%
01-02-5000-800	Standby Pay	51,430	\$ 13,220	38,210	26%
01-06-5047-000	Phone Allowance	2,117	\$ -	2,117	0%
01-02-5050-000	Employer Portion of PERS	84,518	\$ 12,703	71,816	15%
01-02-5060-000	Taxes-Payroll	60,649	\$ 17,003	43,646	28%
01-02-5070-000	Sick Leave/Vacation	67,404	\$ 17,997	49,408	27%
01-02-5080-000	Health Dental Vision	146,243	\$ 55,140	91,103	38%
01-02-5082-000	Life and Disability Insurance	3,499	\$ 933	2,566	27%
01-02-5083-000	Self Insurance	-	\$ -	-	0%
01-02-5084-000	Wellness Program	2,160	\$ -	2,160	0%
01-02-5085-000	Workers' Compensation Ins	24,245	\$ 4,380	19,865	18%
Compensation and Benefits		\$ 1,306,173	\$ 315,824	\$ 990,349	24%
Gen'l and Admin Expenses					
01-02-5180-000	Office Supplies & Misc Exp	\$ 9,000	\$ 895	\$ 8,105	10%
01-02-5180-100	Misc Expense - COVID-19	\$ 3,000	\$ -	\$ 3,000	0%
01-02-5320-000	Conferences & Seminars	5,625	\$ 1,766	3,859	31%
01-02-5355-000	Memberships/Subscriptions	1,500	\$ -	1,500	0%
Gen'l and Admin Expenses		\$ 19,125	\$ 2,661	\$ 16,464	14%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 64,000	\$ 4,867	93%
\$ 2,000	(1,250)	267%
\$ 368,000	(7,869)	102%
\$ 28,000	19,250	59%
\$ 305,000	63,910	83%
\$ 15,000	3,000	83%
\$ 53,000	(1,570)	103%
\$ -	2,117	0%
\$ 51,000	33,518	60%
\$ 70,000	(9,351)	115%
\$ 72,000	(4,596)	107%
\$ 155,000	(8,757)	106%
\$ 3,800	(301)	109%
\$ -	-	0%
\$ 2,000	160	93%
\$ 20,000	4,245	82%
\$ 1,208,800	\$ 97,373	93%
Gen'l and Admin Expenses		
\$ 9,000	\$ -	100%
\$ -	\$ 3,000	0%
5,625	-	100%
1,500	-	100%
\$ 16,125	\$ 3,000	84%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-02-5150-000	Building Maintenance-Plant	19,500	\$ 2,157	17,343	11%
01-02-5170-000	Landscaping Expenses-Plant	7,800	\$ 553	7,247	7%
01-02-5200-000	Utilities-Plant	13,350	\$ 2,125	11,225	16%
01-02-5300-000	Training-Plant	9,525	\$ 3,144	6,381	33%
01-02-5310-000	Operator Certifications-Educ	2,000	\$ 336	1,664	17%
01-02-5311-000	Tuition Reimbursement	1,500	\$ -	1,500	0%
01-02-5330-000	Safety & Security	17,250	\$ 7,846	9,404	45%
01-02-5340-000	Uniforms	13,875	\$ 1,721	12,154	12%
01-02-5350-000	Misc- Administration	1,250	\$ 90	1,160	7%
01-02-5360-000	Emergency Operations/Repairs	8,000	\$ 1,883	6,117	24%
01-02-5370-000	Permit & Assessment Fees	-	\$ -	-	0%
01-02-5380-000	Tools and Eq Maintenance	17,650	\$ 521	17,129	3%
01-02-5390-000	Nitrate Plant	61,500	\$ 24,064	37,436	39%
01-02-5441-000	Inventory Shrinkage/Overage	3,600	\$ -	3,600	0%
01-02-5442-000	Inventory Disposal	-	\$ 50	(50)	0%
01-02-5445-000	Telemetry & Signal System	11,250	\$ 229	11,021	2%
01-02-5460-000	Water Treatment Expense	135,000	\$ 27,664	107,336	20%
Operation Expense		\$ 323,050	\$ 72,383	\$ 250,667	22%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 19,500	\$ -	100%
7,800	-	100%
13,350	\$ -	100%
11,000	(1,475)	115%
2,000	\$ -	100%
1,500	\$ -	100%
20,000	(2,750)	116%
12,000	\$ 1,875	86%
1,250		
8,000	-	100%
-	\$ -	0%
17,650	-	100%
61,500	\$ -	100%
3,600	-	100%
	\$ -	0%
11,250	-	100%
135,000	\$ -	100%
\$ 325,400	\$ (2,350)	101%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Water System Expense					
01-02-5400-000	Water Usage Cost Exp Well 16	\$ 80,868	\$ 14,069	\$ 66,799	17%
01-02-5401-000	Purchased Water FMWD	3,491,618	\$ 1,021,008	2,470,610	29%
01-02-5402-000	Power Purchased - Pumping	825,854	\$ 135,597	690,257	16%
Water System Expense		\$ 4,398,340	\$ 1,170,674	\$ 3,227,666	27%
Distribution System Expense					
01-02-5423-100	Pipelines - Maintenance	\$ 79,500	\$ 2,284	\$ 77,216	3%
01-02-5423-300	Fire Hydrant Repair/Replace	20,000	\$ 8,050	11,950	40%
01-02-5423-500	Pipelines-Trench Plate Rentals	-	\$ -	-	0%
01-02-5423-700	Pipelines - Valves	10,000	\$ 1,811	8,189	18%
01-02-5424-100	Reservoir Maintenance	60,000	\$ 32,029	27,971	53%
01-02-5424-200	Reservoir Landscape	20,000	\$ 1,128	18,873	6%
01-02-5425-100	Meter Maintenance	6,000	\$ 672	5,328	11%
01-02-5425-300	Meter Repair/Replace/Upgrade	6,000	\$ 1,625	4,375	27%
01-02-5425-400	Lateral Leaks and Repairs	160,000	\$ 59,854	100,146	37%
01-02-5425-500	Meters - Trench Plate Rentals	-	\$ -	-	0%
01-02-5431-000	Land Lease Expense Well16	-	\$ 4,110	(4,110)	0%
01-02-5432-100	Well Site - Maintenance	62,000	\$ 10,394	51,606	17%
01-02-5432-200	Well Site - Landscape	20,000	\$ 1,155	18,845	6%
01-02-5433-000	Booster Pumps - Maintenance	25,000	\$ 14,263	10,737	57%
01-02-5434-000	Emergency Power Generators	26,000	\$ 940	25,060	4%
01-02-5440-100	Auto/Truck Maintenance	58,500	\$ 5,717	52,783	10%
01-02-5440-200	Auto/Truck Maintenance-Gas	25,500	\$ 6,519	18,981	26%
01-02-5440-300	Auto/Truck Maintenance-Diesel	21,000	\$ 4,405	16,595	21%
Distribution System Expense		\$ 599,500	\$ 154,955	\$ 444,545	26%
Operations - Water					
Totals		\$ 6,646,188	\$ 1,716,497	\$ 4,929,691	26%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 80,868	\$ -	100%
3,362,000	129,618	96%
825,000	854	100%
\$ 4,267,868	\$ 130,472	97%
\$ 79,500	\$ -	100%
20,000	-	100%
-	\$ -	0%
10,000	-	100%
75,000	\$ (15,000)	125%
20,000	-	100%
6,000	\$ -	100%
6,000	-	100%
160,000	\$ -	100%
-	-	0%
-	\$ -	0%
62,000	-	100%
20,000	\$ -	100%
25,000	-	100%
26,000	\$ -	100%
58,500	-	100%
25,500	\$ -	100%
21,000	-	100%
\$ 614,500	\$ (15,000)	103%
\$ 6,432,693	\$ 213,495	97%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

1st Quarter Actuals					
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-03-5000-000	Engineering Labor	\$ 311,984	\$ 69,915	\$ 242,069	22%
01-03-5000-010	Engineering Labor OT	7,500	-	7,500	0%
01-03-5045-000	Automobile Allowance	3,300	825	2,475	25%
01-06-5047-000	Phone Allowance	907	-	907	0%
01-03-5050-000	Employer Portion of PERS	59,871	9,564	50,307	16%
01-03-5060-000	Taxes-Payroll	28,292	8,061	20,231	28%
01-03-5070-000	Sick Leave/Vacation	38,247	10,429	27,818	27%
01-03-5080-000	Health Dental Vision	57,485	17,074	40,412	30%
01-03-5082-000	Life and Disability Insurance	2,276	614	1,663	27%
01-03-5083-000	Self Insurance	3,600	44	3,556	1%
01-03-5084-000	Wellness Program	1,080	225	855	21%
01-03-5085-000	Workers' Compensation Ins	3,729	479	3,250	13%
Compensation and Benefits		\$ 518,271	\$ 117,229	\$ 401,041	23%
Gen'l and Admin Expenses					
01-03-5130-000	Administrative Consultants	\$ 178,800	\$ 31,958	\$ 146,842	18%
01-03-5135-000	Interns	7,050	-	7,050	0%
01-03-5180-000	Office Supplies & Misc Exp	1,500	21	1,479	1%
01-03-5180-100	Misc Expense - COVID-19	500	-	500	0%
01-03-5260-000	Engineering Expense	3,750	414	3,336	11%
01-03-5300-000	Training	900	587	313	65%
01-03-5310-000	Certifications-Educ	3,480	-	3,480	0%
01-03-5311-000	Tuition Reimbursement	750	-	750	0%
01-03-5320-000	Conferences & Seminars	2,250	840	1,410	37%
01-03-5350-000	Misc- Administration	375	-	375	0%
01-03-5355-000	Memberships/Subscriptions	375	-	375	0%
Gen'l and Admin Expenses		\$ 199,730	\$ 33,821	\$ 165,909	17%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 285,000	\$ 26,984	91%
-	7,500	0%
3,300	-	100%
40,000	19,871	67%
30,000	(1,708)	106%
42,000	(3,753)	110%
61,000	(3,515)	106%
2,500	(224)	110%
3,600	-	100%
1,080	-	100%
2,870	859	77%
\$ 471,350	\$ 46,013	91%
Gen'l and Admin Expenses		
\$ 178,800	\$ -	100%
7,050	-	100%
1,500	-	100%
-	500	0%
3,750	-	100%
900	-	100%
3,480	-	100%
750	-	100%
2,250	-	100%
375	-	100%
375	-	100%
\$ 199,230	\$ 500	100%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-03-5370-000	Permit & Assessment Fees	\$ -	\$ -	\$ -	0%
Operation Expense		\$ -	\$ -	\$ -	0%
Distribution System Expense					
01-03-5410-000	Backflow Expense	\$ 600	\$ -	\$ 600	0%
01-03-5423-200	Pipelines - Paving	10,000	1,318	8,682	13%
01-03-5423-400	Pipelines - Leak Detect/Repair	25,000	-	25,000	0%
01-03-5424-100	Reservoir Maintenance	19,500	-	19,500	0%
01-03-5425-100	Meter Maintenance	-	-	-	0%
01-03-5425-200	Meters - Paving	115,000	25,629	89,371	22%
01-03-5425-700	D-Job Meters/Hydrants	100,000	10,100	89,900	10%
01-03-5431-000	Land Lease Well 16	17,160	2,740	14,420	16%
01-03-5432-300	Well Site - Lease Payment	300	-	300	0%
01-03-5433-000	Booster Pumps - Maintenance	-	-	-	0%
Distribution System Expense		\$ 287,560	\$ 39,787	\$ 247,773	14%
Engineering - Water					
Totals		\$ 1,005,561	\$ 190,837	\$ 814,723	19%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ -	\$ -	0%
\$ -	\$ -	0%
\$ 600	\$ -	100%
10,000	-	100%
25,000	-	100%
19,500	-	100%
-	-	0%
115,000	-	100%
100,000	-	100%
17,160	-	100%
300	-	100%
-	-	0%
\$ 287,560	\$ -	100%
\$ 958,140	\$ 46,513	95%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-04-5000-300	Administrative Service - Labor	\$ 94,059	\$ 22,195	\$ 71,864	24%
01-04-5045-000	Automobile Allowance	1,500	375	1,125	25%
01-04-5050-000	Employer Portion of PERS	14,200	2,346	11,854	17%
01-04-5060-000	Taxes-Payroll	6,848	1,790	5,057	26%
01-04-5070-000	Sick Leave/Vacation	9,701	2,484	7,217	26%
01-04-5080-000	Health Dental Vision	13,452	4,380	9,072	33%
01-04-5082-000	Life and Disability Insurance	568	142	426	25%
01-04-5083-000	Self Insurance	1,800	972	828	54%
01-04-5084-000	Wellness Program	180	-	180	0%
01-04-5085-000	Workers' Compensation Ins	550	109	441	20%
Compensation and Benefits		\$ 142,858	\$ 34,794	\$ 108,065	24%
Gen'l and Admin Expenses					
01-04-5130-000	Administrative Consultants	\$ 30,000	\$ -	\$ 30,000	0%
01-04-5135-000	Interns	-	-	-	0%
01-04-5180-000	Office Supplies & Misc Expense	750	42	708	6%
01-04-5270-000	Water Conservation Expense	15,000	-	15,000	0%
01-04-5270-400	Water Conservation Rebates	5,000	-	5,000	0%
01-04-5270-600	Community Outreach	35,000	15,229	19,771	44%
01-04-5320-000	Conferences & Seminars	1,875	-	1,875	0%
01-04-5355-000	Memberships/Subscriptions	1,368	-	1,368	0%
Gen'l and Admin Expenses		\$ 88,993	\$ 15,271	\$ 73,722	17%
Operation Expense					
01-04-5450-100	Lab & Sampling Expense	\$ 100,000	\$ 17,468	\$ 82,532	17%
01-04-5450-200	Non-Lab & Sampling	15,000	-	15,000	0%
Operation Expense		\$ 115,000	\$ 17,468	\$ 97,532	15%
Regulatory - Water					
Totals		\$ 346,851	\$ 67,532	\$ 279,319	19%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 88,780	\$ 5,279	94%
1,500	-	100%
9,386	4,815	66%
7,162	(314)	105%
9,936	(235)	102%
14,500	(1,048)	108%
566	2	100%
1,800	-	100%
180	-	100%
438	112	80%
\$ 134,248	\$ 8,611	94%
50,000	\$ (20,000)	167%
-	-	0%
750	-	100%
15,000	-	100%
1,000	4,000	20%
35,000	-	100%
-	1,875	0%
500	868	37%
\$ 102,250	\$ (13,257)	115%
\$ 85,000	\$ 15,000	85%
15,000	-	100%
\$ 100,000	\$ 15,000	87%
\$ 336,498	\$ 10,354	97%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
01-05-5130-000	Administrative Consultants	\$ 141,150	\$ -	\$ 141,150	0%
01-05-5180-000	Office Supplies & Misc Expense	-	\$ -	-	0%
01-05-5190-000	Computers and Network	18,826	\$ 10,046	8,780	53%
01-05-5195-000	Computer Software	53,081	\$ 27,687	25,394	52%
01-05-5225-000	Enterprise Voice Com	13,500	\$ 1,998	11,502	15%
01-05-5226-000	Wireless Voice & Data	14,070	\$ 4,723	9,347	34%
01-05-5227-000	Data Communications - Fiber	39,150	\$ 11,149	28,001	28%
Gen'l and Admin Expenses		\$ 279,777	\$ 55,603	\$ 224,174	20%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
140,000	\$ 1,150	99%
-	-	0%
20,000	(1,174)	106%
53,000	81	100%
13,000	500	96%
16,000	(1,930)	114%
45,000	(5,850)	115%
\$ 287,000	\$ (7,223)	103%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-05-5445-100	Telemetry & Signal System	\$ -	\$ 199	\$ (199)	0%
01-05-5445-200	SCADA Hardware	-	\$ 6,167	(6,167)	0%
01-05-5445-300	SCADA Software	22,643	\$ -	22,643	0%
01-05-5445-400	SCADA Phone Lines	-	\$ -	-	0%
Operation Expense		\$ 22,643	\$ 6,366	\$ 16,277	28%
Technology - Water					
Totals		\$ 302,420	\$ 61,969	\$ 240,451	20%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
1,192	\$ (1,192)	0%
1,000	(1,000)	0%
23,000	(357)	102%
-	-	0%
25,192	\$ (2,549)	111%
\$ 312,192	\$ (9,772)	103%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-06-5000-200	Officer Salaries	\$ 212,977	\$ 51,432	\$ 161,545	24%
01-06-5000-300	Administrative Service - Labor	326,972	\$ 70,068	256,904	21%
01-06-5000-310	Administrative Service - OT	6,000	\$ 1,390	4,610	23%
01-06-5045-000	Automobile Allowance	5,400	\$ 1,350	4,050	25%
01-06-5047-000	Phone Allowance	1,440	\$ 252	1,188	18%
01-06-5050-000	Employer Portion of PERS	262,260	\$ 61,142	201,118	23%
01-06-5060-000	Taxes-Payroll	43,320	\$ 7,679	35,641	18%
01-06-5070-000	Sick Leave/Vacation	55,508	\$ 9,038	46,470	16%
01-06-5080-000	Health Dental Vision	99,860	\$ 24,193	75,667	24%
01-06-5080-100	Retiree Health Care Expense	144,792	\$ -	144,792	0%
01-06-5082-000	Life and Disability Insurance	3,438	\$ 675	2,763	20%
01-06-5083-000	Self Insurance	9,000	\$ 779	8,221	9%
01-06-5084-000	Wellness Program	2,580	\$ 690	1,890	27%
01-06-5085-000	Workers' Compensation Ins	4,177	\$ 761	3,416	18%
Compensation and Benefits		\$ 1,177,724	\$ 229,449	\$ 948,275	19%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 205,730	\$ 7,247	97%
280,271	46,701	86%
5,561	439	93%
5,400	-	100%
1,440	-	100%
244,568	17,693	93%
30,714	12,605	71%
36,151	19,356	65%
96,772	3,088	97%
-	144,792	0%
2,701	737	79%
9,000	-	100%
2,580	-	100%
3,043	1,134	73%
\$ 923,932	\$ 253,792	78%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
01-06-5090-000	GL, Property, Fidelity Ins	\$ 67,000	\$ 16,172	\$ 50,828	24%
01-06-5100-000	Accounting	9,750	\$ 329	9,421	3%
01-06-5125-000	Legal	133,500	\$ 23,171	110,329	17%
01-06-5130-000	Administrative Consultants	10,500	\$ 66,646	(56,146)	635%
01-06-5135-000	Interns	-	\$ -	-	0%
01-06-5140-000	Election Expense	-	\$ -	-	0%
01-06-5150-000	Building Maintenance	18,787	\$ 2,375	16,411	13%
01-06-5170-000	Landscaping Expense	6,402	\$ 1,133	5,269	18%
01-06-5180-000	Office Supplies & Misc Expense	3,000	\$ 1,249	1,751	42%
01-06-5180-100	Misc Expense - COVID-19	1,875	\$ -	1,875	0%
01-06-5200-000	Utilities	21,399	\$ 5,148	16,251	24%
01-06-5230-000	Printing Postage Stationery	32,500	\$ 11,523	20,977	35%
01-06-5250-000	Water System Fees	65,000	\$ 7,708	57,292	12%
01-06-5300-000	Training	4,500	\$ 1,158	3,342	26%
01-06-5311-000	Tuition Reimbursement	1,313			
01-06-5320-000	Conferences & Seminars	3,767	\$ -	3,767	0%
01-06-5350-000	Misc Administration	4,210	\$ 3,050	1,161	72%
01-06-5355-000	Memberships/Subscriptions	23,250	\$ 17,951	5,299	77%
01-06-5365-000	Bank Charges	30,000	\$ 5,665	24,335	19%
Gen'l and Admin Expenses		\$ 436,754	\$ 163,279	\$ 272,162	37%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 68,000	\$ (1,000)	101%
10,000	(250)	103%
138,751	(5,251)	104%
95,000	(84,500)	905%
-	-	0%
-	-	
9,502	9,285	51%
4,533	1,869	71%
4,995	(1,995)	167%
-	1,875	0%
20,591	808	96%
33,000	(500)	102%
65,000	-	100%
5,000	(500)	111%
-		
4,000	(233)	106%
7,000	(2,790)	166%
24,000	(750)	103%
22,661	7,339	76%
\$ 512,034	\$ (76,593)	117%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Non-Operating Expense					
01-06-5910-000	Interest Expense - Notes	\$ 29,100	\$ 90,000	\$ (60,900)	309%
01-06-5920-100	Rental Expenses - PA House	2,625	\$ -	2,625	0%
01-06-5920-200	Rental Expenses - Sycamore	2,625	\$ -	2,625	0%
01-06-5920-300	Rental Expenses - Mills	2,625	\$ -	2,625	0%
Non-Operating Expense		\$ 36,975	\$ 90,000	\$ 7,875	243%
Operation Expense					
01-06-5145-000	Taxes-Property	\$ 15,348	\$ -	\$ 15,348	0%
Operation Expense		\$ 15,348	\$ -	\$ 15,348	0%
Administration - Water					
Totals		\$ 1,666,801	\$ 482,728	\$ 1,243,659	29%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 29,000	\$ 100	100%
2,500	125	95%
2,500	125	95%
2,500	125	95%
\$ 36,500	\$ 475	99%
\$ 15,348	\$ (0)	100%
\$ 15,348	\$ (0)	100%
\$ 1,487,814	\$ 177,674	89%

SUMMARY

Crescenta Valley Water District Wastewater Budget Variance Report Summary - As of September 30, 2021 (25% of Year)

Q1

3 Month Actuals (25%)					
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Revenue					
	Wastewater - User Charges	\$ 3,506,607	\$ 799,222	\$ 2,707,385	23%
	Interest Income Wastewater	1,000	-	1,000	0%
	Other Income Wastewater	19,860	7,211	5,930	36%
	Construction Revenue	29,000	22,596	6,404	78%
Revenue		\$ 3,556,467	\$ 829,029	\$ 2,720,719	23%
Expenses					
	Labor & Benefits	1,593,664	350,295	1,243,369	22%
	City of LA Sewer Services	1,809,800	-	1,809,800	0%
	Operating Cost	730,181	156,927	573,254	21%
Expenses		\$ 4,133,645	\$ 507,222	\$ 3,626,423	12%
	Infrastructure	175,000	381,500	(206,500)	218%
	Capital Outlays & Equip	64,500	64,500	-	100%
	OPEB	-		-	0%
Total CIP & OPEB		239,500	446,000	(206,500)	186%
Net Revenue minus Expenses		(816,678)	(124,193)		

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,500,000	\$ 6,607	100%
500	500	50%
29,600	(9,740)	149%
94,000	(65,000)	324%
\$ 3,624,100	\$ (67,633)	102%
1,321,730	271,934	83%
1,930,797	(120,997)	107%
724,143	6,038	99%
\$ 3,976,670	\$ 156,975	96%
381,500	(206,500)	218%
64,500	-	100%
-	-	
\$ 446,000	\$ (206,500)	186%
(798,570)		

Crescenta Valley Water District
Wastewater Budget Variance Report
Revenue - As of September 30, 2021 (25% of Year)

1st Quarter Actuals				
	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Sewage Disposal Sales	\$ 3,506,607	\$ 799,222	\$ 2,707,385	23%
Property Owner Assessments	25,000	\$ 22,596	2,404	90%
Sewer Permits	4,000	\$ -	4,000	0%
Other Income	-	\$ -	-	0%
Interest Earned - Sewer	1,000	\$ -	1,000	0%
Unrealized Gain/Loss on Invest	-	\$ -	-	0%
Fair Value Adjustment	-	\$ -	-	0%
Gain/Loss Sale of Investments	-	\$ -	-	0%
Rental Income - PA House	3,300	\$ 600	2,700	18%
Rental Income - Sycamore House	6,500	\$ 3,270	3,230	50%
Rental Income - Mills House	10,060	\$ 3,341	6,719	33%
	\$ 3,556,467	\$ 829,029	\$ 2,720,719	23%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,500,000	\$ 6,607	100%
\$ 90,000	(65,000)	360%
\$ 4,000	-	100%
\$ -	-	0%
\$ 500	500	50%
\$ -	-	0%
\$ -	-	0%
\$ -	-	0%
\$ 3,000	300	91%
\$ 13,300	(6,800)	205%
\$ 13,300	(3,240)	132%
\$ 3,624,100	\$ (64,393)	102%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of September 30, 2021 (25% of Year)**

1st Quarter Actuals					
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
5000-100	Director Fees	\$ 10,800	\$ 2,520	\$ 8,280	23%
5000-200	Officer Salaries	212,977	51,432	161,545	24%
5000-300	Administrative Service - Labor	249,523	57,044	192,479	23%
5000-310	Administrative Service - OT	6,250	1,544	4,706	25%
5000-350	Engineering Labor	145,661	23,305	122,356	16%
5000-360	Engineering Labor OT	2,500	-	2,500	0%
5000-400	Maintenance Labor	140,327	40,007	100,320	29%
5000-410	Maintenance Labor OT	22,000	1,424	20,576	6%
5000-800	Standby Pay	17,143	4,407	12,736	26%
5045-000	Automobile Allowance	10,200	2,550	7,650	25%
5047-000	Phone Allowance	2,976	-	2,976	0%
5050-000	Employer Portion of PERS	280,567	59,923	220,644	21%
5060-000	Taxes - Payroll	86,502	14,116	72,386	16%
5070-000	Sick Leave/Vacation	56,954	19,412	37,542	34%
5080-000	Health Dental Vision	211,362	65,624	145,738	31%
5080-100	Retiree Health Care Expense	96,528	-	96,528	0%
5082-000	Life and Disability Insurance	6,521	1,575	4,946	24%
5083-000	Self Insurance	9,600	1,196	8,404	12%
5084-000	Wellness Program	4,000	385	3,615	10%
5085-000	Workers' Compensation Ins	21,273	3,831	17,442	18%
Compensation and Benefits		\$ 1,593,664	\$ 350,295	\$ 1,243,369	22%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 10,000	\$ 800	93%
210,500	2,477	99%
223,040	26,483	89%
3,716	2,534	59%
93,220	52,441	64%
-	2,500	0%
160,028	(19,701)	114%
5,696	16,304	26%
17,628	(485)	103%
10,200	-	100%
250	2,726	8%
221,636	58,931	79%
50,736	35,766	59%
62,300	(5,346)	109%
222,228	(10,866)	105%
-	96,528	0%
6,100	421	94%
7,316	2,284	76%
2,140	1,860	54%
14,996	6,277	70%
\$ 1,321,730	\$ 271,934	83%

Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of September 30, 2021 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
5090-000	GL, Property, Fidelity Ins	67,000	16,172	50,828	24%
5100-000	Accounting	9,750	371	9,379	4%
5125-000	Legal	44,500	5,143	39,357	12%
5130-000	Administrative Consultants	239,350	22,703	216,647	9%
5135-000	Interns	7,050	-	7,050	0%
5150-000	Building Maintenance	12,713	1,428	11,285	11%
5170-000	Landscaping Expense	7,398	871	6,527	12%
5180-000	Office Supplies & Misc Expense	14,250	1,185	13,065	8%
5190-000	Computers and Network	6,275	3,172	3,103	51%
5195-000	Computer Software	17,694	9,229	8,465	52%
5200-000	Utilities	11,551	2,297	9,254	20%
5225-000	Enterprise Voice Communication	4,500	1,570	2,930	35%
5226-000	Wireless Voice & Data	4,690	1,411	3,279	30%
5227-000	Data Communications - Fiber	13,050	3,917	9,133	30%
5230-000	Printing Postage Stationery	32,500	11,880	20,620	37%
5260-000	Engineering Expense	3,750	320	3,430	9%
5300-000	Training	4,975	1,506	3,469	30%
5320-000	Conferences & Seminars	\$ 7,233	\$ 10,461	\$ (3,228)	145%
5350-000	Misc Administration	3,165	2,390	775	76%
5355-000	Memberships/Subscriptions	9,868	5,984	3,884	61%
5365-000	Bank Charges	30,000	645	29,355	2%
Gen'l and Admin Expenses		\$ 551,261	\$ 102,655	\$ 448,606	19%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
64,688	2,312	97%
9,750	-	100%
50,000	(5,500)	112%
248,050	(8,700)	104%
7,050	-	100%
9,336	3,377	73%
6,876	522	93%
15,150	(900)	106%
6,500	(225)	104%
18,500	(806)	105%
10,954	597	95%
4,500	-	100%
5,400	(710)	115%
15,000	(1,950)	115%
33,000	(500)	102%
3,579	171	95%
7,000	(2,025)	141%
\$ 5,954	\$ 1,279	82%
3,800	(635)	120%
7,300	2,568	74%
22,661	7,339	76%
\$ 555,048	\$ (3,787)	101%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of September 30, 2021 (25% of Year)**

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Non-Operating Expense					
5920-100	Rental Expenses - PA House	\$ 875	\$ -	\$ 875	0%
5920-200	Rental Expenses - Sycamore	875	-	875	0%
5920-300	#N/A	875	-	875	0%
Non-Operating Expense		\$ 2,625	\$ -	\$ 2,625	0%
Operations Expense					
5145-000	Taxes-Property	\$ 5,152	\$ -	\$ 5,152	0%
5310-000	Operator Certifications-Educ	2,820	-	2,820	0%
5330-000	Safety & Security	5,750	3,228	2,522	56%
5340-000	Uniforms	4,625	553	4,072	12%
5360-000	Emergency Operations/Repairs	8,000	1,883	6,117	24%
5380-000	Tools and Eq Maintenance	17,650	542	17,108	3%
5402-000	Power Purchased - Lift Stn	-	92	(92)	0%
5445-100	Telemetry & Signal System	3,750	30	3,720	1%
5445-200	SCADA Hardware	-	1,707	(1,707)	0%
5445-300	SCADA Software	7,548	-	7,548	0%
5445-400	SCADA Phone Lines	-	-	-	0%
Operations Expense		\$ 55,295	\$ 8,035	\$ 47,260	15%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 850	\$ 25	97%
850	25	97%
2,300	(1,425)	263%
\$ 4,000	\$ 50	152%
\$ 5,152	\$ -	100%
4,000	(1,180)	142%
6,750	(1,000)	117%
4,625	-	100%
-	8,000	0%
17,650	-	100%
-	-	0%
3,870	(120)	103%
7,000	(7,000)	0%
7,548	-	100%
-	-	0%
\$ 56,595	\$ (1,300)	102%

EXPENSE

**Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of September 30, 2021 (25% of Year)**

Q1

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Wastewater System Expense					
5434-000	Emergency Power Generators	\$ -	\$ -	\$ -	0%
5700-000	Wastewater System Expense	1,809,800	-	1,809,800	0%
Wastewater System Expense		\$ 1,809,800	\$ -	\$ 1,809,800	0%
Collection System Expense					
5423-000	Pipelines - Maintenance	\$ -	\$ -	\$ -	0%
5423-100	Pipelines - Maintenance	26,500	18,554	7,946	70%
5440-100	Auto/Truck Maintenance	19,500	18,835	665	97%
5440-200	Auto/Truck Maintenance-Gas	8,500	1,947	6,553	23%
5440-300	Auto/Truck Maintenance-Diesel	7,000	1,171	5,829	17%
5621-000	Sewer Flow Monitoring Expense	17,500	5,730	11,770	33%
5624-000	Sewer Camera Van Inspection	8,000	-	8,000	0%
5625-000	Sewer Interceptor Maintenance	20,000	-	20,000	0%
5628-000	Sewer Lift Station Maintenance	14,000	-	14,000	0%
Collection System Expense		\$ 121,000	\$ 46,237	\$ 74,763	38%
Wastewater Totals					
Totals		\$ 4,133,645	\$ 507,222	\$ 3,626,423	12%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ -	\$ -	0%
1,930,797	(120,997)	107%
\$ 1,930,797	\$ (120,997)	107%
\$ -	\$ -	0%
26,500	-	100%
25,000	(5,500)	128%
8,500	-	100%
7,000	-	100%
17,500	-	100%
8,000	-	100%
2,000	18,000	10%
14,000	-	100%
\$ 108,500	\$ 12,500	90%
\$ 3,976,670	\$ 30,500	96%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Board - As of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-01-5000-100	Director Fees	\$ 10,800	\$ 2,520	\$ 8,280	23%
02-01-5060-000	Taxes - Payroll	706	153	553	0
02-01-5085-000	Workers' Compensation Ins	100	11	89	0
Compensation and Benefits		\$ 11,606	\$ 2,684	\$ 8,922	23%
Gen'l and Admin Expenses					
02-01-5320-000	Conferences & Seminars	\$ 1,250	\$ -	\$ 1,250	0%
02-01-5350-000	Misc Administration		46	(46)	0%
Gen'l and Admin Expenses		\$ 1,250	\$ 46	\$ 1,204	4%
Board - Wastewater					
Totals		12,856.00	2,730.00	10,126.00	21%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 10,000	\$ 800	93%
600	106	85%
44	56	44%
\$ 10,644	\$ 962	92%
\$ 1,250	\$ -	100%
50	(50)	0%
\$ 1,300	\$ (50)	104%
11,944	912	93%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-02-5000-300	Administrative Service - Labor	\$ 22,956	\$ 5,862	\$ 17,094	26%
02-02-5000-310	Administrative Service - OT	250	\$ 154	96	62%
02-02-5000-400	Maintenance Labor	140,327	\$ 40,007	100,320	29%
02-02-5000-410	Maintenance Labor OT	22,000	\$ 1,424	20,576	6%
02-02-5000-800	Standby Pay	17,143	\$ 4,407	12,736	26%
02-02-5047-000	Phone Allowance	1,411	\$ -	1,411	0%
02-02-5050-000	Employer Portion of PERS	56,346	\$ 8,469	47,877	15%
02-02-5060-000	Taxes-Payroll	35,738	\$ 3,000	32,738	8%
02-02-5070-000	Sick Leave/Vacation	22,468	\$ 6,328	16,140	28%
02-02-5080-000	Health Dental Vision	97,496	\$ 36,760	60,736	38%
02-02-5082-000	Life and Disability Insurance	2,333	\$ 622	1,711	27%
02-02-5083-000	Self Insurance		\$ -	-	0%
02-02-5084-000	Wellness Program	1,440	\$ -	1,440	0%
02-02-5085-000	Workers' Compensation Ins	15,535	\$ 2,920	12,615	19%
Compensation and Benefits		\$ 435,443	\$ 109,953	\$ 325,490	25%
Gen'l and Admin Expenses					
02-02-5180-000	Office Supplies & Misc Expense	\$ 9,000	\$ -	\$ 9,000	0%
02-02-5180-100	Misc Expense - COVID-19	\$ 1,000			
02-02-5320-000	Conferences & Seminars	1,875	\$ 499	1,376	27%
02-02-5355-000	Memberships/Subscriptions	500	\$ -	500	0%
Gen'l and Admin Expenses		\$ 12,375	\$ 499	\$ 10,876	0%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 23,448	\$ (492)	102%
616	(366)	246%
160,028	(19,701)	114%
5,696	16,304	26%
17,628	(485)	103%
33,876	22,470	60%
12,000	23,738	34%
25,312	(2,844)	113%
99,000	(1,504)	102%
2,488	(155)	107%
-	-	0%
-	1,440	0%
11,680	3,855	75%
\$ 391,772	\$ 42,260	90%
\$ 9,000	\$ -	100%
\$ 1,000		
1,875	-	100%
500	-	100%
\$ 12,375	\$ -	100%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - September 30, 2021 (25% of Year)**

GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
02-02-5150-000	Building Maintenance-Plant	\$ 6,500	\$ 719	\$ 5,781	11%
02-02-5170-000	Landscaping Expense-Plant	5,200	\$ 452	4,748	9%
02-02-5200-000	Utilities-Plant	4,450	\$ 671	3,779	15%
02-02-5300-000	Training-Plant	3,175	\$ 1,096	2,079	35%
02-02-5310-000	Operator Certifications-Educ	500	\$ -	500	0%
02-02-5311-000	Tuition Reimbursement	500	\$ -	500	0%
02-02-5330-000	Safety & Security	5,750	\$ 3,228	2,522	56%
02-02-5350-000	Misc Administration	1,250	\$ 60	1,190	5%
02-02-5340-000	Uniforms	4,625	\$ 553	4,072	12%
02-02-5360-000	Emergency Operations/Repairs	8,000	\$ 1,883	6,117	24%
02-02-5380-000	Tools and Eq Maintenance	17,650	\$ 542	17,108	3%
02-02-5402-000	Power Purchased - Lift Stn	-	\$ 92	(92)	0%
01-02-5441-000	Inventory Shrinkage/Overage	2,400	\$ -	2,400	0%
02-02-5445-000	Telemetry & Signal System	3,750	\$ -	3,750	0%
Operation Expense		\$ 63,750	\$ 9,296	\$ 54,454	15%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 6,500	\$ -	100%
5,200	-	100%
4,450	-	100%
5,000	(1,825)	157%
500	-	100%
500	-	
6,750	(1,000)	117%
1,250	-	100%
4,625	-	100%
8,000	-	100%
17,650	-	100%
-		
2,400		
3,750	-	100%
\$ 66,575	\$ (2,825)	104%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - September 30, 2021 (25% of Year)**

GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Collection System Expense					
02-02-5423-100	Pipelines - Maintenance	26,500	\$ 18,554	7,946	70%
02-02-5440-100	Auto/Truck Maintenance	19,500	\$ 18,835	665	97%
02-02-5440-200	Auto/Truck Maintenance-Gas	8,500	\$ 1,947	6,553	23%
02-02-5440-300	Auto/Truck Maintenance-Diesel	7,000	\$ 1,171	5,829	17%
02-02-5621-000	Sewer Flow Monitoring Expense	-	\$ 5,730	(5,730)	0%
02-02-5624-000	Sewer Camera Van Inspection	8,000	\$ -	8,000	0%
02-02-5625-000	Sewer Interceptor Maintenance	20,000	\$ -	20,000	0%
02-02-5628-000	Sewer Lift Station Maintenance	14,000	\$ -	14,000	0%
Collection System Expense		\$ 103,500	\$ 46,237	\$ 57,263	45%
Wastewater System Expense					
02-02-5434-000	Emergency Power Generators	\$ -	\$ -	\$ -	0%
02-02-5700-000	Wastewater System Expense	1,809,800	\$ -	1,809,800	0%
Wastewater System Expense		\$ 1,809,800	\$ -	\$ 1,809,800	0%
Operations - Wastewater					
Totals		\$ 2,424,868	\$ 165,985	\$ 2,257,883	7%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 26,500	-	100%
25,000	(5,500)	128%
8,500	-	100%
7,000	-	100%
-	-	0%
8,000	-	100%
2,000	18,000	10%
14,000	-	100%
\$ 91,000	\$ 12,500	88%
Wastewater System Expense		
\$ -	\$ -	0%
1,930,797	(120,997)	107%
\$ 1,930,797	\$ (120,997)	107%
Operations - Wastewater		
\$ 2,492,519	\$ (69,062)	103%

Crescenta Valley Water District
Wastewater Budget Variance Report
Engineering - As of September 30, 2021 (25% of Year)

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-03-5000-000	Engineering Labor	\$ 145,661	\$ 23,305	\$ 122,356	16%
02-03-5000-010	Engineering Labor OT	2,500	-	2,500	0%
02-03-5045-000	Automobile Allowance	3,300	\$ 825	2,475	25%
02-03-5047-000	Phone Allowance	605	-	605	0%
02-03-5050-000	Employer Portion of PERS	39,914	\$ 6,376	33,538	16%
02-03-5060-000	Taxes-Payroll	17,947	\$ 2,687	15,260	15%
02-03-5070-000	Sick Leave/Vacation	12,749	\$ 3,431	9,318	27%
02-03-5080-000	Health Dental Vision	38,324	\$ 11,382	26,942	30%
02-03-5082-000	Life and Disability Insurance	1,517	\$ 409	1,108	27%
02-03-5083-000	Self Insurance	2,400	\$ 29	2,371	1%
02-03-5084-000	Wellness Program	720	\$ 75	645	10%
02-03-5085-000	Workers' Compensation Ins	2,486	\$ 320	2,166	13%
Compensation and Benefits		\$ 268,123	\$ 48,839	\$ 219,284	18%
Gen'l and Admin Expenses					
02-03-5130-000	Administrative Consultants	\$ 178,800	\$ -	\$ 178,800	0%
02-03-5135-000	Interns	7,050	-	7,050	0%
02-03-5180-000	Office Supplies & Misc Expense	1,500	\$ 19	1,481	1%
02-03-5180-100	Misc Expense - COVID-19	500	-	500	0%
02-03-5260-000	Engineering Expense	3,750	\$ 320	3,430	9%
02-03-5300-000	Training	300	\$ 138	162	46%
02-03-5310-000	Operator Certifications-Educ	2,320	-	2,320	0%
02-03-5320-000	Conferences & Seminars	2,250	\$ 245	2,005	11%
02-03-5311-000	Tuition Reimbursement	250	-	250	0%
02-03-5355-000	Memberships/Subscriptions	250	-	250	0%
02-03-5350-000	Misc Administration	125	-	125	0%
Gen'l and Admin Expenses		\$ 197,095	\$ 722	\$ 196,248	0%
Collection System Expense					
02-03-5621-000	Sewer Flow Monitoring Expense	\$ 17,500	\$ -	\$ 17,500	0%
02-03-5410-000	Backflow Expense	\$ 200			
Collection System Expense		\$ 17,700	\$ -	\$ 17,500	0%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 93,220	\$ 52,441	64%
-	2,500	0%
3,300	-	100%
25,504	14,410	64%
10,748	7,199	60%
13,724	(975)	108%
45,528	(7,204)	119%
1,636	(119)	108%
116	2,284	5%
300	420	42%
1,280	1,206	51%
\$ 195,356	\$ 72,162	73%
\$ 180,000	\$ (1,200)	101%
7,050	-	100%
1,500	-	100%
-	500	0%
3,579	171	95%
500	(200)	167%
3,500	(1,180)	151%
1,529	721	68%
-	250	0%
800	(550)	320%
-	125	0%
\$ 198,458	\$ (1,363)	101%
17,500	\$ -	100%
\$ 17,500	\$ -	99%

Crescenta Valley Water District
Wastewater Budget Variance Report
Engineering - As of September 30, 2021 (25% of Year)

GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Engineering - Wastewater					
Totals		\$ 482,918	\$ 49,561	\$ 433,032	10%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 411,314	\$ 70,799	85%

Crescenta Valley Water District
Wastewater Budget Variance Report
Regulatory - As of September 30, 2021 (25% of Year)

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-04-5000-300	Administrative Service - Labor	\$ 31,353	\$ 7,398	\$ 23,955	24%
02-04-5045-000	Automobile Allowance	1,500	\$ 375	1,125	25%
02-04-5050-000	Employer Portion of PERS	9,467	\$ 1,564	7,903	17%
02-04-5060-000	Taxes-Payroll	4,356	\$ 597	3,759	14%
02-04-5070-000	Sick Leave/Vacation	3,234	\$ 816	2,418	25%
02-04-5080-000	Health Dental Vision	8,968	\$ 2,920	6,048	33%
02-04-5082-000	Life and Disability Insurance	379	\$ 94	285	25%
02-04-5083-000	Self Insurance	1,200	\$ 648	552	54%
02-04-5084-000	Wellness Program	120	\$ -	120	0%
02-04-5085-000	Workers' Compensation Ins	367	\$ 73	294	20%
Compensation and Benefits		\$ 60,944	\$ 14,485	\$ 46,459	24%
Gen'l and Admin Expenses					
02-04-5130-000	Administrative Consultants	\$ 10,000	\$ -	\$ 10,000	0%
02-04-5135-000	Interns	\$ -	\$ -	\$ -	0%
02-04-5180-000	Office Supplies & Misc Expense	750	\$ 39	711	5%
02-04-5320-000	Conferences & Seminars	625	\$ -	625	0%
02-04-5355-000	Memberships/Subscriptions	1,368	\$ -	1,368	0%
Gen'l and Admin Expenses		\$ 12,743	\$ 39	\$ 10,711	0%
Regulatory - Wastewater					
Totals		\$ 73,687	\$ 14,524	\$ 57,170	20%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	``
\$ 29,592	\$ 1,761	94%
1,500	-	100%
6,256	3,211	66%
2,388	1,968	55%
3,264	(30)	101%
9,700	(732)	108%
376	3	99%
1,200	-	100%
120	-	100%
292	75	80%
\$ 54,688	\$ 6,256	90%
Gen'l and Admin Expenses		
\$ 10,000	\$ -	100%
\$ -	\$ -	0%
\$ 750	\$ -	100%
\$ -	\$ 625	0%
\$ 10,750	\$ -	84%
Regulatory - Wastewater		
\$ 65,438	\$ 6,256	89%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Technology - As of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
02-05-5130-000	Administrative Consultants	\$ 47,050	\$ 22,703	\$ 24,347	48%
02-05-5180-000	Office Supplies & Misc Expense	-	-	-	0%
02-05-5190-000	Computers and Network	6,275	\$ 3,172	3,103	51%
02-05-5195-000	Computer Software	17,694	\$ 9,229	8,465	52%
02-05-5225-000	Enterprise Voice Com	4,500	\$ 1,570	2,930	35%
02-05-5226-000	Wireless Voice & Data	4,690	\$ 1,411	3,279	30%
02-05-5227-000	Data Communications - Fiber	13,050	\$ 3,917	9,133	30%
Gen'l and Admin Expenses		\$ 93,259	\$ 42,002	\$ 51,257	45%
Operation Expense					
02-05-5445-100	Telemetry & Signal System	\$ -	\$ 30	\$ (30)	0%
02-05-5445-200	SCADA Hardware	-	\$ 1,707	(1,707)	0%
02-05-5445-300	SCADA Software	7,548	-	7,548	0%
02-05-5445-400	SCADA Phone Lines	-	-	-	0%
Operation Expense		\$ 7,548	\$ 1,737	\$ 5,811	23%
Technology - Wastewater					
Total Expense		\$ 100,807	\$ 43,739	\$ 57,068	43%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 47,050	\$ -	100%
-	-	0%
6,500	(225)	104%
18,500	(806)	105%
4,500	-	100%
5,400	(710)	115%
15,000	(1,950)	115%
\$ 96,950	\$ (3,691)	104%
Operation Expense		
\$ 120	\$ (120)	0%
7,000	(7,000)	0%
7,548	-	100%
-	-	0%
\$ 14,668	\$ (7,120)	194%
Technology - Wastewater		
\$ 111,618	\$ (10,811)	111%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Administration - As of September 30, 2021 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-06-5000-200	Officer Salaries	\$ 212,977	\$ 51,432	\$ 161,545	24%
02-06-5000-300	Administrative Service - Labor	195,214	\$ 43,784	151,430	22%
02-06-5000-310	Administrative Service - OT	6,000	\$ 1,390	4,610	23%
02-06-5045-000	Automobile Allowance	5,400	\$ 1,350	4,050	25%
02-06-5047-000	Phone Allowance	960	\$ -	960	0%
02-06-5050-000	Employer Portion of PERS	174,840	\$ 43,514	131,326	25%
02-06-5060-000	Taxes-Payroll	27,755	\$ 7,679	20,076	28%
02-06-5070-000	Sick Leave/Vacation	18,503	\$ 8,837	9,666	48%
02-06-5080-000	Health Dental Vision	66,574	\$ 14,562	52,012	22%
02-06-5080-100	Retiree Health Care Expense	96,528	\$ -	96,528	0%
02-06-5082-000	Life and Disability Insurance	2,292	\$ 450	1,842	20%
02-06-5083-000	Self Insurance	6,000	\$ 519	5,481	9%
02-06-5084-000	Wellness Program	1,720	\$ 310	1,410	18%
02-06-5085-000	Workers' Compensation Ins	2,785	\$ 507	2,278	18%
Compensation and Benefits		\$ 817,548	\$ 174,334	\$ 643,214	21%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 210,500	\$ 2,477	99%
170,000	25,214	87%
3,100	2,900	52%
5,400	-	100%
250	710	26%
156,000	18,840	89%
25,000	2,755	90%
20,000	(1,497)	108%
68,000	(1,426)	102%
-	96,528	0%
1,600	692	70%
6,000	-	100%
1,720	-	100%
1,700	1,085	61%
\$ 669,270	\$ 148,278	82%

Crescenta Valley Water District
Wastewater Budget Variance Report
Administration - As of September 30, 2021 (25% of Year)

GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
02-06-5090-000	GL, Property, Fidelity Ins	\$ 67,000	\$ 16,172	\$ 50,828	24%
02-06-5100-000	Accounting	9,750	\$ 371	9,379	4%
02-06-5125-000	Legal	44,500	\$ 5,143	39,357	12%
02-06-5130-000	Administrative Consultants	3,500	\$ -	3,500	0%
02-06-5150-000	Building Maintenance	6,213	\$ 709	5,504	11%
02-06-5170-000	Landscaping Expense	2,198	\$ 419	1,779	19%
02-06-5180-000	Office Supplies & Misc Expense	3,000	\$ 1,127	1,873	38%
02-06-5180-100	Misc Expense - COVID-19	625	\$ -	625	0%
02-06-5200-000	Utilities	7,101	\$ 1,626	5,475	23%
02-06-5230-000	Printing Postage Stationery	32,500	\$ 11,880	20,620	37%
02-06-5300-000	Training	1,500	\$ 272	1,228	18%
02-06-5311-000	Tuition Reimbursement	438			
02-06-5320-000	Conferences & Seminars	1,233	\$ 9,717	(8,484)	788%
02-06-5350-000	Misc Administration	1,790	\$ 2,284	(494)	128%
02-06-5355-000	Memberships/Subscriptions	7,750	\$ 5,984	1,766	77%
02-06-5365-000	Bank Charges	30,000	\$ 645	29,355	2%
Gen'l and Admin Expenses		\$ 219,097	\$ 56,349	\$ 162,310	26%
Non-Operating Expense					
02-06-5920-100	Rental Expenses - PA House	\$ 875	\$ -	\$ 875	0%
02-06-5920-200	Rental Expenses - Sycamore	875	\$ -	875	0%
02-06-5920-300	Rental Expenses - Mills	875	\$ -	875	0%
Non-Operating Expense		\$ 2,625	\$ -	\$ 2,625	0%
Operation Expense					
02-06-5145-000	Taxes-Property	\$ 5,152	\$ -	\$ 5,152	0%
Operation Expense		\$ 5,152	\$ -	\$ 5,152	0%
Administration - Wastewater					
Total Expense		\$ 1,044,422	\$ 230,683	\$ 813,301	22%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 64,688	\$ 2,312	97%
9,750	-	100%
50,000	(5,500)	112%
11,000	(7,500)	314%
2,836	3,377	46%
1,676	522	76%
3,900	(900)	130%
-	625	0%
6,504	597	92%
33,000	(500)	102%
1,500	-	100%
-		
1,300	(67)	105%
2,500	(710)	140%
6,000	1,750	77%
22,661	7,339	76%
\$ 217,315	\$ 1,344	99%
Non-Operating Expense		
\$ 850	\$ 25	97%
850	25	97%
850	25	97%
\$ 2,550	\$ 75	97%
Operation Expense		
\$ 5,152	\$ -	100%
\$ 5,152	\$ -	100%
Administration - Wastewater		
\$ 894,287	\$ 149,697	86%

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report

October 26, 2021

To: Honorable President and Members of the Board of Directors
From: Nem Ochoa, General Manager
Subject: **General Manager Report**

General Managers Report Topics:

- GM Activities

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

- Chili Cook-off and Pumpkin Race
- High School Student Career Development Program
- Finance and Administration Report

STAFFING

As of October 21st the District has gone 702 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

FMWD Managers Meeting	- October 13 th
HR Training	- October 14 th
Engineering Committee Meeting	- October 19 th
Meeting with FMWD GM	- October 20 th
CV Town Council Meeting	- October 21 st
Management staff meetings	- October 18 th , October 25 th

Submitted by:



Nem Ochoa
General Manager



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

Customer Service & Administration Activity

**Service
Requests**
294

**Meter
Downloads**
136

**New
Sign-Ons**
50

**Closed
Accounts**
34

**Meter
Re-Reads**
261

**Fire
Flows**
7

**Backflow
Connection Tests**
18



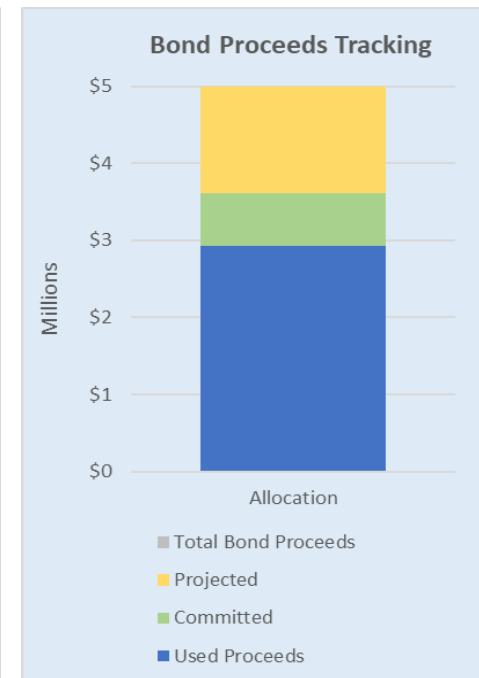
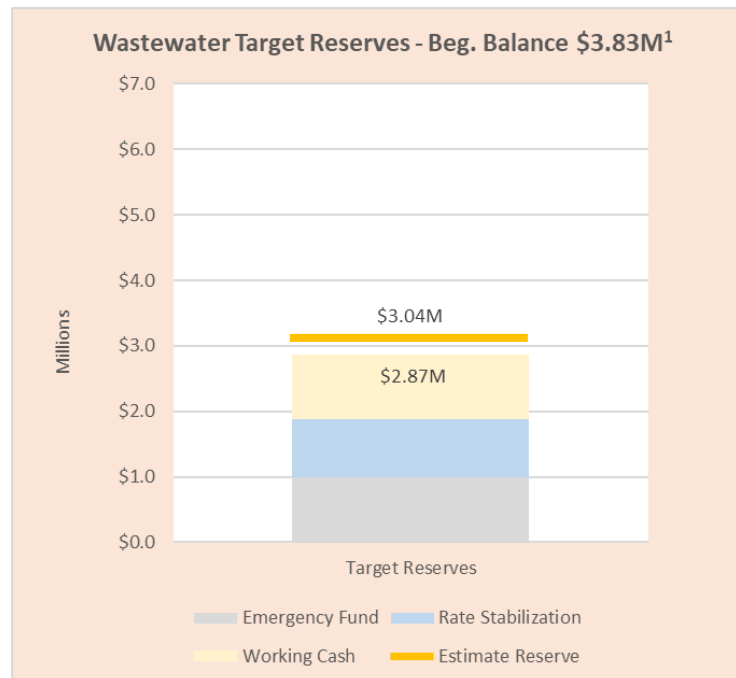
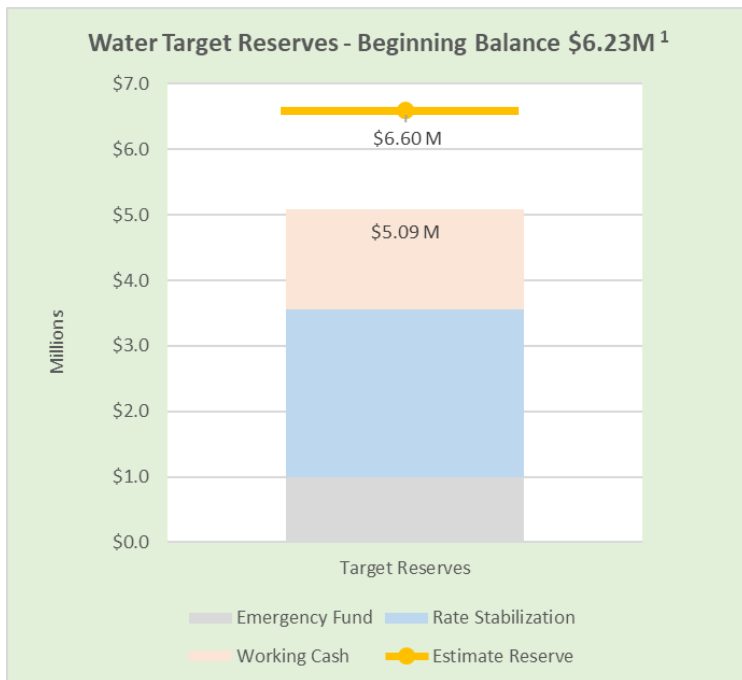
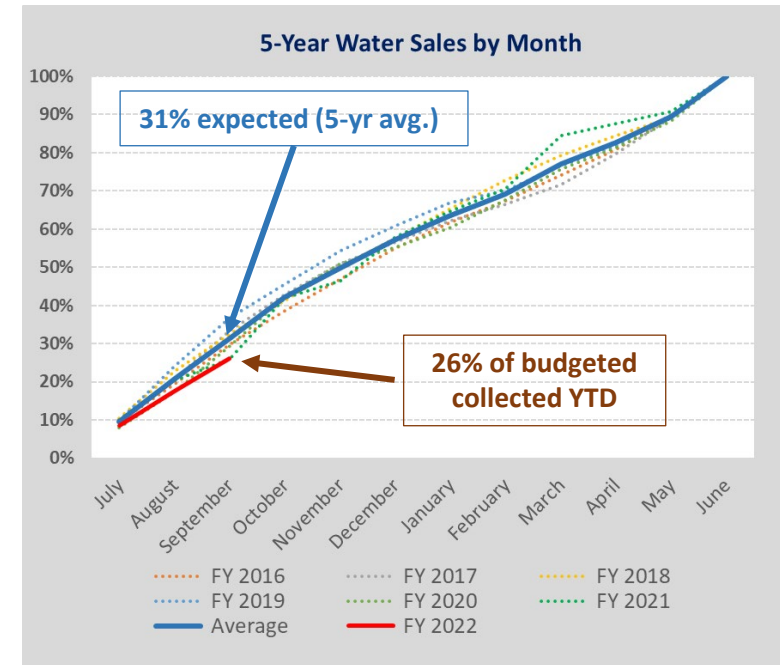
Crescenta Valley Water District – Finance, Administration & Public Outreach Report for < September 2021 >

Water Fund - revenues & operating expenses

Proj. Revenue	\$14,093,040		Proj. Expense	\$9,539,627	
Budget	\$14,298,014	99%	Budget	\$9,983,578	96%

Wastewater Fund - revenues & operating expenses

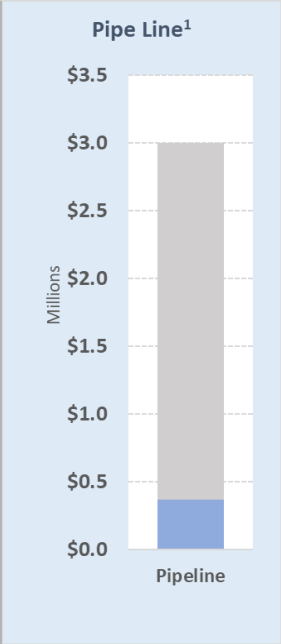
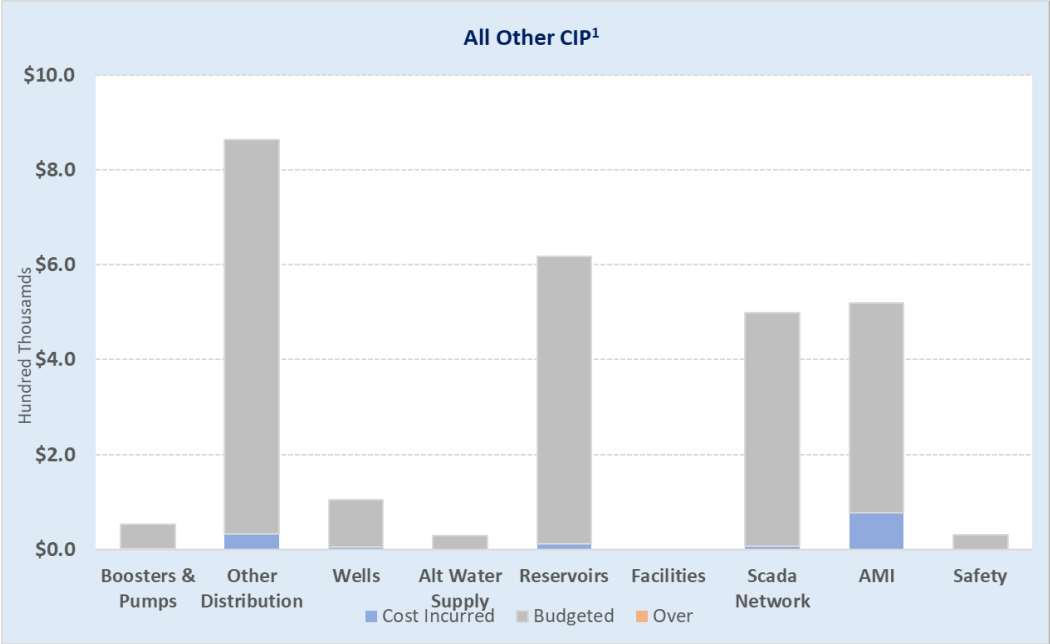
Proj. Revenue	\$3,624,100		Proj. Expense	\$3,976,670	
Budget	\$3,556,467	102%	Budget	\$4,133,647	96%



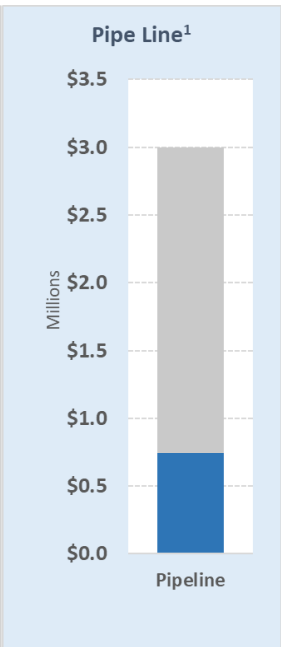
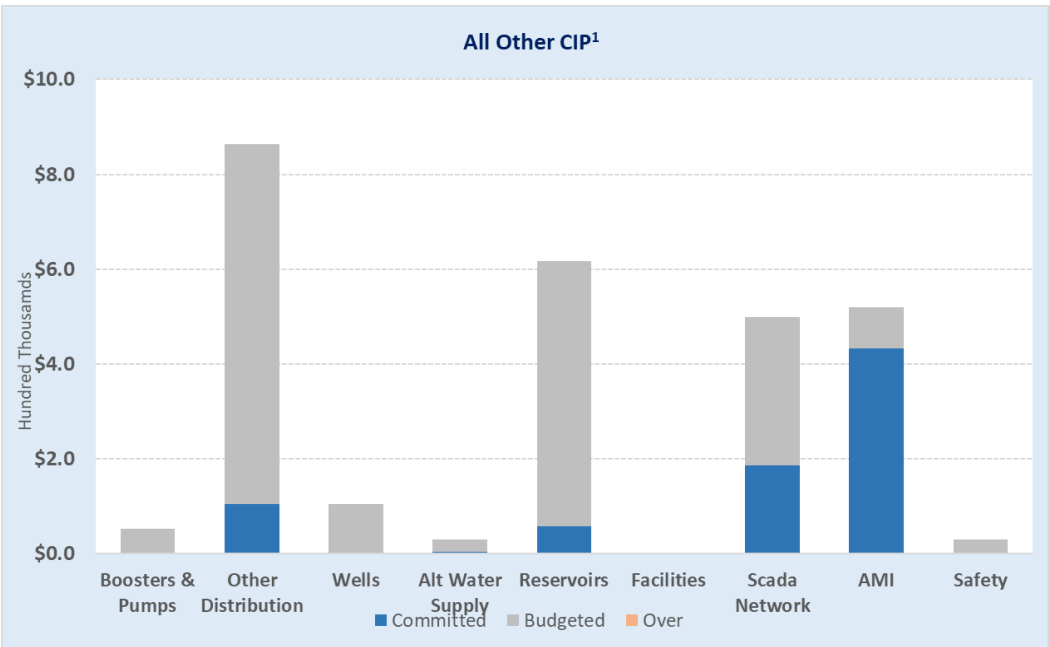
1. CVWD Reserve Policy adopted on 7/28/20



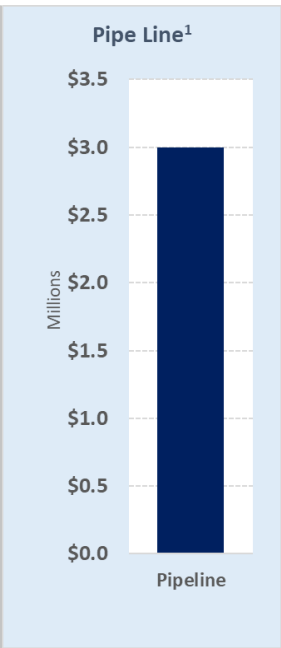
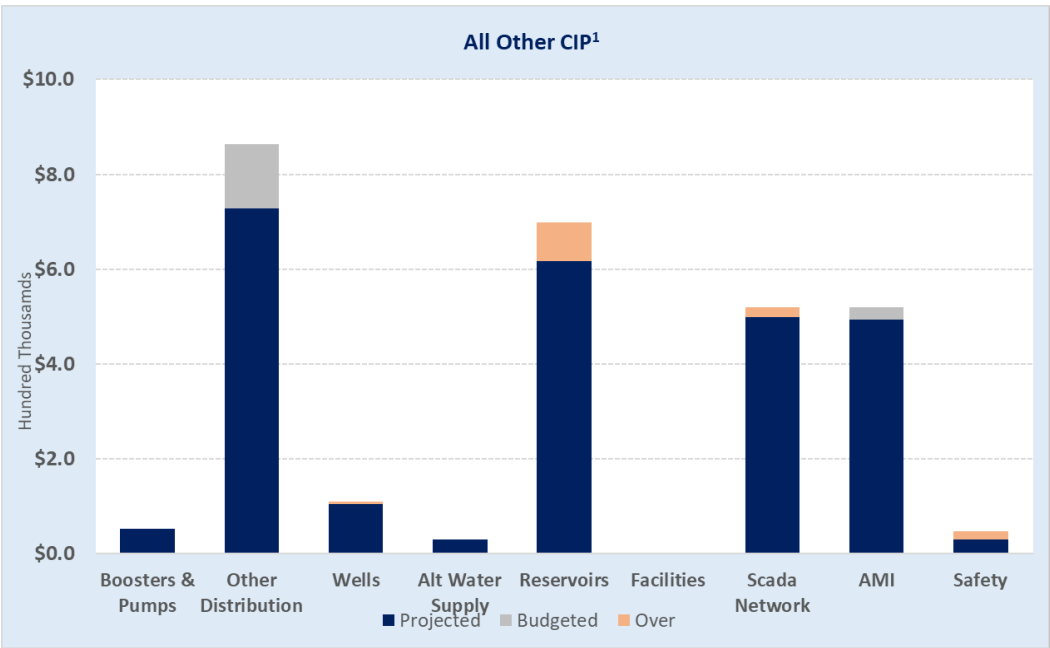
CIP Costs Incurred to Date



CIP Costs Committed to Date



CIP Projected vs. Budgeted



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

CRESCENTA VALLEY WATER DISTRICT

MEMORANDUM

DATE: October 19, 2021
TO: Engineering Committee
FROM: David S. Gould, Director of Engineering & Operations
SUBJECT: CVWD Engineering Committee Meeting No. 329

Following is a summary of Engineering Committee Meeting No. 329, held at 3:00 PM on October 19, 2021, via Zoom Teleconference, and was attended by the following:

Director Sharon Raghavachary – Committee Chairperson	CVWD
Director Judy Tejada	CVWD
David Gould – Director of Engineering & Operations	CVWD
Brook Yared – Engineer Manager	CVWD
Nemesciano Ochoa – General Manager	CVWD
Pam Leddy – Administrative Assistant	CVWD
Kellen Boyce – System Operations Manager	CVWD
Jennifer Bautista – Project Coordinator	CVWD

Information Items

1. Discussion of Request for Proposal for the 2022 Wastewater Master Plan, Project M-1037

Mr. Gould provided background information on CVWD's sanitary sewer district and history. Mr. Gould explained that when the sewer collections system was designed, the design flow was based on estimated residential flow from 1979 to 1980 and projected future housing growth within the District area.

Further, Mr. Gould discussed the need to hire a professional consulting firm to prepare the 2022 Wastewater Master Plan (WWMP) using hydraulic sewer modeling software for capacity analysis and planning of gravity sewer systems. The sewer system has aged, while its volume has increased due to densification within the District area.

Mr. Gould went over each of the Staff's goals listed on the Staff Report for CVWD's WWMP, including a review of the system-wide sewer flow characteristics and creation of a 10-Year CIP sewer plan to determine potential pipeline replacements and upgrades.

Mr. Gould pointed out that CVWD's Contract with the City of Los Angeles for conveying, treating, and managing CVWD's wastewater will renew in 2030 since City of LA's costs have increased over the past 5 years. Mr. Gould also discussed that the WWMP will look into alternative treatment systems, such as a new wastewater treatment plant, a membrane bioreactor (MBR system), and new pump station to take flow to LA County Sanitation District.

Mr. Gould explained that Staff had prepared a Request for Proposal (RFP) with an estimated budget of \$175,000 based on discussions with professional consultants about the average cost to create a Wastewater Master Plan.

Mr. Gould presented a project schedule. The Contract will be awarded in December 2021, and the anticipated project end date is December 2022.

Mr. Gould noted that it is Staff's goal to recommend that the Engineering Committee approve to proceed forward with sending out the RFP for the 2022 Wastewater Master Plan.

2. Discussion of Zone 7 to Zone 5 Pressure Reducing Station and Cost Sharing Agreement with GUSD.

Mr. Yared provided background and history for the Zone 7 to Zone 5 Pressure Reducing Station project and cost-sharing agreement with Glendale Unified School District (GUSD) for a new robotics building at Clark Magnet High School. Mr. Yared explained that GUSD had approached the City of Glendale for fire protection services in the past, but the City of Glendale did not have enough flow and pressure available to provide the required fire protection services.

Mr. Yared mentioned that GUSD approached CVWD earlier in the year to see if CVWD could have enough flow and pressure available to provide fire protection services to the new building. CVWD's hydraulic modeling consultant determined that CVWD does have adequate water flow and pressure available to provide fire protection services to the new building if a pressure reducing station from Zone 7 to Zone 5 was installed.

Mr. Yared discussed that he put together an RRP that included the scope of work and preliminary estimate and reached out to a set of design firms. On August 12, 2021, the District had a pre-proposal meeting and received four (4) proposals on August 27, 2021. The proposals were ranked in-house, and the bid summary was submitted to GUSD for final selection. GUSD selected MKN Engineering based on MKN Engineering's competitive proposal.

Mr. Yared expressed his concern about the District entering into a contract with GUSD because of the large sum of the upfront costs for the project. Mr. Yared noted that he is working with CVWD's legal counsel, Tom Bunn, to develop a Cost Sharing Agreement that provides the District with protection from any costs and based the cost on the bids that the District will receive from contractors in the future. Mr. Yared then presented the Project Location Map, RFP, Consultant Ranking Summary, and the Cost Sharing Agreement Draft for review.

Mr. Yared's recommendation to the Engineering Committee is for approval for the project and support when presented to the Board of Directors at a subsequent meeting after the Cost Sharing Agreement is finalized.

3. Review Final Costs for FY 20/21 CIP Program

Mr. Gould started the discussion by reviewing the list of updates costs for the FY 20/21 CIP Projects as shown in the Engineering Committee staff report. The summary includes costs spent to date, costs committed for the remainder of the year, and the total cost for each project.

Mr. Gould discussed that a majority of the FY 20/21 CIPs projects are complete and that any remaining funds would be transferred to the FY 21/22 CIP budget. Mr. Gould added that the estimated budget for Water Distribution Pipeline was \$2.3M, but due to the fluctuation in construction costs, the total cost for Water Distribution Pipeline FY 20/21 was \$2.5M.

Mr. Gould also mentioned that the availability of materials and supplies are low and the lead time for these supplies has increased from 4 weeks to 8 – 12 weeks. The District is ordering supplies ahead of time to ensure that supplies are in stock.

Mr. Gould noted that the District intended to use \$5M for FY 20/21 and spent a little over \$4.1M due to not completing the SCADA system and upgrades. The remaining costs will roll over to FY 21/22.

Mr. Gould added that the total Bond Financing is close to \$3M, the Water Fund Financing is \$1.2M, for a Total Financing of \$4.1M.

4. Update of Costs for FY 21/22 CIP Program

Mr. Gould provided updates for each of the FY 21/22 Capital Improvement Projects including Mr. Yared working with Tetra Tech on finalizing the project design for the advertisement for bids on Projects E-1033 and E-1034. Staff is also working with Cannon Corp on finalizing the design for the Ramsdell Mixing Station with an anticipated bid date is early November.

Mr. Gould mentioned that the District held a pre-bid meeting on October 13, 2021, for the Rehabilitation of Edmund No. 2 Reservoir. Mr. Yared explained that the bid opening would have to be pushed back to a later date because the analyzes of the lead paint sample taken from the outer shell of Edmund No. 2 Reservoir has not been completed. Mr. Yared added that the award of contract item would not be added to the upcoming Board meeting agenda.

Mr. Gould mentioned that Staff is finalizing the Request for Quote (RFQ) for the replacement of SCADA Communication Radio Network. Also, Staff is working with Apex Manufacturing Services on the Pilot Program for the replacement of SCADA Equipment, Programing, and Integration.

Mr. Gould mentioned that Staff is working on a proposal to hire a consultant to assist operations with the Chloramine conversion, monitoring, and standard operating procedures.

Mr. Gould presented the CIP Summary. The FY 21/22 CIP total is \$5.66M, which is higher than previous budgets presented because of the \$400,000 rollover from FY 20/21.

Committee Member's Request for Future Agenda Items - None

Next Meeting

- Next meeting scheduled for November 16, 2021, at 2:30 pm

Adjournment - The Engineering Committee meeting was adjourned at 3:46 pm on October 19, 2021.

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be held on
October 19, 2021 at 3:00 PM

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

Posted October 18, 2021 at 1:00 PM

TELECONFERENCING NOTICE

[This meeting will be held by teleconference only.]

Under AB 361 and District Resolution No. 772, the District will continue to hold Board and Committee meetings by teleconference, due to the continuing State of Emergency for COVID-19 and the ongoing imminent risks to the health or safety of the attendees from COVID-19.

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
(253) 215-8782

(346) 248-7799
(301) 715-8592

(929) 205-6099
(312) 626-6799

Then, enter Access Code: 898 4985 5407

[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/89849855407>

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

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 Request for Proposal for the 2022 Wastewater Master Plan
2. Discussion of Zone 7 to Zone 5 Pressure Reducing Station and cost sharing agreement with GUSD
3. Review Final Costs for FY 20/21 CIP Program
4. Update of Costs for FY 21/22 CIP Program

Committee Member's Request for Future Agenda Items

Next Engineering Committee Meeting – November 16, 2021, at 2:30 pm

Adjournment

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 1

October 19, 2021

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering & Operations
Subject: Discussion for Request for Proposal for 2022 Wastewater Master Plan – Project M-1037

BACKGROUND:

In 1975, the District, under the Clean Water Act was required by the Department of Water Resources to remove the existing sewer septic system and install a new wastewater collection system within the La Crescenta area. From 1980 to 1986, CVWD constructed about 64 miles of the new sewer collections system including sewer mains, manholes, lateral connections, and cleanouts and abandonment of the existing septic tanks system. In addition, a 6.2-mile sewer interceptor line was construction from the La Crescenta area, through the City of Glendale to the Los Angeles Glendale Water Reclamation Plant (LAGWRP) in Glendale for treatment and disposal of CVWD's wastewater.

When the sewer collections system piping system was designed in 1979, the design flow was based on estimated residential flow at that time and projection of future housing growth within the Crescenta Valley. In the last 35 years, the sewer flow characteristics within the service area have changed and we need the assistance of a professional consulting firm to prepare the 2022 Wastewater Master Plan as we look towards wastewater infrastructure upgrades into the future.

CVWD has an agreement with the City of Los Angeles (City of LA) for conveyance, treatment & disposal of CVWD's wastewater. The City of LA costs represents about 50% of the annual wastewater budget and we have seen a steady increase in cost over the last 5 years. Staff has concerns about the future costs from the City of LA and will be including in the WWMP a task to looking into alternative treatment systems.

DISCUSSION:

We are seeking proposals from qualified consulting firms to prepare the CVWD's 2022 Wastewater Master Plan (WWMP), which will be the District's first WWMP since the collection system was installed in the 1980's.

The goal of the WWMP's will be to evaluate and provide recommendations for the following:

- Review system-wide sewer flow characteristics, assess the existing hydraulic capacity of the collection system, force mains, and lift station, and evaluating pipeline and lift station conditions.
- Estimate future sewer flow based on population projections and potential development projects utilizing the Los Angeles County and City of La Canada Flintridge Future Land Use Map, General Plan and Housing Plan.
- Create and run a sewer hydraulic computer model that can be easily updated by staff.
- Determine potential pipeline replacement, size upgrades and/or rehabilitation needs based on the hydraulic model and future sewer flows.
- Create a prioritized 10-Year CIP sewer plan with a funding approach.
- Review CVWD's existing contract with the City of Los Angeles for treatment and disposal costs in preparation of future contract negotiations.
- Investigate potential alternatives for future treatment and disposal systems that could reduce CVWD's costs to the City of Los Angeles.

The Master Plan will help determine the CIP projects needed to repair, replace, and/or upgrade CVWD's aging infrastructure, to increase system operating efficiencies and reliability, while improving cost predictability and maintaining a high level of customer satisfaction as we move into the future.

Project Budget:

Staff has estimated the cost of the 2022 WWMP at \$175,000 and this amount was included in the FY 21/22 budget. This estimate was based on a preliminary scope of work and discussion with several consulting firms that proved WWMP services.

Project Schedule:

Staff's goal is to award the consultant contact at the December 14, 2021, board meeting and the WWMP should be completed by December 2022 as shown below.

Wastewater Master Plan Preliminary Project Schedule			
Task	State Date	End Date	Days
Draft RFP	Monday, September 13, 2021	Wednesday, October 13, 2021	30
Staff Report	Wednesday, October 13, 2021	Friday, October 15, 2021	2
Engineering Com	Friday, October 15, 2021	Tuesday, October 19, 2021	4
Final RFP	Tuesday, October 19, 2021	Tuesday, October 26, 2021	7
Send out	Tuesday, October 26, 2021	Thursday, October 28, 2021	2
Pre-Proposal Mtg	Thursday, October 28, 2021	Wednesday, November 17, 2021	20
Proposal Due	Wednesday, November 17, 2021	Wednesday, December 1, 2021	14
Staff Report	Wednesday, December 1, 2021	Friday, December 10, 2021	9
Board Meeting - Award Contract	Friday, December 10, 2021	Tuesday, December 14, 2021	4
Kickoff Mtg	Tuesday, December 14, 2021	Tuesday, January 11, 2022	28
Data Request	Tuesday, January 11, 2022	Tuesday, January 25, 2022	14
50% Submittal	Tuesday, January 25, 2022	Wednesday, May 25, 2022	120
90% Submittal	Wednesday, May 25, 2022	Thursday, November 10, 2022	169
Staff Report	Thursday, November 10, 2022	Friday, November 11, 2022	1
Engineering Com	Friday, November 11, 2022	Tuesday, November 15, 2022	4
100% Submittal	Tuesday, November 15, 2022	Wednesday, December 7, 2022	22
Staff Report	Wednesday, December 7, 2022	Friday, December 9, 2022	2
Board Meeting - Approved	Friday, December 9, 2022	Tuesday, December 13, 2022	4

RECOMMENDATION:

It is staff's recommendation to send out the request for proposal to qualified consulting firms for the 2022 WWMP that will be due on December 1, 2022. Staff will review each proposal based on ranking of the consultants understanding of the project concept, scope of work, previous work experience, project schedule and project costs. Staff will review the proposals with the Engineering Committee for recommendation to the Board of Directors.

Prepared & Submitted by:



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

Attachments:

1. Draft Request for Proposal



2022 WASTEWATER MASTER PLAN

Project M-1037

Request for Proposal

Proposal Delivery Due Date:

Wednesday, December 1, 2021

12:00 PM PST

Delivery Address:

Crescenta Valley Water District
Attn: Brook Yared, Engineering Manager
2700 Foothill Blvd
La Crescenta, CA 91214

1. INTRODUCTION:

Crescenta Valley Water District (CVWD) is seeking proposals from qualified consultants to provide engineering services to prepare CVWD's 2022 Wastewater Master Plan (WWMP), which will be the District's first WWMP since the collection system was installed in the 1980's.

The WWMP's goal is to evaluate the system-wide flow characteristics, assess existing hydraulic capacity of the collection system, force mains, and a lift station, evaluate pipeline and lift station conditions, determine potential replacement and/or rehabilitation needs, and create a prioritized 10-Year CIP plan with a funding approach to allow a sustainable level of service to the District's customers. The Master Plan will help determine the CIP projects needed to repair, replace, and/or upgrade CVWD's aging infrastructure, to increase system operating efficiencies and reliability, while improving cost predictability and maintaining a high level of customer satisfaction into the future.

Additional goals for the WWMP will be to review CVWD's existing contract with the City of Los Angeles for treatment and disposal costs in preparation of future contract negotiations and to investigate and review potential alternatives for future treatment and disposal systems that could reduce CVWD's costs to the City of Los Angeles.

Proposal Requirements:

Prospective firms are required to provide team qualification, proposed work plan, proposed schedule, and other related items as described in this Request for Proposals (RFP). All services provided by the consultant shall be performed by individuals who meet the qualifications, education, and certification/licensing requirements for a WWMP.

Qualified firms that submit a proposal will be evaluated in accordance with the requirements defined within this RFP. Upon successful negotiations with the District, the selected firm will provide professional services for the Wastewater Master Plan as described in this RFP.

A virtual pre-proposal meeting is scheduled for November 9, 2021, at 10:00 a.m.

All communications and questions relative to this RFP shall be directed in writing no later than November 11, 2019, 3:00 p.m. Questions submitted after this date will not receive a response. CVWD will respond in writing to each question and include the pre-proposal meetings notes by November 16, 2021.

Please submit one (1) copy of the proposal as a PDF file via e-mail by 12:00 pm on December 1, 2021, to byared@cvwd.com. Send three (3) copies of the proposal to the attention of Mr. Brook Yared, Engineering Manager at Crescenta Valley Water District, 2700 Foothill Boulevard, La Crescenta CA 91214.

2. BACKGROUND

Crescenta Valley Water District (CVWD or the District) was formed as a “County” Water District in 1950 to provide water service to the La Crescenta area (unincorporated Los Angeles County) and portions of Glendale and La Canada Flintridge. In 1975, the District, under the Clean Water Act was required by the Department of Water Resources to remove the existing sewer septic system and install a new wastewater collection system within the La Crescenta area.

CVWD Wastewater Collection System:

In 1979, CVWD created Assessment District 79-1 (Above Foothill Blvd) & 79-2 (Below Foothill Blvd) to collect funds for installation of the new sewer system and connection of customers to the new sewer laterals. CVWD’s Sewer Assessment District boundary is different than the Water District boundary and water service area. The Sewer Assessment District includes the La Crescenta area (unincorporated LA County) and small part of La Canada Flintridge. The sewer system does not include any areas within the City of Glendale. The District has about 6,300 sewer accounts, which is less than its 8,100 water accounts.

From 1980 to 1986, CVWD constructed about 64 miles of new sewer collections system including sewer mains, manholes, lateral connections, and cleanouts as shown on the attached sewer atlas. At that time, customers were required to abandon their existing septic tanks system and connect their property to the new sewer laterals.

In addition, a separate 6.2 mile, 21-inch to 27-inch sewer main was construction from the La Crescenta area, through the City of Glendale to the Los Angeles Glendale Water Reclamation Plant (LAGWRP) near the intersection of the 5 freeway and 134 freeway in Glendale. This sewer main called “Sewer Interceptor Line” transmits all CVWD’s wastewater flow to LAGWRP.

In 1990, CVWD installed a Nitrate Removal Ion Exchange Treatment plant at its Glenwood facilities to remove nitrates from local groundwater. The ion exchange process creates brine waste during regeneration of the ion resin. The brine waste is stored in a 64,000-gallon waste tank and between 12 am and 2 am, the brine waste is pumped into the sewer interceptor line. Since the brine waste could upset the biological process at LAGWRP, a valve was installed that diverts CVWD’s sewer flow from LAGWRP to the Hyperion Water Reclamation Plant in Playa Del Rey.

Wastewater Treatment & Disposal Agreements

From 1985 to 2005, CVWD had an agreement with the City of Glendale for the treatment & disposal of CVWD’s wastewater. CVWD paid Glendale for part of its capacity at LAGWRP and treatment costs to the City of Los Angeles. The agreement between Glendale and CVWD was terminated in 2004.

In 2005, CVWD enter into an agreement with the City of Los Angeles (City of LA) for conveyance, treatment & disposal of wastewater, which will be renewed in 2030 and CVWD became one of the 24 contracting agencies to the City of LA. The City of LA contract includes universal terms and conditions 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.

The Amalgamated System Sewerage System Charges (ASSSC) are charged to CVWD to recover CVWD’s proportional share of the Net Amalgamated System expenses. The ASSSC consists of two components 1) Operations & Maintenance charges and 2) Capital Improvement charges, which are paid on an annual basis. A summary of City of LA charges are included in Appendix “_”

CVWD also has specific terms as part of the City of LA Agreement that includes the following:

- City of La Canada Flintridge transports a portion of their sewer system through CVWD’s system to City of LA for the treatment and disposal of its wastewater. The flow and strength of discharged from La Canada to CVWD’s facilities is 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 laden wastewater and includes a diverter valve to insure the diversion of nitrate laden wastewater into the North Outfall bypass sewer.

The City of LA agreement also includes Amalgamated System Sewerage Facilities Charges (ASSFC) which covers CVWD responsible to the City of LA for any new or upgraded land use changes relative to new developments.

Attached for review are two (2) presentations with respect to the “Overview & History of CVWD’s Wastewater System – Part 1 & Part 2.

DRAFT

3. SCOPE OF SERVICES

The scope of services should include data collection and assessment of existing wastewater collection system, research and incorporate updates to the General Plan or specific plans that will impact future buildout assumptions, system capacity, and calculations for development fees, evaluate the wastewater condition and capacity assessments, development of a wastewater hydraulic model, preparation of a 10-year capital improvement program, wastewater treatment & disposal alternative study and evaluate operation and maintenance program as discussed herein.

Data Collection and Assessment of Wastewater System:

- A. Consultant should become fully familiar with CVWD's wastewater mains, lift station, sewer interceptor, divertor valve and appurtenance and be able to provide a conditional assessment. This will require the consultant to perform some field assessment and not solely rely on District's GIS or as-built plans.
- B. Consultant should review any available pertinent records that will assist in the preparation of the WWMP.
- C. Consultant should review the District's Sewer System Management Plan (SSMP) to be included in the WWMP and provide recommendations.
- D. Consultant should perform an Infiltration and Inflow (I&I) study based on available information from the District.
- E. Consultant should develop a flow monitoring program including:
 - i. Conduct field verification and data collection to obtain measured system data for determining existing capacities, various land use loading factors, future capacities, and projections, and for supporting the wastewater hydraulic modeling calibration.
 - ii. Consultant shall utilize best available technologies to ensure accurate data collection.
 - iii. Identify appropriate locations/ stations for flow monitoring and daily flow within the collection system; perform flow monitoring and collect needed data under wet and dry weather conditions. Appropriate numbers of flow meters shall be in place for a minimum duration of at least 30 days.
 - iv. Perform field verification and comprehensive assessment of existing facilities.

Population and Development Projections:

- A. Consultant should review the Los Angeles County and City of La Canada Flintridge Future Land Use Map, General Plan and Housing Plan to develop land use data and criteria.
- B. District to provide population projections and potential development projects for the Consultant to review.
- C. Consultant should review all active or current Development projects.
- D. Consultant should review current and future flow into CVWD's lift station.

Condition/Capacity Assessments:

- A. Consultant should review and analyze existing wastewater flows, estimated sewage flow, and develop land use data and criteria.
- B. Consultant should perform an evaluation of the District's conveyance system for existing and future capacity before and after installation of flow monitoring stations.
- C. Consultant should perform an evaluation of the District's Lift Station including a full condition assessment and capacity analysis for both existing and future.

- D. Consultant should develop preferred solutions and/or alternative solutions to correct deficiencies within the wastewater collection system.
- E. It is the District's expectation that the consultant will utilize the best available technologies appropriate to this study, which results in gathering the most accurate large-scale condition data of the sewer infrastructure.
- F. Consultant should document known system deficiencies, maintenance efforts, and identify possible future capital improvement projects.
- G. Consultant should assess the exiting capacity of the system, specifically identifying the critical segments based on the data gathered from the field, existing documents, and projected growth.
- H. Consultant should identify the critical segments in the order of priority that require immediate, near-term, and long-term attention.

Hydraulic Model Development:

- A. Consultant should develop a dynamic, comprehensive hydraulic model from the compiled data. Utilizing an agreed upon software platform.
- B. Consultant should develop a detailed hydraulic model of the wastewater collection system using CVWD's existing GIS information and calibrated against collected flow monitoring data.

Capital Improvement Plan Development:

- A. Consultant should identify and prioritize future capacity projects for the wastewater collection system, lift station, sewer interceptor and appurtenances by existing and future EDUs.
- B. Consultant should develop a procedure for evaluating the condition of existing infrastructure and prioritization of improvements.
- C. Consultant should address existing and future anticipated State Water Board and EPA regulations along with their impacts to the CVWD's wastewater systems including:
 - a. Capacity, Management, Operations and Maintenance (CMOM) Program
 - b. Inflow and Infiltration (I/I) study
 - c. Sanitary Sewer Overflow (SSO) Initiatives.
- D. Consultant should address existing and future issues related to the system's functionality.
- E. Consultant should develop a multi-year phased capital improvement program including short term (1-5 years) and long term (5-10 years) programs.
- F. Consultant should prioritize improvements with engineered cost estimates and escalators (CPI).
- G. Consultant should develop individual project sheets for each recommended improvement.

Wastewater Treatment & Disposal Alternative Study

- A. Consultant should review the City of Los Angeles Agreement including universal terms and specific terms and provide recommendations in anticipation of contract renewal in 2030.
- B. Consultant should provide a technical study of possible alternative treatment and disposal systems that should including the following:
 - a. Identify potential wastewater treatment technologies and options
 - b. Identify potential permitting issues and requirements

- c. Perform a preliminary siting study to evaluate potential sites for a wastewater treatment plant.
- d. Evaluate potential uses of advanced treated tertiary recycled water effluent for application within CVWD service area or other benefit to CVWD via regional stakeholder partnership
- e. Identify potential stakeholders and partnerships that would impact project implementation and/or project costs
- f. Identify potential CEQA considerations and requirements, include a cursory environmental and public health risk assessment.
- g. Determine impacts on personnel and certifications
- h. Develop multiple alternatives to consider (including status quo) to collect, treat, dispose or reuse treated wastewater effluent. Perform a life-cycle economic evaluation to derive a preliminary recommendation based on least cost.
- i. Determine a preliminary project implementation schedule, a not-to-exceed project cost, and a preferred project delivery method.

Evaluate Operation and Maintenance Program

- A. Evaluate existing operation and maintenance practices and identify specific improvements in current level of service and maintenance program where areas of opportunities allow.
- B. Prepare detailed lists and goals required to meet level of service goals consistent with local and State regulatory agencies. Include applicable cost estimates, and comparable costs against similar type operations and maintenance programs of other municipal agencies, etc.

Public Meetings and Presentations

- A. Consultant should plan to attend two (2) workshop meetings with the CVWD's Engineering Committee
- B. Consultant should plan for one (1) formal presentation to CVWD's Board of Directors.

Project Meetings

- A. Attend a kick-off meeting to begin the project. Meet or confer with District staff as needed
- B. Prepare related graphics, composite development land use and demand maps, and Geographic Information System (GIS) shape files

Project Schedule

- A. Provide a project schedule for developing the preliminary and final reports and WWMP adoption.
- B. The final report shall be delivered to the District within **365 days** or sooner from Notice to Proceed.

Update of Engineering Design Standards:

- A. Consultant should review and update District's standard wastewater construction drawings, specifications, requirements, and regulatory criteria.

Annual Hydraulic Model Update:

- A. Consultant should provide a cost estimate for an annual hydraulic model update for annual developments and new GIS information within the system.
- B. Consultant should provide an hourly cost basis to review and analyze proposed development projects utilizing the developed model on an on-call basis.

Prepare and Submit Draft and Final Master Plan Reports

- A. Provide a complete package of the WWMP including Executive Summary, Maps & Exhibits for approval and adoption.

- B. Submit, as a deliverable task, a draft, final draft, and final report to the City. All reports must be in hardcopy prints, Microsoft Word, and Adobe PDF file formats.
- C. Consultant should provide the digital Wastewater System Model.
- D. Consultant should provide supporting wastewater system model operating manual

4. PROPOSAL CONTENT AND REQUIREMENTS

- A. Title Page
- B. Table of Contents
- C. Statement of Qualifications
- D. Company Information
- E. Subcontractor Information
- F. Project Team
- G. Project Approach
- H. Project Schedule
- I. Fee and Fee Schedule
- J. Experience
- K. References
 - a. Three (3) references from similar projects performed within the last five -years.
 - b. References for water agencies or cities of comparable size and terrain to CVWD (approximately 10,000 service connections in a challenging terrain).

5. Additional Requirements

- A. Consultant's Representative - The proposal shall name a responsible representative, an alternate, and all sub-consultants to perform the assigned tasks. The chosen consultant's representative will remain responsible and in charge of all duties from contract negotiations through project completion. If the primary representative is unable to continue with the project, then the alternate representative will become the primary representative. The District must approve any other changes in responsible representative, in advance. The District will have the right to reject other proposed changes in personnel and may consider any other changes in responsible personnel a breach of contract.
- B. Professional Service Agreement - The chosen consultant shall be responsible for completing the specified services in accordance with the District's standard "Professional Services Agreement," which will be prepared by the District. Services specified in this agreement shall be taken directly from the consultant's accepted proposal and from this "Request for Proposal", if applicable.
- C. Insurance Requirements - The District will require employer's liability, comprehensive commercial liability insurance, and errors and omissions insurance coverage for at least \$2,000,000 and comprehensive automobile liability for at least \$1,000,000. The District requires that the District be named as additional insured on the policy and such insurance policy shall not be terminated or canceled without thirty (30) days prior written notice to the District.
- D. District Reimbursements - The District normally reimburses consultants for the actual cost (plus 15%) for all outside expenses, including those for material costs authorized in advance by the District. Other reasonable expenses will be reimbursed where such costs have been advanced by consultant and approved by the District. The chosen consultant shall not be compensated for use of computers, office equipment, hardware, or software materials. Said costs are not compensated and time expended by consultant's personnel on such equipment is included within the hourly rate as shown on the consultant's fee schedule.

- E. District Responsibilities - District will provide the following to assist the selected consultant with the project and its completion:
- a. Geographic information system (GIS) information and topographic surveys as available.
 - b. Reports, plans, and drawings, as available and pertinent to the WWMP.
 - c. Design criteria, preferred manufacturer's information, and other technical information, as available and pertinent to the project.
 - d. Current operational condition and performance of existing infrastructure pertinent to the WWMP

6. EVALUATION PROCESS

CVWD reserves the right to contact all or any of the references provided in response; contact the Vendor to clarify any response; contact any current user of the Proposer's services or products; solicit information from any available source concerning any aspect of the information submitted; and seek and review any other information deemed pertinent.

CVWD reserves the right to consider other factors at its discretion.

Any award is contingent upon the successful negotiation of final contract terms. If contract negotiations cannot be concluded successfully, CVWD reserves the right to negotiate a contract with another Proposer or withdraw the RFP.

7. PROPOSAL DUE DATE:

Please submit one (1) copy of the proposal as a PDF file via e-mail by 12:00 pm on December 1, 2021, to byared@cvwd.com. Send three (3) copies of the proposal to the attention of Mr. Brook Yared, Engineering Manager at Crescenta Valley Water District, 2700 Foothill Boulevard, La Crescenta CA 91214.

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 2

October 19, 2021

To: Engineering Committee
From: Brook Yared, M.S., P.E. – Engineering Manager
Subject: **Discussion** – Professional Engineering Services for Installation of a New Zone 7 to Zone 5 Pressure Reducing Station, Project D-21-G2

BACKGROUND:

Crescenta Valley Water District (CVWD) has been assisting Glendale Unified School District's (GUSD) during the planning process for a proposed development at Anderson W. Clark Magnet High School (Clark). CVWD found that a critical portion of the existing water distribution system in the area could not provide Clark with adequate water pressure and flow for fire protection for the new project.

CVWD has since employed the use of a hydraulic model (model) to determine the best course of action to improve the water system in the area. The model shows that the installation of the following improvements should sufficiently increase water supply and pressure in the area:

- Installation of approximately 275 linear feet of 8-inch water main and connection to existing 8-inch main on Santa Carlotta (Zone 7).
- Installation of an 8-inch Pressure Reducing Station on Cloudsdale Ave.
- Installation of 100 linear feet of 8-inch water main from the PRS on Cloudsdale Ave to Clark (Zone 5).

The water main extension would provide a new connection between CVWD's Zones 5 and 7 and should remedy the insufficient fire protection for the proposed development.

For CVWD to meet the current pipeline replacement schedule along with the remaining CIP budget, we will need the assistance of a consulting engineering firm to review and prepare design plans and specifications for the installation of a new pressure reducing station, fire service, water main and appurtenances.

Since this new development is being proposed by GUSD, they have agreed to reimburse CVWD's costs for these improvements based on initial estimates from CVWD of approximately \$380,000. This preliminary estimate also includes costs for a third-party design and inspection of the project.

DISCUSSION:

On July 29, 2021, staff sent out a request for proposal (RFP) to six (6) consulting engineering firms to prepare design plans and specifications for the proposed project. Each firm has prior experience with professional services for the design of multifaceted water infrastructure projects such as this. Attached for your review is the RFP that included the scope of work and other project parameters.

On August 12, 2021, staff held a pre-proposal web conference with the consulting firms and provided information about CVWD, the scope of work and proposed project schedule. The proposals were accepted on August 27, 2021, and CVWD received four (4) proposals.

Staff reviewed each proposal and ranked them in accordance with the following categories and weighted percentages: 1) Proposal, Project Concept & Scope of Work– 30%, 2) Previous work experience – 30%, 3) Expertise of project staff on similar projects – 20%, 4) Coordination with agencies – 10%, and 5) Costs of service – 10%. The final proposal ranking was then sent to GUSD for their review and approval on September 15, 2021 (See attached).

MKN was not the highest ranked consultant, as shown on the attached consultant ranking table. After discussion with GUSD, they determined that they would like to proceed with MKN because of the closeness in the rankings and the lower cost per hour of the MKN proposal.

RECOMMENDATION:

Cost Sharing Agreement

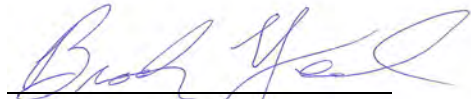
With a project of this size and scope staff recommends finalize the cost sharing agreement (See attached) with GUSD to cover the preliminary cost estimate for design and construction, and the cost of any unforeseen costs. The next step will be to bring this to the next Board meeting for approval to authorize the General Manager to sign the agreement. The attached Cost Sharing Agreement has been reviewed and approved by CVWD's legal counsel.

Staff will also prepare an amended agreement with GUSD after the final cost estimate including material and labor cost fluctuations, may arise during design or construction to cover the cost of the work.

Design Consulting Services

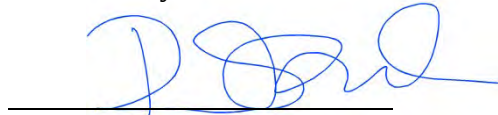
Staff is also recommending to award a consulting services contract to MKN Engineers for \$69,590 with a 10% contingency of \$6,960 to prepare design plans and specifications as they provide a cost-effective proposal that meets both GUSD and CVWD's needs at the next Board meeting.

Prepared by:



Brook Yared, M.S., P.E.
Engineering Manager

Submitted by:



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

Attachments:

1. Project Location Map
2. Request for Proposal
3. Consultant Ranking Table
4. Cost Sharing Agreement



Legend

Existing System:

- wsvalve
- whyd
- wmain
- wlatline
- StreetCenterline

New 8-inch CMC x CML Steel Water Main

New Pressure Reducing Station w/ New H2O Vault

New Fire Service per CVWD Std Dwg 40-03 to service Clark Magnet High School

D-21-G2
Clark Magnet High School

Crescenta Valley Water District



REQUEST FOR PROPOSAL

PROFESSIONAL ENGINEERING SERVICES FOR INSTALLATION OF A NEW ZONE 7 TO ZONE 5 PRESSURE REDUCING STATION, PROJECT D-21-G2

PROPOSAL DUE DATE: August 27, 2021

INTRODUCTION:

The City of Glendale has requested that the Crescenta Valley Water District (CVWD) construct a new fire service and pressure reducing station (PRS) for the addition of a new robotics lab at Clarke Magnet High School. The new pressure reducing station shall be located on the Southeast corner of the intersection of Santa Carlotta St. and Cloudsdale Ave. The school is constructing a new robotics lab and there is not sufficient fire protection in the area to allow for this construction without with the new PRS being constructed. In addition, new steel pipeline that connects the upper and lower zones to the new PRS will need to be constructed along with a new vault and electrical/telemetry equipment for the operation and monitoring of the site. The PRS would be a new source of water for Zone 5 that provides additional support during times of high demand, such as for fire protection.

CVWD needs to get the PRS installed and back into service before the 22/23 school year begins in Fall of 2022. CVWD needs a consulting firm to provide surveying and engineering design services for the installation of the new PRS with a new vault, new transmission main, new electrical/telemetry wiring and conduit. Additionally, the project requires that a new fire service be constructed on the Northside of Clarke Magnet High School (see attached location map) per CVWD Std 40-03.

CVWD is planning to bid out to a construction contractor and the goal is to complete the work by the end of February 2022.

SCOPE OF WORK

CVWD is seeking a professional engineering firm to design and prepare construction plans and specification documents for the project as described above. The major elements of the project include the following:

- Topographic survey and right-of-way mapping
- Utility research and compiling for base map.
- Pothole plan for utility crossings, limits of work and connection to existing water mains. Potholing will be performed by CVWD crews.
- PRS design utilizing CVWD's AutoCAD and design standards including the following.
 - o Design of Pressure Reducing Valve
 - Zone 7 = 160 psi
 - Zone 5 = 90 psi
 - Vault Size
 - Piping and Valving
 - Bypass Piping
 - Flow Meter
 - Pressure Gauges
 - Power Source – Solar
 - SCADA

- Flow Meter
 - Pressure Gauges & switches
 - Radio Communication
- New Pipeline Alignment
 - Details of connection to existing water mains
 - Coordination with City
 - of Glendale & Glendale Unified School District
 - o Design requirements relative to pavement replacement, backfill requirements, water discharge BMPs, and traffic control.
 - o Traffic Control Plans (may not be required by City of Glendale). If required, CVWD will request a separate proposal)
 - o Excavation Permit – Submittal and preliminary approval. Contractor will obtain the final permit. CVWD will pay all permit fees.
 - Project Front-end Specifications provided by CVWD.
 - Project Special and Technical Provisions. Sample provided by CVWD.
 - Bidding Schedule and Engineer's construction cost estimate.
 - Project Schedule for design phase and estimated construction schedule.
 - Construction services: If CVWD requires additional assistance during construction for bidding, shop drawing review, or RFI response, CVWD will request a separate proposal.
 - As-built drawing updates per redline information from the Contractor.

Deliverables:

- Prepare 100% submittal and final submittal of construction drawings and specifications.
- Project Meetings – Attendance at least three (3) design project meeting.
 - o Kick-off Meeting
 - o 50% Submittal
 - o Final Submittal

Project Schedule:

<u>Task</u>	<u>Date</u>
Pre-Proposal Meeting – Web Conference	August 12, 2021 – 10:00 am
Proposal Due	August 27, 2021
Award of Contract	September 14, 2021
Kick Off Meeting	September 16, 2021
Board Approval – Advertisement for Bids	November 19, 2021
Pre-Bid Meeting	December 1, 2021
Bid Opening	December 8, 2021
Board Approval – Award of Contract	December 14, 2021
Start Construction	January 3, 2022

PROPOSAL REQUIREMENTS:

Scope of Work

The proposal shall include a detailed list itemizing the tasks required to complete the scope of work addressing all project criteria outlined above. Each task shall include a detailed estimate of man-hours required to complete each task.

Proposal Fee Schedule

The proposal shall include a "Fee Schedule" outlining all applicable hourly rates and costs for services. The proposal shall provide a breakdown of fees associated with the project task as specified above. The proposal shall also include a "not-to exceed" total fee, which shall include all work necessary to complete the project objective.

Schedule

The proposal shall include a proposed project schedule detailing the time of completion for design and permitting. The schedule shall include the number of calendar days required to perform each task and the total number of calendar days required to complete the entire project.

Project Experience

The proposal shall include description of comparable pipeline projects completed by consultant including experience working with the City of Glendale and Los Angeles County within past three (3) years including date completed, location of work names, addresses, and phone numbers of persons in charge of project, and the name and address of the public agency or firm for whom the project was constructed.

Consultant's Representative

The proposal shall name a responsible representative, an alternate, and all sub-consultants to perform the assigned tasks. The chosen consultant's representative will remain responsible and in charge of all duties from contract negotiations through project completion. If the primary representative is unable to continue with the project, then the alternate representative will become the primary representative. The District must approve any other changes in responsible representative, in advance. The District will have the right to reject other proposed changes in personnel and may consider any other changes in responsible personnel a breach of contract.

Professional Service Agreement

The chosen consultant shall be responsible for completing the specified services in accordance with the District's standard "Professional Services Agreement," which will be prepared by the District. Services specified in this agreement shall be taken directly from the consultant's accepted proposal and from this "Request for Proposal", if applicable.

Insurance Requirements

The District will require employer's liability, comprehensive commercial liability insurance, and errors and omissions insurance coverage for at least \$2,000,000 and comprehensive automobile liability for at least \$1,000,000. The District requires that the District be named as additional insured on the policy and such insurance policy shall not be terminated or canceled without thirty (30) days prior written notice to the District.

District Reimbursements

The District normally reimburses consultants for the actual cost (plus 15%) for all outside expenses, including those for material costs authorized in advance by the District. Other reasonable expenses will be reimbursed where such costs have been advanced by consultant and approved by the District.

The chosen consultant shall not be compensated for use of computers, office equipment, hardware, or software materials. Said costs are not compensated and time expended by consultant's personnel on such equipment is included within the hourly rate as shown on the consultant's fee schedule.

District Responsibilities:

District will provide the following to assist the selected consultant with the project and its completion:

- Geographic information system (GIS) information and topographic surveys as available.
- Reports, plans, and drawings, as available and pertinent to the proposed plan.
- Design criteria, preferred manufacturer's information, and other technical information, as available and pertinent to the project.
- Current operational condition and performance of existing infrastructure pertinent to the proposed plan.

Proposal Due Date:

Please submit one (1) copy of the proposal as a PDF file via e-mail via e-mail by 12:00 pm by August 27, 2021, to byared@cvwd.com. Send three (3) copies of the proposal to the attention of Mr. Brook Yared, Engineering Manager at Crescenta Valley Water District, 2700 Foothill Boulevard, La Crescenta CA 91214. If you have any questions or comments, contact Mr. Yared at (818) 236-4117.

Crescenta Valley Water District

PROFESSIONAL ENGINEERING SERVICES FOR INSTALLATION OF A NEW ZONE 7 TO ZONE 5 PRESSURE REDUCING

Consultant Ranking

Ranking	Weighted Percent	CivilTec		MKN		Tetrattech		Cannon					
		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score
Proposal - Project Concept & Scope of Work	30%	3.7	1.10	4.3	1.30	3.5	1.05	4.0	1.20		0.00		0.00
Project Experience	30%	4.0	1.20	4.0	1.20	4.5	1.35	4.3	1.30		0.00		0.00
Project Team Qualifications	20%	3.5	0.70	3.8	0.77	4.2	0.83	4.2	0.83		0.00		0.00
Coordination with Agencies	10%	3.3	0.33	3.7	0.37	3.5	0.35	4.2	0.42		0.00		0.00
Consultant's Fee	10%	3.0	0.30	3.7	0.37	3.7	0.37	3.0	0.30		0.00		0.00
Final Weighted Score	100%		3.63		4.00		3.95		4.05		0.00		0.00
Total			\$39,880		\$69,589		\$85,890		\$102,679				

Each consultant's proposal rated 1 - 5 (5 outstanding - 3 average - 1 unsatisfactory) on each category above. Each rating is multiplied by the weighted average for each category and totaled for the final weighted score.

Categories:

Project Concept & Scope of Work - How well the consultant's proposal addressed the needs of the District as outlined in the request for proposal & how well the consultant

Project Experience - How much previous experience has the consultant on projects similar to this project

Project Team Qualifications - How did the consultant's proposal use its staff and the experience of the individual people involved

Consultants Fee - How well the consultant's proposal utilized their staff and the costs associated with the proposal

COOPERATIVE AGREEMENT FOR THE INSTALLATION OF PRESSURE REDUCING STATION AND APPURTANCES FOR CLARK HIGH SCHOOL PROJECT

This Agreement is made by and between the CRESCENTA VALLEY WATER DISTRICT ("CVWD") and GLENDALE UNIFIED SCHOOL DISTRICT ("Glendale") (collectively referred to as the "Parties").

1. Purpose

The Parties agree that the best interests of the Parties, as well as the public in general, will be served by entering into this Agreement providing for the reimbursement of costs for the installation of a new pressure reducing station and fire service, which are necessary to provide fire protection to a proposed new development at Clark Magnet High School, as part of the Installation of a New Zone 7 to Zone 5 Pressure Reducing Station, Project D-21-G2 (hereinafter referred to as the "Work"), a description of which is attached hereto and incorporated herein as Exhibit "A".

2. Responsibilities and Costs

A. The Work shall be done by CVWD pursuant to plans, drawings, and specifications generated by CVWD's design consultant and approved by Glendale and CVWD or by some other body or employee exercising discretionary authority to give such approval for the plans, drawings, and specifications prepared in conformity with CVWD's design standards. The Work shall be done in compliance with all applicable sections of the Latest Edition of the Standard Plans and Specifications for Public Works Construction (the "Green Book") except for those sections that have been amended by CVWD. CVWD represents and warrants that all construction contracts will be in accordance with prevailing wage requirements under either state or local law.

B. Glendale will reimburse CVWD for the total costs of the design consultant, construction management services provider, and construction contractor for all labor and materials to install the new pressure reducing station, fire service, and all other appurtenances. CVWD will provide the materials and Glendale will reimburse CVWD for all costs associated with materials, including any freight or storage expenses. CVWD will invoice Glendale for costs when paid by CVWD. The final invoice will be after inspection and acceptance of the Work by Glendale as provided in Section 4. Glendale will pay all invoices within 30 days of receipt.

C. Glendale's obligation to reimburse CVWD will not exceed \$380,000.00, except for unforeseen conditions, changes in the scope of work, or changes in costs of materials. CVWD shall provide documentation for the costs of the Work to Glendale, including fees paid to the selected design consultant and construction inspection service provider.

3. Indemnity and Insurance

A. Pursuant to Government Code Section 895.4, CVWD shall fully defend and indemnify and hold Glendale harmless from any liability imposed for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by CVWD under or in connection with the Work.

B. Pursuant to Government Code Section 895.4, Glendale shall fully defend and indemnify and hold CVWD harmless from any liability imposed for injury (as defined in Government Code Section 810.8) occurring by reason of anything done or omitted to be done by Glendale under or in connection with the Work.

C. Workers' Compensation claims shall be paid by the employer of the injured worker, and subrogation rights against any Party to this Agreement are expressly waived.

D. Both CVWD and Glendale will maintain comprehensive general liability insurance with the following limits: General Liability \$2,000,000; Automobile Liability \$2,000,000.

E. Glendale shall be named as additional insured on CVWD's policy.

4. Inspection and Acceptance

Glendale shall, upon notice of completion of the Work by CVWD, inspect the Work within ten (10) days from the date of the notice of completion. Upon inspection of the work, Glendale shall have ten (10) days to either accept or reject the Work. If the Work is rejected, CVWD shall have sixty (60) days to correct the Work and request re-inspection. The same time periods noted for inspection shall apply to any re-inspection. Upon acceptance of the Work, CVWD shall own and maintain all improvements and utilities constructed within the public right-of-way as part of this project..

5. Term

This Agreement shall become effective when executed by the Parties and shall remain operative and effective until terminated, in writing, by either of the Parties to this Agreement or until the Work has been completed, accepted, and paid for by Glendale. The provisions of Section 3 shall survive the expiration or termination of this Agreement.

6. Termination Provisions

A. This Agreement may be terminated upon sixty (60) days written notice by either party.

B. Upon termination of this Agreement, all outstanding debts are to be paid in accordance with Section 2.B.

7. All notices and correspondence between the Parties to this Agreement regarding

provisions within said agreement shall be addressed as follows:

For CVWD:

General Manager
Crescenta Valley Water District
2700 Foothill Boulevard
La Crescenta, CA 91214

For Glendale:

Administrator
Glendale Unified School District
349 W Magnolia Ave.
Glendale, CA 91204

8. The Parties agree to meet and confer concerning all claims, disputes, or other matters in question between the Parties arising out of or relating to this Agreement or breach thereof prior to the institution of any litigation. In the event any claim or dispute is subject to litigation, the Parties agree that each shall pay their own costs, including attorney's fees.

9. Nothing under this Agreement shall be construed to give any rights or benefits to any party other than the Parties hereto. Neither of the Parties shall assign any right or interest in this Agreement, nor delegate any duty owed, without the other's prior written consent. This Agreement shall be binding on the heirs, executors, administrators, successors, and assigns of the respective Parties.

10. Neither Party shall be considered in default in the performance of its obligations hereunder or any of them, if such obligations were prevented or delayed by any cause, existing or future, beyond the reasonable control of such Party which include but are not limited to acts of God, labor disputes, civil unrest, water supply deficiencies, mechanical failure, interruption in electrical energy, natural disaster, drought, and regulatory issues.

11. This Agreement represents the entire integrated agreement between the Parties, and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by a written instrument signed by both Glendale and CVWD.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed and attested by the proper officers thereunto duly authorized, their official seals to be heretofore affixed.

Date: _____
CRESCENTA VALLEY WATER DISTRICT

Approved as to Form
Director of Finance and
Administration

By: _____

By: _____

Name: Nemesciano Ochoa
Title: General Manager

Attest
Office of Planning, Development
and Facilities

Date: _____
Glendale Unified School District

Approved as to Form
Michael J. Garcia, City Attorney

By: _____

By: _____

Name: Hagop Kassabian
Title: Administrator

Attest
Office of the City Clerk

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 3

October 19, 2021

To: Engineering Committee
From: David S. Gould, P.E. – Director of Engineering & Operations
Subject: **Project Update – Final - 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, for FY 20/21 CIP. The \$5M Bond process was completed on September 15, 2020.

DISCUSSION:

The following is the **September 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
Final retention being held until site clean-up.
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. **Projects 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 & project costs are finalized.
 - B. **Projects 3:** Replacement of 8-inch pipeline on the 3400 & 3500 Blocks of Encinal (Project 3)
Progress: Construction is complete & project costs have been finalized.
 - 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: Construction is complete and final project costs to be included in FY 21/22.
3. **Local Hazard Mitigation Plan** - CVWD was awarded a grant from Cal OES and FEMA to prepare a Local Hazard Mitigation Plan (LHMP). 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 completed the report, LHMP approved by Cal OES & FEMA & Grant Applications are due in January 2022.
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.
Progress: Behind Schedule
 - LA County Parks & Recreation Department – waiting on final license agreement
 - December 2021 – Construction to begin.

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: Completed and field crews replaced 537, ¾-inch & 1-inch, water meters
6. **Groundwater Well Rehabilitation** – This project is for the rehabilitation of Well 12, which was last rehabilitated in 2010.
Progress: Construction complete
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, has been malfunctioning, which indicates it is nearing the end of its useful life.
Progress: SCADA radio feasibility study complete; Staff working on Request for Proposal.
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: Under Design – Cannon; November 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. The SCADA system provides information on the status of the water system, controls for pump operation, and communication of 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: Pilot Project under design; Ordered equipment, delivery delayed until December 2021.
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: Staff working on alternatives regarding water rights.
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 & Operations

Attachment: FY 20/21 Capital Improvement Project Program - Cost Update: 9/30/21

FY 20/21 Capital Improvement Project Program Cost Update: 10/06/21	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 06/30/21	<u>FY 20/21</u> Cost Committed - Transfer to FY 21/22	Projected FY 20/21
Capital Improvement Project Summary				
1. Water Supply	\$ 170,000	\$ 158,414	\$ -	\$ 158,414
2. Water Storage	\$ 480,000	\$ 643,371	\$ 26,900	\$ 670,271
3A. Water Distribution - Pipeline	\$ 2,300,000	\$ 2,105,725	\$ 400,000	\$ 2,505,725
3B. Water Distribution - Other	\$ 710,000	\$ 133,014	\$ -	\$ 133,014
4. Water Treatment	\$ -	\$ 54,073	\$ -	\$ 54,073
5. Technology	\$ 1,070,000	\$ 465,667	\$ -	\$ 465,667
6. Public Safety/Emergency Response	\$ 165,000	\$ 134,549	\$ 30,451	\$ 165,000
7. Facilities & Planning	\$ 105,000	\$ 3,956	\$ -	\$ 3,956
Capital Improvement Projects - Total	\$ 5,000,000	\$ 3,698,768	\$ 457,351	\$ 4,156,120
Bond Financing - CIP	\$ 2,695,174	\$ 2,569,497	\$ 400,000	\$ 2,969,497
Water Fund Financing - CIP	\$ 2,304,826	\$ 1,129,271	\$ 57,351	\$ 1,186,623
Total Financing - CIP	\$ 5,000,000	\$ 3,698,768	\$ 457,351	\$ 4,156,120

FY 20/21 Capital Improvement Project Program Cost Update: 10/06/21		Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 06/30/21	<u>FY 20/21</u> Cost Committed - Transfer to FY 21/22	Projected FY 20/21
1. Water Supply					
A. Groundwater Water Supply					
i. Well Rehabilitation					
	<i>Well 7 Rehabilitation</i>				
	<i>Well 16 Rehabilitation</i>				
	<i>Well 11 Rehabilitation</i>	\$ -	\$ 56,106	\$ -	\$ 56,106
	<i>Well 12 Rehabilitation</i>	\$ 95,000	\$ 98,590	\$ -	\$ 98,590
iii. Groundwater Basin Recharge					
	<i>Stormwater Recharge Project at CVC Park - Planning</i>	\$ 75,000	\$ 3,718	\$ -	\$ 3,718
WS Total		\$ 170,000	\$ 158,414	\$ -	\$ 158,414
2. Water Storage					
A. Reservoir Rehabilitation					
i. Steel Reservoir Re-Coating/Roof/Vents Rehabilitation					
	<i>Markridge</i>	\$ -	\$ 367	\$ -	\$ 367
	<i>Rosemont</i>	\$ 480,000	\$ 587,823	\$ 26,900	\$ 614,723
	<i>Oak Creek - 16" Manifold Repair</i>	\$ -	\$ 55,181	\$ -	\$ 55,181
WS Total		\$ 480,000	\$ 643,371	\$ 26,900	\$ 670,271
3. Water Distribution					
A. Pipeline Replacement					
	<i>3200 & 3300 Blocks of Brookhill</i>				
	<i>4700 & 4800 Block of Pennsylvania</i>				
	<i>2400 & 2500 Block of Janet Lee - Project 1</i>	\$ 538,000	\$ 610,657	\$ -	\$ 610,657
	<i>Project 2</i>	\$ 280,000	\$ 317,390	\$ -	\$ 317,390
	<i>Project 3</i>	\$ 707,000	\$ 761,744	\$ -	\$ 761,744
	<i>Project 4</i>	\$ 775,000	\$ 415,933	\$ 400,000	\$ 815,933
	<i>Annual Pipeline Replacement</i>	\$ 2,300,000	\$ 2,105,725	\$ 400,000	\$ 2,505,725
C. Booster Pump System					
i. Annual Pump /Motor Replacement					
	<i>Boosters - Glenwood 32 & 33</i>	\$ -	\$ 85,951	\$ -	\$ 85,951
	<i>Booster Replace - Booster B at Paschall</i>	\$ 75,000	\$ 20,385	\$ -	\$ 20,385
D. Pressure Reducing Stations					

FY 20/21 Capital Improvement Project Program Cost Update: 10/06/21	Budget FY 20/21	<u>FY 20/21</u> Cost to date from 7/1/20 to 06/30/21	<u>FY 20/21</u> Cost Committed - Transfer to FY 21/22	Projected FY 20/21
PRS - Zone 2 to Zone 1	\$ 150,000	\$ 26,677	\$ -	\$ 26,677
i. Water Surge Control				
Rehabilitation Surge Tank at Glenwood	\$ 35,000	\$ -	\$ -	\$ -
iii. Misc.				
Upgrade - Ramsdell Mixing Station	\$ 450,000	\$ -	\$ -	\$ -
WD Total	\$ 3,010,000	\$ 2,238,739	\$ 400,000	\$ 2,638,739
4. Water Treatment				
C. Disinfection - Convert to Chloramines				
Conversion to Chloramination	\$ -	\$ 54,073	\$ -	\$ 54,073
WT Total	\$ -	\$ 54,073	\$ -	\$ 54,073
5. Technology				
A. Automated Meter Information (AMI) System				
AMI - 3/4" to 1" - Smart Meters	\$ 50,000	\$ 71,693	\$ -	\$ 71,693
AMI - Communication	\$ 150,000	\$ 215,080	\$ -	\$ 215,080
B. Supervisory Control and Data Acquisition (SCADA)				
Communication Radio Network	\$ 260,000	\$ 72,917	\$ -	\$ 72,917
SCADA Replacement - Installation	\$ 610,000	\$ 105,977	\$ -	\$ 105,977
TECH Total	\$ 1,070,000	\$ 465,667	\$ -	\$ 465,667
6. Public Safety/Emergency Response				
D. Miscellaneous				
FEMA Local Hazard Mitigation Plan	\$ 165,000	\$ 134,549	\$ 30,451	\$ 165,000
SF/ER Total	\$ 165,000	\$ 134,549	\$ 30,451	\$ 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	\$ 5,000,000	\$ 3,698,768	\$ 457,351	\$ 4,156,120

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 4

October 19, 2021

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

BACKGROUND:

Staff has been discussing the FY 21/22 Capital Improvement Project (CIP) budget with respect to the Long-Term Infrastructure and Funding Roadmap, including future financing through the PayGo option. 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 can start in October or November 2021 instead of starting after January 2022. Shown below are the proposed projects and status update:

1. Design consultant for the new pipelines on the 2800 to 3100 Blocks of Los Olivos (E-1033); 3200 Block of Alabama 4700 & 4800 Blocks of Cheryl & 3300 Block of Thelma St (E-1034).
 - a. *E-1033 - Tetra Tech finalizing project design for advertisement for bids on 10/26/21.*
 - b. *E-1034 - Tetra Tech finalizing project design for advertisement for bids on 11/09/21.*
2. Design consultant for a new Pressure Reducing Station & Rehabilitation of the Ramsdell Mixing Station.
 - a. *Cannon is finalizing preliminary design of Ramsdell Mixing Station Vault*
3. Design consultant for the steel reservoir rehabilitation at Edmund #2.
 - a. *Pre-bid meeting on October 13, 2021*
 - b. *Bid Opening – October 20, 2021*
 - c. *Award of Contract on October 26, 2021, Board Meeting*
4. Design consultant for the replacement of SCADA communication radio network.
 - a. *Staff finalizing the Request for Quote (RFQ) for installation of new radios and antennas.*
 - b. *RFQ to be sent out November 1, 2021, and due back-on December 1, 2021*
5. Design consultant for the replacement of SCADA Equipment, Programming & Integration.
 - a. *Staff working with Apex Manufacturing Services (APEX) on Pilot Program.*
6. Consultant to assist operations staff with conversion, monitoring and standard operating procedures for the conversion to chloramines.
 - a. *Staff working on Request for Proposal.*
7. Consultant to prepare a Wastewater Master Plan, with Wastewater Treatment Plant Feasibility Study.
 - a. *See Staff Report.*

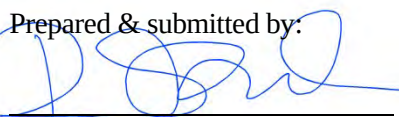
FY 2021/21 CIP Budget

See attached for updated CIP Budget

RECOMMENDATION:

Staff is recommending to the Engineering Committee that staff move forward with preparing and awarding design consultant contracts as the FY 21/22 CIP Budget was adopted on October 12, 2021.

Prepared & submitted by:



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

FY 21/ 22 Capital Improvement Project Program Cost Update: 10/15/21	Recorded FY 20/21	Budget FY 21/22	<u>FY 21/22</u> Cost to date from 7/1/21 to 09/30/21	<u>FY 21/22</u> Cost Committed from 10/1/21 to 6/30/22	Projected FY 21/22
Capital Improvement Project Summary					
1. Water Supply	\$ 158,414	\$ 135,000	\$ 4,548	\$ 135,000	\$ 139,548
2. Water Storage	\$ 643,371	\$ 616,900	\$ 885	\$ 698,376	\$ 699,261
3A. Water Distribution - Pipeline - Pyramid - 20 yrs	\$ 2,105,725	\$ 3,000,000	\$ 4,892	\$ 2,995,108	\$ 3,000,000
3B. Water Distribution - Other	\$ 133,014	\$ 781,000	\$ 17,819	\$ 763,181	\$ 781,000
4. Water Treatment	\$ 54,073	\$ 75,000	\$ -	\$ 75,000	\$ 75,000
5. Technology	\$ 465,667	\$ 1,019,000	\$ 50,354	\$ 629,646	\$ 1,019,000
6. Public Safety/Emergency Response	\$ 134,549	\$ 30,450	\$ 5,870	\$ 24,580	\$ 30,450
7. Facilities & Planning	\$ 3,956	\$ -	\$ -	\$ -	\$ -
Capital Improvement Projects - Total	\$ 3,698,769	\$ 5,657,350	\$ 84,368	\$ 5,320,891	\$ 5,744,259
Bond Financing - CIP	\$ 2,695,174	\$ 2,304,826			
Water Distribution - Pipeline Total		\$ 3,000,000			
Remaining CIP		\$ 2,657,350			
Water Fund Financing - CIP	\$ 1,003,595	\$ 3,352,524			
Total Financing - CIP	\$ 3,698,769	\$ 5,657,350			

FY 21/ 22 Capital Improvement Project Program Cost Update: 10/15/21		Recorded FY 20/21	Budget FY 21/22	<u>FY 21/22</u> Cost to date from 7/1/21 to 09/30/21	<u>FY 21/22</u> Cost Committed from 10/1/21 to 6/30/22	Projected FY 21/22
1. Water Supply						
A. Groundwater Water Supply						
i. Well Rehabilitation						
	Well 11 Rehabilitation	\$ 56,106				
	Well 12 Rehabilitation	\$ 98,590	\$ -	\$ 4,548	\$ -	\$ 4,548
	Well 14 Rehabilitation		\$ 105,000	\$ -	\$ 105,000	\$ 105,000
iii. Groundwater Basin Recharge						
	Stormwater Recharge Project at CVC Park - Planning	\$ 3,718	\$ 30,000	\$ -	\$ 30,000	\$ 30,000
WS Total		\$ 158,414	\$ 135,000	\$ 4,548	\$ 135,000	\$ 139,548
2. Water Storage						
A. Reservoir Rehabilitation						
i. Steel Reservoir Rehabilitation						
	Markridge	\$ 367				
	Rosemont	\$ 587,823	\$ 26,900	\$ -	\$ 26,886	\$ 26,886
	Oak Creek - 16" Manifold Repair	\$ 55,181				
	Edmund #2		\$ 590,000	\$ 885	\$ 671,490	\$ 672,375
WS Total		\$ 643,371	\$ 616,900	\$ 885	\$ 698,376	\$ 699,261
3. Water Distribution						
A. Pipeline Replacement						
	FY 20/21 Pipeline Replacement	\$ 2,105,725	\$ 400,000	\$ -	\$ 400,000	\$ 400,000
	FY 21/22 Pipeline Replacement		\$ 2,600,000	\$ 4,892	\$ 2,595,108	\$ 2,600,000
i. Annual Pump /Motor Replacement						
	Boosters - Glenwood 32 & 33	\$ 85,951				
	Booster - Paschall Booster B	\$ 20,385				
	Annual Booster Replace - 1 Booster		\$ 53,000	\$ -	\$ 53,000	\$ 53,000
D. Pressure Reducing Stations						
	PRS - Zone 2 to Zone 1	\$ 26,677				
	PRS - Upgrade Zone 4 to Zone 3		\$ -			\$ -
	New PRS - Zone 7 to Zone 5		\$ -			
E. Miscellaneous Projects						
iii. Misc.						
	Upgrade - Ramsdell Mixing Station	\$ -	\$ 728,000	\$ 17,819	\$ 710,181	\$ 728,000
WD Total		\$ 2,238,739	\$ 3,781,000	\$ 22,711	\$ 3,758,289	\$ 3,781,000

FY 21/ 22 Capital Improvement Project Program Cost Update: 10/15/21		Recorded FY 20/21	Budget FY 21/22	<u>FY 21/22</u> Cost to date from 7/1/21 to 09/30/21	<u>FY 21/22</u> Cost Committed from 10/1/21 to 6/30/22	Projected FY 21/22
4. Water Treatment						
C. Disinfection - Convert to Chloramines						
	Conversion to Chloramination	\$ 54,073	\$ 75,000	\$ -	\$ 75,000	\$ 75,000
WT Total		\$ 54,073	\$ 75,000	\$ -	\$ 75,000	\$ 75,000
5. Technology						
A. Automated Meter Information (AMI) System						
	AMI - 3/4" to 1" - Smart Meters	\$ 71,693	\$ 233,000	\$ -	\$ 233,000	\$ 233,000
	3" & 4" Smart Meters		\$ 200,000	\$ -	\$ 200,000	\$ 200,000
	AMI - Communication	\$ 215,080				
	AMI - Customer Service Interface		\$ 87,000	\$ 45,262	\$ 41,738	\$ 87,000
B. Supervisory Control and Data Acquisition (SCADA) System						
	Communication Radio Network	\$ 72,917	\$ 125,000	\$ 1,370	\$ 123,630	\$ 125,000
	SCADA Replacement - Installation	\$ 105,977	\$ 374,000	\$ 3,722	\$ 31,278	\$ 374,000
TECH Total		\$ 465,667	\$ 1,019,000	\$ 50,354	\$ 629,646	\$ 1,019,000
6. Public Safety/Emergency Response						
D. Miscellaneous						
	FEMA Local Hazard Mitigation Plan	\$ 134,549	\$ 30,450	\$ 5,870	\$ 24,580	\$ 30,450
SF/ER Total		\$ 134,549	\$ 30,450	\$ 5,870	\$ 24,580	\$ 30,450
7. Facilities & Planning						
D. Reservoir Site Improvements						
	Roof for Old Encinal - Storage Bldg	\$ 3,956				
F & P Total		\$ 3,956	\$ -	\$ -	\$ -	\$ -
Capital Improvement Projects - Total		\$ 3,698,769	\$ 5,657,350	\$ 84,368	\$ 5,320,891	\$ 5,744,259