

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be held on
May 19, 2022 at 3:00 PM

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

Posted May 18, 2022 at 3:00 PM

TELECONFERENCING NOTICE

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.

[This meeting will be held by teleconference only.]

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

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Then, enter Access Code: 856 8563 1186

[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/85685631186>

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 Item(s)

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

1. Discussion of FY 2022-23 Water and Wastewater Fund Budgets and related items
2. Update on cell tower lease revenue analysis

Committee Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 1
May 19, 2022

To: Finance Committee
From: James Lee – Director of Finance and Administration
Subject: **FY 2022-23 Water and Wastewater Fund Budgets**

BACKGROUND:

During the April 21, 2022 Finance Committee meeting, staff presented the current outlook of the Water Fund based on the recent confluence of events such as significant conservation due to the historic drought, significant inflation, and significant supply chain issues. Staff also presented a number of options to navigate the situation, including: continued pursuit of cost-savings measures; continued pursuit of cost-efficiency measures; implementation of drought rates; bond financing; and a multi-tier CIP plan that can adapt as circumstances change. The Finance Committee directed staff to provide the Board with several budget scenarios.

During the May 10, 2022 Board meeting, staff presented the Board with several budget scenarios incorporating additional conservation of 5%, a “modular” CIP, and bond financing.

Based on further discussion, the Board directed staff to provide a Water Fund budget incorporating:

1. Conservation – 5% conservation (in addition to the current 8%-9% reduction);
2. Reduced CIP – CIP limited to approximately \$5 million;
3. No bond financing at this time; to be re-evaluated within the first half of the next fiscal year.

DISCUSSION:

WATER FUND – The one-year budget outlook as requested is attached, where the Water Fund reserve will remain above the target balance of \$5.3 million by \$1.1 million. The CIP, consisting of approximately \$5 million of projects, was discussed with the Engineering Committee on May 16, 2022, and the projects represent the best balance between navigating the upcoming fiscal year while minimizing divergence from the District’s infrastructure “Roadmap” plan. Operating expenses also represent an optimized budget focused on mission efficacy and the highest priorities of the District’s Strategic Plan.

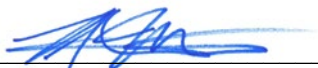
WASTEWATER FUND – The revenue for the Wastewater Fund is much more stable, as it is based on winter water usage from the prior year, which mostly falls within Tier 1 (essential use). Additionally, there is no significant wastewater CIP planned at this time. Based on this, the Wastewater Fund will remain above the target balance of \$2.8 million by \$238K.

Staff is prepared to discuss the Water and Wastewater Fund budgets and their components.

RECOMMENDATION

Review budget scenarios and assumptions. Determine next steps and take possible action towards finalizing the budget.

Prepared by:



Arturo Montes
Finance & Administration Manager

Submitted by:



James Lee
Director of Finance & Administration

Attachment(s):

- Water Fund Budget – Summary Cash Flows / CIP Budget / Operating Expenses
- Wastewater Fund Budget – Summary Cash Flows / CIP Budget / Operating Expenses

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Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Summary

Description		Annual Budget
Revenue		
	Water Sales - Fixed	\$ 3,646,667
	Water Sales - Metered	10,059,945
	Interest Income Water	170,000
	Other Income Water	165,600
	Construction Revenue	247,500
Revenue		\$ 14,289,712
Expenses		
	Labor & Benefits	3,360,829
	Imported Water (Foothill)	3,102,748
	Imported Water (Glendale)	82,047
	Power Cost	850,630
	Operating Cost	3,001,486
Expenses		\$ 10,397,740
Debt Service		\$ 579,781
CIP & OPEB		
	Infrastructure	5,026,000
	Bond Funded Infrastructure	-
	Capital Outlays & Equip	315,399
	OPEB	-
Total CIP & OPEB		5,341,399
Change in Reserve		(2,029,208)
Water Reserve Fund		
	Beginning Balance	\$ 8,444,754
	Changes to Reserves	(2,029,208)
	Restricted Cash (Bond Proceeds)	-
	Ending Balance	6,415,546
	Target	5,328,000
Above (Below) Target		\$ 1,087,546

* Water fund beginning balances are based on unaudited FY2022 financial statements.

** Target reserve levels are calculated using the reserve policy adopted on 7/28/2020.

**Crescenta Valley Water District
Capital Improvement Plan Budget
FY 2022-23**

Water CIP

Description	Annual Budget
CIP	
Water Supply	\$ 219,000
Water Storage	800,000
Water Distribution	2,637,000
Water Treatment	100,000
Technology	1,100,000
Public Safety/Emergency Response	170,000
Facilities & Planning	-
Other	-
CIP	\$ 5,026,000
Capital Outlays & Equipment	
Capital Outlay	\$ 75,000
Equipment	210,399
Other	30,000
Capital Outlays & Equipment	\$ 315,399
CIP Summary	
Totals	\$ 5,341,399

**Crescenta Valley Water District
Capital Improvement Plan Budget
FY 2022-23**

Water CIP

Crescenta Valley Water District					
FY 22/23 Capital Improvement Project					
Capital Improvement Project Program	Budget FY 21/22	Category	Priority	Cumulative Estimated Costs	Project Description
Annual Pipeline Replacement - 3,055 LF and FY	\$ 2,587,000	Water Distribution	1	\$ 2,587,000	Pipeline Replacement - Project 1 - 2600 & 2700 blocks of Orange and 5000 Block of Adobe Ln and Carryover from FY 21/22
Steel Reservoir Rehabilitation - Goss Canyon #1	\$ 800,000	Water Storage	1	\$ 3,387,000	Reservoir Rehabilitation - Structural repairs and re-coating at Goss Canyon #1 Reservoir during low demand (Winter) season
Well 14 Rehabilitation	\$ 144,000	Water Supply	1	\$ 3,531,000	Well Rehabilitation - Remove & Inspect Well Pump & Casing, Chemical Treatment Well Casing, Pump Test, New Pump & Motor
Replacement - SCADA System	\$ 395,000	Technology	1	\$ 3,926,000	Replacement of SCADA System - Continuation from FY 21/22 - Completion of the replacement of RTU/PLC Equipment including programming, integration and testing
AMI - Replace 3" & 4" Smart Meters with SmartPoints (Grant)	\$ 150,000	Technology	1	\$ 4,076,000	Advanced Metering Infrastructure (AMI) - Continuation from FY 21/22 Install 3" & 4" water meters with SmartPoints - USBR Grant
Annual Booster Pump Replacement	\$ 50,000	Water Distribution	2	\$ 4,126,000	Booster Pump Replacement - New pump assembly and high efficiency motor - Booster 26 at Cresta Heights Reservoir
AMI - Replace 1-1/2" Meters (Grant)	\$ 335,000	Technology	2	\$ 4,461,000	Advanced Metering Infrastructure (AMI) - Replace 1-1/2" Meters - USBR Grant
AMI - Zone 9, 10, & 11 - Install Meter Lids & SmartPoints	\$ 220,000	Technology	2	\$ 4,681,000	Advanced Metering Infrastructure (AMI) - Install SmartPoints & Meter Lids in Zones 9, 10 & 11
Disinfection - Conversion to Chloramines	\$ 100,000	Water Treatment	2	\$ 4,781,000	Disinfection Changeover - Utilizing a consultant to assist operations staff with conversion, monitoring and standard operating procedures
New Emergency Electrical Generator - Design	\$ 170,000	Public Safety	2	\$ 4,951,000	Design of a Stationary 200kW Emergency Electrical Generators at the Mills Plant & Paschall Booster Station; 3 - 70kW Emergency Electrical Generator at Wells 5, 7 & 9 - Cal OES Grant
Stormwater Recharge CVC Park - Planning	\$ 75,000	Water Supply	2	\$ 5,026,000	Stormwater Recharge - Continuation from FY 20/21 - Concept plan, grant funding options and coordination with stakeholders
Annual Pipeline Replacement - 1,650 LF	\$ -	Water Distribution	3	\$ 5,026,000	Pipeline Replacement - Project 2 - 3000 & 3100 Blocks of Alabama
Replacement - Communication Radio Network	\$ -	Technology	3	\$ 5,026,000	Replacement of SCADA Radio Communication System - Continuation from FY 21/22 - Completion to Upgrading Radio System to 5.8GHz radios
Seismic Vulnerability Study - Main Office & Glenwood Plant	\$ -	Facilities & Planning	3	\$ 5,026,000	Seismic Vulnerability Study - at Main Office & Glenwood Plant - Cal OES Grant
Annual Pipeline Replacement - 1,150 LF	\$ -	Water Distribution	4	\$ 5,026,000	Pipeline Replacement - Project 3 - 3400 & 3500 Blocks of Montrose (1150 LF)
Annual Pipeline Replacement - 1,380 LF	\$ -	Water Distribution	4	\$ 5,026,000	Pipeline Replacement - Project 4 - 2400 - 2600 Blocks of Upper Terrace (1380 LF)
PRS - Zone 2 to Zone 1/Upgrade - Ramsdell Mix	\$ -	Water Distribution	4	\$ 5,026,000	New Pressure Reducing Station & Upgrade Ramsdell Mixing Station - Construction of PRS from Zone 2 to zone 1 & Upgrade to Ramsdell Mixing Station
Total CIP	\$ 5,026,000				

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Revenue

Account #	Description	Annual Budget
Revenue		
4010-000	Water Sales - Consumers	\$ 9,510,900
4010-007	Irrigation	\$ 549,045
4010-008	Water Sales- Service Charge	3,550,559
4010-009	Water Sales - Fire Service	96,108
4020-000	Water Sales - Others	75,000
4110-000	Meter Installation/Hydrant	50,000
4220-000	Water Systems Connect Fee	72,500
4230-000	Other Income - Misc	10,000
4230-010	Other Income - Flood Meters	-
4230-020	Other Income - Applications	20,000
4240-000	Interest Earned - Water	160,000
4245-000	Interest Earned-2007 COPS	-
4260-000	Unrealized Gain/Loss on Invest	-
4265-000	Fair Value Adjustment	-
4270-000	Gain/Loss on Sale of Assets	-
4271-000	Gain/Loss Sale of Investments	10,000
4275-001	Rental Income - PA House	11,400
4275-002	Rental Income - Sycamore House	18,800
4275-003	Rental Income- Mills House	30,400
4280-000	MTBE Settlement	-
4285-000	Grant Revenue - State	125,000
4287-000	Capital Contributions - Local	-
Revenue		\$ 14,289,712

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Expense

Account #	Description	Annual Budget
Compensation and Benefits		
5000-100	Director Fees	\$ 10,800
5000-200	Officer Salaries	228,423
5000-300	Administrative Service - Labor	496,354
5000-310	Administrative Service - OT	6,750
5000-350	Engineering Labor	361,993
5000-360	Engineering Labor OT	7,500
5000-400	Maintenance Labor	449,871
5000-410	Maintenance Labor OT	47,250
5000-500	System Operations	400,290
5000-510	System Operations OT	18,000
5000-800	Standby Pay	54,329
5045-000	Automobile Allowance	10,050
5047-000	Phone Allowance	1,815
5050-000	Employer Portion of PERS	416,237
5052-000	GASB 68 Adjustment - Water	-
5052-001	GASB 75 Adjustment	-
5060-000	Taxes-Payroll	154,250
5070-000	Sick Leave/Vacation-Office	177,632
4275-003	Rental Income- Mills House	
5080-000	Health Dental Vision	301,265
5080-055	Retiree Health Care Expense	-
5080-100	Retiree Health Care Expense	144,792
5082-000	Life and Disability Insurance	10,588
5083-000	Self Insurance	18,000
5084-000	Wellness Program	5,820
5085-000	Workers' Compensation Ins	38,820
Compensation and Benefits		\$ 3,360,829

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Expense

Account #	Description	Annual Budget
Gen'l and Admin Expenses		
5090-000	GL, Property, Fidelity Ins	\$ 85,083
5100-000	Accounting	10,250
5125-000	Legal	154,500
5130-000	Administrative Consultants	423,435
5135-000	Interns	18,640
5140-000	Election Expense	67,500
5150-000	Building Maintenance-Office	16,483
5160-000	Furniture & Fixtures Expense	-
5170-000	Landscaping Expense	13,134
5180-000	Office Supplies & Misc Expense	13,200
5180-100	Misc Expense - COVID-19	3,938
5190-000	Computers and Network	-
5195-000	Computer Software	56,923
5200-000	Utilities	30,880
5225-000	Enterprise Voice Com	11,625
5226-000	Wireless Voice & Data	26,250
5227-000	Data Communications - Fiber	16,500
5230-000	Printing Postage Stationery	31,820
5250-000	Water System Fees	59,600
5260-000	Engineering Expense	3,750
5300-000	Training-Office	15,000
5320-000	Conferences & Seminars	39,569
5350-000	Misc Administration	7,149
5355-000	Memberships/Subscriptions	23,025
5365-000	Bank Charges	30,000
5270-000	Water Conservation Expense	55,000
5270-400	Water Conservation Rebates	1,000
5270-600	Community Outreach	70,000
5310-000	Operator Certifications-Educ	17,726
5311-000	Tuition Reimburment	9,450
Gen'l and Admin Expenses		\$ 1,311,429

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Expense

Account #	Description	Annual Budget
Non-Operating Expense		
5900-000	Amortization of Intangibles	-
5900-001	Amortization of Inv Premium	-
5900-002	Loan Costs	-
5910-000	Interest Expense - Notes	29,100
5920-100	Rental Expenses - PA House	1,350
5920-200	Rental Expenses - Sycamore	1,350
5920-300	Rental Expenses - Mills	1,350
Non-Operating Expense		\$ 33,150

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Expense

Account #	Description	Annual Budget
Operations Expense		
5145-000	Taxes-Property	\$ 15,655
5330-000	Safety & Security	20,213
5340-000	Uniforms	17,115
5360-000	Emergency Operations/Repairs	11,500
5370-000	Permit & Assessment Fees	-
5380-000	Tools and Eq Maintenance	17,250
5390-000	Nitrate Plant	121,700
5441-000	Inventory Shrinkage/Overage	3,000
5442-000	Inventory Disposal	-
5445-000	Telemetry & Signal System	-
5460-000	Water Treatment Expense	128,300
5450-100	Lab & Sampling Expense	150,000
5450-200	Non-Lab & Sampling	15,000
5445-100	Telemetry & Signal System	47,250
5445-200	SCADA Hardware	-
5445-300	SCADA Software	-
5445-400	SCADA Phone Lines	-
5402-000	Power Purchased - Pumping	850,630
Operations Expense		\$ 1,397,612
Water System Expense		
5400-000	Water Usage Cost Exp Well 16	\$ 82,047
5401-000	Purchased Water FMWD	3,102,748
Water System Expense		\$ 3,184,795

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Expense

Account #	Description	Annual Budget
Distribution System Expense		
5410-000	Backflow Expense	\$ 750
5423-100	Pipelines - Maintenance	118,500
5423-300	Fire Hydrant Repair/Replace	25,000
5423-500	Pipelines-Trench Plate Rentals	-
5423-700	Pipelines - Valves	79,000
5424-100	Reservoir Maintenance	185,000
5424-200	Reservoir Landscape	30,000
5425-100	Meter Maintenance	12,000
5425-300	Meter Repair/Replace/Upgrade	20,500
5425-400	Lateral Leaks and Repairs	184,000
5425-500	Meters - Trench Plate Rentals	2,000
5431-000	Land Lease Cost Expense Well1	17,600
5432-100	Well Site - Maintenance	59,000
5432-200	Well Site - Landscape	15,000
5433-000	Booster Pumps - Maintenance	46,000
5434-000	Emergency Power Generators	-
5440-100	Auto/Truck Maintenance	39,075
5440-200	Auto/Truck Maintenance-Gas	29,700
5440-300	Auto/Truck Maintenance-Diesel	15,000
5423-200	Pipelines - Paving	-
5423-400	Pipelines - Leak Detect/Repair	31,500
5425-200	Meters - Paving	200,000
5425-700	D-Job Meters/Hydrants	-
5432-300	Well Site - Lease Payment	300
Distribution System Expense		\$ 1,109,925
Water Totals		
Totals		\$ 10,397,740

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water - Board

GL#		Description	Annual Budget
Compensation and Benefits			
01-01-5000-100		Director Fees	\$ 10,800
01-01-5060-000		Taxes and Payroll	1,059
01-01-5085-000		Worker's Compensation Ins	150
Compensation and Benefits			\$ 12,009
Gen'l and Admin Expenses			
01-01-5320-000		Conferences & Seminars	\$ 5,625
01-01-51400-000		Election Expense	67,500
Gen'l and Admin Expenses			\$ 73,125
Board - Water			
Totals			\$ 85,134

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Operations

GL#	Description	Annual Budget
Compensation and Benefits		
01-02-5000-300	Administrative Service- Labor	\$ 82,152
01-02-5000-310	Administrative Service- OT	750
01-02-5000-400	Maintenance Labor	449,871
01-02-5000-410	Maintenance Labor OT	47,250
01-02-5000-500	System Operations OT	400,290
01-02-5000-510	System Operations OT	18,000
01-02-5000-800	Standby Pay	54,329
01-02-5047-000	Phone Allowance	-
01-02-5050-000	Employer Portion of PERS	89,408
01-02-5060-000	Taxes-Payroll	73,575
01-02-5070-000	Sick Leave/Vacation	75,494
01-02-5080-000	Health Dental Vision	146,243
01-02-5082-000	Life and Disability Insurance	4,014
01-02-5083-000	Self Insurance	3,600
01-02-5084-000	Wellness Program	2,160
01-02-5085-000	Workers' Compensation Ins	30,046
Compensation and Benefits		\$ 1,477,182
Gen'l and Admin Expenses		
01-02-5180-000	Office Supplies & Misc Expense	\$ 7,000
01-02-5180-100	Misc Expense - COVID-19	1,500
01-02-5300-000	Training-Plant	7,875
01-02-5310-000	Certifications-Educ	7,600
01-02-5311-000	Tuition Reimbursement	6,450
01-02-5320-000	Conferences & Seminars	16,250
01-02-5355-000	Memberships/Subscriptions	1,875
Gen'l and Admin Expenses		\$ 48,550

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Operations

GL#		Description	Annual Budget
Operation Expense			
01-02-5150-000		Building Maintenance	9,263
01-02-5170-000		Landscaping Expense	4,200
01-02-5200-000		Utilities-Plant	8,625
01-02-5330-000		Safety & Security	20,213
01-02-5340-000		Uniforms	17,115
01-02-5350-000		Misc- Administration	1,250
01-02-5360-000		Emergency Operations/Repairs	11,500
01-02-5370-000		Permit & Assessment Fees	-
01-02-5380-000		Tools and Eq Maintenance	17,250
01-02-5390-000		Nitrate Plant	121,700
01-02-5441-000		Inventory Shrinkage/Overage	3,000
01-02-5442-000		Inventory Disposal	-
01-02-5445-000		Telemetry & Signal System	47,250
01-02-5460-000		Water Treatment Expense	128,300
Operation Expense			\$ 389,665

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Operations

GL#	Description	Annual Budget
Water System Expense		
01-02-5400-000	Water Usage Cost Exp Well 16	\$ 82,047
01-02-5401-000	Purchased Water FMWD	3,102,748
01-02-5402-000	Power Purchased - Pumping	850,630
Water System Expense		\$ 4,035,425
Distribution System Expense		
01-02-5423-100	Pipelines - Maintenance	\$ 118,500
01-02-5423-300	Fire Hydrant Repair/Replace	25,000
01-02-5423-500	Pipelines-Trench Plate Rentals	-
01-02-5423-700	Pipelines - Valves	79,000
01-02-5424-100	Reservoir Maintenance	165,000
01-02-5424-200	Reservoir Landscape	30,000
01-02-5425-100	Meter Maintenance	12,000
01-02-5425-300	Meter Repair/Replace/Upgrade	20,500
01-02-5425-400	Lateral Leaks and Repairs	184,000
01-02-5425-500	Meters - Trench Plate Rentals	2,000
01-02-5432-100	Well Site - Maintenance	59,000
01-02-5432-200	Well Site - Landscape	15,000
01-02-5433-000	Booster Pumps - Maintenance	46,000
01-02-5434-000	Emergency Power Generators	-
01-02-5440-100	Auto/Truck Maintenance	39,075
01-02-5440-200	Auto/Truck Maintenance-Gas	29,700
01-02-5440-300	Auto/Truck Maintenance-Diesel	15,000
Distribution System Expense		\$ 839,775
Operations - Water		
Totals		\$ 6,790,596

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water - Engineering

GL#	Description	Annual Budget
Compensation and Benefits		
01-03-5000-000	Engineering Labor	\$ 361,993
01-03-5000-010	Engineering Labor OT	7,500
01-03-5045-000	Automobile Allowance	3,150
01-06-5047-000	Phone Allowance	605
01-03-5050-000	Employee Portion of PERS	58,333
01-03-5060-000	Taxes-Payroll	31,702
01-03-5070-000	Sick Leave/Vacation	40,374
01-03-5080-000	Health Dental Vision	57,796
01-03-5082-000	Life and Disability Insurance	2,612
01-03-5083-000	Self Insurance	3,600
01-03-5084-000	Wellness Program	1,260
01-03-5085-000	Workers' Compensation Ins	4,104
Compensation and Benefits		\$ 573,029
Gen'l and Admin Expenses		
01-03-5130-000	Administrative Consultants	\$ 257,250
01-03-5135-000	Interns	8,640
01-03-5180-000	Office Supplies and Misc Expens	1,500
01-03-5180-100	Misc Expense - COVID-19	300
01-03-5260-000	Engineering Expense	3,750
01-03-5300-000	Training	3,000
01-03-5310-000	Certifications-Educ	6,900
01-03-5311-000	Tuition Reimbursment	3,000
01-03-5320-000	Conferences & Seminars	10,470
01-03-5350-000	Misc- Administration	250
01-03-5355-000	Memberships/Subscriptions	1,500
Gen'l and Admin Expenses		\$ 296,560

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water - Engineering

GL#		Description	Annual Budget
Operation Expense			
01-03-5370-000		Permit & Assessment Fees	
Operation Expense			\$ -
Distribution System Expense			
01-03-5410-000		Backflow Expense	\$ 750
01-03-5423-200		Pipelines - Paving	-
01-03-5423-400		Pipelines - Leak Detect/Repair	31,500
01-03-5424-100		Reservoir Maintenance	20,000
01-03-5425-100		Meter Maintenance	-
01-03-5425-200		Meters - Paving	200,000
01-03-5425-700		D-Job Meters/Hydrants	-
01-03-5431-000		Land Lease Well 16	17,600
01-03-5432-300		Well Site - Lease Payment	300
01-03-5433-000		Booster Pumps - Maintenance	-
Distribution System Expense			\$ 270,150
Engineering - Water			
Totals			\$ 1,139,739

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water - Regulatory

GL#	Description	Annual Budget
Compensation and Benefits		
01-04-5000-300	Administrative Service- Labor	\$ 128,637
01-04-5045-000	Automobile Allowance	1,500
01-04-5050-000	Employer Portion of PERS	14,045
01-04-5060-000	Taxes-Payroll	8,813
01-04-5070-000	Sick Leave/Vacation	10,248
01-04-5080-000	Health Dental Vision	13,452
01-04-5082-000	Life and Disability Insurance	973
01-04-5083-000	Self Insurance	1,800
01-04-5084-000	Wellness Program	180
01-04-5085-000	Workers' Compensation Ins	581
Compensation and Benefits		\$ 180,228
Gen'l and Admin Expenses		
01-04-5130-000	Administrative Consultants	\$ 82,500
01-04-5135-000	Interns	10,000
01-04-5180-000	Office Supplies & Misc Expense	500
01-04-5270-000	Water Conservation Expense	55,000
01-04-5270-400	Water Conservation Rebates	1,000
01-04-5270-600	Community Outreach	70,000
01-04-5320-000	Conferences & Seminars	1,875
01-04-5355-000	Memberships/Subscriptions	750
Gen'l and Admin Expenses		\$ 221,625
Operation Expense		
01-04-5450-100	Lab & Sampling Expense	\$ 150,000
01-04-5450-200	Non-Lab & Sampling	15,000
Operation Expense		\$ 165,000
Regulatory - Water		
Totals		\$ 566,853

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water - Technology

GL#		Description	Annual Budget
Gen'l and Admin Expenses			
01-05-5130-000		Administrative Consultants	\$ 64,035
01-05-5190-000		Computers and Network	-
01-05-5195-000		Computers Software	56,923
01-05-5225-000		Enterprise Voice Communication	11,625
01-05-5226-000		Wireless Voice & Data	26,250
01-05-5227-000		Data Communications - Fiber	16,500
Gen'l and Admin Expenses			\$ 175,333
Operation Expense			
01-05-5445-100		Telemetrying & Signal System	\$ -
01-05-5445-200		SCADA Hardware	-
01-05-5445-300		SCADA Software	-
01-05-5445-400		SCADA Phone Lines	
Operation Expense			\$ -
Technology - Water			
Totals			\$ 175,333

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Administration

GL#	Description	Annual Budget
Compensation and Benefits		
01-06-5000-200	Officer Salaries	\$ 228,423
01-06-5000-300	Administrative Service- Labor	285,564
01-06-5000-310	Administrative Service OT	6,000
01-06-5045-000	Automobile Allowance	5,400
01-06-5047-000	Phone Allowance	1,210
01-06-5050-000	Employer Portion of PERS	254,452
01-06-5060-000	Taxes-Payroll	39,101
01-06-5070-000	Sick Leave/Vacation	51,517
01-06-5080-000	Health Dental Vision	83,774
01-06-5080-100	Retiree Health Care Expense	144,792
01-06-5082-000	Life and Disability Insurance	2,989
01-06-5083-000	Self Insurance	9,000
01-06-5084-000	Wellness Program	2,220
01-06-5085-000	Workers' Compensation Ins	3,939
Compensation and Benefits		\$ 1,118,381

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Administration

GL#		Description	Annual Budget
Gen'l and Admin Expenses			
01-06-5090-000	GL, Property, Fidelity Ins	\$	85,083
01-06-5100-000	Accounting		10,250
01-06-5125-000	Legal		154,500
01-06-5130-000	Administrative Consultants		19,650
01-06-5140-000	Election Expense		-
01-06-5150-000	Building Maintenance		7,220
01-06-5170-000	Landscaping Expense		8,934
01-06-5180-000	Office Supplies & Misc Expense		4,200
01-06-5180-100	Misc Expense - COVID-19		2,138
01-06-5200-000	Utilities		22,255
01-06-5230-000	Printing Postage Stationery		31,820
01-06-5250-000	Water System Fees		59,600
01-06-5300-000	Training		4,125
01-06-5310-000	Certifications-Educ		3,226
01-06-5311-000	Tuition Reimbursment		-
01-06-5320-000	Conferences & Seminars		5,349
01-06-5350-000	Misc Administration		5,649
01-06-5355-000	Memberships/Subscriptions		18,900
01-06-5365-000	Bank Charges		30,000
Gen'l and Admin Expenses			\$ 472,899

Crescenta Valley Water District
Water Enterprise Budget
FY 2022-23

Water Administration

GL#		Description	Annual Budget
Non-Operating Expense			
01-06-5910-000	Interest Expense - Notes	\$	29,100
01-06-5920-100	Rental Expenses - PA House		1,350
01-06-5920-200	Rental Expenses - Sycamore		1,350
01-06-5920-300	Rental Expenses - Mills		1,350
Non-Operating Expense			\$ 33,150
Operation Expense			
01-06-5145-000	Taxes-Property	\$	15,655
Operation Expense			\$ 15,655
Administration - Water			
Totals			\$ 1,640,085

**Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23**

Wastewater Summary

Description		Annual Budget
Revenue		
	Wastewater - User Charges	\$ 3,630,236
	Interest Income Wastewater	1,000
	Other Income Wastewater	25,200
	Construction Revenue	24,000
Revenue		\$ 3,680,436
Expenses		
	Labor & Benefits	1,663,462
	City of LA Sewer Services	1,809,800
	Operating Cost	1,004,347
Expenses		\$ 4,477,609
CIP & OPEB		
	Infrastructure	-
	Capital Outlays & Equip	220,000
	OPEB	-
Total CIP & OPEB		220,000
Change in Reserve		(1,017,172)
Wastewater Reserve Fund		
	Beginning Balance*	\$ 3,830,000
	Changes to Reserves	(1,017,172)
	Ending Balance	2,812,828
	Target**	2,574,559
Above (Below) Target		\$ 238,269

* Wastewater fund beginning balances are based on unaudited FY2022 financial statements.

** Target reserve levels are calculated using the reserve policy adopted on 7/28/2020.

**Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23**

Wastewater Revenue

Account # Description		Annual Budget
Revenue		
4010-000	Sewage Disposal Sales	\$ 3,630,236
4220-000	Property Owner Assessments	20,000
4225-000	Sewer Permits	4,000
4230-000	Other Income	5,000
4240-000	Interest Earned - Sewer	1,000
4260-000	Unrealized Gain/Loss on Invest	-
4265-000	Fair Value Adjustment	-
4270-000	Gain/Loss Sale of Investments	-
4271-000	Rental Income - PA House	3,800
4275-001	Rental Income - Sycamore House	6,270
4275-003	Rental Income- Mills House	10,130
Revenue		\$ 3,680,436

**Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23**

Wastewater Expense

Account #	Description	Annual Budget
Compensation and Benefits		
5000-100	Director Fees	\$ 10,800
5000-200	Officer Salaries	228,423
5000-300	Administrative Service - Labor	235,053
5000-310	Administrative Service - OT	6,250
5000-350	Engineering Labor	162,331
5000-360	Engineering Labor OT	2,500
5000-400	Maintenance Labor	188,873
5000-410	Maintenance Labor OT	22,000
5000-800	Standby Pay	18,110
5045-000	Automobile Allowance	10,050
5047-000	Phone Allowance	1,209
5050-000	Employer Portion of PERS	277,492
5060-000	Taxes - Payroll	95,633
5070-000	Sick Leave/Vacation	59,211
5080-000	Health Dental Vision	200,843
5080-100	Retiree Health Care Expense	96,528
5082-000	Life and Disability Insurance	7,059
5083-000	Self Insurance	12,000
5084-000	Wellness Program	3,880
5085-000	Workers' Compensation Ins	25,216
Compensation and Benefits		\$ 1,663,462

Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23

Wastewater Expense

Account #	Description	Annual Budget
Gen'l and Admin Expenses		
5090-000	GL, Property, Fidelity Ins	\$ 85,083
5100-000	Accounting	10,250
5125-000	Legal	51,500
5130-000	Administrative Consultants	456,145
5135-000	Interns	-
5140-000	Election Expense	22,500
5150-000	Building Maintenance	5,475
5170-000	Landscaping Expense	5,866
5180-000	Office Supplies & Misc Expense	11,700
5190-000	Computers and Network	-
5195-000	Computer Software	18,974
5200-000	Utilities	10,260
5225-000	Enterprise Voice Communication	3,875
5226-000	Wireless Voice & Data	8,750
5227-000	Data Communications - Fiber	5,500
5230-000	Printing Postage Stationery	31,820
5260-000	Engineering Expense	1,250
5300-000	Training	4,500
5310-000	Operator Certifications-Educ	2,574
5320-000	Conferences & Seminars	9,876
5350-000	Misc Administration	3,901
5355-000	Memberships/Subscriptions	8,975
5360-000	Emergency Operations/Repairs	11,500
5365-000	Bank Charges	30,000
Gen'l and Admin Expenses		\$ 800,275

**Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23**

Wastewater Expense

Account # Description Annual Budget		
Non-Operating Expense		
5920-100	Rental Expenses - PA House	\$ 450
5920-200	Rental Expenses - Sycamore	450
5920-300	Rental Expenses- Mills	450
Non-Operating Expense		\$ 1,350
Operations Expense		
5145-000	Taxes-Property	\$ 5,255
5330-000	Safety & Security	6,738
5340-000	Uniforms	5,705
5380-000	Tools and Eq Maintenance	17,250
5402-000	Power Purchased - Lift Stn	600
5445-100	Telemetry & Signal System	15,750
5445-200	SCADA Hardware	-
5445-300	SCADA Software	-
5445-400	SCADA Phone Lines	-
Operations Expense		\$ 51,298

Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23

Wastewater Expense

Account # Description Annual Budget		
Wastewater System Expense		
5434-000	Emergency Power Generators	\$ -
5700-000	Wastewater System Expense	1,809,800
Wastewater System Expense		\$ 1,809,800
Collection System Expense		
5423-000	Pipelines - Maintenance	\$ -
5423-100	Pipelines - Maintenance	39,500
5440-100	Auto/Truck Maintenance	13,025
5440-200	Auto/Truck Maintenance-Gas	9,900
5440-300	Auto/Truck Maintenance-Diesel	5,000
5621-000	Sewer Flow Monitoring Expense	19,000
5624-000	Sewer Camera Van Inspection	15,000
5625-000	Sewer Interceptor Maintenance	29,000
5628-000	Sewer Lift Station Maintenance	21,000
Collection System Expense		\$ 151,425
Wastewater Totals		
Totals		\$ 4,477,609

**Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23**

Board WW

Account #		Description	Annual Budget
Compensation and Benefits			
02-01-5000-100		Director Fees	\$ 10,800
02-01-5060-000		Taxes - Payroll	706
02-01-5085-000		Workers Compensation Ins	100
Compensation and Benefits			\$ 11,606
Gen'l and Admin Expenses			
02-01-5320-000		Conferences & Seminars	\$ 1,875
02-01-5140-000		Election Expense	22,500
Gen'l and Admin Expenses			\$ 24,375
Board - Wastewater			
Totals			\$ 35,981

Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23

Operations WW

GL#	Description	Annual Budget
Compensation and Benefits		
02-02-5000-300	Administrative Service	\$ 27,384
02-02-5000-310	Administrative Service OT	250
02-02-5000-400	Maintenance Labor	188,873
02-02-5000-410	Maintenance Labor OT	22,000
02-02-5000-800	Standby	18,110
02-02-5050-000	Employer Portion of PERS	59,605
02-02-5060-000	Taxes-Payroll	44,075
02-02-5070-000	Sick Leave/Vacation	25,165
02-02-5080-000	Health Dental Vision	97,496
02-02-5082-000	Life and Disability Insurance	2,676
02-02-5083-000	Self Insurance	2,400
02-02-5084-000	Wellness Program	1,440
02-02-5047-000	Phone Allowance	-
02-02-5085-000	Workers' Compensation Ins	19,367
Compensation and Benefits		\$ 508,841
Gen'l and Admin Expenses		
02-02-5180-000	Office Supplies & Misc Expense	\$ 7,000
02-02-5320-000	Conferences & Seminars	2,250
02-02-5355-000	Memberships/Subscriptions	625
Gen'l and Admin Expenses		\$ 9,875

**Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23**

Operations WW

GL#	Description	Annual Budget
Operation Expense		
02-02-5150-000	Building Maintenance-Plant	\$ 3,088
02-02-5170-000	Landscaping Expense-Plant	2,800
02-02-5200-000	Utilities-Plant	2,875
02-02-5300-000	Training-Plant	2,625
02-02-5310-000	Certifications-Educ	1,400
02-02-5311-000	Tuition Reimbursment	1,750
02-02-5330-000	Safety & Security	6,738
02-02-5350-000	Misc Administration	1,250
02-02-5340-000	Uniforms	5,705
02-02-5360-000	Emergency Operations/Repairs	11,500
02-02-5380-000	Tools and Eq Maintenance	17,250
02-02-5441-000	Inventory Shrinkage/Overage	2,000
02-02-5445-100	Telemetrying & Signal System	15,750
02-02-5402-000	Power Purchased - Lift Stn	600
Operation Expense		\$ 75,330

Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23

Operations WW

GL#	Description	Annual Budget
Collection System Expense		
02-02-5423-100	Pipelines - Maintenance	\$ 39,500
02-02-5440-100	Auto/Truck Maintenance	13,025
02-02-5440-200	Auto/Truck Maintenance-Gas	9,900
02-02-5440-300	Auto/Truck Maintenance-Diesel	5,000
02-02-5621-000	Sewer Flow Monitoring Expense	-
02-02-5624-000	Sewer Camera Van Inspection	15,000
02-02-5625-000	Sewer Interceptor Maintenance	29,000
02-02-5628-000	Sewer Lift Station Maintenance	21,000
Collection System Expense		\$ 132,425
Wastewater System Expense		
02-02-5434-000	Emergency Power Generators	\$ -
02-02-5700-000	Wastewater System Expense	1,809,800
Wastewater System Expense		\$ 1,809,800
Operations - Wastewater		
Totals		\$ 2,536,271

Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23

Engineering WW

GL#	Description	Annual Budget
Compensation and Benefits		
02-03-5000-000	Engineering Labor	\$ 162,331
02-03-5000-010	Engineering Labor OT	2,500
02-03-5045-000	Automobile Allowance	3,150
02-03-5050-000	Employer Portion of PERS	38,889
02-03-5060-000	Taxes and Payroll	20,155
02-03-5070-000	Sick Leave/Vacation	13,458
02-03-5080-000	Health Dental Vision	38,531
02-03-5082-000	Life and Disability Insurance	1,741
02-03-5083-000	Self Insurance	2,400
02-03-5084-000	Wellness Program	840
02-03-5047-000	Phone Allowance	403
02-03-5085-000	Workers' Compensation Ins	2,736
Compensation and Benefits		\$ 287,133
Gen'l and Admin Expenses		
02-03-5130-000	Administrative Consultants	\$ 400,750
02-03-5135-000	Interns	-
02-03-5180-000	Office Supplies & Misc Expense	-
02-03-5260-000	Engineering Expense	1,250
02-03-5300-000	Training	500
02-03-5320-000	Conferences & Seminars	3,375
02-03-5310-000	Certifications-Educ	800
02-03-5350-000	Misc-Administration	250
02-03-5311-000	Tuition Reimburment	1,000
02-03-5180-100	Misc-Expense-COVID-19	-
02-03-5355-000	Memberships/Subscriptions	1,300
Gen'l and Admin Expenses		\$ 409,225
Collection System Expense		
02-03-5621-000	Sewer Flow Monitoring Expense	\$ 19,000
02-03-5410-000	Backflow Expense	250
Collection System Expense		\$ 19,250
Engineering - Wastewater		
Totals		\$ 715,608

Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23

Regulatory WW

GL#	Description	Annual Budget
Compensation and Benefits		
02-04-5000-300	Administrative Service- Labor	\$ 42,879
02-04-5045-000	Automobile Allowance	1,500
02-04-5050-000	Employer Portion of PERS	9,363
02-04-5060-000	Taxes and Payroll	5,652
02-04-5070-000	Sick Leave/Vacation	3,416
02-04-5080-000	Health Dental Vision	8,968
02-04-5082-000	Life and Disability Insurance	648
02-04-5083-000	Self Insurance	1,200
02-04-5084-000	Wellness Program	120
02-04-5085-000	Workers' Compensation Ins	387
Compensation and Benefits		\$ 74,134
Gen'l and Admin Expenses		
02-04-5130-000	Administrative Consultants	\$ 27,500
02-04-5135-000	Interns	-
02-04-5180-000	Office Supplies & Misc Expense	500
02-04-5320-000	Conferences and Seminars	625
02-04-5355-000	Memberships and Subscriptions	750
Gen'l and Admin Expenses		\$ 29,375
Regulatory - Wastewater		
Totals		\$ 103,509

**Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23**

Technology WW

GL#		Description	Annual Budget
Gen'l and Admin Expenses			
02-05-5130-000	Administrative Consultants	\$	21,345
02-05-5190-000	Computers and Network		-
02-05-5195-000	Computer Software		18,974
02-05-5225-000	Enterprise Voice Communication		3,875
02-05-5226-000	Wireless Voice & Data		8,750
02-05-5227-000	Data Communications - Fiber		5,500
Gen'l and Admin Expenses		\$	58,444
Operation Expense			
02-05-5445-100	Telemetry & Signal System	\$	-
02-05-5445-200	SCADA Hardware		-
02-05-5445-300	SCADA Software		-
Operation Expense		\$	-
Technology - Wastewater			
Total Expense		\$	58,444

Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23

Administration WW

GL#	Description	Annual Budget
Compensation and Benefits		
02-06-5000-200	Officer Salaries	\$ 228,423
02-06-5000-300	Administrative Service - Labor	164,790
02-06-5000-310	Administrative Service - OT	6,000
02-06-5045-000	Automobile Allowance	5,400
02-06-5047-000	Phone Allowance	806
02-06-5050-000	Employer Portion of PERS	169,635
02-06-5060-000	Taxes-Payroll	25,045
02-06-5070-000	Sick Leave/Vacation	17,172
02-06-5080-000	Health Dental Vision	55,849
02-06-5080-100	Retiree Health Care Expense	96,528
02-06-5082-000	Life and Disability Insurance	1,993
02-06-5083-000	Self Insurance	6,000
02-06-5084-000	Wellness Program	1,480
02-06-5085-000	Workers' Compensation Ins	2,626
Compensation and Benefits		\$ 781,747
Gen'l and Admin Expenses		
02-06-5090-000	GL, Property, Fidelity Ins	\$ 85,083
02-06-5100-000	Accounting	10,250
02-06-5125-000	Legal	51,500
02-06-5130-000	Administrative Consultants	6,550
02-06-5150-000	Building Maintenance	2,388
02-06-5170-000	Landscaping Expense	3,066
02-06-5180-000	Office Supplies & Misc Expense	4,200
02-06-5200-000	Utilities	7,385
02-06-5230-000	Printing Postage Stationery	31,820
02-06-5300-000	Training	1,375
02-06-5320-000	Conferences & Seminars	1,751
02-06-5350-000	Misc Administration	2,401
02-06-5355-000	Memberships/Subscriptions	6,300
02-06-5180-100	Misc Expense- COVID- 19	713
02-06-5310-000	Certifications-Educ	374
02-06-5311-000	Tuition Reimbursment	-
02-06-5365-000	Bank Charges	30,000
Gen'l and Admin Expenses		\$ 245,155

**Crescenta Valley Water District
Wastewater Enterprise Budget
FY 2022-23**

Administration WW

GL#	Description	Annual Budget
Non-Operating Expense		
02-06-5920-100	Rental Expenses - PA House	\$ 450
02-06-5920-200	Rental Expenses - Sycamore	450
02-06-5920-300	Rental Expenses - Mills	450
Non-Operating Expense		\$ 1,350
Operation Expense		
02-06-5145-000	Taxes-Property	\$ 5,255
Operation Expense		\$ 5,255
Administration - Wastewater		
Total Expense		\$ 1,033,508