

CRESCENTA VALLEY WATER DISTRICT

**2700 Foothill Boulevard
La Crescenta, California**

**Agenda for the
Regular Meeting of the Board of Directors
of the Crescenta Valley Water District
to be held on Tuesday, July 12, 2022, at 7:00 p.m.**

Posted: Friday, July 8, 2022 at 2:30 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: 895 8247 8094

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/89582478094>

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 July 12, 2022.

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 Adjourned Regular Board Meeting on June 28, 2022.
2. Consideration and approval for continuing to hold meetings by teleconference.

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. **Terms and Conditions of Employment** – Consideration and possible motion to ratify the terms and conditions of employment for the management group.
2. **Resolution No. 779** – Consideration and possible approval of Resolution No. 779 – Requesting the Los Angeles County Board of Supervisors to Permit the Registrar-Recorder/County Clerk to Render Elections Services for the District's Election to be held on November 8, 2022 and Addressing Related Election Issues.
3. **Transfer of Water Services to City of Glendale** – Consideration and motion to authorize the General Manager to transfer sixteen (16) water service accounts on the 4500 Block of Thelma St., 3400 Block of Foothill Blvd., and 4500 Block of New York to the City of Glendale, Project E-1051.

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
ADJOURNED REGULAR MEETING, BOARD OF DIRECTORS
June 28, 2022

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Regular Meeting on June 14, 2022, an Adjourned Regular Meeting was held on June 28, 2022, 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 James D. Bodnar presiding.

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

Directors:

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

Attorney:

Elsa Sham

General Manager:

Nem Ochoa

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

Director of Operations & Engineering: **David Gould**

Staff Members:

Brook Yared, Engineering Manager
Arturo Montes, Finance & Administration Manager
Christy Colby, Regulatory & Public Affairs Manager
Darlene Telles, Operations & Maintenance Manager
Kellen Boyce, System & Operations Manager
Adam Sutphin, Analyst
Tessa Allmon, Customer Service Lead
Pam Leddy, Administrative Assistant

Public Participation:

Frank Colcord

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Tejada, seconded by Director Erickson, and carried by a 5-0 roll call vote that the Agenda for the Adjourned Regular Meeting of June 28, 2022, be adopted as presented.

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

NOES: **None**

PUBLIC COMMENTS – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord stated that Foothill Municipal Water District (FMWD) FY 2022/23 budget was adopted by the Board last week. Mr. Colcord said that Metropolitan Water District will increase their rates by 5% for the upcoming year. FMWD rates will include a 2% increase in the Administration, Operating and Maintenance portion, 0% increase in the Capital & Rehabilitation charge from FMWD, and that the cost of electricity will depend on the utility companies.

CONSENT CALENDAR

It was moved by Director Erickson, seconded by Director Raghavachary, and carried by a 5-0 roll call vote to approve the Minutes of the Regular Board Meeting held on June 14, 2022, through audio and video conference, ratify the disbursements for May 2022 as presented and to reaffirm Resolution No. 772 to 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.

Payment of demands against the Crescenta Valley Water District on or before May 2022, the same having been approved by the General Manager, and heretofore paid, are to be ratified and approved subject to audit, in the aggregate sum of One Million, Sixteen Thousand, Nine-Hundred Eighty Dollars and Twenty-One Cents (1,016,980.21), which is composed of the individual items set forth herein.

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

NOES: **None**

ACTION CALENDAR

Adoption of Salary Schedules – Mr. Ochoa stated that the California Code of Regulation, Section 570.5 requires pay schedules to be approved and adopted by the Board of Directors on an annual basis for payrate.

Mr Ochoa presented the pay schedules, which are accounted for in the approved budget for FY 2022-23 and include the cost-of-living adjustment for ASCME and Management staff.

Following discussion:

It was moved by Director Tejeda, seconded by Director Erickson, and carried by 5-0 roll call vote to adopt the current pay schedules for FY 2022-23.

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

NOES: **None**

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – None

GENERAL MANAGER – Mr. Ochoa said that the revised draft of the Strategic Plan update will be sent to the Board by June 8, 2022 for final review. Mr. Ochoa announced that news articles relevant to the district and water related issues will be sent to the Board and staff on a weekly basis. Mr. Ochoa invited the Board to attend CVWD's annual pancake breakfast on July 20, 2022. Ms. Telles provided updates on the Encinal project.

ATTORNEY – No report

REPORTS OF COMMITTEES

Engineering Committee – Director Erickson reported that the Committee had met on June 21, 2022. An audio/video conference meeting will be scheduled as needed.

Finance Committee – Director Bodnar reported that the Committee had not met. An audio/video conference meeting is scheduled on June 29, 2022.

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

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

Community Relations/Water Conservation Committee – Director Tejeda reported that the Committee had not met; however, an audio/video conference will be scheduled as needed.

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

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

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

DIRECTORS' ORAL REPORTS

Director Raghavachary – No report

Director Bodnar – Requested that staff share CVWD facility pictures with the Board of Directors

Director Erickson – No report

Director Putnam – No report

Director Tejeda – No report

BOARD MEMBERS' REQUESTS FOR FUTURE AGENDA ITEMS – None

CLOSED SESSION – No reportable action

ADJOURNMENT

There being no other business to come before the Board, at 8:06 p.m., the meeting was adjourned to July 12, 2022, at 7:00 p.m.

APPROVED

James D. Bodnar
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.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1

July 12, 2022

To: Honorable President and Members of the Board of Directors

From: Nem Ochoa, P.E. – General Manager

Subject: Employment Terms and Conditions

ACTION ITEM:

Ratify Employment Terms and Conditions for Management group.

DISCUSSION:

The management team at Crescenta Valley Water District (District) periodically reviews the terms and conditions by which they are employed by the District. The management team provides feedback to the General Manager, who then discusses recommended changes (if any) to the Board of Directors. The General Manager and the Board of Directors have discussed recommended changes, as summarized below:

- Administrative Leave: Increase from 56 hours to 65 hours, annually;
- Vehicle Allowance:
 - Include all managers to receive a vehicle allowance (increases by one manager) and memorialize the General Manager's authorization to allot vehicles to the System and Operations Manager and Operations and Maintenance Manager to facilitate emergency response and reliability;
 - Increase the allowance amount by \$50 per month to \$300 for managers and \$350 for directors
- Medical Reimbursement: Increase the medical reimbursement allowance that managers receive in lieu of dental and vision insurance from \$3,000 to \$3,500, annually.

RECOMMENDATION:

Ratify Employment Terms and Conditions for Management group and allow the General Manager to amend the subject document to reflect approved changes.

ENVIRONMENTAL REVIEW:

Not applicable

FUNDING AVAILABILITY:

Not applicable.

Submitted by:



Nem Ochoa, P.E.
General Manager

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
July 12, 2022

To: Honorable President and Members of the Board of Directors
From: Nem Ochoa – General Manager
Subject: **Resolution No.779 – Requesting the Los Angeles County Board of Supervisors to Permit Consolidation of Services**

ACTION ITEM:

Consideration and Possible Approval of Resolution No.779 – Requesting the Los Angeles County Board of Supervisors to Permit the Registrar-Recorder/County Clerk to Render Election Services for the District's Election to be held November 8, 2022 and Addressing Related Election Issues.

BACKGROUND/DISCUSSION:

The election for the District's Board of Directors is scheduled to consolidate with the statewide election to be held on November 8, 2022.

State of California Elections Code 10403 requires that the District request consolidation of its own election with the statewide election, and that this be done as a resolution of the Board.

Resolution No. 779 is enclosed.

RECOMMENDATION

NA.

Prepared by:



James Lee
Director of Finance & Administration

Submitted by:



Nem Ochoa
General Manager

ATTACHMENTS

Attachment 1 – Resolution No. 779

RESOLUTION NO. 779

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF CRESCENTA VALLEY WATER DISTRICT
REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES
PERMIT THE REGISTRAR-RECORDER/COUNTY CLERK TO RENDER ELECTION
SERVICES FOR AN ELECTION OF CRESCENTA VALLEY WATER DISTRICT
TO BE HELD ON NOVEMBER 8, 2022**

WHEREAS, the California Elections Code permits special districts electing governing board members to call an election;

WHEREAS, an election in the Crescenta Valley Water District is to be held on Tuesday, November 8, 2022, for the purpose of electing three members of the Board of Directors of the District; and

WHEREAS, the Board of Directors believes that it is desirable that the election be conducted with the General District Elections to be held on the same date and that within the District the precincts, polling places, and election officers of the election be the same, and that the Registrar-Recorder/County Clerk of the County of Los Angeles canvass the returns of the election and that the District election be held in all respects as if there were only one election.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF CRESCENTA VALLEY
WATER DISTRICT HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS:**

1. That an election is hereby called by the Board of Directors of the Crescenta Valley Water District to be held on November 8, 2022, for the purpose of electing three members to the Board of Directors to serve on an at-large basis.
2. That pursuant to the requirements of Section 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to conduct the Crescenta Valley Water District election with the Tuesday, November 8, 2022, Statewide General Election for the purpose of electing members to the Board of Directors of the District. Crescenta Valley Water District acknowledges that the consolidated election will be held and conducted in the manner prescribed in Section 10418 of the Elections Code.
3. The Registrar-Recorder/County Clerk is hereby authorized to canvass the returns of the Crescenta Valley Water District election.
4. The Board of Supervisors is hereby requested to issue instructions to the Registrar-Recorder/County Clerk to take all steps necessary for the holding of the election.
5. Crescenta Valley Water District shall pay in full its pro rata share of the expenses for the conduct of the election.
6. Crescenta Valley Water District shall require each candidate to pay in advance his or her pro rata share of the printing, handling, and mailing costs of his/her candidate statement as a condition to having it included in the voter's sample ballot pamphlet.

7. The word limit for candidate's statements shall be 200 words.
8. The General Manager is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the Registrar-Recorder/County Clerk of the County of Los Angeles.

PASSED, APPROVED AND ADOPTED at a Regular Meeting of the Board of Directors of Crescenta Valley Water District held on July 12, 2022. Resolution No. 779 was adopted by the following vote:

AYES:

NOES: **None**

ATTEST:

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

Secretary of the Board of Directors

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

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. 779 of the
Board of Directors of Crescenta Valley Water District adopted at a Regular Meeting held on July
12, 2022 and that the same has not been amended or repealed.

Secretary of the Board of Directors

Crescenta Valley Water District

DATED: July 12, 2022

(S E A L)

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3

July 12, 2022

To: Honorable President and Members of the Board of Directors

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

Subject: **Transferring 16 Water Services on the 4500 Block of Frederick Ave, 3400 Block of Thelma St, 3400 Block of Foothill Blvd and 4500 Block of New York to the City of Glendale, Project E-1051**

ACTION ITEM

Transfer of Water Services to Glendale - Consideration and motion to authorize the General Manager to transfer sixteen (16) water service accounts on the 4500 Block of Frederick Ave, 3400 Block of Thelma St, 3400 Block of Foothill Blvd and 4500 Block of New York Ave to the City of Glendale, Project E-1051.

BACKGROUND:

CVWD's water service area extends beyond the District boundary into the City of Glendale. This area has been referred to as the "Overlap Area" and there are about 2,400 accounts within Glendale that CVWD provides water service.

The Overlap Area issue was brought to the attention of the Local Agency Formation Commission (LAFCO) regarding overlapping services within two jurisdictions in 2008. LAFCO recommended that CVWD and Glendale meet and discuss ways to resolve this issue. Since then, both agencies have worked together to transfer water services, where possible within the Overlap Area. This typically occurs when CVWD is planning to replace a pipeline within the Overlap Area where CVWD and Glendale both have existing waterlines in the street. In 2009, CVWD transferred ten (10) water services to Glendale on the 5100 & 5200 blocks of Maryland as most of the street was already being served by Glendale.

DISCUSSION:

There was a recent pipeline project within the Overlap Area under which the existing water services could be transferred to Glendale instead of replacing the pipeline and this resulted in a savings of construction costs as part of the FY 21/22 CIP Budget. In addition, there is a small area also within Glendale on Frederick that could be transferred to Glendale in lieu of replacing the existing 2-inch water main.

Area 1 – 4500 Block of Frederick Ave:

The first area is along the 4500 Block of Frederick Ave located north of Foothill Blvd (See Exhibit A). There are eighteen (18) properties on Frederick Ave with Glendale servicing fifteen (15) properties and CVWD servicing three (3) properties. In addition, there are two (2) properties on Foothill Blvd and one (1) property on New York Ave that are also served by CVWD that will be transferred to Glendale.

There is an existing 2-inch pipeline, which was installed in 1929 that provides water services to the six (6) customers and the pipeline is on CVWD's replacement list. Glendale also has an existing pipeline that services the Glendale customers on the same street.

Area 2 – 3400 Block of Thelma St.

The second area is the 3400 Block of Thelma St (See Exhibit B), where the existing 4-inch pipeline that was installed in 1940 was to be replaced as part of FY 21/22 pipeline replacement. There are seven (7) properties on Thelma St and three (3) properties on New York Ave that are served by CVWD. Glendale also has an existing 6-inch pipeline that is located on Thelma St that could provide water service to these customers.

Transfer of Water Services:

Staff has met with Glendale about transferring these water service accounts and discussed the following tasks:

- CVWD & Glendale will jointly communicate with the homeowner about the transfer of service to Glendale.
- CVWD will provide a change of water service provider customer agreement to each customer for signature prior to any construction (see attached).
- Glendale will be responsible for the installation of new Glendale water service lines, meters, and connection to the customer's on-site water line.

- 4547 New York – Glendale will relocate the new water service and meter to the public right-of-way on New York Ave. CVWD & Glendale will share the cost to re-install a 1-inch customer water line and re-pavement of the driveway from New York Ave to the existing connection to the house water line. (see attached photo).
- CVWD field crews will remove the existing meter boxes and meters and abandon the pipeline on Foothill Blvd and New York Ave.
- CVWD & Glendale will share the cost for restoration of pavement for the new water meter services and abandonment of the pipelines.
- These tasks and associated costs will be memorialized in an agreement between CVWD & Glendale.

Staff will utilize John Robinson Consulting at a cost of \$9,750 to assist with transferring services including coordination with Glendale, homeowners and CVWD such that the project should be completed within the next four (4) months.

ENVIRONMENTAL REVIEW:

This project does not require review by the California Environmental Quality Act (CEQA).

RECOMMENDATION:

Staff discussed this item with the Engineering Committee on January 25, 2022 (see attached staff report), and the Engineering Committee recommended to bring this item to the Board of Directors for transferring the water services to Glendale after finalizing the project costs.

FUNDING AVAILABILITY:

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

Account Description	Amount
FY 22/23 - CIP Budget - Pipeline Replacement	\$ 2,523,650.00
Pavement Replacement	\$ 23,800.00
Abandonment - Valve/Pipeline	\$ 15,000.00
Consulting Service	\$ 9,750.00
Misc. Costs	\$ 1,450.00
Contingency	\$ 5,000.00
Total Cost Estimate	\$ 55,000.00
Amount Remaining	\$ 2,468,650.00

Prepared by:



Brook Yared, P.E.
Engineering Manager

Submitted by:



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

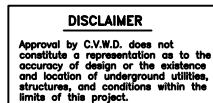
Attachments:

1. Exhibit A – 4500 Block of Frederick Ave
2. Exhibit B – 3400 Block of Thelma Street
3. Sample – Change of Water Service Provider form



1. SERVICES AT 4508, 4528, 4534 FREDERICK ST., 3445 & 3463 FOOTHILL BLVD. WILL BE TRANSFERRED TO CITY OF GLENDALE'S 8" DIP WATER MAIN 5' E/W P.L. SERVICE AT 4547 NEW YORK AVE. WILL BE TRANSFERRED TO CITY OF GLENDALE'S 6" CIP WATER MAIN 15' W/C.L.

2. EXISTING CVDW WATER METERS & BOXES AT 4508, 4528, 4534 FREDERICK ST., 3445 & 3463 FOOTHILL BLVD. & 4547 NEW YORK AVE. WILL BE REMOVED & BACKFILLED WITH DIRT & A.C. PAVEMENT OR CONCRETE SIDEWALK TO EXIST. GRADE PER CITY OF GLENDALE SPECIFICATIONS.



CRESCENTA VALLEY WATER DISTRICT 

TRANSFERRED SERVICES ON FREDERICK ST.
TO CITY OF GLENDALE
& ABANDONMENT OF 2" S.S. PIPE

SHT. <u>1</u> OF <u>1</u> SHTS.	
COMPLETION DATE:	LINEAR FT.
JOB NO. E-991	FILE NO. C-407

**CRESCENTA VALLEY WATER DISTRICT
CHANGE OF WATER SERVICE PROVIDER
AND PRESSURE REGULATOR INSTALLATION
CUSTOMER AGREEMENT**

CUSTOMER: _____

PROPERTY ADDRESS: _____

CUSTOMER AND DISTRICT AGREE AS FOLLOWS:

1. Crescenta Valley Water District (District) will change the water service provider from the District to City of Glendale Water and Power (GWP).
2. GWP will provide both materials and labor to install the new water service lateral, water meter, reconnection to existing in-house plumbing system, and any other appurtenant work, hereafter referred as "Project". At no additional cost to the owner.
3. District and/or GWP hereby agree to replace and/or repair any damage to existing pavement, concrete or other hardscape, or landscaping removed or damaged during construction of the "Project".
4. Customer acknowledges that District and GWP has informed the Customer about the "Project" and agrees with the change of the water service provider to GWP.
5. Customer hereby gives permission to the District and GWP to enter the property to perform work for the "Project" to increase water pressure and install a water pressure regulator.
6. Customer acknowledges that the water pressure is approximately 95-100 PSI and that it will be increased to water pressure between 130-135 PSI.
7. Customer agrees to hold the district and GWP harmless from any claim, liability, loss, damage, cost or expense arising out of the increase in water pressure and install ion of pressure regulator.
8. Customer acknowledges that the maintenance and monitoring of the pressure regulator will become the responsibility of the owner

DATED

CUSTOMER SIGNATURE

CRESCENTA VALLEY WATER DISTRICT

BY: _____
General Manager

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

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

GM Report
July 12, 2022

General Managers Report Topics:

- GM Activities

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

- 2022 Wellness Grant Recipient
- Strategic Plan Update
- History of Verdugo Basin Presentation
- Interagency Workshop and Training Coop with Eastern MWD
- Water Conservation & Public Outreach
- Maintenance & Operations Report
- Water Production, Hydrology Report, Engineering Projects

STAFFING

Three (3) employees have work anniversaries in July: Morgen DuRose – 21 years, Christina Kopelman – 16 years, Wayne Boyce – 5 years.

As of July 7th the District has gone 177 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

Employee Safety Luncheon	- June 29 th
Finance Committee Meeting	- June 29 th
Management Staff Meetings	- July 4 th and July 11 th

Submitted by:



Nem Ochoa
General Manager

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

July 12, 2022

To: Honorable President and Members of the Board of Directors

Staff Report

From: Christy J. Colby

Subject: Water Conservation and Public Outreach Update

Monitoring Report Submitted to State for June 2022:

Production Numbers

➤ Total Water Production June 2022:	326.9 AF
➤ Total Water Production June 2013:	436.9 AF
➤ Total Water Production June 2021:	379.1 AF
➤ Total Water Production June 2020:	377.7 AF

Compliance Reporting

➤ Days of outdoor Irrigation Allowed:	2
➤ Number of Water Waste Complaints:	4
➤ Number of Follow-ups:	4
➤ Number of Warnings:	0
➤ Number of Penalties:	0

Voluntary Water Reduction Goal, 20% from 2020 Usage

➤ Percent Reduction from 2013	25.7 %
➤ Percent Reduction from 2021	13.8 %
➤ Percent Reduction from 2020	13.4 %

Public Outreach for June 2022

- Face Book Posts, 1, and 1 new follower
- CV Weekly
 - 1 Article
- Website
 - 3,606 website Visits, back to normal after last months sharp increase
 - Most popular day, June 3, 2022
- Everbridge
 - 5 messages – 2 Emergency water shut offs and 3 planned outages

Field Maintenance and Operations Report

June 2022

3

Water Main Repairs

14

Water Service
10 Repairs/ 4 Replacements

4

After Hours Leaks/Repairs

9,540

Sewer Maintenance
Cleaned: 8,951', Inspected: 589', Reports:2

- **Field Maintenance Projects**

- * Encinal/Dunsmore Crossing – installed 87' of 8" main

- **Operations Report**

- * Glenwood Booster: #34 control valve & relief valve service

- * Chlorination Equipment Service: Oak Creek, Wells 5 & 11

- * Encinal/Dunsmore Crossing: Disinfection & sampling

- **Electrical/Telemetry**

- * E-939

- Wells 7 & 9 –programmed, installed & tested Allen Bradley RTUs

- * La Granada Lift Station (E-962)

- Integration build with Apex

- * Portable Generator – Annual Service

- **Wastewater**

- * Lift Station visits: 2 (De-rag pumps, check valves & add degreaser)

Field Maintenance and Operations Report

June 2022

Days without a lost-time incident: 170

176

Water Quality Samples

44

Valves

Replacements: 0, Exercised: 44

2

Fire Hydrant Maintenance

2 Rebuild, 0 Replaced, 0 installed

40

Water Meter Replacement

$\frac{3}{4}$ " : 28, 1" : 11, 1.5" : 1, 2" : 1, 3" : 0, 4" : 0

- **Training/Cross Training**

- * Cla-Val – Control Valve
- * Glenwood Plant

- **New Certification**

- * Jake W. – D4

- **Safety**

- * Glenwood Plant
- Saw cutting

Engineering Report

July 12, 2022
Staff Report

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – Director of Engineering & Operations
Subject: Engineering Report – June 2022

1. Water Production Report

- June 1 – 30 – Water production – 55%/45% split – 106.8 MG for the month
- Average use 16.7% less than 2021 and 11.6% less than 5-yr average

2. Rainfall Update

- 0.34” for June 2022
- Rainfall Total for Rainfall Year 2021/22 – 17.02”

3. Report on Engineering

- **FY 22/23 Capital Improvement Project**

- Project 1 – 2600 & 2700 Blocks of Orange Ave
 - Pre-Proposal Meeting – 7/1/22
 - Proposal Due – 7/20/22

- **FY 21/22 Capital Improvement Projects**

- FY 21/22 – Pipeline Replacement Program
 - Project 1 – 2800 to 3100 Blocks of Los Olivos
 - Installed 3,400 LF of 8-inch water main
 - Installed 87 water service laterals
 - Completed connection from new main to old mains.
 - Completion Date – July 29, 2022
 - Project 2 – 4700 & 4800 Blocks of Cheryl – Tentative Start Date, August 1, 2022
- Edmund #2 Reservoir Rehabilitation – Completed & Back in Service
- SCADA System Upgrades – Under Design & Installation
- Wastewater Master Plan – Meeting with Staff on 7/14/22
- Ramsdell Mixing Station/Pressure Reducing Station – Design under review
- Well 9 Rehabilitation – No Report
- Booster Pump 26 at Cresta Heights Rehabilitation – No Report
- SCADA Radio Communications Network – No Report
- Conversion to Chloramination – Meeting with Consultant

- **FY 20/21 Capital Improvement Projects**

- Emergency Generator at Sewer Lift Station
 - New Project Start Date – August 2022

- **Grant Program**

- Cal OES - New emergency generators and seismic feasibility study - submitted on 4/8/22
- USBR Small-Scale Water Efficiency Grant 2022 – 1-½-inch Meters submitted on 4/28/22
- USBR Small-Scale Water Efficiency Grant 2020 - 3” & 4” Meters - Started in May 2022
- Stormwater Capture Project at Crescenta Valley County Park – No Report

- **AMI Customer Engagement Portal**

- Completed Phase 1 of software integration
- Phase 2 – Completed layout for customer engagement portal
- Draft layout to be reviewed with Board on 7/26/22

4. **Developer Projects**

- D-21-G2 – Completion date – Reimbursement Claim 2
- 2341 Mira Vista – New 4 Units – Reconciliation and Transfer of Ownership
- 4360 Ocean View – 3 Units upgraded to 7 units – Plan Check
- 2201 Honolulu – New 4" water main – Contractor Experience Review
- 2434 Foothill – 31 New Units – Hydraulic Modeling
- Waiting on Developer
 - 3037/3043 Foothill – New 38 Units and mixed commercial
 - 1961 Waltonia – New 6 units
 - 4521 Briggs/2413 Foothill – New 70 units
 - 3900 Park Place – New 28 units
 - 2345 Mira Vista – New 4 units

5. **FMWD** – Construction – Re-coating La Crescenta Reservoirs

CRESCENTA VALLEY WATER DISTRICT

WATER PRODUCTION REPORT

June 1 - June 30, 2022

Well Production:	52,838,130	Gals		
GWP Production:	4,474,000	Gals		
Gravity Production:	1,210,628	Gals	% GW	55%
FMWD:	48,273,885	Gals		
City of Glendale:	0	Gals	% Import	45%
TOTAL:	106,796,643	Gals		
	327.75	ac-ft		

Glenwood Nitrate Water

Reclamation Plant:*

0

*Included in Well Production

WATER DEMAND COMPARISON

Time Period	Average Daily Usage (gals)	Current Period Change
June 1 - June 30, 2022	3,469,013	
June 1 - June 30, 2021	4,162,535	-16.7%
5-yr Average - June 2017 - 2021	3,926,020	-11.6%

RAINFALL: June 1 - June 30, 2022 0.34"

Season-To-Date: 17.02"

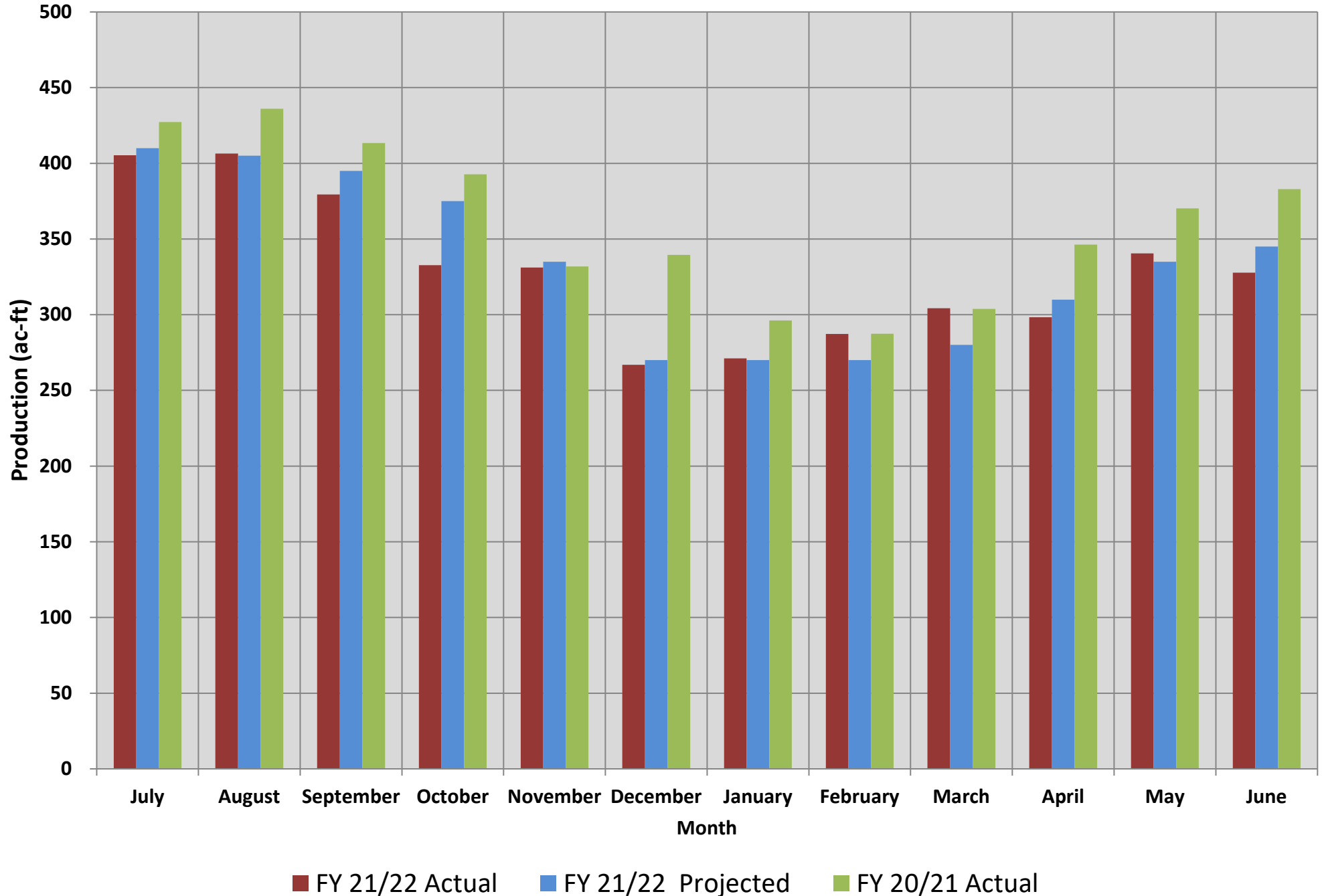
2021/22 Fiscal Year Water Production			WY 21/22 - Groundwater Production Water Rights		GWP (Well 16) Water Production - 2022		Purchased Water Production Tier 2 Allocation - 2022	
Month	Actual Total Water Production (ac-ft)	Projected Total Water Production (ac-ft)	Month	Month	Month	Well Production (ac-ft)	Month	Imported Water Production (ac-ft)
July	405	410	October	162	January	16	January	101
August	406	405	November	159	February	13	February	122
September	379	395	December	149	March	15	March	121
October	333	375	January	154	April	15	April	120
November	331	335	February	152	May	15	May	154
December	267	270	March	168	June	14	June	148
January	271	270	April	164	July		July	
February	287	270	May	172	August		August	
March	304	280	June	166	September		September	
April	298	310	July		October		October	
May	341	335	August		November		November	
June	328	345	September		December		December	
Total to Date	3,951	4,000	Total to Date	1,447	Total to Date	87	Total to Date	766
Projected	3,951	4,000	Water Rights	3,294			Tier 2	2,154
% of Projected	98.8%	100.0%	% of Rights	44%			% of Allocation	36%
Remaining	49	0	Remaining	1,847			Remaining	1,388

NOTE:

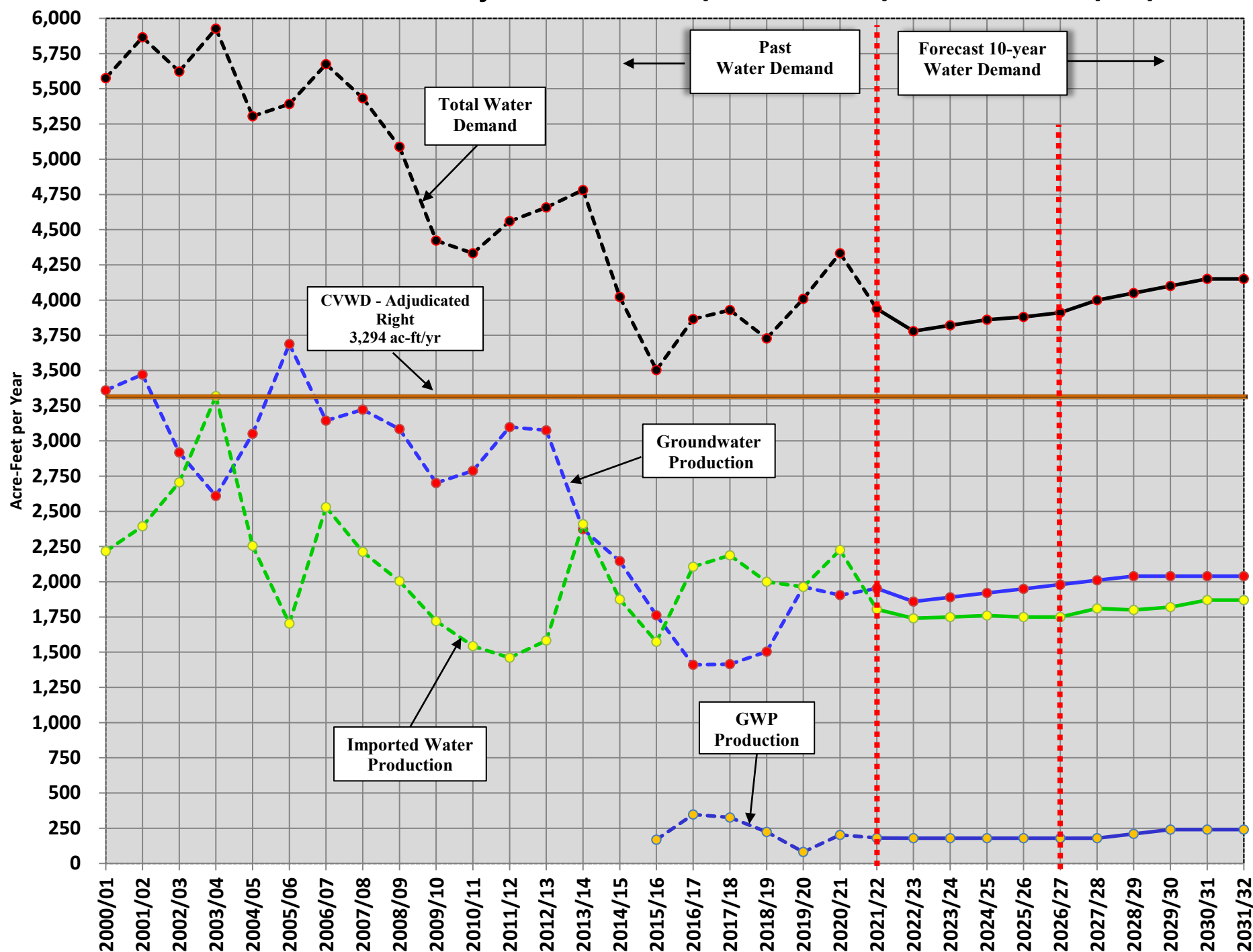
1) Blue Numbers = Estimated Water Production

Monthly Water Production:

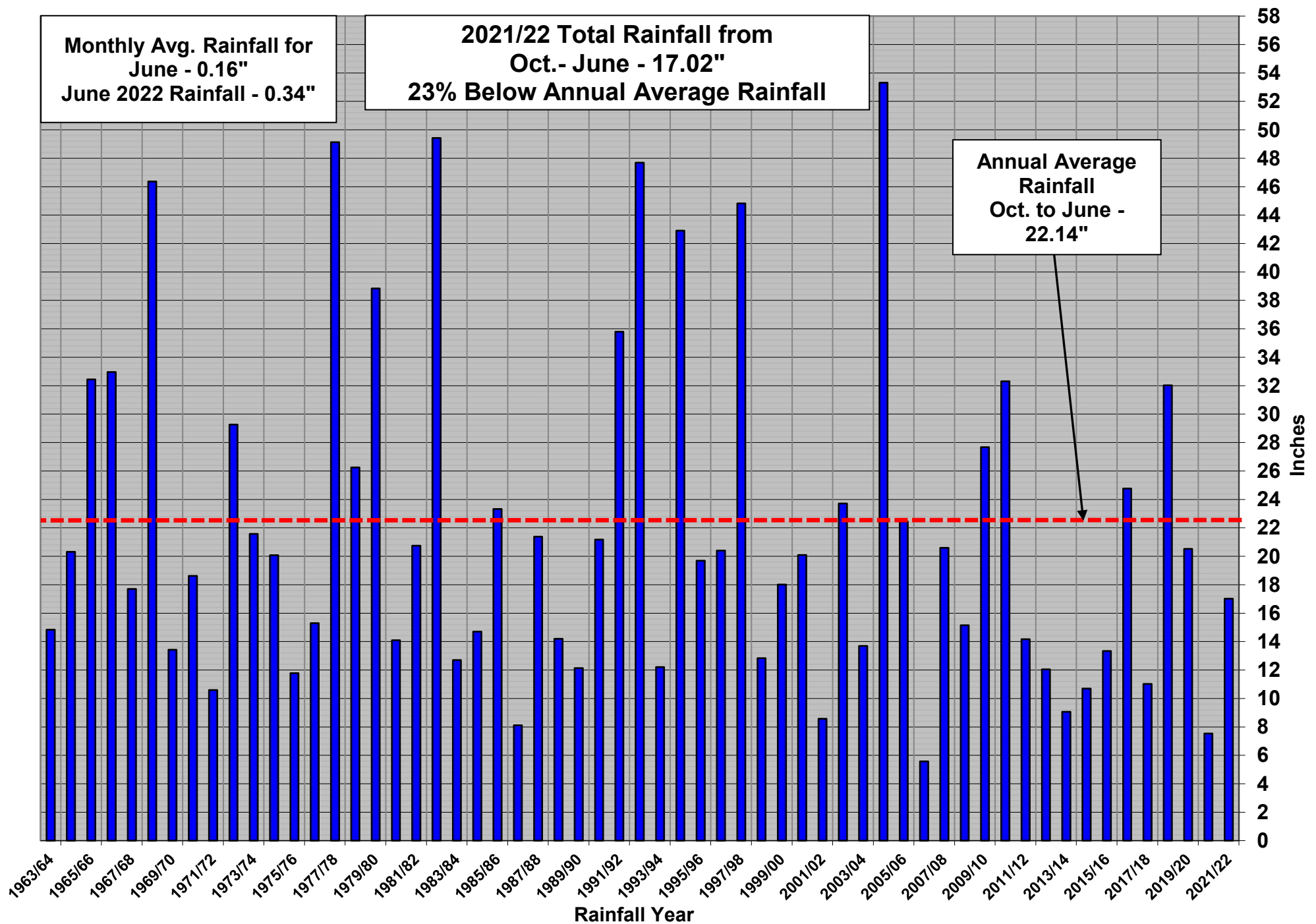
FY 21/22 Actual, FY 21/22 Projected & FY 20/21 Actual



Water Demand Projections - FY 00/01 to FY 31/32 - Final - 07/12/22



Monthly Rainfall - 1963/64 - 2021/22 (Oct.- June)



CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be held on
June 29, 2022 at 3:00 PM

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

Posted June 28, 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

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 858 0360 7970

[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/85803607970>

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 on the projected impacts of additional conservation

Committee Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Information Item No. 1
June 29, 2022

To: Finance Committee
From: James Lee – Director of Finance and Administration
Subject: Projected Impacts of Additional Conservation

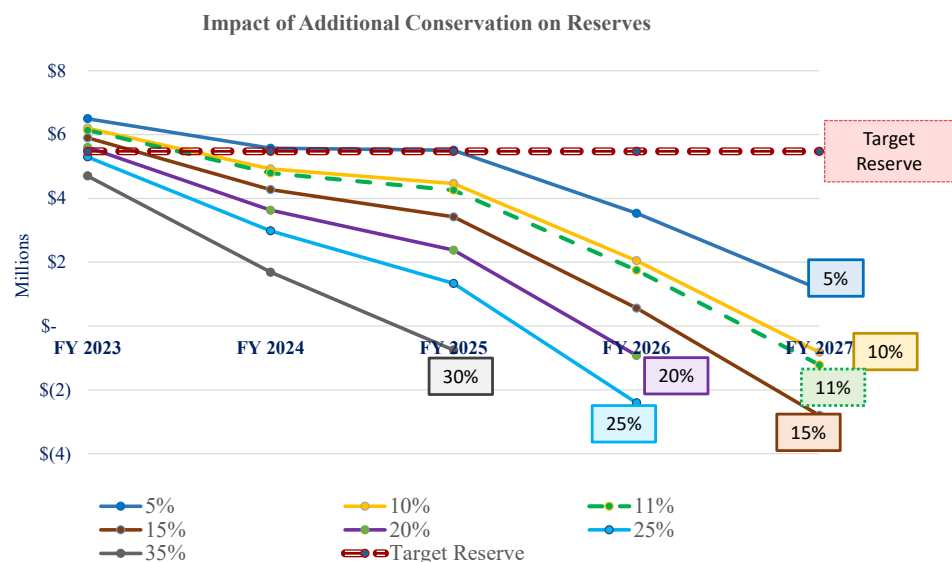
BACKGROUND:

During the June 14, 2022 Board meeting, Mr. Sanjay Gaur of Water Resources Economics led a discussion regarding drought rates and the various mechanisms and policy considerations associated with drought stage rates and the merits of each alternative. The discussion also included consideration for other tools to navigate a future with potentially lasting reduction in demand, including a budget-based rate structure, utilizing the property tax roll for certain rates, and a move toward a “service-based” business model that would recover a greater proportion of fixed costs.

Based on discussion, the Board directed staff to facilitate a series of committee workshops. The first discussion is a “sensitivity analysis” of financial impacts from various degrees of conservation in order to determine whether drought rates should be developed and implemented sooner – within the next 6-9 months – or later – over the next approximately two years.

ANALYSIS:

Staff developed a sensitivity analysis for each additional 5% of conservation and its impact on: 1) the Water Fund reserve balance; and 2) the reduction to future CIP from revenue reductions. The benefit of this sensitivity analysis is to show a range, illustrating an approximate magnitude of impact rather than the specific impact.



RESERVE FUND BALANCE

The blue line represents the baseline, which is the 5% additional conservation that was figured into the FY 2022-23 budget. The FY 2022-23 budget accounts for a \$2M draw from reserves, with the red line representing the reserve fund target.¹ The yellow, brown, purple, teal, and gray lines represent additional conservation at 10%, 15%, 20%, 25%, and 30%, respectively. The green dotted line represents 11% conservation, which is the additional conservation from the currently budgeted water sales of ~3,600 AF

¹ The reserve fund target is shown as constant for presentation purposes. The target moves with revenue, as water sales is a component of the reserve fund.

to ~3,370 AF. This 3,370 AF represents the 20% reduction the District would need to achieve if the Governor were to issue an executive order specifying mandatory reductions of 20% using 2020 as the baseline year.²

FUNDS AVAILABLE FOR CIP The FY 2022-23 CIP budget had been reduced by \$2.5M as part of a “modular” CIP plan for the upcoming year while the District monitors further developments with conservation, inflation, and supply chain issues. The table shows a the impact for each additional level of conservation in terms of funds available for CIP.

Impact of Additional Conservation on Funds Available for CIP

Conservation %	5%	10%	11% (3,370 AF)	15%	20%	25%	30%
Reduction of Available Funds	-	(\$298,827)	(\$358,592)	(\$597,653)	(\$896,480)	(\$1,195,307)	(\$1,494,134)

RECOMMENDATION

Review and discuss sensitivity analyses with the Committee and develop next steps.

Prepared by:



Arturo Montes
Finance & Administration Manager

Submitted by:



James Lee
Director of Finance & Administration

Attachment(s):

- none

g:\management\finance committee\06292022 fc packet

² Until recently, the conservation target was expected to be a 20% reduction based on 2013 as the baseline year as opposed to 2020. The target based on a 2013 baseline would be ~3,750 AF as opposed to ~3,370 AF.