

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, December 9, 2025, at 7:00 p.m.

This meeting will be conducted in person at the address listed above. Members of the public may also participate virtually by 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: 625 360 3648

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/6253603648?omn=83325691257>

If there is a disruption of service, this meeting will continue without remote participation. The remote participation option is provided as a convenience to the public and is not required.

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 customer service, at (818) 248-3925 or customerservice@cvwd.com by 3pm on December 9, 2025.

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 28, 2025.
2. Consideration and approval of the Minutes of the Regular Board Meeting on November 18, 2025.
3. Ratification of Disbursement for November 2025
4. Ratification of Board Compensation for November 2025

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. **General Manager Employment Agreement** – Consideration and motion to approve an Employment Agreement between Crescenta Valley Water District and General Manager James Lee.
2. **2026 Strategic Advocacy Plan and 2026 Policy Principles and Priorities** – Consideration and motion to authorize a 2026 Strategic Advocacy Plan, including 2026 Policy Principles and Priorities and authorization for the General Manager to enter into an agreement with GF Advocacy.
3. **District Committees** – Discussion regarding the District's Committees.
4. **Board Organization for 2026** – Board Organization – Election of the President and Vice President of the Board of Directors for 2026 and associated discussion regarding Board governance.
5. **Resolution 801 – District Investment Policy for 2026** – Consideration and possible motion to adopt Resolution No. 801, outlining the District's Investment Policy for 2026.

Information Items

Written Communications to District/Board of Directors

General Manager's Report

Attorney Report

Reports of Committees

- Community Relations & Emergency Planning Committee
- Employee Relations Committee
- Engineering, Operations, & Technology Committee
- Executive Committee
- Finance & Policy Committee
- Ad Hoc Committee – PFAS
- Ad Hoc Committee – Cyber Security
- Ad Hoc Committee – Consolidation

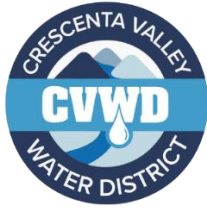
Directors' Oral Reports – Reports on issues, meetings, or activities attended by Directors

Members' Request for Future Agenda Items

Closed Session

1. Conference with Labor Negotiator pursuant to Government Code Section 54957
Agency Negotiator: General Manager
Employee Organization: Crescenta Valley Water District Management Unit
2. Conference with Labor Negotiator pursuant to Government Code Section 54957.6
Agency Negotiator: General Manager
Employee Organization: Crescenta Valley Water District Employee Association
3. Conference with Legal Counsel – Significant exposure to litigation – pursuant to
Government Code Section 54956.9(d)(2)
Two (2) matters

Adjournment



MINUTES OF REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF CRESCENTA VALLEY WATER DISTRICT

October 28, 2025

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, a Regular Meeting was held on October 28, 2025, at 7:00 p.m. at the District office located at 2700 Foothill Blvd., La Crescenta California, and through audio and video conferencing. A call-in number was clearly noted on the meeting Agenda, posted in accordance with the Brown Act, with Jeffery W. Johnson presiding.

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

Directors:

**Jeffery W. Johnson
James D. Bodnar
Kerry D. Erickson
Sharon S. Raghavachary
Jennifer T. Valdez**

Attorney:

Ryan Guiboa

General Manager:

James Lee

**Director of Engineering
and Operations:**

Carla Dillon

**Interim Director of Finance and
Administration:**

Arturo Montes

Staff Members:

**Gabriel Gomez III, Systems Ops & Telemetry Manager
Christina Kopelman, CIP Project Manager
Pam Leddy, Administrative Assistant
Vanessa Lumley, Water Quality Specialist
Armine Sargsyan, Water Resources & Ext. Affairs Spec.
Adam Sutphin, Senior Management Analyst
Darlene Telles, Operations and Maintenance Manager**

Guests:

**Bob and Yvonne Lasciwietz
Michael Gavina and Ailis Garcia
Gari Lynn Billingsley
James and Kimberlee Muenzer**

PLEDGE OF ALLEGIANCE

Ms. Dillon opened the meeting by leading the Directors and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Bodnar, seconded by Director Valdez, and carried by a 5-0 vote that the Agenda for the Regular Board Meeting of October 28, 2025, be adopted with a modification in the discussion order of the closed session items.

PUBLIC COMMENTS – Yvonne Lasciwietz , Michael Gavina, Ailis Garcia and others provided public comment

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord announced that the Board of Directors for the Metropolitan Water District of Southern California selected Shivaji Deshmukh as the agency's next General Manager. Mr. Colcord shared that FMWD will hold the next teleconferenced consolidation meeting on December 8, 2025 at 7:00 p.m.

CONSENT CALENDAR – It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by a 5-0 vote to approve the Minutes of the Regular Board Meeting held on October 14, 2025, and to ratify the disbursements for September 2025 which consisted of:

Payment of demands against the Crescenta Valley Water District on or before September 30, 2025, 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, Ninety-Two-Thousand, Eight-Hundred-Eighty-Three Dollars and Thirty-Six Cents (\$1,092,883.36), which is composed of the individual items set forth herein.

Capital Improvement Plan Refresh – Mr. Lee said that a major goal is to refresh the District's long-term capital improvement program by taking a critical look at each asset class or area of the District's infrastructure and operations. Mr. Lee stated that staff will 1) evaluate how each asset is currently served, 2) evaluate the best or preferred method for serving each asset, 3) conduct diligence on those methods, and 4) develop next steps, including short and longer-term timelines. Mr. Lee provided the CIP Master Plan Refresh for the Fiscal Year 2027-37, which included the asset class/infrastructure type, existing data/past method, data/method, and steps/timeline.

Recommendation to Award a Contract for the Replacement of the Mills Aeration Tower and the Glenwood Surge Tank, Project E-1102 – Ms. Dillon stated that the aeration tower at the Mills Plant (built in 1968) and the surge tank at the Glenwood Plant (constructed in 1972) are in urgent need of repair. Ms. Dillon said that the approach of packaging these repairs ensures that all the components work as designed and a single contractor is responsible for delivering a functioning system. Ms. Dillon provided a summary of costs, based on the proposal submitted by Misco Water, and said that the estimated time for fabrication and installation is 41 – 51 weeks.

Following discussion:

It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by a 5-0 vote to 1) Authorize a sole-source award to Misco Water for the Replacement of the Mills Aeration Tower and the Glenwood Surge Tank, 2) Authorize the General Manager to approve the final contract, and 3) Approve a total project cost of \$851,000.

New Position – Enterprise Systems Specialist – Mr. Lee said that at the October 14, 2025 Board meeting, the Board authorized a Computerized Maintenance Management System (CMMS) to modernize business operations and increase accountability, transparency, and cross-functional ability. Mr. Lee stated that staff identified a need for an additional full-time equivalent to build and maintain the CMMS system and maintain and integrate the GIS database and included the job description for the Enterprise Systems Specialist position.

Following discussion:

It was moved by Director Raghavachary, seconded by Director Valdez, and carried by a 5-0 vote to approve an “Enterprise Systems Specialist” position to implement and maintain enterprise-wide systems.

INFORMATION ITEMS – Tour of CVWD with Senator Sasha Perez, meeting with Congressmember Judy Chu, Wildfire Mitigation Advisory Committee Meeting on September 16, 2025, flyers; “Less Lawn More Savings”, “2025-2026 Scholar Dollar Program”, and an article “AI Tool for Stormwater Projects”.

WRITTEN COMMUNICATION – letters from Michael J. Gavina (dated October 15, 2025), and letter from James and Kimberlee Muenzer (dated October 20, 2025).

Public Comment – None.

GENERAL MANAGER – Mr. Lee provided a handout for later discussion regarding Contracted Pipeline Replacement for FY 2025-26 negotiations. Mr. Lee announced the work anniversaries of Gabriel Gomez III, Jaysen Ortega, Jonathan Russo, and Arminé Sargsyan.

ATTORNEY REPORT – Mr. Guiboa reported that SB827 which will mandate new fiscal training and expands ethics training for public officials and department heads or equivalents was signed by Governor Newsom and goes into effect on January 1, 2026. Mr. Guiboa explained that an additional training titled “Fiscal and Financial Training” will also be required by SB827. Mr. Guiboa reported that SB31 which will allows recycled water in food facilities for restrooms and outside irrigation, in HOA’s in outdoor common areas, and in parks where picnic tables are located but not in use was signed by Governor Newsom and becomes effective on January 1, 2026.

REPORTS OF COMMITTEES

Community Relations & Emergency Planning Committee – Mr. Lee reported that the Committee had not met; however, a meeting will be scheduled as needed.

Employee Relations Committee – Director Bodnar reported that the Committee had not met; however, a meeting will be scheduled as needed.

Engineering, Operations & Technology Committee – Mr. Lee reported that the Committee had not met. A meeting is scheduled for November 12, 2025.

Executive Committee – Director Johnson reported that the Committee had not met. A meeting is scheduled for November 10, 2025.

Finance & Policy Committee – Director Raghavachary reported that the Committee had met on October 16, 2025. A meeting will be scheduled November 20, 2025.

Ad Hoc PFAS Committee – Director Johnson reported that the Committee had not met; however, a meeting will be scheduled as needed.

Ad Hoc Cyber Security Committee – Director Raghavachary reported that the Committee had not met; however, a meeting will be scheduled as needed.

Ad Hoc Consolidation Committee –

DIRECTORS' ORAL REPORTS

Director Bodnar – reported that he listened in on the October 16th Finance Committee meeting. Director Bodnar met Senator Sasha Perez on October 20th during her tour of CVWD, attended the Trunk of Treat event at the Sheriff's station, and plans on participating at the Mt. Baldy "Hike for Heroes" with CVWD staff on November 8th. Director Bodnar said that he has been observing the Ocean View Reservoir daily operations at the Ocean View Reservoir site at varying hours.

Director Erickson – No report.

Director Johnson – No report.

Director Raghavachary – shared an analysis of the current and future conditions of the Colorado River Basin dated September 11, 2025.

Director Valdez – reported that she gave a presentation entitled "Bridging Engineering and Governance – A Dual Perspective on Water Policy" at the Society of Women Engineers Conference held October 23-25, 2025 in New Orleans.

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – Director Johnson requested an aquifer study and groundwater modeling report.

CLOSED SESSION – No reportable action.

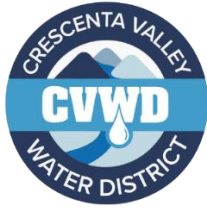
ADJOURNMENT

There being no other business to come before the Board, at 10:50 p.m., the meeting was adjourned.

APPROVED

Jeffery W. Johnson
Board President

Arturo Montes
Board Secretary



MINUTES OF SPECIAL BOARD MEETING OF THE BOARD OF DIRECTORS OF CRESCENTA VALLEY WATER DISTRICT

November 18, 2025

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, a Special Meeting was held on November 18, 2025, at 7:00 p.m. at the District office located at 2700 Foothill Blvd., La Crescenta California, and through audio and video conferencing. A call-in number was clearly noted on the meeting Agenda, posted in accordance with the Brown Act, with Jeffery W. Johnson presiding.

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

Directors:

**Jeffery W. Johnson
James D. Bodnar
Kerry D. Erickson
Sharon S. Raghavachary
Jennifer T. Valdez**

Attorney:

Ryan Guiboa

General Manager:

James Lee (absent)

**Director of Engineering
and Operations:**

Carla Dillon

**Director of Finance and
Administration:**

Arturo Montes

Staff Members:

**Gabriel Gomez III, Assistant Director of Operations
Christina Kopelman, CIP Project Manager
Pam Leddy, Administrative Assistant
Vanessa Lumley, Regulatory Program Manager
Arminé Sargsyan, Sr. Water Resources & Ext. Affairs Spec.
Adam Sutphin, Senior Management Analyst
Darlene Telles, Risk and Resilience Manager**

Guests:

**Nalini Lasiewicz
Ailis Garcia-Gavina
Michael Gavina
Kim Muenzer**

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by a 5-0 vote that the Agenda for the Regular Board Meeting of November 18, 2025, be adopted.

PUBLIC COMMENTS – Nalini Lasiewicz, Ailis Garcia-Gavina, Michael Gavina, and Kim Muenser

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – No report.

CONSENT CALENDAR – It was moved by Director Raghavachary, seconded by Director Erickson, and carried by a 5-0 vote to ratify the Board Compensation for the months of July, August, September, and October 2025, and to ratify the disbursements for October 2025 which consisted of:

Payment of demands against the Crescenta Valley Water District on or before September 30, 2025, 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, Seven-Sixty-Six Thousand, Five-Hundred-Forty-One Dollars and Thirty-Eight Cents (\$1,766,541.38), which is composed of the individual items set forth herein.

SCADA Server Replacement – Ms. Dillon said that the SCADA server has been planned for replacement in the FY 25/26 budget. Ms. Dillon stated that the budgeted amount was \$60,000, but that there is an opportunity to acquire a dual server for an additional \$23,000 which would allow the clustering, replication, and failover component functionality.

Following discussion:

It was moved by Director Raghavachary, seconded by Director Erickson, and carried by a 5-0 vote to authorize the replacement of the SCADA Server with a dual server in the amount of \$83,000.

Purchase and Installation of 11 Variable Frequency Drives (VFDs) and Pilot the Tintenal Modulation System – Ms. Dillon introduced Tintenal, a company that offers reduction in energy waste associated with pumping water through the distribution system. Ms. Dillon stated the Tintenal will cover the cost of a pilot study in terms of demand management hardware, installation, and data analysis at the Encinal, Rosemont, and Williams Reservoirs and their associated booster pumps. Ms. Dillon said that the installation of eleven (11) variable frequency drives (VFDs) would need to be installed by CVWD which would allow motors to move from static operations to variable operations at an anticipated cost of \$195,000, in order to conduct the pilot study which has shown energy savings of 30%-65%.

Following discussion:

It was moved by Director Bodnar, seconded by Director Erickson, and carried by a 5-0 vote to authorize the General Manager to purchase 11 variable frequency drives and pilot the Tintal Modulation Systems.

Resolution 800 – Designation of Agent – Mr. Montes said that the Governor’s emergency proclamation and the Los Angeles County emergency declarations make the District eligible for state and federal reimbursement for eligible response and recovery costs in the event of state and local emergency declarations. Mr. Montes presented Resolution No. 800, which will authorize the General Manager to execute applications for federal financial assistance with the California’s Governor’s Office of Emergency Services (CalOES) for up to three (3) years, and provide all required assurances and agreements to CalOES for matters pertaining to such state disaster assistance.

Following discussion:

It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by a 5-0 roll call vote to adopt Resolution No. 800, authorizing the General Manager to execute applications for federal financial assistance with the California Governor’s Office of Emergency Services (CalOES) for up to three (3) years, and to provide all required assurances and agreements to CalOES for matters pertaining to such state disaster assistance.

AYES: **Director Bodnar**
 Director Erickson
 Director Johnson
 Director Raghavachary
 Director Valdez

NOES: **None**

Contracted Pipeline Replacement for FY 2025-26 – Ms. Dillon stated that “Negotiated bids” and “Progressive design build (DB)” have been examined by staff as alternative models for contracted pipeline. Mr. Dillon said that staff is prepared to negotiate with one of the two bidders for progressive design build from this process – Sukut Construction. Ms. Dillon stated that staff initiated discussions with several contractors for design-build (as opposed to progressive) and is prepared to negotiate with one bidder for this process -W.A Rasic Construction.

Following discussion:

It was moved by Director Erickson, seconded by Director Raghavachary, and carried by a 5-0 vote to authorize the General Manager to enter contracts with 1) Sukut Construction for \$880,668 for the design portion of a progressive design-build contract, and 2) W.A. Rasic Construction for a time and material contract for design and construction for an amount not to exceed \$4,021,472.

District Rules & Regulations – Adjustment to Lot Size – Mr. Montes said that the District implemented a new budget-based billing structure in which lot size is a key factor in determining the Tier 2 (Outdoor) water budget for customers. Mr. Montes shared that the lot size information received from the Los Angeles County Assessor’s Office may be inaccurate or not reflective of a customer’s actual outdoor watering needs for shared or zero-lot properties. Mr. Montes presented a draft policy incorporating the Finance Committee’s recommendations and establishes clear guidelines for verifying, approving, and recording updated lot sizes.

Following discussion:

It was moved by Director Bodnar, seconded by Director Erickson, and carried by a 5-0 vote to adopt the District’s Rules and Regulations with the addition of Article 8.05 Section J – Adjustment to Lot Size.

Ordinance No. 99 – Regulations and Penalties Relating to Water Theft – Mr. Montes explained that SB 394, which addresses water theft, was signed into law. Mr. Montes said that SB 394 provides water districts with additional tools to address water theft and allows water agencies to adopt an ordinance with enhanced penalties for water theft. Mr. Montes presented a draft policy which incorporates the new regulations and provided proposed revisions to the District’s Rules and Regulations for approval by the Board.

Following discussion:

It was moved by Director Bodnar, seconded by Director Johnson, and carried by a 5-0 roll call vote to adopt Ordinance No. 99 – Regulations and Penalties Relating to Water Theft and proposed revision to the District’s Rules and Regulations.

AYES: **Director Bodnar**
 Director Erickson
 Director Johnson
 Director Raghavachary
 Director Valdez

NOES: **None**

INFORMATION ITEMS – LA DWP Water Tour, Hike for Heroes, CV Weekly – dated October 30, 2025 “Family Fun at CV Sheriff’s Station”, CV Weekly – dated October 30, 2025 “News from the CVWD”, CV Weekly – dated November 13, 2025 “Briggs & Foothill Proposed Project Not Welcomed by Residents”.

WRITTEN COMMUNICATION – None.

Public Comment – None.

GENERAL MANAGER – Ms. Dillon stated that CVWD participated at the following events 1) Glendale Community College Career Fair, 2) CVWD Tours with Supervisor Kathryn Barger and Assemblymember John Harabedian, 3) Montrose Harvest Market, and 4) Climb for Heroes event. Ms. Telles provided highlights of the October 2025 Operations and Maintenance Report, and Mr. Gomez provided highlights of the October 2025 Systems Report. Mr. Sutphin reported on the Customer Service and Administration

Report for the month of October 2025. Ms. Dillon announced the work anniversary of Adam Sutphin and shared Avo Matsunyan as the Employee Spotlight.

ATTORNEY REPORT – Mr. Guiboa reported that on October 3, 2025, SB 707 was signed by Governor Newsom. Mr. Guiboa said that the changes are best understood in terms of what applies to “eligible legislative bodies” versus what generally applies to all legislative bodies. Mr. Guiboa stated that CVWD is considered a “legislative body” and noted the following updates; teleconferencing provisions to be included for states of emergencies declared by localities, just cause allowances, include physical or family medical emergencies, and that teleconferencing provisions will be extended to the Americans with Disabilities Act (ADA). Mr. Guiboa added that SB707 will now require agencies to provide a copy of the Brown Act to any person elected or appointed as a member of a legislative body.

REPORTS OF COMMITTEES

Community Relations & Emergency Planning Committee – Director Erickson reported that the Committee had met on November 17, 2025. A meeting will be scheduled as needed.

Employee Relations Committee – Director Bodnar reported that the Committee had not met; however, a meeting will be scheduled as needed.

Engineering, Operations & Technology Committee – Director Valdez reported that the Committee had met on November 12, 2025. A meeting is scheduled for December 10, 2025.

Executive Committee – Director Johnson reported that the Committee had met on November 10, 2025. A meeting will be scheduled as needed.

Finance & Policy Committee – Director Raghavachary reported that the Committee had not met. A meeting is scheduled for November 20, 2025.

Ad Hoc PFAS Committee – Director Johnson reported that the Committee met on November 13, 2025. A meeting will be scheduled as needed.

Ad Hoc Cyber Security Committee – Director Raghavachary reported that the Committee had not met; however, a meeting will be scheduled as needed.

Ad Hoc Consolidation Committee – Director Johnson reported that the Committee had not met; however, a meeting will be scheduled as needed.

DIRECTORS' ORAL REPORTS

Director Bodnar – No report.

Director Erickson – No report.

Director Johnson – Encouraged attendance at the Montrose Farmers Market.

Director Raghavachary – No report.

Director Valdez – No report.

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – Director Johnson requested updates on meetings which have been held with Ocean View Reservoir neighbors.

CLOSED SESSION – No reportable action.

ADJOURNMENT

There being no other business to come before the Board, at 10:04 p.m., the meeting was adjourned.

APPROVED

Jeffery W. Johnson
Board President

Arturo Montes
Board Secretary



CASH DISBURSEMENT LIST

November 2025

Check #	Date	Payable To	Description	Water Amount	Wastewater Amount
0		Superior Press Print	Deposit slips	\$ 178.98	
0		VertexOne Software LLC	Watersmart software services August 2025	\$ 61.71	
0		Aflac	Employee paid insurance - November 2025	\$ 336.33	
0		Southern California Edison	Power purchased - September 2025	\$ 45,881.66	
0		Los Angeles County Public Works	Excavation permits - November 2025	\$ 2,082.00	
0		Vision Service Plan	Vision insurance - November 2025	\$ 394.40	\$ 183.60
0		GF Advocacy	Legislative support - Sept/Oct/Nov 2025	\$ 6,050.00	
0		Great America Financial Services	Copier leasing - 10/20/25-11/19/25	\$ 4,233.44	
0		Shell	Gas card - October 2025	\$ 3,726.03	
0		Wells Fargo Bank	Monthly bank fees - October 2025	\$ 1,170.83	
0		Earthlink	Internet services	\$ 1,150.00	
0		Univar Solutions USA Inc	648 gals Sodium hypochlorite - Chlorine	\$ 3,627.01	
0		Univar Solutions USA Inc	654 gals Sodium hypochlorite - Chlorine	\$ 3,735.75	
0		ACWA JPIA	Liability insurance premium 10/2025-10/2026	\$ 234,765.20	
0		VertexOne Software LLC	Watersmart platform	\$ 18,909.70	
0		CalPERS	CalPERS Pension contribution October 2025	\$ 45,861.81	
		BMO - Employee Credit Cards			
0		<i>Dillon, Carla</i>	Board for Professional Engineers fee, working meal	\$ 243.53	\$ 81.18
0		<i>DuRose, Morgen</i>	Working meal	\$ 76.85	\$ 25.62
0		<i>Gomez, Gabriel</i>	Vehicle maintenance, AWWA fees, working meal	\$ 230.93	\$ 76.98
0		<i>Pam Leddy</i>	Board Meeting expenses, uniforms, office supplies	\$ 779.48	\$ 259.83
0		<i>Lee, James</i>	Tech subscription, conference, working meals	\$ 638.24	\$ 212.75
0		<i>Montes, Arturo</i>	CalPELRA conference, District Halloween event, training fees, job posting, working meals, office supplies	\$ 3,355.76	\$ 1,118.59
0		<i>Mortenson, Siaki</i>	Fleet car wash, District Thanksgiving event, parts and tools	\$ 1,022.20	\$ 340.73
0		<i>Sargsyan, Armine</i>	Rulers for measuring stormwater, meeting expenses	\$ 320.09	\$ 106.70
0		<i>Telles, Darlene</i>	Concrete and aggregate materials, truck repair, clean truck check registration	\$ 8,196.80	\$ 2,732.27
		CVWD Account Payable			
0		Applied Technology Group, Inc.	Radios monthly fee October 2025	\$ 22.84	\$ 7.61
0		Associated Soils	Compaction Testing	\$ 1,391.25	\$ 463.75
0		AT & T	Voice communication - October 2025	\$ 1,885.40	\$ 628.47
0		Athens Services	Trash service	\$ 482.91	\$ 160.97
0		Bill	AP Portal	\$ 57.50	\$ 19.17
0		Blue Diamond	Cold mix	\$ 4,754.91	\$ 1,584.97
0		Cintas	Uniform services - October 2025	\$ 3,148.16	\$ 1,049.39
0		Clark Pest Control	Pest control services - October 2025	\$ 108.00	\$ 36.00
0		Costco delivery	Office supplies	\$ 227.28	\$ 75.76
0		Glendale GWP	Utility bill - October 2025	\$ 31,670.68	\$ 10,556.89
0		Glendale Permits	Excavation permits - November 2025	\$ 2,409.26	\$ 803.09

0		GoTo.Com	Phone services - November 2025	\$	953.06	\$	317.69
0		Office Depot	Office supplies	\$	271.61	\$	90.54
0		Spectrum	Internet services - October 2025	\$	889.50	\$	296.50
0		Trench Shoring	Trench plates	\$	352.26	\$	117.42
0		U.S. Postal Center	Postage	\$	59.75	\$	19.92
0		Westlake Hardware	Supplies and parts	\$	818.66	\$	272.89
0		Zoom	Teleconference meetings - October 2025	\$	50.93	\$	16.98
49727	11/5/2025	Ann Clay Corporation	Two Strike Park CAD drafting	\$	840.00		
49728	11/5/2025	Foothill Municipal Water	Water delivered during month ending Oct. 31	\$	119,156.14		
49729	11/5/2025	Miscowater	Two peristaltic pumps replacement at mills	\$	11,283.32		
49730	11/10/2025	Shant Avetyan	Refund Check 036930-000, 3204 MONTROSE	\$	32.46		
49731	11/10/2025	Alexander Bepalov	Refund Check 036584-000, 2945 STEVENS	\$	64.87		
49732	11/10/2025	Almara Biczany	Refund Check 037117-000, 3002 MANHATTAN	\$	66.58		
49733	11/10/2025	Damon Booth	Refund Check 034880-000, 3244 PROSPECT	\$	53.53		
49734	11/10/2025	John Owen Buhay	Refund Check 036961-000, 4201 PENNSYLVANIA #A2	\$	55.19		
49735	11/10/2025	David Clarke	Refund Check 022099-000, 4408 YOUNG DRIVE			\$	69.23
49736	11/10/2025	Vincent Dioguardi	Refund Check 034402-000, 2855 LOS OLIVOS	\$	129.17		
49737	11/10/2025	Alexandra Diruscio Cooper	Refund Check 035500-000, 3649 HONOLULU	\$	100.00		
49738	11/10/2025	Katy Fray	Refund Check 036942-000, 3604 MONTROSE	\$	4.09		
49739	11/10/2025	Veronica Galicia Gomez	Refund Check 035778-000, 3439 MONTROSE	\$	47.58		
49740	11/10/2025	Ekeri Michelle Gomez	Refund Check 036175-000, 2390 MAYFIELD	\$	49.73		
49741	11/10/2025	Martha Goodwin	Refund Check 034768-000, 2219 WALTONIA	\$	72.09		
49742	11/10/2025	David Haleen	Refund Check 036117-000, 3226 MILLS	\$	16.66		
49743	11/10/2025	Rebecca Ibsen	Refund Check 036993-000, 2409 OLIVE	\$	2.07		
49744	11/10/2025	Alexander Jordan	Refund Check 036537-000, 3501 MONTROSE	\$	32.46		
49745	11/10/2025	Wahram Kahramanian	Refund Check 036035-000, 2756 ROCKPINE	\$	186.77		
49746	11/10/2025	Nicholas Lee	Refund Check 036492-000, 2943 LOS OLIVOS	\$	93.61		
49747	11/10/2025	Kimberly Luck	Refund Check 037296-000, 4430 ROSEBANK	\$	100.00		
49748	11/10/2025	Amelia Lugo	Refund Check 032348-000, 3223 PARKVISTA	\$	33.86		
49749	11/10/2025	Vana Saerkisian	Refund Check 037646-000, 3337 PARKVISTA	\$	40.48		
49750	11/10/2025	Mario Silva	Refund Check 016482-000, 2846 SANBORN	\$	271.76		
49751	11/10/2025	Yeromian, Llc	Refund Check 037564-000, 1941 WALTONIA #205	\$	44.48		
49752	11/10/2025	Armine Sargsyan	American Water Works, D2 application	\$	1,043.08		
49753	11/10/2025	James Bodnar	Climb for heroes reimbursement	\$	121.72	\$	40.57
49754	11/10/2025	Carla Dillon	Wellness reimbursement	\$	197.45	\$	100.39
49755	11/10/2025	Morgen Durose	T3 certification renewal	\$	252.29		
49756	11/10/2025	VOID	VOID	VOID			
49757	11/10/2025	Lilit Danelyan	ESRI conference	\$	1,232.00	\$	410.66
49758	11/10/2025	Arturo Montes	ESRI conference	\$	371.18	\$	137.35
49759	11/10/2025	Adam Sutphin	Monday.com	\$	1,339.80	\$	608.20
49760	11/10/2025	Darlene Telles	Wellness reimbursement	\$	225.00	\$	75.00
49761	11/10/2025	Western Water Works	Tax amount that was missed in previous payment	\$	7,846.10		
49762	11/12/2025	Sierra Chevrolet Of Monrovia	2026 Chevy Colorado (Insurance replacement)	\$	30,285.82	\$	10,095.27
49763	11/13/2025	Acc Ca Inc.	Two load bobtail mixed recycling of concrete and asphalt	\$	610.00		
49764	11/13/2025	Swrcb-Dwoep	D2 certification fee	\$	80.00		
49765	11/13/2025	The Metropolitan Water District Of Southern California	Metropolitan costs for CalWARN mutual assistance to CVWD (Eaton fire)	\$	48,378.04		
49766	11/14/2025	Acc Ca Inc.	Five super 10 load recycling of concrete and asphalt	\$	7,695.00		
49767	11/14/2025	Applied Technology Group, Inc.	Radios monthly fee November 2025	\$	22.50	\$	7.50

49768	11/14/2025	Arc Document Solutions Llc	Color bond plot copies 08/12/25-09/10/2025	\$	167.72	\$	55.90
49769	11/14/2025	At&T	Cell phone services October 2025	\$	196.86	\$	65.62
49770	11/14/2025	Regino Avalos	Landscaping October 2025 service fees	\$	1,412.50	\$	252.50
49771	11/14/2025	Bsk Associates	Water sampling	\$	34,741.94		
49772	11/14/2025	Ccs Interactive, Inc.	Website services September and October and licensing for 07/01/25-06/30/26	\$	705.00	\$	235.00
49773	11/14/2025	VOID	VOID		VOID		
49774	11/14/2025	Diy Home Center	Supplies - decorative pull flat hinges	\$	200.54	\$	66.84
49775	11/14/2025	Emins Air Conditioning & Heating	Condenser fan motor replacement	\$	581.25	\$	193.75
49776	11/14/2025	Esri, Inc	GIS software license 09/25/25-09/24/26	\$	8,475.00	\$	2,825.00
49777	11/14/2025	J.A. Salazar Construction	Plumber broke service @ 3136 Foothill - customer to reimburse and work at 5514 Terrace Dr	\$	5,126.00		
49778	11/14/2025	John Robinson Consulting, Inc.	Grant assistance project M-965, Kennedy Jenks analysis, and WSP model through 10/1/25-10/31/25	\$	10,341.00		
49779	11/14/2025	Lincoln Financial Group	Life insurance November 2025	\$	834.14	\$	400.30
49780	11/14/2025	Derik Mansourian	1" water meter upgrade 3243 Honolulu refund	\$	259.57		
49781	11/14/2025	Pep Boys, Fleet Services	Fleet Unit #43 - tires, brakes, oil change & turn signal bulb			\$	2,450.87
49782	11/14/2025	Procure Technologies, Inc.	Project management software license renewal	\$	11,515.28		
49783	11/14/2025	So Cal Compton Pipe Supply Co., Inc.	"Your Water System" display parts	\$	501.97		
49784	11/14/2025	Univar Solutions Usa Inc	645 gals Sodium hypochlorite - Chlorine	\$	3,735.75		
49785	11/14/2025	Valley Truck And Van	Truck accessories (toolbox/ back rack/ lightbar)	\$	4,667.34		
49786	11/14/2025	Vertexone Software Llc	Watersmart software services July 2025	\$	35.85		
49787	11/14/2025	Vulcan Materials Company	Construction aggregates	\$	4,784.60		
49788	11/14/2025	Western Water Works	10" and 12" pipe fittings, stock parts, municipex pipe	\$	15,295.42		
49790	11/17/2025	At&T	Phone services October 2025	\$	1,411.75	\$	470.58
49791	11/17/2025	Ats Communications	Telecommunication Management Jul-October 2025	\$	1,941.56	\$	647.19
49792	11/17/2025	Citibank	Costco office supplies and annual membership	\$	977.57	\$	325.85
49793	11/17/2025	Clark Pest Control, Inc.	Pest services	\$	217.13	\$	72.37
49794	11/17/2025	Coastline Equipment Co.	Rental excavator/wain roy bucket 10/7/25-10/15/25	\$	2,298.64		
49795	11/17/2025	Everbridge, Inc.	Emergency notification software annual subscription 09/24/25-09/23/26	\$	3,570.76	\$	1,190.25
49796	11/17/2025	Governmentjobs.Com, INC	Subscription to govermentjobs.com	\$	7,466.66	\$	2,488.88
49797	11/17/2025	Hach Company	Pocket colorimeter/chlorine/free/total/LR/HR with box	\$	144.12		
49798	11/17/2025	Highroad Information Technology	IT professional services October 2025	\$	3,004.86	\$	1,001.62
49799	11/17/2025	Infosend, Inc.	Postage August -September 2025	\$	7,103.20	\$	2,367.74
49800	11/17/2025	John Robinson Consulting, Inc.	Task 5 and 6: Short List Alternatives and Fatal Flaw Analysis, Task 4 -Hydraulic Model Update WSP	\$	9,021.00		
49801	11/17/2025	LA Dept Water And Power	Utilities billing period 9/12/25-10/13/25	\$	75.58	\$	25.20
49802	11/17/2025	Perci Ready Llc	Perci emergency vest with 25 items - 100 units total	\$	7,346.39	\$	2,448.80
49803	11/17/2025	Public Water Agencies Group	Quarterly PWAG assessment	\$	1,645.47	\$	548.49
49804	11/17/2025	Quadient Finance Usa, Inc.	Postage for postage machine	\$	562.32	\$	187.44
49805	11/17/2025	Rapidfire Safety & Security	Fire/security alarm maintenance services	\$	358.97	\$	119.65
49806	11/17/2025	Red Wing Business Advantage	Safety Boots	\$	432.99	\$	144.33
49807	11/17/2025	South Coast Aqmd	Permit Fee	\$	128.21	\$	42.73
49808	11/17/2025	T-Mobile	Phone 8/30/25-9/29/25	\$	108.26	\$	36.08
49809	11/17/2025	Vertexone Software Llc	Watersmart software services June 2025	\$	31.06		
49810	11/17/2025	Ads, Llc	Wastewater meter operation, maintenance, data analysis and reporting: October 2025			\$	1,259.40
49811	11/19/2025	Cintas	Cintas first aid kit	\$	451.04	\$	150.34
49812	11/19/2025	Acc Ca Inc.	Two super 10 load recycling of concrete and asphalt	\$	6,280.00		
49813	11/19/2025	Airgas Usa, Llc	Welding supplies	\$	46.08		

49814	11/19/2025	Bowman Material Transport Inc	Super 10 loads transportation to recycling site	\$	16,100.00	
49815	11/19/2025	Clinical Laboratory Of San Bernardino, Inc.	Water samples through 9/2/25-9/29/25	\$	1,110.00	
49816	11/19/2025	Coastline Equipment Co.	Service unit #72 - Backhoe - Right rear tire leak	\$	557.00	
49817	11/19/2025	Dion & Sons, Inc	Diesel fuel	\$	3,622.46	\$ 1,207.48
49818	11/19/2025	Grainger	Diamond sawblade	\$	1,503.61	
49819	11/19/2025	Brian Gustafson	One inch water meter upgrade 2717 mountain	\$	219.14	
49820	11/19/2025	John Robinson Consulting, Inc.	Task 4: Hydraulic Model Update - WSP	\$	12,185.50	
49821	11/19/2025	Lightning Oil Co. & Vacuum Svc	Oil waste pick up	\$	250.00	
49822	11/19/2025	Miscowater	One peristaltic pump	\$	5,638.50	
49823	11/19/2025	O'reilly Auto Parts	Wiper blades	\$	37.85	\$ 12.61
49824	11/19/2025	Paveco Construction Inc	Paving on Ramsdell and Mayfield	\$	22,750.00	
49825	11/19/2025	VOID	VOID	VOID		
49826	11/19/2025	Stemar Equipment & Supply Co.	Rental of floor saw/diamond blade, purchased pump/hose/rammer300	\$	6,986.17	
49827	11/19/2025	Uline, Inc.	Heavy duty brooms	\$	486.62	\$ 162.20
49828	11/19/2025	United Rentals	Dump truck and compressor rental 10/06/25-11/03/25	\$	3,915.21	
49829	11/19/2025	Vulcan Materials Company	Aggregate CMB super 10	\$	5,637.12	
49830	11/19/2025	W.A. Rasic	Emergency repair - 12" pump line @ 3022 Community	\$	20,683.11	
49831	11/19/2025	Western Water Works	Fire hydrant adapter, 1.5 meter gaskets, weld nozzle, 2" ball valve	\$	6,030.99	
49833	11/19/2025	Clinical Laboratory Of San Bernardino, Inc.	Water samples/ through 10/1/25-10/29/25	\$	730.00	
49834	11/19/2025	So Cal Compton Pipe Supply Co., Inc.	(50) Ball valve 3/4", (100) Corp stops 1", (100) Angle stops 1"	\$	35,569.17	
49835	11/19/2025	Stemar Equipment & Supply Co.	Rental floor saw/diamond blade	\$	1,050.00	\$ 350.00
49836	11/20/2025	Vertexone Software Llc	Watersmart platform annual fee 09/21/25-09/20/26	\$	18,856.80	
49838	11/24/2025	Koraleen Enterprises	Gooseneck w/ adapter and sample valve cap	\$	380.13	
49839	11/24/2025	Los Angeles County Clerk	CEQA - Notice of Exemption	\$	75.00	
49840	11/26/2025	Vulcan Materials Company	Aggregate base material CMB - 300 tons	\$	5,009.19	
49841	11/26/2025	Swrcb-Dwoop	T2 exam certification fee	\$	80.00	
49842	11/26/2025	Acc Ca Inc.	5 Super 10 load recycling of concrete and asphalt	\$	8,100.00	
49843	11/26/2025	Armine Sargsyan	Mileage 11/20/25	\$	14.07	\$ 4.69
49844	11/26/2025	Gabe Gomez	T3 bonus and expense reimbursement	\$	561.23	
49845	11/26/2025	Christina Kopelman	Collections certification bonus	\$	300.00	\$ 100.00
49846	11/26/2025	Robert Wood	T2 bonus and reimbursement	\$	400.00	
49847	11/26/2025	Wade Jorgensen	Claim settlement for damaged fence	\$	900.00	
49848	11/26/2025	Mario Mejia	Pants for Mario	\$	86.01	\$ 28.67
49849	11/26/2025	So Cal Turf & Tractor	Air compressor maintenance	\$	548.51	\$ 182.83
49850	11/26/2025	City Of Glendale	Permit Fee for Well 5	\$	1,048.00	
49851	11/26/2025	Christina Kopelman	ESRI conference and Climb for heroes	\$	448.49	\$ 209.00

Subtotals	\$	809,794.49	\$	48,310.63
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Total Disbursements for November 2025

\$ 858,105.12

Payroll Report

Directors	\$	3,875.00
Office Regular Payroll	\$	176,723.61
Office OT	\$	3,776.80
Plant Regular Payroll	\$	144,542.51
Plant OT	\$	8,125.22
Plant Standby	\$	8,750.11
Employer Payroll Taxes	\$	22,279.28
Payroll Service Charges	\$	603.52
Total Payroll for November 2025	\$	<u><u>368,676.05</u></u>

Director Compensation Report

Nov-25



<u>Name</u>	<u>Date</u>	<u>Meeting/Event</u> *
Director Bodnar	10/30/2025	Personnel Event
	10/31/2025	Conference with GM
	11/6/2025	Stakeholder Tour
	11/7/2025	Stakeholder Tour
	11/8/2025	Personnel Event
	11/10/2025	Executive Committee
	11/12/2025	Engineering & Ops Committee
	11/13/2025	PFAS Ad Hoc Committee
	11/17/2025	Community Relations Committee
	11/18/2025	Board Meeting
	11/20/2025	Finance and Policy Committee
Director Erickson	11/12/2025	Engineering & Ops Committee
	11/17/2025	Comm. Relations/Emer Planning
	11/18/2025	Board Meeting
Director Johnson	10/30/2025	Conference with GM
	11/10/2025	Executive Committee
	11/13/2025	PFAS Ad Hoc Committee
	11/17/2025	Conference with GM
	11/18/2025	Board Meeting
	11/20/2025	Finance/Policy Committee
	11/21/2025	Conference with Counsel
Director Raghavachary	11/6/2025	Conference with GM
	11/12/2025	Engineering & Ops Committee
	11/13/2025	PFAS Ad Hoc Committee
	11/14/2025	Conference with GM
	11/17/2025	Community Relations Committee
	11/18/2025	Board Meeting
	11/20/2025	Finance/Policy Committee
Director Valdez	11/12/2025	Engineering & Ops Committee
	11/17/2025	Comm Relations/Emer Planning
	11/18/2025	Board Meeting

* Compensation of \$125 per meeting

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

December 9, 2025
Action Item No. 1

To: Honorable President and Members of the Board of Directors
From: Ryan Guiboa – General Counsel
Subject: **General Manager Employment Agreement**

ACTION ITEM:

Consideration and motion to approve an Employment Agreement between Crescenta Valley Water District and General Manager James Lee.

BACKGROUND:

A new Employment Agreement between Crescenta Valley Water District and General Manager James Lee is being proposed following this year's General Manager performance evaluation. The key terms of the Agreement are summarized as follows:

- Salary: Base salary of \$326,998.25
- Vehicle allowance: \$600 monthly
- Retirement Contribution: \$14,000 annually
- Term: 5 years
- Severance: 6 months' salary for "no cause" termination during the Term
- Longevity Payment: 20% base pay (contingent upon the completion of fifth year of employment under the Agreement)

Under the Agreement, the base salary and annual retirement contribution are adjusted automatically with the cost of living index. The Agreement provides for an annual performance evaluation and salary increase based on performance at the discretion of the Board.

FISCAL IMPACT

The costs associated with the Employment Agreement are within the Board-approved budget for the General Manager position.

RECOMMENDATION

Approval of General Manager Employment Agreement, setting forth the terms and conditions under which Mr. Lee will continue to serve as the District's General Manager.

Prepared and Submitted by:

Ryan Guiboa
General Counsel

Attachment(s): Employment Agreement

**GENERAL MANAGER EMPLOYMENT AGREEMENT
BETWEEN
CRESCENTA VALLEY WATER DISTRICT AND JAMES LEE**

This General Manager Employment Agreement (“Agreement”) is made by and between the Crescenta Valley Water District (“Employer” or “District”), a government entity formed under Section 30000 of the California Water Code, and James Lee, an individual (“Employee”). Employer and Employee (collectively “Parties”) agree to the following terms and conditions of employment.

RECITALS

- A. Employee has been serving as the General Manager of the District since October 10, 2023;
- B. Section 30540 of the California Water Code requires the District’s Board of Directors (hereinafter referred to as the “Board”) to appoint a General Manager of the District, and Water Code Section 31004 authorizes the execution of an employment contract following such appointment; The District’s Board wishes to enter into an employment contract with Employee and to set forth the terms and conditions for Employee to serve as the General Manager of the District; and
- C. Employee desires to accept employment on those terms and conditions from the District.

NOW THEREFORE, in consideration of the mutual covenants contained here, the District and Employee hereby agree as follows:

AGREEMENT

1. EMPLOYMENT

1.1 The District hereby appoints Employee, who accepts such employment, to serve as its General Manager, until this Agreement and Employee’s employment is terminated in accordance with the provisions of this Agreement.

1.2 Effective Date. Employee will commence services as General Manager for the District pursuant to this Agreement on December 9, 2025, which is deemed the Effective Date of this Agreement.

1.3 Term. Unless earlier terminated as provided in this Agreement, the term of this Agreement is five (5) years commencing from and after the Effective Date.

1.4 Employment Status. Employee is an “at-will” employee serving at the pleasure of the District, acting through the Board, and subject to summary dismissal without any right of notice or hearing. Except as provided in Section 4.2 below, the District may terminate the Employee and this Agreement at any time, with or without cause, upon compliance with the provisions set forth in Sections 4 and 5 of this Agreement, to the extent applicable.

1.5 FLSA Exempt Status. The Parties agrees that Employee as General Manager is an exempt employee for the purposes of the Fair Labor Standards Act (“FLSA”).

2. POSITION AND RESPONSIBILITIES

2.1 Position and Duties. Employee shall perform the duties of General Manager as prescribed by the laws of the State of California and the General Manager Job Description. In addition to the powers and duties set forth in California Water Code, Division 12, Sections 30580 and 30581, Employee shall have the powers and duties delegated to them by the Board. Employee shall execute all powers and duties in accordance with the policies adopted by the Board, the provisions of the Water Code and all other applicable provisions of law.

Employee will be the chief executive officer and the chief administrative officer of the District and is hereby designated as the person who will direct the District activities in connection with the development, production, treatment, storage, transmission, and distribution of water, including operations, maintenance, management, and engineering, in accordance with the directions and policies established by the Board from time to time, and is required to perform all other services, acts, or things necessary or advisable to manage and conduct the business of the District and as directed by the Board.

Employee agrees to devote their full and productive time, availability, and attention to the discharge of the General Manager's duties during the term of this Agreement. Employee further agrees to perform all such functions and duties to the best of their ability and in an efficient, competent, and ethical manner, and to provide to the Board a written report at least once per month at a regular meeting of the Board.

2.2 Other Activities. During the term of this Agreement, Employee shall not engage, directly or indirectly, in any other business, commercial, or professional activity (whether or not pursued for pecuniary advantage) that is or may generate financial or other conflict of interest, or the appearance thereof, including time commitments, with their position as General Manager. Nor shall Employee seek or accept any personal enrichment or profit derived from confidential information or misuse of public property or time. Employee is required to comply with all requirements of the law, including but not limited to Sections 87100 et seq., Section 1090, and Section 1125 of the Government Code, and all other similar statutory and administrative rules. If Employee is not certain whether or not a particular proposed outside activity is permitted under this Agreement, they shall ask the Board in writing for a determination thereon before engaging in the activity, and the Board shall within thirty (30) days make a determination thereon. Failure to act on the part of the Board Directors within said thirty (30) day period shall not be deemed approval. Whenever any potential conflict arises or may appear to arise, the General Manager is required to seek legal advice concerning whether such conflict exists and the General Manager's obligations arising therefrom.

3. COMPENSATION AND BENEFITS

3.1 Compensation. The District agrees to compensate Employee for services rendered hereunder at an annual base salary of \$326,998.25, as may be adjusted, from time to time, in accordance with Sections 3.2 and 3.3 hereinafter, or as this Agreement may be amended. Such salary shall be payable in equal installments at the same time as other employees of the District are paid. Such salary shall be adjusted for payroll taxes, workers' compensation, and other applicable State and Federal payroll-related deductions. This position is exempt from overtime under District policies and law, including but not limited to the FLSA.

3.2 Cost of Living Adjustment. Employee shall be entitled to a cost of living adjustment by the percentage increase in the Consumer Price Index for All Urban Consumers (CPI-U) for Los Angeles-Riverside-Orange County for the prior calendar year.

3.3 Annual Salary Review. The Board shall annually evaluate the performance of Employee as General Manager and other relevant factors in accordance with Section 6 and make reasonable adjustments in the Employee's annual salary, as it may deem appropriate and in its discretion, in accordance with such evaluation. If the Board determines Employee's performance "Meets Expectations," Employee will be entitled to a salary increase of 2.5%. If the Board determines Employee's performance "Exceeds Expectations," Employee will be entitled to a salary increase of 5%. The Board shall commit to completing annual evaluations by June 30 of each year, or as soon thereafter as is reasonably practicable and feasible under the circumstances. The effective date of any Board-approved salary adjustments shall be July 1 of that calendar year unless otherwise determined by the Board.

3.4 Benefits. Except as provided in this Agreement, the District agrees to provide Employee with the same fringe benefits available to District Management Unit employees insofar as legally possible, including but not limited to retirement benefits, health care, dental care, personal insurance, holidays, sick leave accrual, vacation purchase and sell-back and paid management leave. The enumeration of benefits herein will not be deemed a limitation upon the eligibility of Employee for said benefits, and Employee shall be eligible for the benefits provided under the "Management Unit Terms and Conditions of Employment," approved by the Board on July 12, 2022, as it may be amended, revised or superseded.

3.5 Retiree Medical Coverage. If Employee retires from the District during the term of this Agreement, the District will pay a percentage of the cost to continue current medical/hospitalization insurance coverage for Employee and their eligible spouse (but not other dependents), at the same level and on the same conditions provided for Management employees hired after July 1, 2008.

3.6 Retirement Contribution. The District agrees to contribute to Employee's 457 retirement account in the total amount of \$14,000.00 ("Retirement Contribution") per year, subject to any maximum amounts allowed by law. The Retirement Contribution shall be adjusted annually based on the same annual cost of living adjustment detailed above.

3.7 Automobile Allowance. The District will provide Employee with a monthly automobile allowance in the amount of \$600.00 for costs and expenses, inclusive of all taxes and insurance, to lease and use an Electric Vehicle ("EV") for District business and in the performance of Employee's duties and obligations. Employee agrees that any costs or expenses incurred above \$600.00 shall be Employee's sole responsibility.

3.8 Longevity Payment. Employee shall be eligible to receive a one-time payment based on the longevity of their service to the District as General Manager upon the completion of their fifth year of employment after the Effective Date of this Agreement. This payment shall be in the amount of 20% of Employee's then-applicable base pay at the time it becomes due.

4. TERMINATION

4.1 Waiver of Certain Termination Rights. Employee expressly waives any rights provided under the District's personnel system or policies, and any rights provided to Employee under State or Federal law, including Government Code sections 54950 et seq. ("Brown Act"), to any form of pre- or post-termination hearing, appeal, or other administrative process pertaining to termination, except those rights Employee may have under the California or United States constitutions to a name-clearing hearing and the rights specifically provided in this Section.

4.2 Termination for Disability or Inability to Perform. In the event Employee becomes unable to perform Employee's duties by reason of physical or mental illness or disability, Employee is entitled to full compensation for a period of up to 90 days from the beginning of such disability and if, at the end of that period, they are unable to resume and effectively discharge Employee's duties hereunder, then the District may cancel this Agreement and be relieved of any obligation accruing hereunder after the date of the official action by the Board terminating the Agreement. Compensation and benefits are payable only through the effective date of termination, and will include any paid time off accrued through that date. Employee will not be entitled to severance pay if terminated under this Section.

In accordance with federal and state law, and if applicable, the District will designate such disability leave as Family Medical Leave Act ("FMLA") and California Family Rights Act ("CFRA") leave, and will afford Employee the rights provided under the FMLA and CFRA. Employee is considered a key employee, as defined by the FMLA and the CFRA.

4.3 Termination by General Manager. Employee may unilaterally terminate this Agreement as they are a voluntary and "at-will" employee. If Employee terminates this Agreement, they are required to give a minimum of 60 days' advance written notice to the Board prior to the effective date of termination, unless a shorter period is acceptable to the Board. Employee is not eligible for severance pay in the event of voluntary resignation. Employee will receive compensation, benefits, and any paid time off accrued through the effective date of termination.

4.4 Termination by District Without Cause. The District may terminate Employee's employment and thereby terminate this Agreement, at any time, without good cause, upon no less than 30 days' written notice to Employee. Upon termination without cause under this Section, any severance payments to Employee will be determined by Section 5 of this Agreement. Employee will receive compensation, benefits, and any paid time off accrued through the effective date of termination.

4.5 Termination by District With Cause. The District may terminate the Employee's employment and thereby terminate this Agreement, at any time, upon showing of cause as defined at Section 4.7, upon not less than 30 days' written notice to Employee. Notwithstanding the thirty-day notice requirement, Employee may be placed on administrative paid leave immediately upon a finding of cause as defined at Section 4.7 and for the remainder of the thirty-day notice period. Upon termination with cause under this Section, the District is not obligated to make any severance payment as described in Section 5. Upon termination pursuant to this Section, neither party will have any further obligation, responsibility or liability after the effective date of termination, except

that Employee is entitled to receive compensation, benefits, and any paid time off accrued through the effective date of termination.

4.6 Written Statement Describing Cause, Name-Clearing Hearing; and Appeal of “For Cause” Determination. In the event Employee is terminated for cause, the District agrees to provide Employee with a written statement describing the cause for termination and will afford Employee the opportunity for a name-clearing hearing before the Board at a reasonable time upon reasonable notice. The name-clearing hearing shall not delay or prevent the District from terminating Employee and may therefore take place after the termination has occurred. The name-clearing hearing may be held in closed session, or in public session if requested by Employee, and may also serve as the opportunity for Employee to appeal the Board’s determination. The issue at the hearing will be limited solely to whether the District’s “for cause” termination was arbitrary and capricious, entitling Employee to termination without cause and severance as laid forth in Section 5. Under no circumstances will Employee be entitled to reinstatement to the position of General Manager as a result of such hearing. Following the hearing, the Board will submit its findings and decision to Employee, which will be final and binding.

4.7 Definition of Cause. For the purposes of this Agreement, “cause” for termination will include, but not be limited to, the following: (1) loss of mental capacity for more than six consecutive months as determined by a court of competent jurisdiction; (2) persistent, habitual or willful neglect of duty; (3) insubordination (which will be defined as a repeated failure to carry out a lawful directive or directives of the Board made by the Board as a body, following notice to Employee of the same); (4) corrupt or willful misconduct in office; (5) willful malfeasance, or commission of an illegal act amounting to an act of moral turpitude; (6) willful destruction or misuse of District property; (7) intoxication while on duty, whether by alcohol, prescription or non-prescription drugs; (8) inexcusable absence without an authorized leave of absence; (9) theft or attempted theft; (10) financial mismanagement; (11) material dishonesty; (12) willful violation of Federal, State or District discrimination and/or harassment laws concerning race, religious creed, color, national origin, ancestry, physical handicap, marital status, sexual orientation, sex or age, or any other protected classification concerning either members of the general public or District’s employee(s) while acting in the course and scope of employment, while on District premises or time, or while acting without the prior approval or direction of the Board; (13) willful and unlawful retaliation against any District officer or employee or member of the general public who in good faith reports any facts or information relative to actual or suspected violations of any law occurring on the job or related directly thereto; (14) willful violation of any conflict of interest or incompatibility of office laws; (15) performance of work that conflicts directly with the activities and duties as Employee, including but not limited to educational or professional training programs conducted by Employee whether for personal financial gain or not; (16) refusal to take or subscribe to any oath or affirmation which is required by law; or (17) engaging in conduct tending to bring embarrassment or disrepute to the District.

5. SEVERANCE

5.1 Rights to Severance. Employee will have the severance rights provided hereinafter. The severance rights provided in this Section shall constitute the sole and only entitlement of Employee in the event of termination, and Employee expressly waives any and all other rights except as provided herein. Nothing in this Section shall be construed as precluding Employee’s

right to contest the appropriateness of termination for cause in any court of competent jurisdiction or otherwise enforce the provisions of this Agreement.

5.2 Termination by District Without Cause. In the event of Employee's termination, without cause, the District shall pay Employee severance pay in the amount equal to Employee's then-applicable base compensation for six (6) months. In addition, Employee shall be provided with continued health benefits for six (6) months or until Employee begins other employment, whichever is sooner. The severance rights provided for in this Agreement shall be Employee's sole remedy for breach of the Agreement, breach of covenant of good faith and fair dealing or any other claims related to their employment with and separation from District. The payment of severance benefits is provided in exchange for a general waiver and release, including a release under California Civil Code section 1542, which must be executed by Employee to receive the severance benefits. If Employee chooses not to sign the severance agreement, they shall not be entitled to severance benefits. This provision is intended to comply with Government Code Section 53260, et seq. and no benefits will be paid in excess of those limitations.

5.3 Application of Government Code Section 53260. Government Code Section 53260 provides that "regardless of the term of the contract, if the contract is terminated, the maximum cash settlement that an employee may receive shall be an amount equal to the monthly salary of the employee multiplied by the number of months left on the unexpired term of the contract," but not more than 18 months if the unexpired term exceeds 18 months. The severance payments provided herein are expressly limited by this provision (e.g., if termination occurred with four months left in the term, severance would be equal to the monthly base salary multiplied by two rather than three.)

5.4 Termination by District With Cause. If the Board terminates Employee for "cause," as defined in Section 4.7 of this Agreement, the District is not required to make the severance payment provided herein.

5.5 No Severance Payment While Under Investigation. In the event Employee is under investigation for any of the reasons set forth in Section 4.7, the District may withhold part or all of any severance payment afforded to Employee herein until it is determined whether charges will be filed, and, if charges are filed, until final judgment is rendered. However, the District may not withhold the severance payment (if any), in whole or in part, beyond 12 months of the initiation of an investigation and/or the filing of charges, whichever shall last occur.

5.6 Application of Government Code Section 53243.3. If this Agreement provides for: (1) paid leave for the official pending an investigation; (2) funds for the legal criminal defense of the official, or (3) any cash settlement related to General Manager's termination, such sums shall be fully reimbursed by or from Employee to the District if Employee is convicted of a crime involving abuse of his or her office or position. All provisions of Government Code Section 53243.3 shall take precedence over the terms of this Agreement.

5.7 Application of Government Code Section 3511.2. Notwithstanding any other provisions of this Agreement, this Agreement will not include an automatic compensation increase in excess of a cost-of-living adjustment or a maximum cash settlement in excess of certain limits. Government Code Section 3511.2 is hereby incorporated into the terms of this Agreement as follows:

On or after January 1, 2012, any contract executed or renewed between a local agency and a local agency executive shall not provide for the following:

- (a) An automatic renewal of a contract that provides for an automatic increase in the level of compensation that exceeds a cost-of-living adjustment.
- (b) A maximum cash settlement that exceeds the amounts determined pursuant to Article 3.5 (commencing with Section 53260) of Chapter 2 of Part 1 of Division 2 of Title 5.

6. PERFORMANCE EVALUATION

6.1 Purpose. The performance review and evaluation process set forth herein is intended to provide review and feedback to Employee so as to facilitate a more effective management of the District. Nothing herein shall be deemed to alter or change Employee's employment status nor shall this Section be construed as requiring "cause" to terminate this Agreement or the services of the General Manager thereunder. Receiving a positive performance review does not ensure ongoing employment.

6.2 Annual Evaluation. The Board will review and evaluate the performance of Employee annually in June of each calendar year, or at some other time as Employee and the Board agree. The review and evaluation each year shall be conducted concurrently with an annual salary review, and in accordance with the purpose noted above. It is the obligation of Employee to notify the Board of the need to conduct the evaluation required by this Section.

6.3 Written Summary. The District and Employee agree to jointly prepare a written summary of each performance evaluation of Employee, and to include the same in Employee's personnel file within two weeks following conclusion of the review and evaluation process, and shall schedule at least one closed personnel session with Employee to deliver and discuss the evaluation.

6.4 Goal Setting. Within 60 days of the Effective Date of this Agreement, the Board will participate in a goal setting session to provide Employee with direction for the upcoming year, including, but not limited to establishing the form for and method of evaluating the performance of Employee. Thereafter, the Board and Employee agree that, upon mutual assent, they will conduct a goal setting session annually in connection with the annual evaluation set forth in Section 6.2 above.

7. REIMBURSEMENT

All business expenses reasonably incurred by Employee in conducting the District business, including expenditures for entertainment, travel, and otherwise, are to be paid for, insofar as possible, by the use of credit cards which will be furnished to Employee in the name of the District. The District will promptly reimburse Employee for all other reasonable business expenses incurred by Employee in conjunction with District business. Each such expenditure will be reimbursable only if Employee furnishes to the District adequate records and other documentary evidence required by federal and state statutes and regulations issued by the appropriate taxing authorities for the substantiation of such expenditures.

8. **MISCELLANEOUS PROVISIONS**

8.1 **Entire Agreement.** This Agreement represents the entire agreement between the parties and supersedes any and all other agreement, either oral or in writing, between the parties with respect to the employment of Employee by the District. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by either party, or anyone acting on behalf of either party, which are not embodied herein, and that no other agreement, statement of promises not contained in this Agreement will be valid or binding upon either party.

8.2 **Amendment of Agreement.** Any amendment, alteration, extension, or modification to this Agreement must be in writing, signed by the parties hereto, and approved by the Board.

8.3 **Interpretation.** This Agreement shall be construed as a whole, according to its fair meaning, and not in favor of or against any party. By way of example and not in limitation, this Agreement shall not be construed in favor of the party receiving a benefit nor against the party responsible for any particular language in this Agreement. Captions are used for reference purposes only and should be ignored in the interpretation of the Agreement.

8.4 **Indemnification.** For the purpose of indemnification and defense of legal actions, Employee will be considered an employee of the District and entitled to the same rights and subject to the same obligations as are provided for all other employees of the District as set forth in Sections 825 through 825.6 and Sections 995 through 996.6 of the California Government Code.

8.5 **Assignment.** Neither this Agreement, nor any right, privilege, nor obligation of Employee hereunder, will be assigned or transferred by Employee without the prior written consent of the District. Any attempt at assignment or transfer in violation of this provision shall, at the option of the District, be null and void and may be considered a material breach hereof. Notwithstanding this prohibition, this Agreement will be binding upon, and inure to the benefit of, the heirs at law and executors of Employee.

8.6 **Effect of Waiver.** The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party is not a waiver of that term, covenant, or condition, nor will any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

8.7 **Severability.** If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

8.8 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California, in full force and effect as of the date of execution.

8.9 **Venue.** The venue for any litigation to interpret or enforce this Agreement shall be in the Los Angeles County Superior Court.

8.10 Independent Legal Advice. The District and Employee represent and warrant to each other that each has received, to the extent desired, legal advice from independent and separate legal counsel with respect to the legal effect of this Agreement and, the District and Employee further represent and warrant that each has carefully reviewed this entire Agreement and that each and every term thereof is understood and that the terms of this Agreement are contractual and not a mere recital. This Agreement shall not be construed against the party or its representatives who drafted it, or who drafted any portion thereof.

8.11 Notice. Any notice required or permitted by this Agreement shall be in writing and shall be personally served or shall be sufficiently given when served upon the other party as sent by United States Postal Service, postage prepaid and addressed as follows:

CRESCENTA VALLEY WATER DISTRICT 2700 Foothill Boulevard La Crescenta, California 91214	JAMES LEE [Address on File]
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Notices shall be deemed given as of the date of personal service or upon the date of deposit in the course of transmission with the United States Postal Service.

8.12 Bonding. The District will bear the full cost of any fidelity or other bonds required of Employee by the Board or as required under any law or ordinance.

IN WITNESS WHEREOF, the Parties hereto have executed the Agreement as of the Effective Date written above.

CRESCENTA VALLEY WATER DISTRICT

By: _____
President of the Board of Directors for Crescenta Valley Water District

JAMES LEE

By:  _____
James Lee

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
December 9, 2025

To: Honorable President and Members of the Board of Directors
From: James Lee – General Manager
Subject: 2026 Strategic Advocacy Plan and 2026 Policy Principles and Priorities

ACTION ITEM:

Consideration and motion to authorize a 2026 Strategic Advocacy Plan, including 2026 Policy Principles and Priorities and authorization for the General Manager to enter into an agreement with GF Advocacy.

BACKGROUND:

A legislative advocacy program for the District would be designed to:

1. Provide a voice for the District and its customers;
2. Pursue meaningful non-rate funding;
3. Promote increased profile and influence for the District;
4. Support broader issues for the industry and State that ultimately benefit the District and its customers as well.

Such a program is anticipated to support all Strategic Plan objectives, including Fiscal Responsibility, Reliable Water & Wastewater Service, Regional Collaboration & Strategy, and Protection of Public & Environmental Health.

PILOT INITIATIVE

In order to explore the potential benefits, costs, and staff capacity impact of an advocacy program, staff began a pilot program in May 2025, with the assistance of GF Advocacy. GF Advocacy is a well-regarded advocacy firm that agreed to support the District's pilot efforts for a considerably reduced monthly retainer. The following were accomplished during the pilot period:

1. *Sponsored Senate Bill 90 (Seyarto)* – The bill, which proposed to allocate Proposition 4 funding for helicopter-accessible fire response and suppression infrastructure, did not pass out of the Senate Appropriations Committee. The District pivoted to the subsequent budget trailer bill and successfully amended a section of the California Natural Resources Code. The District showed substantial leadership and positioned itself to continue leading statewide policy efforts as appropriate.
2. *Initiate relationships with elected officials* – The District arranged and completed meetings with the following elected officials to initiate relationships:
 - a. Office of Los Angeles County Supervisor Kathryn Barger
 - b. Assemblymember Nick Shultz
 - c. Office of Assemblymember John Harabedian
 - d. State Senator Sasha Perez
 - e. Congressmember Judy Chu
 - f. Congressmember Laura Friedman
 - g. Office of Governor Newsom

3. *Wildfire mitigation* – Following the Eaton Fire, staff have become involved with a broad range of wildfire mitigation efforts with agencies locally such as City of La Canada-Flintridge and City of Glendale Fire Department and more regionally and statewide such as LA County Public Works and CA Natural Resources Agency.
4. *Legislative advocacy program for proposal to the Board* – Programming and plan for the current action item discussion has been prepared.

PROPOSED 2026 PLAN

The District's Strategic Advocacy Plan and policy priorities are proposed to serve as CVWD's legislative and administrative guide on state, federal, and local advocacy in 2026. The document provides a framework of action steps the District will advance to influence the development of policy in a manner consistent with the mission and vision of CVWD. The Plan focuses on self-sponsored initiatives, partnership-sponsored campaigns, and activities to build and nurture industry associations.

- *Self-Sponsored* – Examples of Self-Sponsored initiatives include direct funding requests with elected officials. Current example for consideration include, but are not limited to: 1) stormwater capture projects; 2) renewable energy projects such as in-line hydro; 3) upsizing of interconnections; 4) environmental stewardship projects such as PFAS mitigation; 5) additional infrastructure for emergency preparedness such as wildfire mitigation; 6) long-deferred maintenance such as access roads, etc.
- *Partnership-Sponsored* – Examples of Partnership-Sponsored initiatives include co-sponsoring legislation for issues that tangibly benefit both the District and others. The District is preparing to provide such leadership, including for: 1) Section 115 – broadening the scope of investments for reserve funds to help keep pace with construction inflation costs; 2) State utility worker pass – a pass to facilitate access to assets during emergency events; and 3) Prop 4 funding for helicopter-accessible infrastructure – continue shaping program guidelines.
- *Industry* – The District will continue building relationships based on initial meetings during 2025, honing the District's legislative priorities as they relate to elected officials' legislative priorities. An objective for consideration is augmenting advocacy efforts with a "Day in the Capitol" for the Board to also directly advocate on behalf of the District.

Partnership-sponsored activities also include supporting or opposing various coalitions based on agreed-upon broad policy objectives. The policy priorities identify the District's near-term and long-term positions on emerging issues. The document defines the roles and responsibilities of the Board of Directors and the General Manager in pursuing overarching policy strategies and objectives. The purpose of this document is to align the Board's policy priorities while delegating authority to the General Manager to navigate effectively in an environment with expedited timelines. These are detailed as a placeholder for discussion with the enclosed attachment, *2026 Policy Principles and Priorities*.

Staff will implement an activity and bill-tracking system and present updates on at least a quarterly basis. The above discussion is summarized in the tables below.



Crescenta Valley Water District 2026 Strategic Advocacy Plan

CVWD Mission Statement - *"To provide quality water and wastewater services to the Crescenta Valley community in a dependable and economically responsible manner."*

CVWD Vision Statement - *"Secure sustainable water supplies and ensure infrastructure reliability, while furthering our commitment to accountability, transparency, cost-effectiveness, and public safety."*

Self-Sponsored		– Activities prioritize outcomes specific to CVWD
Outcome	Timing	
Funding requests through the State budget process for specific District projects	Concept development / project identification - Winter 2025 Amplify Member (electeds) requests and find bill authors/co-authors - Dec 2025 / Jan 2026	
Sponsor/co-sponsor legislation for tangible benefits for the District	Socialize concepts with stakeholders and find bill author - Winter 2025	
Actively engage in legislative advocacy on bills, including testifying in committee and coalition development	Bill introduction - Jan/Feb 2026	
Implement a bill-tracking system to customize reports on specific legislation of interest	Ongoing throughout the legislative session - Through Sept 2026	
Partnership-Sponsored		– District leadership through shared effort in broader campaigns
Outcome	Timing	
Co-sponsor legislation on issues to benefit CVWD but not unique to the District	Socialize concepts with stakeholders and find bill author - Winter 2025 Bill introduction - Jan/Feb 2026	
Identify bills for CVWD support, opposition, or engagement	Ongoing throughout the legislative session - Through Sept 2026	
Prepare position letters and participate in coalition advocacy efforts	Ongoing throughout the legislative session - Through Sept 2026	
Industry Association		– Nurture relationships with all levels of government
Outcome	Timing	
Nurture relationships with CVWD legislative delegation at the federal, state, and local levels	Ongoing	
Prioritize a "Day in the Capitol" for the CVWD Board		
Continue building communication channels to routinely share information with CVWD's legislative delegation	Periodic updates	
Demonstrate leadership by participating in panels, webinars, and conferences	Ongoing	

GF Advocacy supported the District at a substantially discounted rate of \$1,500 monthly and is prepared for ongoing support at \$3,000 monthly, annualized at \$36,000. Legislative advocacy has utilized and is anticipated to utilize 25 percent of the Sr. Strategic Initiatives Specialist's time and 10 percent of the General Manager's time. The combined direct and indirect costs for the 2026 Program is projected to be \$110,000.

The three likeliest members for the District to receive funding from are the State members – Assemblymember Nick Shultz, Assemblymember Harabedian, and Senator Perez. The funding requests will range from \$1million – \$3 million per member annually, and no requests are guaranteed. Based on conversations with members, the District holds reasonable expectations for funding from at least one member. As mentioned, there are also indirect benefits such as increased profile and influence which also contribute to future advocacy success, whether on the legislative or budgetary fronts.

RECOMMENDATION

Staff recommends that the Board: 1) formally adopt the 2026 Strategic Advocacy Plan; 2) discuss and adopt the 2026 Policy Principles and Priorities; and 3) authorize the General Manager to enter into an agreement with GF Advocacy.

Prepared by:


Armine Sargsyan
Sr. Strategic Initiatives Specialist

Submitted by:


James Lee
General Manager

Attachment(s): 2026 Policy Principles and Priorities



**Crescenta Valley
Water District**

2026 Policy Principles and Priorities



Introduction

The 2026 Policy Principles and Priorities serve as Crescenta Valley Water District's (CVWD/District) legislative, regulatory, and administrative guide on state, federal, and local advocacy. The document provides a framework of action steps the District will advance to influence the development of policy in a manner consistent with the mission and vision of CVWD.

The policy priorities included in this document identify the District's near-term positions on emerging issues. These issues are anticipated to be elevated within the upcoming legislative session.

This document aims to define roles and responsibilities of the Board of Directors and the General Manager in pursuing overarching policy strategies and objectives.



"To provide quality water and wastewater services to the Crescenta Valley community in a dependable and economically responsible manner." - **CVWD Mission Statement**

"Secure sustainable water supplies and ensure infrastructure reliability, while furthering our commitment to accountability, transparency, cost-effectiveness, and public safety." - **CVWD Vision Statement**

Our Team



Jeffrey W. Johnson

Board President



James D. Bodnar

Board Vice President



Kerry D. Erickson

Board Member



Sharon S. Raghavachary

Board Member



Jennifer T. Valdez

Board Member



James Lee

General Manager



Arminé Sargsyan

Sr. Strategic Initiatives Specialist



Glenn Farrel

GF Advocacy - *State Lobbyist*

2026 Legislative Priorities

1. Pursue legislation to broaden the “first responder” designation to include water/wastewater treatment workers of special districts or municipalities with the purpose of removing barriers for utility workers engaged in activities surrounding emergency events.
2. Continue to shape guidelines of Proposition 4 allocation to expand grant funding access for helicopter-accessible infrastructure.
3. Engage with industry partners and legislators to authorize broader investments in assets held in restricted or irrevocable IRC Section 115 trusts specifically for waster/wastewater treatment infrastructure investments.
4. Secure state and federal funding for District-specific critical projects.



Overarching Policy Objectives

The following Overarching Policy Objectives serve as a consistent thread that will drive CVWD's overall advocacy efforts and guide the District's interactions at the state, federal, and local levels.

- Continued Investment in Water Supply Reliability – The recent historic draughts have demonstrated that extensive investments are necessary to achieve reliability for the State. CVWD will advocate for comprehensive strategy that supports reliable imported water supply and advances in local water infrastructure to ensure regional water resilience for the future.
- Strategic Partnerships and Coalition Building – CVWD will work collaboratively with neighboring water agencies, cities, and strategic water partners throughout the state to support priority goals, projects, and long-term vision for sustainability across a multitude of issues. Additionally, the District will continue to strengthen first responder partnerships to protect public health and safety.
- Funding to Advance Core Projects and Programs – CVWD will continue to build relationships to proactively influence development of state, federal, and local funding opportunities.



Overarching Policy Principles

CVWD's Policy Principles reflect the District's strategic operating goals and objectives and are policy statements that outline longer-term advocacy investments.

Water Supply and Water Infrastructure Investment

- Continue to support investments protecting existing water supplies and conveyance. Pursue funding for alternative water sources such as stormwater capture and regional recycled water projects. Expand funding resources for capital improvements to address financial deficits.

Water Quality

- Utilize best available data to vet recommended processes and approach to address PFAS/PFOA and other emerging contaminants. Encourage the consideration of source control measures to reduce the public's exposure to known chemical hazards in the water supply.

Wastewater

- Wastewater management is a central service that supports human and environmental health. CVWD will seek legislative and regulatory actions to support and safeguard our wastewater infrastructure and inform the development of new and emerging management and treatment practices.

Wildfire Mitigation and Response

- The District will continue to lead efforts in finding innovative wildfire mitigation and response techniques. CVWD will aim to lead local, regional, and state-wide endeavors to expand funding for wildfire mitigation infrastructure.

Roles and Responsibilities

CVWD staff will present a semi-annual update to the Board of Directors related to District-led and sponsored legislative initiatives. Below are defined roles and responsibilities.

Board of Directors

- Board President or Vice President to delegate authority to the General Manager to sponsor legislation and join coalitions in support or opposition of legislative initiatives in line with the District's mission and values outlined in this document.

Staff

- Develop a bill-tracking system to monitor progression of legislation to routinely inform Board of Directors.
- Actively engage in legislative advocacy on bills, including testifying in committee and coalition development.



2026 POLICY PRINCIPLES AND PRIORITIES



**2700 Foothill Blvd
La Crescenta, CA 91214**



818-248-3925



www.cvwd.com



**Crescenta Valley
Water District**

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3
December 09, 2025

To: Honorable President and Members of the Board of Directors
From: James Lee – General Manager
Subject: District Committees

ACTION ITEM:

Discussion regarding the District's Committees.

BACKGROUND/DISCUSSION:

This is a placeholder for Board discussion, which may include consideration for committee meeting protocols, future structure, scheduling of committee meetings, consolidation of committees, or assignment of issue or project-specific ad hoc committees.

RECOMMENDATION:

NA.

Prepared and submitted by:



James Lee
General Manager

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 4
December 09, 2025

To: Honorable President and Members of the Board of Directors
From: James Lee – General Manager
Subject: **Board Organization for 2026**

ACTION ITEM:

Board Organization – Election of the President and Vice President of the Board of Directors for 2026 and associated discussion regarding Board governance.

BACKGROUND/DISCUSSION:

This is a placeholder for Board discussion.

RECOMMENDATION:

NA.

Prepared and submitted by:



James Lee
General Manager

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 5
December 09, 2025

To: Honorable President and Members of the Board of Directors
From: Arturo Montes, Director of Finance and Administration
Subject: **Resolution 801 – District Investment Policy for 2026**

ACTION ITEM:

Consideration and possible motion to adopt Resolution No. 801, outlining the District's Investment Policy for 2026.

BACKGROUND/DISCUSSION:

California Government Code Sections 5922, 16429.1, and 53601 et seq. require the District to maintain an annual Investment Policy and present any updates for consideration at a public meeting. The District's Investment Policy establishes the framework under which District funds are invested, with the primary objectives of safety, liquidity, and return on investment, in that order of priority.

The attached redlined Investment Policy reflects recommended updates from the District's investment advisor, Chandler Asset Management, to ensure continued alignment with current State law, industry best practices, and regulatory standards.

RECOMMENDATION:

Staff recommends that the Board adopt Resolution No. 801 to approve the District's Investment Policy for Calendar Year 2026 as presented.

Prepared and Submitted by:



Arturo Montes
Director of Finance & Administration

Attachment(s): 1) Resolution No. 801 (redlined)

RESOLUTION NO. 801

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CRESCENTA VALLEY WATER DISTRICT ESTABLISHING ITS INVESTMENT POLICY

WHEREAS, the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern; and

WHEREAS, the legislative body of a local agency may invest monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5922, 16429.1, and 53601 *et seq.*; and

WHEREAS, pursuant to California Government Code Section 53646, the District may annually approve at a public meeting a Statement of Investment Policy; and

WHEREAS, the Board has been presented with a Statement of Investment Policy, attached hereto as Exhibit A and incorporated by reference; and

WHEREAS, the Board desires to delegate its investment authority to the District's Treasurer (the "Treasurer"), as permitted by Section 53607 of the California Government Code, and subject to the limitations contained in the Investment Policy; and

WHEREAS, the Board, with the aid of its staff, has reviewed the Statement of Investment Policy and now wishes to approve the same and provide for delegation of authority.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of the Crescenta Valley Water District as follows:

1. The above recitals are true and correct, and the Board so finds and determines.
2. The Investment Policy, as provided in Exhibit A hereto and incorporated herein, is hereby approved and adopted.
3. The Board hereby delegates management responsibility of the District's investment program and authority to invest or to reinvest funds of the District, and to sell or exchange securities so purchased, to the Treasurer for a one-year period.
4. This Resolution shall take effect immediately after its adoption on the date hereof.

PASSED, APPROVED AND ADOPTED at a Regular Meeting of the Board of Directors of Crescenta Valley Water District held on December 9, 2025. Resolution No. 801 was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
President, Board of Directors
Crescenta Valley Water District

ATTEST:

By: _____
Secretary of the Board of Directors

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

I, Arturo Montes, 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. 801 of the
Board of Directors of Crescenta Valley Water District adopted at a Regular Meeting held on
December 9, 2025, and that the same has not been amended or repealed.

Secretary of the Board of Directors
Crescenta Valley Water District

DATED: December 9, 2025

(S E A L)

EXHIBIT A

CRESCENTA VALLEY WATER DISTRICT INVESTMENT POLICY

1.0 PURPOSE

This Investment Policy (the “Policy”) is intended to outline the guidelines and practices to be used in effectively and prudently managing the available cash and investment portfolio of the Crescenta Valley Water District (“District”).

It shall be the policy of the District to invest funds in a manner which will provide maximum security with the highest investment return while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds.

2.0 SCOPE

This investment policy applies to all cash and investment assets of the District, excluding funds regarding or held in any pension plan, CalPERS, OPEB trusts, the investment of employees’ deferred compensation funds, and bond/debt proceeds invested pursuant to their bond documents. District monies not required for immediate expenditure will be invested in compliance with governing provisions of law, including (applicable portions of Government Code Section 53600 *et seq.*) and this Policy.

3.0 PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the “prudent investor” standard (California Government Code 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

4.0 OBJECTIVES

As specified in California Government Code Section 53600.5, when investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

1. Safety: Safety of principal is the foremost objective of the investment program and this Policy. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

2. Liquidity: The investment portfolio of the District will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated and to meet its cash flow requirements.

3. Return on Investments: The investment portfolio of the District shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio. The objective of maximizing return on investments should be done only after ensuring safety and liquidity.

5.0 4DELEGATION OF AUTHORITY

Authority to manage the investment program is derived from California Government Code 53600, *et seq.* Pursuant to California Government Code Section 53607, management responsibility for the investment program is hereby delegated to the Treasurer of the District (the “Treasurer”), who shall be responsible for all transactions undertaken. Such delegation of authority is for a one-year period and may be renewed annually by the Board of Directors of the District (the “Board”). Pursuant to California Government Code Section 53607, as long as the aforementioned delegation authority is renewed, the Treasurer shall submit a monthly investment report of transactions to the Board. Under the provisions of California Government Code 53600.3, the Treasurer is a trustee and a fiduciary subject to the prudent investor standard.

The District may engage the services of one or more external investment advisers, who are registered under the Investment Advisers Act of 1940, to assist in the management of the District’s investment portfolio in a manner consistent with the District’s objectives. External investment advisers may be granted discretion to purchase and sell investment securities in accordance with this Policy.

The District's overall investment program shall be designed and managed with a degree of professionalism that is worthy of the public trust. The District recognizes that in a diversified portfolio, occasional measured losses may be inevitable and must be considered within the context of the overall portfolio's return and the cash flow requirements of the District.

6.0 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Investment officials shall disclose any personal financial/investment positions that could be related to the performance of the District’s investment portfolio. Employees and investment officials shall refrain from undertaking personal investment transactions with the same individual with whom business is conducted on behalf of the District.

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Treasurer may maintain a list of approved financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list may also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California (“State”). As provided in Section 53601.5 of the California Government Code, the purchase by a local agency of any investment authorized pursuant to Section 53601 or 53601.1, not purchased directly from the issuer, shall be purchased either from an institution licensed by the state as a broker-dealer, (as defined in Section 25004 of the Corporations Code, with proof of FINRA certification), or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from a savings association or federal association (as defined by Section 5102 of the Financial Code), ~~or~~ from a brokerage firm designated as a primary government dealer by the Federal Reserve bank, from the Federal Reserve Bank. No public deposit shall be made except in a qualified public depository as established by State laws. Deposits will be insured by the Federal Deposit Insurance Corporation, or, to the extent the amount exceeds the insured maximum, will be collateralized in accordance with State law.

For brokers/dealers of government securities and other investments, the District shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Selection of broker/dealers used by an external investment adviser retained by the District will be at the sole discretion of the adviser. Where possible, transactions with broker/dealers shall be selected on a competitive basis and their bid or offering prices shall be recorded. If there is no other readily available competitive offering, best efforts will be made to document quotations for comparable or alternative securities. When purchasing original issue instrumentality securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price.

Before engaging in investment transactions with a broker/dealer, the Treasurer shall have received from said firm a signed certification form. This form shall attest that the individual responsible for the District's account

with that firm has reviewed the District's Policy and that the firm understands the Policy and intends to present investment recommendations and transactions to the District that are appropriate under the terms and conditions of the Policy.

8.0 AUTHORIZED AND SUITABLE INVESTMENTS

District funds may be invested as authorized by California Government Code Sections 16429.1, 53601 and 53601.8, and subject to the limitations and conditions of California Government Code Section 53600 *et seq.* Where this Policy does not specify a maximum remaining maturity at the time of the investment, no investment shall be made in any security, other than security underlying a repurchase or reverse repurchase agreement authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five (5) years.

Maximum stated term for permitted investments shall be determined based on the settlement date (not the trade date) upon purchase of the security and the stated final maturity of the security. ~~The purchase of a security with a forward settlement date cannot exceed 45 days from the time of investment.~~ Within the investments permitted by the Code, the District seeks to further restrict eligible investments to the guidelines listed below. Percentage holding limits and minimum credit requirements listed in this section shall apply at the time the security is purchased.

~~For purposes of compliance with California Government Code Section 53601, an investment's term or remaining maturity shall be measured from the settlement date to final maturity. A security purchased in accordance with Section 53601 must not have a forward settlement date exceeding 45 days from the time of investment.~~ An appropriate risk level shall be maintained by primarily purchasing securities that are of high quality, liquid, and marketable. The portfolio shall be diversified by security type and institution issuer to avoid incurring unreasonable and avoidable risks regarding specific security types or individual issuers.

- a. Bonds issued by the District.
- b. United States Treasury Bills, Notes, Bonds, and Certificate of Indebtedness.
- c. Registered state warrants or treasury notes or bonds issued by the State of California.
- d. Registered treasury notes or bonds of any of the other 49 states in addition to California, including bonds payable solely out of revenues from revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the other 49 states, in addition to California. The securities are rated in a rating category of "A" or its equivalent or better by at least one nationally recognized statistical rating organization ("NRSRO"). No more than 30% of the portfolio may be in Municipal Securities.
- e. Bonds, notes, warrants or other evidence of debt issued by the District, the State of California or a local agency within the State of California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency. The securities are rated in a rating category of "A" or its equivalent or better by at least one NRSRO. No more than 30% of the portfolio may be in Municipal Securities.
- f. Federal agency or United States government-sponsored enterprise ("GSE") obligations, participations, or other instruments, including those issued by, or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises. No more than 30% of the portfolio may be invested in any single Agency/GSE issuer. The maximum percent of callable agency securities in the portfolio will be 20%.
- g. Bankers' acceptances, otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchase of bankers' acceptances may not exceed one hundred eighty (180) days' maturity or forty percent (40%) of the District's money that may be invested pursuant to this Policy, however, no more than 30% of the District's moneys may be invested in the bankers' acceptances of any one commercial bank. Such investments must be issued by institutions which have short-term debt obligations rated "A-1" or its equivalent or better by at

least one NRSRO; or long-term debt obligations which are rated in a rating category of “A” or its equivalent or better by at least one NRSRO.

- h. Commercial paper of “prime” quality of the highest ranking or of the highest letter and number rating as provided for by a NRSRO. The entity that issues the commercial paper shall either be:

- (1) organized and operating within the United States as a general corporation, shall have total assets in excess of Five Hundred Million Dollars (\$500,000,000), and shall have debt, other than commercial paper, if any, that is rated in a rating category of “A” or its equivalent or higher by a NRSRO; or

- (2) organized within the United States as a special purpose corporation, trust, or limited liability company, have program-wide credit enhancements including, but not limited to, over-collateralization, letters of credit, or a surety bond, and has commercial paper that is rated “A-1” or higher, or the equivalent, by a NRSRO.

Eligible commercial paper shall have a maximum maturity of ~~three~~ two hundred ~~seventy-ninety seven~~ (270397) days or less. The District shall invest no more than twenty-five percent (25%) of its money in eligible commercial paper. ~~The District shall purchase no more than ten percent (10%) of the outstanding commercial paper of any single corporate issue.~~

- i. Negotiable certificates of deposit (“NCD”) issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federal or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed thirty percent (30%) of the District’s money which may be invested pursuant to this policy. The Board of Directors and the General Manager are prohibited from investing District funds, or funds in the District’s custody, in negotiable certificates of deposit issued by a state or federal credit union if a member of the Board of Directors, or any person with investment decision making authority within the District also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.
- j. Repurchase Agreements of any securities authorized by Section 53601 with a maximum maturity not exceeding one (1) year. The market value of securities that underlay a repurchase agreement shall be valued at one hundred two percent (102%) or greater of the funds borrowed against those securities and shall be adjusted no less than quarterly, and are subject to the special limits and conditions of California Government Code 53601(j). Securities used as collateral for Repurchase Agreements will be delivered to an acceptable third party custodian. Repurchase Agreements are subject to a Master Repurchase Agreement between the District and the provider of the repurchase agreement. The Master Repurchase Agreement will be substantially in the form developed by the Securities Industry and Financial Markets Association (SIFMA).
- k. Medium term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five (5) years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Such notes eligible for investment shall be rated in a rating category of “A” or its equivalent or better by a NRSRO. Purchases of medium term notes shall not include other instruments authorized by this policy and shall not exceed thirty percent (30%) of the District’s money which may be invested pursuant to this policy. ~~The District may invest no more than ten percent (10%) of its total investment assets in the commercial paper and the medium term notes of any single issuer.~~
- l. Shares of beneficial interest issued by diversified management companies that are money market

funds (~~mutual funds~~) investing in the securities and obligations authorized by this Policy, and shares in money market mutual funds, subject to the restrictions of Government Code Section 53601(l) as follows: The District may invest in shares of beneficial interest issued by a company that shall have met either of the following criteria: (1) attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs, or (2) retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000). The purchase price of investments under this subdivision shall not exceed twenty percent (20%) of the District's money, provided, however, no more than ~~twentyten~~ percent (~~2~~10%) of the District's money may be invested in any one money market mutual fund.

- m. Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.
- n. Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by Government Code Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by Government Code Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank which is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.
- o. An asset-backed security, mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bonds, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond. The securities shall be rated in a rating category of "AA" or its equivalent or better by a NRSRO. Purchase of securities authorized by this subdivision shall not exceed twenty percent (20%) of the District's money that may be invested pursuant to this Policy. Mortgage and asset-backed securities issued or guaranteed by the United States, its federal agencies and/or government-sponsored enterprises do not count when calculating the 20% maximum portfolio exposure to mortgage and asset-backed securities. No more than 5% of the portfolio may be invested in any single asset-backed or commercial mortgage security issuer.
- p. Shares of beneficial interest issued by a joint powers authority organized pursuant to Government Code Section 6509.7 that invests in the securities and obligations authorized under Government Code Section 53601. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible, the joint powers authority issuing the shares must have retained an investment advisor that is registered or exempt from registration with the Securities and Exchange Commission, have not less than five years of experience in investing in the securities and obligations authorized under Government Code Section 53601, and have assets under management in excess of five hundred million dollars (\$500,000,000.00).
- q. United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum

remaining maturity of five years or less, and eligible for purchase and sale within the United States. These types of investments must be rated in a rating category of “AA” or its equivalent or better by a NRSRO and cannot exceed 30% of the District’s moneys that may be invested pursuant to this Policy. No more than 10% of the portfolio may be invested in any single issuer.

g. Deposits at a commercial bank, savings bank, savings and loan association or credit union that uses a private sector entity that assists in the placement of such certificates of deposit, pursuant to Government Code Section 53601.8. Deposits shall be subject to Government Code Section 53638 and may not exceed 50% of the District’s money which may be invested pursuant to this Policy.

h. State of California Local Agency Investment Fund (“LAIF”), provided that the District may invest up to the maximum amount permitted by LAIF. LAIF’s investments in instruments prohibited by or not specified in the District’s Policy do not exclude the investment in LAIF itself from the District’s list of allowable investments, provided LAIF’s reports allow the District to adequately judge the risk inherent in LAIF’s portfolio.

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9.0 PROHIBITED INVESTMENTS

Any investments not specifically described in Section 8.0 are prohibited. In addition, as a matter of state law and policy, the District has chosen not to invest in the following:

- a. Investment in futures and options is prohibited.
- b. In accordance with Government Code, Section 53601.6, investment in inverse floaters, range notes, or mortgage derived interest-only strips is prohibited.
- c. Investment in any security that could result in a zero-interest accrual if held to maturity is prohibited. Under a provision sunseting on January 1, 2026³¹, securities backed by the U.S. Government that could result in a zero- or negative-interest accrual if held to maturity are permitted.
- d. Trading securities for the sole purpose of speculating on the future direction of interest rates is prohibited.
- e. Purchasing or selling securities on margin is prohibited.
- f. The use of reverse repurchase agreements as a form of leverage, securities lending or any other form of borrowing or leverage is prohibited.
- g. The purchase of foreign currency denominated securities is prohibited.
- h. The purchase of a security with a forward settlement date exceeding 45 days from the time of the investment is prohibited.

10.0 COLLATERALIZATION

Certificates of Deposit (CDs): The District shall require any commercial bank or savings and loan association to deposit eligible securities with an agency of a depository approved by the State Banking Department to secure any uninsured portion of a Non-Negotiable Certificate of Deposit. The value of eligible securities as defined pursuant to California Government Code Section 53651, pledged against a Certificate of Deposit shall be equal to 150% of the face value of the CD if the securities are classified as mortgages and 110% of the face value of the CD for all other classes of eligible security.

Bank Deposits: This is the process by which a bank or financial institution pledges securities, or other deposits for the purpose of securing repayment of deposited funds. The District shall require any bank or financial institution to comply with the collateralization criteria defined in California Government Code Section 53630 *et seq.*, including Sections 53651 and 53652.

Repurchase Agreements: The District requires that Repurchase Agreements be collateralized only by securities authorized in accordance with California Government Code and will adhere to the amount required under California Government Code Section 53601(j)(2):

- a. The securities which collateralize the repurchase agreement shall be priced at Market Value, including any Accrued Interest plus a margin. The Market Value of the securities that underlie a repurchase agreement shall be valued at 102% or greater of the funds borrowed against those securities.
- ~~a.b.~~ Securities used as collateral for Repurchase Agreements will be delivered to an acceptable third-party custodian.
- ~~b.c.~~ Financial institutions shall mark the value of the collateral to market at least monthly and increase or decrease the collateral to satisfy the ratio requirement described above.
- ~~e.d.~~ The District shall receive monthly statements of collateral.

11.0 SAFEKEEPING AND CUSTODY

All security transactions entered into by the District shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the District by book entry, physical delivery or by third party custodial agreement. A monthly report will be received by the District from the custodian listing all securities held in safekeeping with current market data and other information.

The only exceptions to the foregoing shall be depository accounts and securities purchases made with: (i) local government investment pools; (ii) time certificates of deposit, and, (iii) money market mutual funds, since these securities are not deliverable.

12.0 RISK MANAGEMENT AND DIVERSIFICATION

The District will diversify its investments by security type and institution. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. Diversification strategies shall be reviewed and revised by the Finance Committee periodically if determined necessary to meet District goals. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- a. Portfolio maturity dates shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- b. Maturities selected shall provide for stability of income and liquidity.
- c. Disbursement and payroll dates shall be covered through maturities of investments, marketable United States Treasury bills or other cash equivalent instruments such as money market mutual funds.
- d. No more than 5% of the total portfolio may be deposited with or invested in securities issued by any single issuer unless otherwise specified in this Policy.
- e. If a security owned by the District is downgraded to a level below the requirements of this Policy, making the security ineligible for additional purchases, the following steps will be taken:
 - i. Any actions taken related to the downgrade by the investment manager will be communicated to the Treasurer in a timely manner.
 - ii. If a decision is made to retain the security, the credit situation will be monitored and reported to the Board of Directors.
- f. Credit risk is the risk that a security or a portfolio will lose some or all its value due to a real or perceived change in the ability of the issuer to repay its debt. The District will mitigate credit risk by adopting diversification requirements, issuer limitations and language that downgrades credit ratings. The District may elect to sell a security prior to its maturity and record a capital gain or loss in order to manage the quality, liquidity or yield of the portfolio in response to market conditions or District's risk preferences.

~~g. The maximum stated final maturity of individual securities in the portfolio will be five (5) years,~~

~~except as otherwise stated in this policy.~~

~~h.g.~~ The duration of the portfolio will generally be approximately equal to the duration (typically plus or minus 20%) of a market benchmark, an index selected by the District based on the District's investment objectives, constraints and risk tolerances.

13.0 REPORTING

The Treasurer shall submit to the Board of Directors a quarterly investment report within 45 days after the end of the quarter covered by said report. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for District by third-party contracted managers. The report will also include the source of the portfolio valuation. For funds which are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Policy and, (2) the District will meet its expenditure obligations for the next six months. The Treasurer shall maintain a complete and timely record of all investment transactions.

Monthly transaction reports will be submitted by the Treasurer to the Board of Directors in accordance with California Government Code Section 53607.

14.0 INTERNAL CONTROLS

The Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Periodically, as deemed appropriate by the District and/or the Board of Directors, an independent analysis by an external auditor shall be conducted to review internal controls, account activity and compliance with policies and procedures.

15.0 PORTFOLIO REVIEW AND PERFORMANCE EVALUATION:

The Treasurer shall periodically, but no less than quarterly, review the portfolio to identify investments that do not comply with this Policy and establish protocols for reporting major and critical incidences of noncompliance to the Board of Directors.

The investment portfolio shall be designed to attain a market-average rate of return throughout budgetary and economic cycles, taking into account the District's risk constraints, the cash flow characteristics of the portfolio, and state and local laws, ordinances or resolutions that restrict investments.

The Treasurer shall monitor and evaluate the portfolio's performance relative to the chosen market benchmark(s), which will be included in the Treasurer's quarterly report. The Treasurer shall select an appropriate, readily available index to use as a market benchmark. Benchmarks may change over time based on changes in market conditions or cash flow requirements.

16.0 INVESTMENT POLICY ADOPTION

The Policy shall be adopted by resolution of the Board of the District. Moreover, the Policy shall be reviewed on an annual basis, and modifications must be approved by resolution of the Board of Directors at a public meeting.

GLOSSARY OF INVESTMENT TERMS

AGENCIES. Shorthand market terminology for any obligation issued by a *government-sponsored entity (GSE)*, or a *federally related institution*. Most obligations of GSEs are not guaranteed by the full faith and credit of the US government. Examples are:

FFCB. The Federal Farm Credit Bank System provides credit and liquidity in the agricultural industry. FFCB issues discount notes and bonds.

FHLB. The Federal Home Loan Bank provides credit and liquidity in the housing market. FHLB issues discount notes and bonds.

FHLMC. Like FHLB, the Federal Home Loan Mortgage Corporation provides credit and liquidity in the housing market. FHLMC, also called “Freddie Mac” issues discount notes, bonds and mortgage pass-through securities.

FNMA. Like FHLB and Freddie Mac, the Federal National Mortgage Association was established to provide credit and liquidity in the housing market. FNMA, also known as “Fannie Mae,” issues discount notes, bonds and mortgage pass-through securities.

GNMA. The Government National Mortgage Association, known as “Ginnie Mae,” issues mortgage pass-through securities, which are guaranteed by the full faith and credit of the US Government.

PEFCO. The Private Export Funding Corporation assists exporters. Obligations of PEFCO are not guaranteed by the full faith and credit of the US government.

TVA. The Tennessee Valley Authority provides flood control and power and promotes development in portions of the Tennessee, Ohio, and Mississippi River valleys. TVA currently issues discount notes and bonds.

ASSET BACKED SECURITIES. Securities supported by pools of installment loans or leases or by pools of revolving lines of credit.

~~**AVERAGE LIFE.** In mortgage-related investments, including CMOs, the average time to expected receipt of principal payments, weighted by the amount of principal expected.~~

BANKER’S ACCEPTANCE. A money market instrument created to facilitate international trade transactions. It is highly liquid and safe because the risk of the trade transaction is transferred to the bank which “accepts” the obligation to pay the investor.

BENCHMARK. A comparison security or portfolio. A performance benchmark is a partial market index, which reflects the mix of securities allowed under a specific investment policy.

~~**BID.** The indicated price at which a buyer is willing to purchase a security or commodity.~~

BROKER. A broker brings buyers and sellers together for a transaction for which the broker receives a commission. A broker does not sell securities from their own position.

CALLABLE. A callable security gives the issuer the option to call it from the investor prior to its maturity. The main cause of a call is a decline in interest rates. If interest rates decline, the issuer will likely call its current securities and reissue them at a lower rate of interest.

CERTIFICATE OF DEPOSIT (CD). A time deposit with a specific maturity evidenced by a certificate.

~~**CERTIFICATE OF DEPOSIT ACCOUNT REGISTRY SYSTEM (CDARS).** A private placement service that allows local agencies to purchase more than \$250,000 in CDs from a single financial institution (must be a participating institution of CDARS) while still maintaining FDIC insurance coverage. CDARS is currently the only entity providing this service. CDARS facilitates the trading of deposits between the California institution and other participating institutions in amounts that are less than \$250,000 each, so that FDIC coverage is maintained.~~

COLLATERAL. Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public monies.

COLLATERALIZED BANK DEPOSIT. A bank deposit that is collateralized at least 100% (principal plus interest to maturity). The deposit is collateralized using assets set aside by the issuer such as Treasury securities or other qualified collateral to secure the deposit in excess of the limit covered by the Federal Deposit Insurance Corporation.

COLLATERALIZED MORTGAGE OBLIGATIONS (CMO). Classes of bonds that redistribute the cash flows of mortgage securities (and whole loans) to create securities that have different levels of prepayment risk, as compared to the underlying mortgage securities.

COLLATERALIZED TIME DEPOSIT. Time deposits that are collateralized at least 100% (principal plus interest to maturity). These instruments are collateralized using assets set aside by the issuer such as Treasury securities or other qualified collateral to secure the deposit in excess of the limit covered by the Federal Deposit Insurance Corporation.

COMMERCIAL PAPER. The short-term unsecured debt of corporations.

COUPON. The rate of return at which interest is paid on a bond.

CREDIT RISK. The risk that principal and/or interest on an investment will not be paid in a timely manner due to changes in the condition of the issuer.

DEALER. A dealer acts as a principal in security transactions, selling securities from and buying securities for their own position.

DELIVERY VS. PAYMENT (DVP). A securities industry procedure whereby payment for a security must be made at the time the security is delivered to the purchaser's agent.

DISCOUNT. The difference between the par value of a bond and the cost of the bond, when the cost is below par. Some short-term securities, such as T-bills and banker's acceptances, are known as discount securities. They sell at a discount from par and return the par value to the investor at maturity without additional interest. Other securities, which have fixed coupons, trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

DIVERSIFICATION. Dividing investment funds among a variety of investments to avoid excessive exposure to any one source of risk.

DURATION. The weighted average time to maturity of a bond where the weights are the present values of the future cash flows. Duration measures the price sensitivity of a security to changes interest rates.

FEDERAL DEPOSIT INSURANCE CORPORATION (FDIC). The Federal Deposit Insurance Corporation (FDIC) is an independent federal agency insuring deposits in U.S. banks and thrifts in the event of bank failures. The FDIC was created in 1933 to maintain public confidence and encourage stability in the financial system through the promotion of sound banking practices.

FEDERALLY INSURED TIME DEPOSIT. A time deposit is an interest-bearing bank deposit account that has a specified date of maturity, such as a certificate of deposit (CD). These deposits are limited to funds insured in accordance with FDIC insurance deposit limits.

FIDUCIARY. A person or organization that acts on behalf of another person(s) or organization that puts their clients' interest ahead of their own as they are bound both legally and ethically to act in the other's best interests.

JOINT POWERS AUTHORITY (JPA). [An entity created by two or more public agencies that share a common goal in order to jointly exercise powers common to all members through a joint powers agreement or contract.](#)

LEVERAGE. Borrowing funds in order to invest in securities that have the potential to pay earnings at a rate higher than the cost of borrowing.

LIQUIDITY. The speed and ease with which an asset can be converted to cash.

LOCAL AGENCY INVESTMENT FUND (LAIF). A voluntary investment fund open to government entities and certain non-profit organizations in California that is managed by the State Treasurer's Office.

LOCAL GOVERNMENT INVESTMENT POOL (LGIP). Investment pools that range from the State Treasurer's Office Local Agency Investment Fund (LAIF) to county pools, to Joint Powers Authorities (JPAs). These funds are not subject to the same SEC rules applicable to money market mutual funds.

MAKE WHOLE CALL. A type of call provision on a bond that allows the issuer to pay off the remaining debt early. Unlike a call option, with a make whole call provision, the issuer makes a lump sum payment that equals the net present value (NPV) of future coupon payments that will not be paid because of the call. With this type of call, an investor is compensated, or "made whole."

MARGIN. The difference between the market value of a security and the loan a broker makes using that security as collateral.

MARKET RISK. The risk that the value of securities will fluctuate with changes in overall market conditions or interest rates.

MARKET VALUE. The price at which a security can be traded.

MATURITY. The final date upon which the principal of a security becomes due and payable. The investment's term or remaining maturity is measured from the settlement date to final maturity.

MEDIUM TERM NOTES. Unsecured, investment-grade senior debt securities of major corporations which are sold in relatively small amounts on either a continuous or an intermittent basis. MTNs are highly flexible debt instruments that can be structured to respond to market opportunities or to investor preferences.

MODIFIED DURATION. The percent change in price for a 100-basis point change in yields. Modified duration is the best single measure of a portfolio's or security's exposure to market risk.

MONEY MARKET. The market in which short-term debt instruments (T-bills, discount notes, commercial paper, and banker's acceptances) are issued and traded.

MONEY MARKET MUTUAL FUND. A mutual fund that invests exclusively in short-term securities. Examples of investments in money market funds are certificates of deposit and U.S. Treasury securities. Money market funds attempt to keep their net asset values at \$1 per share.

MORTGAGE PASS-THROUGH SECURITIES. A securitized participation in the interest and principal cash flows from a specified pool of mortgages. Principal and interest payments made on the mortgages are passed through to the holder of the security.

MUNICIPAL SECURITIES. Securities issued by state and local agencies to finance capital and operating expenses.

MUTUAL FUND. An entity which pools the funds of investors and invests those funds in a set of securities which is specifically defined in the fund's prospectus. Mutual funds can be invested in various types of domestic and/or international stocks, bonds, and money market instruments, as set forth in the individual fund's prospectus. For most large, institutional investors, the costs associated with investing in mutual funds are higher than the investor can obtain through an individually managed portfolio.

NATIONALLY RECOGNIZED STATISTICAL RATING ORGANIZATION (NRSRO).

A credit rating agency that the Securities and Exchange Commission in the United States uses for regulatory purposes. Credit rating agencies provide assessments of an investment's risk. The issuers of investments, especially debt securities, pay credit rating agencies to provide them with ratings. The three most prominent NRSROs are Fitch, S&P, and Moody's.

NEGOTIABLE CERTIFICATE OF DEPOSIT (CD). A short-term debt instrument that pays interest and is issued by a bank, savings or federal association, state or federal credit union, or state-licensed branch of a foreign bank. Negotiable CDs are traded in a secondary market.

OFFER (ASK). An indicated price at which market participants are willing to sell a security. Also referred to as the "ask price".

PAYDOWN. A reduction in the principal amount owed on a bond, loan, or other debt.

PREMIUM. The difference between the par value of a bond and the cost of the bond, when the cost is above par.

PRIMARY DEALER. A financial institution (1) that is a trading counterparty with the Federal Reserve in its execution of market operations to carry out U.S. monetary policy, and (2) that participates for statistical reporting purposes in compiling data on activity in the U.S. Government securities market.

PRUDENT INVESTOR (PRUDENT PERSON) RULE. A standard of responsibility which applies to fiduciaries. In California, the rule is stated as "Investments shall be managed with the care, skill, prudence and diligence, under the circumstances then prevailing, that a prudent person, acting in a like capacity and familiar with such matters, would use in the conduct of an enterprise of like character and with like aims to accomplish similar purposes."

REGIONAL DEALER. A financial intermediary that buys and sells securities for the benefit of its customers without maintaining substantial inventories of securities and that is not a primary dealer.

REPURCHASE AGREEMENT. Short-term purchases of securities with a simultaneous agreement to sell the securities back at a higher price. From the seller's point of view, the same transaction is a reverse repurchase agreement.

SAFEKEEPING. A service to bank customers whereby securities are held by the bank in the customer's name.

SECURITIES AND EXCHANGE COMMISSION (SEC). The U.S. Securities and Exchange Commission (SEC) is an independent federal government agency responsible for protecting investors, maintaining fair and orderly functioning of securities markets and facilitating capital formation. It was created by Congress in 1934 as

the first federal regulator of securities markets. The SEC promotes full public disclosure, protects investors against fraudulent and manipulative practices in the market, and monitors corporate takeover actions in the United States.

SECURITIES AND EXCHANGE COMMISSION (SEC) RULE 15c3-1. An SEC rule setting capital requirements for brokers and dealers. Under Rule 15c3-1, a broker or dealer must have sufficient liquidity in order to cover the most pressing obligations. This is defined as having a certain amount of liquidity as a percentage of the broker/dealer's total obligations. If the percentage falls below a certain point, the broker or dealer may not be allowed to take on new clients and may have restrictions placed on dealings with current client.

STRUCTURED NOTE. Notes issued by Government Sponsored Enterprises (FHLB, FNMA, etc.) and Corporations, which have imbedded options (e.g., call features, step-up coupons, floating rate coupons, derivative-based returns) into their debt structure. Their market performance is impacted by the fluctuation of interest rates, the volatility of the imbedded options and shifts in the shape of the yield curve.

~~A complex, fixed income instrument, which pays interest, based on a formula tied to other interest rates, commodities or indices. Examples include inverse floating rate notes which have coupons that increase when other interest rates are falling, and which fall when other interest rates are rising, and "dual index floaters," which pay interest based on the relationship between two other interest rates—for example, the yield on the ten-year Treasury note minus the Libor rate. Issuers of such notes lock in a reduced cost of borrowing by purchasing interest rate swap agreements.~~

SUPRANATIONAL. A Supranational is a multi-national organization whereby member states transcend national boundaries or interests to share in the decision making to promote economic development in the member countries.

THIRD PARTY CUSTODIAN. An independent, third-party custodial safekeeping provider that has a fiduciary responsibility for safekeeping their client's assets to minimize the risk of a fraudulent transaction.

TOTAL RATE OF RETURN. A measure of a portfolio's performance over time. It is the internal rate of return, which equates the beginning value of the portfolio with the ending value; it includes interest earnings, realized and unrealized gains, and losses in the portfolio.

U.S. TREASURY OBLIGATIONS. Securities issued by the U.S. Treasury and backed by the full faith and credit of the United States. Treasuries are considered to have no credit risk and are the benchmark for interest rates on all other securities in the US and overseas. The Treasury issues both discounted securities and fixed coupon notes and bonds.

TREASURY BILLS. All securities issued with initial maturities of one year or less are issued as discounted instruments and are called Treasury bills. The Treasury currently issues three- and six-month T-bills at regular weekly auctions. It also issues "cash management" bills as needed to smooth out cash flows.

TREASURY NOTES. All securities issued with initial maturities of two to ten years are called Treasury notes and pay interest semi-annually.

TREASURY BONDS. All securities issued with initial maturities greater than ten years are called Treasury bonds. Like Treasury notes, they pay interest semi-annually.

VOLATILITY. The rate at which security prices change with changes in general economic conditions or the general level of interest rates.

YIELD TO MATURITY. The annualized internal rate of return on an investment which equates the expected cash flows from the investment to its cost.

47th ANNUAL MONTROSE GLENDALE CHRISTMAS PARADE



**Saturday, December 6th,
Beginning at 6:10 p.m.
On Honolulu Avenue in Montrose**

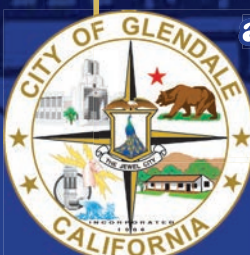
**Grand Marshal
Bob Gurr**

**Special Guests
Susan, Christine & Peggy Paola
Honoring Altadena Mountain Rescue Team**

— PARADE ANNOUNCERS —

Jane Kane & Rick Dinger

The Parade will be taped and the video will be available to view on-demand from the MyGlendale YouTube channel (<https://www.youtube.com/myglendale>), and will replay on Glendale TV throughout December. Check the GTV schedule at: <https://www.glendaleca.gov/glendaletv>



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COMMUNITY SERVICES & PARKS DEPARTMENT

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Crescenta Valley Weekly

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USC Verdugo Hills Hospital

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City of Glendale (Platinum Sponsor)

Mayor Ara Najarian

Councilmember Ardy Kassakhian

Councilmember Dan Brotman

Councilmember Vartan Gharpetian

Councilmember Elen Asatryan

City Clerk Dr. Suzie Abajian

City Manager Roubik Golanian

Glendale Fire Chief Jeff Brooks

Glendale Police Deputy Chief Robert William

Glendale Police Helicopter - SANTA CLAUS

Glendale Police Motorcycle Officers Brigade

Glendale Police SWAT MEDCAT

Officer Amy Tate & K-9 Brisket

Parade Participants continued...

U.S. Representative Laura Friedman
State Assembly member Nick Schultz

Grand Marshal Bob Gurr
Paola Sisters - Susan, Christine & Peggy
Altadena Mountain Rescue Team

Ace Hardware
Adana Dance Studio
Ascencia

Athens Services
Ballet Folklorico Mexico Azteca
Blue Shadows Mounted Drill Team
Bob Smith Toyota (Silver sponsor)
BootScoot Bosses Line Dance Crew
Burbank High School Bulldog Brigade

CA Athletic Soccer Club
California Highway Patrol Captain Mariano Santiago
Church of Jesus Christ - Nativity

Clark Magnet Robotics Team 696

Crescenta Valley Armenian Center

Crescenta Valley Little League

Crescenta Valley Town Council

Crescenta Valley Water District

Crescenta Valley Weekly (Gold Sponsor)

CV Sheriff Capt. Vienna

CV Sheriff - Montrose Search & Rescue & CV Sheriff Volunteers

CVHS Falkon Robotics

CVHS Jr. ROTC Honor Guard

CVHS Jr. ROTC Color Guard Team & Drill & Ceremonies Squadron

CVHS Mountain Biking Team

CVHS Pep Squad

Dance with Ani Studio

Early Rodders (Silver Sponsor)

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First Avenue Middle School Spartan Band and Color Guard

GCC - Board of Trustee President Yvette Vartanian Davis

GCC Vaqueros Mascot: Cinco

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Glendale Community College & the Associated Students

Glendale Elks Lodge #1289

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Glendale Library, Arts & Culture Bookmobile

GUSD Superintendent Dr. Darneika Watson & Board Member Neda Farid

GUSD Board of Education Board Member Shant Sahakian & Family

GUSD School Bells & Sleigh Bells

Holy Redeemer St. James School

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Korean American Youth Association (KAYA)

Korean American Federation of North Los Angeles (KAFNLA)

La Canada High School Marching Spartans

La Canada High School Pep Squad

La Canada Unified School District Therapy Dogs

Peter Menotti - Autopia Car

Miss La Canada Flintridge Royal Court

Montrose Church Kids

Montrose Shopping Park Association

Montrose Verdugo Chamber of Commerce (Silver Sponsor)

Our Lady of Lourdes School

PDC of GCC (Silver Sponsor)

RCMI (Americana La Crescenta, LLC)

Rosemont Middle School Marching Band, Drumline, Colorguard, & Cheer Squad

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SCOUT Contingent #3

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South Pasadena Middle School Band

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Terry Priesont

The Griffin Family

The Impact Foundation LA

The Los Angeles Breakfast Club & Foundation

The Vault Dance Studio

The Verdugo Woodlands Dads' Club

Town Kitchen & Grill (Gold Sponsor)

US Forest Service

USC Verdugo Hills Hospital (Silver Sponsor)

VFW & American Legion

Victoria Malone & Michael Marshall

Wienermobile

Wilson Middle School Marching Band

YMCA of the Foothills

YMCA Quarterback Club

For more information, email info@MontroseChristmasParade.com or visit the Parade website www.montrosechristmasparade.com

Amazon Promised Me A New Christmas Tree – Then I got Scrooged

Sandra Addo’s \$98 Christmas tree is damaged by FedEx before it arrives. An Amazon customer service agent promises to send her a new one and a second agent confirms it. But then a supervisor reverses the decision, leaving her with no tree for the holidays. Can Amazon save this Christmas tree order?

Question: I’m a longtime Amazon Prime member, and I’m hoping you can help me with a frustrating situation that has ruined our holiday plans.

In late October, I ordered a Puleo International Christmas tree from Amazon for \$98. It was an Amazon Warehouse item and my family and I were really looking forward to decorating it. A few days later, I checked the FedEx tracking and saw the item was “damaged in transit” and being returned to Amazon.

I immediately contacted Amazon customer service. I was hoping maybe just the box was damaged and I could still receive the tree. A helpful agent promised to contact the shipping team to send me a new tree.

I specifically asked him to confirm if they were shipping a new tree and he replied, “Yes, they will ship the new item.”

The next day, I hadn’t received a new tracking number so I chatted with Amazon again. I was bounced around to multiple agents. The first one told me to just wait. Finally, I was connected to someone from Amazon’s leadership team who said the first agent had provided “incorrect information” and that they couldn’t take any action.

Amazon’s only offer was a refund. I was floored. I expect Amazon to honor its word. I want the replacement tree I was promised.

I wrote to Amazon’s Executive Customer Relations team, but they just repeated the same thing. This isn’t right. Can Amazon just lie to a customer, break a clear promise and then get away with it? – Sandra Addo, Dumas, Texas

Answer: Amazon’s agent made a promise. Amazon should have honored it.

The problem, as you discovered, is that your order was an Amazon Warehouse item. These are often one-of-a-kind, open-box or returned items. When the first Amazon agent promised a new item, he probably didn’t realize a replacement wasn’t available in the warehouse stock.

When the leadership team discovered the error, it should have done more than offer a simple refund. It should have found a suitable replacement – preferably a new tree. That’s what good customer service looks like.

You did an excellent job of holding Amazon accountable. You started a paper trail (your chat logs) immediately. When the front-line agents failed, you correctly appealed to a manager. When that failed, you escalated your complaint to the executive level. Although you had a great paper trail, it was missing one critical item: A promise, in writing, to send you a new Christmas tree.

If you get stuck in a customer service loop, you can always appeal your case to a company executive. I publish the names and numbers for Amazon’s executives on my consumer advocacy site Elliott.org.

Lately Amazon has been less than responsive to our questions and it seemed determined to continue its streak. I contacted the company on your behalf to see if it would honor its

CALENDAR THIS from previous page

Tickets are \$30 – general admission, and \$25 – students and seniors with valid ID. A Room To Create is located at 1158 E. Colorado in Pasadena. Parking is available on site. For tickets please visit www.penningtondancegroup.org/tickets.

THE ORIGINS OF CHARLES DICKENS’ ‘A CHRISTMAS CAROL’ DECEMBER LCWC PROGRAM

The community is invited to the free December program and luncheon at the La Crescenta Woman’s Club (LCWC). A uniquely interesting video presentation will be made by noted University of London Scholar of Dickens and 19th Century Theatre and Journalism Prof. Michael Slater, Ph.D. He will tell the fascinating and heartfelt real story behind the origins of Dickens’ famous “A Christmas Carol.” Attendees will then be entertained by the popular women’s singing group The Dickens Quartet.

The La Crescenta Woman’s Clubhouse will also be a collection site for the Crescenta Valley Sheriff’s Station toy drive and canned food drive. Local deputies will accept any new unwrapped toy from all who wish to help the out.

The program is on Wednesday, Dec. 10 at 11:30 a.m. at the LCWC clubhouse, 4004 La Crescenta Ave. Reservations recommended; call the reservation line at (818) 249-9403. Please advise if you would like to be our guests for complimentary lunch.

BOLTON HALL MUSEUM ANNUAL HOLIDAY PARTY

Bolton Hall Museum will be having its holiday program on Dec. 13 at 1 p.m. Included is a holiday performance by the Randy Van Horne Singers. There will also be a drawing for great prizes and yummy refreshments. Franny McCartney is the mistress of ceremonies for this fun event.

Those looking for holiday gifts are encouraged to consider the Bolton Hall Museum’s 2026 Annual Calendar, which will be available at the event. The Museum Gift Shop also features creations by local artists, publications about our local history and more.

This event is free and open to the public and everyone is welcome.

Bolton Hall Museum, home of Little Landers Historical Society, is located at 10110 Commerce Ave. in Tujunga.

COMMUNITY CENTER PRESENTS WINTER CHOIR CONCERT

The Foothills Community Choir will present its winter concert on Saturday, Dec. 13 at 7 p.m. at the Community Center of La Cañada

Flintridge. The Foothills Community Choir is a volunteer adult choir made possible by the generosity of the City of La Cañada Flintridge. The winter concert is free and open to the public. Light refreshments will follow.

For more information, email Jack Krimmel at jack@cclcf.org.

Visit cclcf.org to learn more about the event.

RHAPSODIA HOLDS SERIES FINALE

The community is invited to join Rhapsodia founder Matthew Krell for an evening of holiday merriment and winter classics, marking the series finale of the fall 2025 Sundays of Sound concert series.

You can read more at CVWeekly.com/CALENDARTHIS

CRESCENTA VALLEY WEEKLY PRESENTS

The 2025 Merry & Bright Holiday Light and Display Tour!

Share your merriment and brighten the spirits of your community this Holiday Season!
From December 18th – December 31st families will be driving past identified houses that have been decorated festively for the season.

To include your address in the Merry & Bright Tour and be entered into our contest, send your address to **HollyWeen@cvweekly.com** by **5 p.m.** on Dec. 15th. Your address will be included in both issues of the CV Weekly that feature Merry & Bright Tour addresses! Entries received after Dec. 16 will be included in the following issue/s of the CV Weekly. Get your address in asap so families can create their own drive-by experience.

Judging will be done between December 19th - 22nd.
The winners will be announced in the January 1st issue of the CV Weekly!

JUDGING CATEGORIES

1. Clark Griswold Award
(excessive use of lights and decoration - more is ALWAYS better, can we see it from space?)

2. Rockin' Round the Christmas Tree Award
(best use of music and technology)

3. Most Original Award
(not your usual everyday holiday decor)

4. Best In Show Award
(ya blew the judges minds)



BROKERED BY




YMCA OF THE FOOTHILLS
ENRICHING THE LIVES OF ALL



People Making News

Crescenta Valley Insurance announced the addition of Michael Magnuson as the newest member of its insurance team. Magnuson is a licensed property & casualty insurance agent with a strong record of developing customized solutions for individuals, families and businesses.

Sarah Dea of La Cañada Flintridge earned a spot on the Dean’s List for the summer 2025 semester at the Georgia Institute of Technology. This designation is awarded to undergraduate students who have earned a 3.0 or higher academic average for the semester.

The Georgia Institute of Technology, or Georgia Tech, is one of the top public research universities in the U.S., developing leaders who advance technology and improve the human condition.

The Institute offers business, computing, design, engineering, liberal arts and sciences degrees, as well as professional development and K-12 programs for fostering success at every stage of life. Its more than 53,000 undergraduate and graduate students represent 54 U.S. states and territories and more than 146 countries. They study at the main campus in Atlanta, at instructional sites around the world and through distance and online learning.

For more information, visit

gatech.edu.

Dalien Tran of La Cañada Flintridge was recently elected to membership into The Honor Society of Phi Kappa Phi, the nation’s oldest and most selective all-discipline collegiate honor society, at University of Southern California.

Tran is among approximately 20,000 students, faculty, professional staff and alumni to be initiated into Phi Kappa Phi each year. Membership is by invitation only and requires nomination and approval by a chapter. Only the top 10% of seniors and 7.5% of juniors are eligible for membership. Graduate students in the top 10% of the number of candidates for graduate degrees may also qualify, as do faculty, professional staff and alumni who have achieved scholarly distinction.

Phi Kappa Phi was founded in 1897 and recognizes excellence in all academic disciplines. Today, the Society has chapters on more than 300 campuses in the United States and its territories. Its mission is to “cultivate a community that celebrates and advances the love of learning.”

Amanda Molder of La Crescenta graduated from UW/Madison – College of Agricultural & Life Sciences as a doctor of philosophy, mass communications.

» TASTY TREATS » CHEF RANDY

Grilled Peach, Brie and Basil Sandwich

This simple and tasty sandwich will help you get into the groove of outdoor grilling. Give this grilled peach, brie and basil sandwich a try this weekend.

Makes 1 sandwich.

- Ingredients:
- 1/2 peach
 - Extra-virgin olive oil (for brushing the peach prior to grilling)
 - 2 slices fresh whole-grain bread
 - 2 tablespoons ghee (for outside of bread)
 - 2 ounces double cream brie cheese (sliced)
 - 3 large leaves of fresh basil
 - 1 tablespoon honey (to drizzle)

- Directions:
- Heat the grill on medium-high heat.
 - Cut the peach in half and remove the pit. Brush a

- little olive oil on one peach half and place cut side down on the grill. Grill for four minutes and remove. Peel and then cut into ¼-inch thick slices. Set aside.
- Spread one tablespoon of ghee on the outside of each slice of bread. Assemble the sandwich by layering brie, peach slices and basil. Drizzle with honey and top with the remaining slice of bread, ghee side up.
- Place the sandwich on the grill and cook for two minutes on each side or until the cheese melts. Remove from the grill and cut in half before serving.



Meet Our Advertisers

Crescenta Valley Water District

Many homes and businesses in the Crescenta Valley have service provided by the Crescenta Valley Water District (CVWD). Long considered a neighborhood resource, CVWD takes very seriously its role of providing water and related services to the Crescenta Valley and works hard to keep customer costs as low as possible.

“In FY 2024-25, CVWD imported 44% of its water from the Colorado River and the State Water Project, while 56% of the water was locally sourced. Imported water relies on infrastructure from Northern California and the Colorado River, which is very costly, and that cost is expected to increase by 22%-40%-plus over the next two years,” said Arminé Sargsyan, senior water resources and external affairs specialist, CVWD. “To offset the costs, CVWD pre-purchased imported water earlier this year from MWD, in effect making water more affordable for ratepayers in the long run. Additionally, the District, in partnership with a local non-profit, the Arroyos & Foothills Conservancy, constructed its first stormwater project at the Rosemont Preserve last year, saving water from flowing out to the ocean. The District plans on expanding its stormwater capture portfolio in the coming year to combat rising costs of imported water and to increase its reliability on local groundwater resources.

“So, local water is important from an economic standpoint. Local control is also important. For example, the District is pursuing in-house pipeline (as opposed to contracted work) to provide more economical service. Another example is the District’s commitment to removing contaminants like PFAS from the water beyond state and federal regulatory requirements. Ultimately, we believe that these kinds of decisions allowed by local autonomy best serve the public interest.”

Sargsyan acknowledged that being a local water provider can be challenging.

“There are numerous aspects to being a local water provider. CVWD manages the costs of imported water, limited resources for infrastructure repair, aging pipeline, and other funding gap needed for infrastructure repairs and available funds,” she said. “There is great focus on emergency preparedness, whether for

fires or earthquakes, and there is great effort on everything from local tabletop exercises among local agencies to influencing legislation in Sacramento to further common-sense solutions and policies. There are challenges with limited resources and also the community understanding the complexity of best serving the public. It is ultimately important for the community we serve to understand and/or appreciate what goes into providing the service, and the educational component of the effort is a significant challenge and opportunity. The CVWD team has developed a very active and robust public outreach program over the last couple of years. Thank you for creating this space to continue sharing the value of safe, reliable water and wastewater services.”

Getting out their messages regarding water safety, the various programs it hosts, like the Everbridge Alert Program and WaterSmart program, are important goals of the District.

“The District communicates with customers via social media, e-blasts, door hangers, phone calls, office hours and bill inserts. That all said, the most reliable and consistent forum is the local paper, which pairs well with the emphasis on local water and wastewater delivery. Community focus, benefit and value are mission-centric for both the CV Weekly and CVWD. CV Weekly is a trusted source for news and a pillar of the community, ensuring that critical information reaches everyone, and CVWD is grateful for such a presence along the Foothills community.”



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CRESCENTA VALLEY WEEKLY

THE FOOTHILLS' COMMUNITY NEWSPAPER



NOVEMBER 20, 2025

WWW.CVWEEKLY.COM

VOL. 17, NO. 14

Council Admonishes State Senator

By Julie BUTCHER

"I've lost count of the number of times this council has lamented the imposition of central control by the legislature in Sacramento over our local issues. It is very disturbing to this council and very disturbing to the members of our community regardless of what political party they are from," stated Mayor Ara Najarian who minced no words at Tuesday night's meeting of the Glendale City Council when expressing these local concerns to State Senator Sasha Renée Pérez.

Pérez had introduced herself and offered an overview of her accomplishments in her first legislative session: funding to transition CAL FIRE seasonal firefighters to full time in recognition that fire season is now permanent and year-round in California; increased funding for housing and homelessness; extensive tax credits to retain jobs in film and television to "keep those good jobs here."

Senator Pérez recognized and thanked City Clerk Dr. Suzie Abajian and Councilmember Elen Asatryan for strong local support for AB 91, the MENA Inclusion Act that requires California state and local agencies to collect and report detailed demographic data for people of Middle Eastern and North African (MENA) ancestry. The goal is to improve public services, policymaking, and support for these communities, which were previously often lumped into the "White" category, by allowing more specific data collection on groups like Iranian, Iraqi, Egyptian and Armenian Californians. The new data collection requirements begin in January 2028.

"This will ensure that our Armenian community will be counted," Pérez said.

see GCC on page 18

MSPA Prepares for 'Plaid Friday'

By Robin GOLDSWORTHY

Shopping park kicks off holiday season, encourages folks to 'shop local.'

The day after Thanksgiving, called Black Friday by many, traditionally marks the start of the Christmas shopping season. It is usually accompanied by harried shoppers who turn out early going to stores on Friday morning, eager to purchase items that are heavily marked down in price.

Montrose Shopping Park is offering an alternative to the craziness that Black Friday is known for.

On Friday, Nov. 28 the shopping park kicks off the holiday season with "Plaid Friday." At 5:30 p.m., the corner of Ocean View Boulevard and Honolulu Avenue will be decked out in holiday gear ready to usher in the holidays. The Hummingbird Conservatory Carolers will be singing from 5:30 to 6 p.m. The Jingle Singers Christmas Carolers will be strolling the



At a previous Plaid Friday celebration, Steve Pierce (in cap, right) ushers a little boy over to Santa Claus. Santa will be on hand for photos this year on Friday, Nov. 28 from 6:15 p.m. to 7:30 p.m.

avenue from 5:30 p.m. to 8 p.m. with a community singalong at 6 p.m.

At 6:15, the iconic Christmas tree at the southeast corner of Honolulu Avenue and Ocean View Boulevard will come alive with lights when the tree is lit for the community to see. Glendale firefighters will also be on-site with its Cram A Classic Toy

Drive, which is from 4 p.m. to 7 p.m. The shopping park will also provide "snow" (soap bubbles projected from machines on poles) for the crowd to enjoy.

Ending the celebration will be photos with Santa from 6:15 p.m. to 7:30 p.m.

According to sources, Plaid Friday is the independent retailers' alternative to the big box stores'

Black Friday. It originated in Oakland, California, in 2009. It was created by gallery owner Kerri Johnson as a leisurely, enjoyable alternative to the chaotic frenzy of Black Friday.

The name symbolizes the idea of weaving individual small businesses together to create a strong fabric of local commerce,

see PLAID FRIDAY on page 8

LUC Responds to Proposed Briggs/Foothill Project

By Mary O'KEEFE

The proposed development at Briggs Avenue and Foothill Boulevard continues to raise concerns among community members. At an outreach meeting in early November, which was hosted by the Crescenta Valley Town Council (CVTC) Land Use Committee (LUC), representatives were on site including representatives from developer Abode Communities and members of LA County Planning, public works and the fire department.

CVTC LUC will be releasing the Briggs/Foothill Proposed Development Recommendation and Findings Report at the CVTC regular monthly meeting tonight at 7 p.m. in the La Crescenta Library, 2809 Foothill Blvd., community room.

see LUC on page 9

Project Description

- 80 Affordable Rental Homes (30% - 80% AMI)
 - 39 One-bedroom
 - 21 Two-bedroom
 - 1 Three-bedroom
- Population Served
 - 25 Transition Aged Youth (18-24 years old)
 - 54 Families
 - 1 On-site Manager
- 80 Parking Spaces
- Amenities: On-site laundry, fitness room, resident services, on-site property management, landscaped open space, children's play area, bicycle parking, community room
- Financing: State and Local sources including tax credits

Photo by Mary O'KEEFE

This slide was shown at the outreach meeting in early November (though it was noted that the figures of the number of units was incorrect). It offered an overview of the proposed project.

abode communities

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AND SENIORS

In addition, there is a residential aspect for Transitional Age Youth [TAY] of the development that would set aside 25 apartment units for people from 18 to 26 years old with juveniles as part of

But the reality is we all can help by simply controlling our waste. Making sure that our trash is placed in trash receptacles, using reusable water bottles and being aware of what we purchase and how we can reuse items instead of throwing them out are just a

“Your science teacher was right. Plants absorb CO₂ and produce oxygen through photosynthesis. About one-third of land photosynthesis occurs in tropical forests and the Amazon rainforest is the largest tropical forest on Earth. But the cycle doesn’t stop there: almost all [about half] of the oxygen produced by plants is consumed by the plant itself [and the other half] by microbial organisms and insects as they decompose plant material. Forest fires also consume oxygen. As a result, the net production of oxygen by land ecosystems is close to zero (Malhi, 2019),” according to <https://www.biodiversity.ox.ac>.

In general, developers are responsible for the installation of water and sewer pipes connecting the new development to existing CVWD pipes. In cases where upgrades are needed to water and sewer pipes to accommodate the development, the project developer would be responsible for the construction costs. In addition, if new fire hydrants are required, the developer would also be responsible for the construction costs,” stated CVWD. “All proposed development projects within CVWD’s boundaries undergo an evaluation for water and sewer capacity. Based on the development size, developers pay fees to cover a portion of investment into the

My point is look into the washes and along the streets and the trash that is there; watch as it floats down to the storm drains – destined to end at the beach and the ocean. So be aware and be concerned because what happens in Crescenta Valley does not always stay in Crescenta Valley.

“In addition, the District prepares an Urban Water Management Plan every five years to project future demand based upon many factors, such as projected growth, conservation, zoning. The District does not recalculate individual customer billing based on population growth; however, the existing tiered rate structure takes into account groundwater and imported water costs. For Single Family Residential customers, Tier 1 includes local groundwater supply; Tier 2 is served by a mix of supply sources; and Tier 3 is served entirely by more

To view the entire report, visit
www.cvweekly.com/NEWS.

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BLACK
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VIEWPOINTS

TREASURES OF THE VALLEY » MIKE LAWLER

The Overell Murders – A Two-Part Tale of Innocence or Guilt

La Cañada Flintridge was the source of a horrible murder in 1947, which went on to become the trial of the century. As such, it was finally eclipsed by the O.J. Simpson trial, which had many similarities. The crime involved a young heiress to her parents' fortune, the wealthy Overell family. She and her boyfriend were accused of killing her parents. The evidence was all there to convict them. Just like the O.J. trial, it seemed an open-and-shut case. In this first installment I'll present the damning evidence of their guilt.

Walter Overell was the wealthiest man in Flintridge in the 1930s and '40s. In his hilltop mansion he and his wife raised their only child, a girl named Beulah. She was obviously spoiled ... but she was more than that. She was thought of as just plain weird by locals and there are even stories of the Overells paying people to bring their kids to her birthday parties.

When she was 17 she decided she wanted a boyfriend. It was just after the war and there were lots of eligible veterans available. She hooked up with a 19-year-old vet named Bud Gollum for a torrid love affair. Beulah was not attractive but she was rich and apparently that was good enough for Gollum. The two talked about marriage.

Walter Overell and his wife were horrified. They hated Bud Gollum. They forbade the relationship and if she stayed with him even threatened to revise their will to cut out Beulah as the heir to their huge fortune.

In March 1947, Bud and Beulah drove to Chatsworth and bought several sticks of dynamite, easily purchased in those days for removing tree stumps. The next night, Bud and Beulah went down to Newport Harbor to pay a visit to the Overells on their 47-foot yacht. After a short visit, Bud and Beulah left the yacht. Moments later, a huge blast erupted on the boat where the Overells were, tearing apart the bodies of the couple and blasting holes in the boat, which immediately sank.

On the wreckage of the boat, police investigators found electrical tape, wires, a clock and other evidence of a home-made bomb. They also found 31 sticks of unexploded dynamite. It was surmised that the bomb maker was an amateur and didn't understand that each stick needed its own blasting cap to go off. If the entire bundle of dynamite had gone off the boat and the bodies would have been completely destroyed.

Autopsies on the Overells' bodies showed blunt force trauma to their heads. Mrs. Overell's wounds matched a ball-peen hammer found on board the wreckage of the boat and Mr. Overell's wounds matched one of the boat's removable stanchions. As well there was no water in their lungs, indicating they were dead before the boat sank.

When Bud and Beulah went to pick up her parent's car the next day, they were arrested. In Bud's car trunk was more dynamite, the receipt for the dynamite, the same electrical tape used in the bomb and a small screw of the same type that was in the clock used in the bomb.

The Overells maid told the newspapers that on the night of the explosion, Bud and Beulah came back to the house and made love on the bed of the parent'. After they were arrested, they wrote lurid, sexually-charged love notes to each other in jail. The letters were passed back and forth by a guard who was also feeding the letters to a newspaper. The letters talked of suicide, murder and plans for a jail break. (Not sure why they weren't out on bail. Maybe considered a flight risk?)

So Bud and Beulah had a strong motive. Beulah stood to inherit the equivalent of \$15 million in today's dollars. They were in possession of the murder weapons. It was an open-and-shut case. Everything pointed to their guilt. But just like the O.J. Simpson case, lawyers counted for everything in a trial of this magnitude.

In two weeks, I'll give you Part 2: what happened at the trial.

Mike Lawler is the former president of the Historical Society of the Crescenta Valley and loves local history. Reach him at lawlerdad@yahoo.com.

VIEWS FROM THE VALLEY » SUSAN BOLAN

Strength in Sisterhood

I come from a long line of strong women. My mother, grandmothers, and family before them, were born with a powerful survival instinct that carried them through the most challenging moments of adversity – moving to foreign lands, scraping to get by, adjusting to war and dealing with the premature losses of their husbands. These independent ladies stepped up, tackled each problem as it came and fiercely protected their families from harm. They were fighters.

Over the last century, amazing women such as these not only became strong and capable in their own households but formed community groups to help others or to support a cause. Traditional women's clubs were created as social outlets but were also places to show leadership, use acquired skills and promote charitable giving to those in need. Women's clubs showed that you can do much more for your community when you work together.

I had the pleasure of visiting the La Crescenta Woman's Club (LCWC) last week during its 100th anniversary celebration of the completion of their clubhouse. It's a charming historic building and I was greeted by the delightful members dressed in period clothing. Through an informative slideshow I was fascinated to learn the history of women's clubs throughout California and the strong women who established them. There were also many historic photos of the Crescenta Valley. Today, the LCWC continues to contribute a great deal to the fabric of our community through programs, support and scholarships. Learn more at <https://lacscentawomansclub.org/>.

Another amazing group of women (and some gents) are the Friends of Rockhaven; they are dedicated to preserving the history of Rockhaven, the last remaining sanitarium in the Crescenta Valley. In 1923, entrepreneur and founder Agnes Richards established the mental health facility for women, which was the first of its kind to focus on health and well-being through respectful treatment. Since 2008 when the City of Glendale purchased the property, Friends of Rockhaven, led by President Joanna Linkhorst, have pushed for the site to be protected from decay with a plan to use the 3.5 acres as a park, community space and museum. This effort has been difficult but finally there is some restoration work being done. Friends of Rockhaven will continue to tell the stories of the ladies who stayed there and conduct tours when allowed to return to the site. More at <https://www.friendsofrockhaven.org/>.

The most impressive group of community activists that I have ever worked with was the No 710 Action Committee. Beginning in 1947 when the State of California proposed a new Route 7 extension from Long Beach to Pasadena a group of women, mostly mothers, opposed the project and the City of South Pasadena agreed that adding another major highway would destroy its small town. What followed was decades of resolutions and lawsuits against the project with women and children marching in the street in protest. The state ultimately seized the houses along the proposed route through eminent domain. I joined this dynamic group of "Freeway Fighters" in 2009 when the project developed into a massive underground freeway tunnel with tolls. By then, all the surrounding cities were involved. The tunnel was projected to move 180,000 cars and trucks each day from the ports in Long Beach and dump them onto the already congested 210 Freeway.

In 2017, after 70 years of opposition, the Metro Board voted to defund the freeway extension and it was removed from further consideration. The Freeway Fighters that I volunteered with were men and women from every walk of life who brought their own collection of skills to the cause. They were brilliant, strategic, forward-thinking and never gave up. I pulled strength from my ancestors and proudly fought alongside them to protect our way of life. Thanks to dedicated women like Mary Ann Parada, Joanne Nuckols, Clarice Knapp, Claire Bogaard, Wayna Kato and so many others, we won this fight for our children. Full history at <http://no710.com/index.html>.

Susan Bolan
susanbolan710@gmail.com

LETTERS TO THE EDITOR

CVWD's Money-Saving Tactics

In business school, the student learns that organizations can "externalize costs of operation" by acting to pass off their costs to the community or to the ecosystem. For example, Acme Chemical could dump the byproducts of its chemical factory in the nearby creek instead of building tanks to capture those byproducts and then building facilities to further process the byproducts into harmless materials to be taken away.

CVWD is externalizing a portion of its costs on its neighbors by using

the Williams Reservoir plot located on Ocean View [Boulevard] as a materials depot and materials yard. The CVWD should lease or buy an appropriate parcel that is not located within a quiet residential neighborhood in the Sagebrush portion of La Cañada Flintridge. That neighborhood is now suffering from constant double dump truck traffic running up and down Ocean View, round-the-clock operation of heavy equipment on the reservoir property and heavy congestion of trucks hooking up and dropping off trailers on narrow streets. This neighborhood used to be a quiet residential section

where kids walk to school and people walk their dogs.

The CVWD is saving cost and bringing its pipe replacement activities in-house. Sure, the CVWD is saving money because the CVWD does not have to pay premium prices to have contractors do its pipe replacement work. The CVWD is shifting some of those costs onto the La Cañada Flintridge community because the consequences of the CVWD's shortsighted decisions are being borne by the Williams Reservoir neighbors.

*Greg Hiscott
La Cañada Flintridge*

BobSmith

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cvwaterdistrict

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House



Michael J. Gavina
Ailis Garcia Gavina

November 25, 2025

VIA Hand Delivery

Jeffrey W. Johnson, President, BOD, CVWD
James D Bonner, CVWD Board Member
Kerry D. Erickson, CVWD Board Member
Sharon S. Raghavachary, CVWD Board Member
Jennifer T. Valdez, CVWD Board Member

Re: Email Correspondence between Mr. Lee and Mr. Gavina November 22nd and 23rd

Dear Mr. Johnson, Mr. Bonner, Mr. Erickson, Ms. Raghavachary and Ms. Valdez,

On November 22nd we received an email from CVWD management, Mr. Lee. Please note that we responded on November 23rd with appreciation, seeking answers to questions and a shared interest in continuing dialogue.

I am including a copy of our e-mail response for your consideration.

Thank you for your ongoing attention.

Sincerely,
Ailis and Michael Gavina

CC: James Lee (jlee@cvwd.com)
Ryan Guiboa (Ryan.guiboa@bbklaw.com)

Follow-up invitation to meet

Michael G <michael.j.gavina@gmail.com>

To: James Lee <JLee@cvwd.com>

Cc: Allis Garcia <allisgarcia1@gmail.com>, Daniel Jordan <DJordan@lcf.ca.gov>, Ryan Guilboa <ryan.guilboa@bbklaw.com>

Sun, Nov 23, 2025 at 9:42 PM

Mr. Lee -

Thank you for your response. We have been concerned as we had not received a response to our last email sent to you and your legal counsel dated October 30th. We also sent several subsequent check-in emails and there was no response.

In the interim, the work on the property of the reservoir site has continued, making it unclear to us, and our neighbors, if our health and safety and overall concerns are being considered. I hope you understand that this is concerning for the residents that are impacted by the continuing work.

We would like to clarify that from our perspective, the initial scheduled meeting on October 31 was mutually declined. As we stated in our email on October 22: *"the consensus from our Monday meeting [with our neighbors] was that in the next ten days we would receive the additional information that we requested and answers to our questions that we raised. In this way our meeting would be a productive one where we could speak as to viable paths forward."* We also mentioned in our Public Comment at the CVWD Board Meeting on Tuesday, October 28 that we would like more information before our meeting. The meeting was contingent on the receipt of the records request, that were requested on September 26th. On October 30th, not all records had not been produced, and you sent an email to postpone the meeting, which we agreed to.

We look forward to continuing communication and look forward to meeting with you. In the meantime, we believe that it would be helpful if you could provide us with answers to the questions that we had asked in our previous email(s).

Specifically, as we have reviewed Conditional Use Permit 41 (CUP-41) issued by the City of La Canada Flintridge, we noticed that under Exhibit A section 4 it states *"That the existing reservoir be filled immediately upon the new reservoir being placed into service and that the existing reservoir, once filled with dirt, be planted with substantial sized trees to further eliminate any impact upon adjacent property owners."*

Question: Were the trees planted as required by Conditional Use Permit 41? If so, could you please help us identify which substantial sized trees those may be?

We also see that the Conditional Use Permit 41 was originally *"to construct a water reservoir in the R-1 zone"*

We believe CUP-41 was the permit issued to construct the reservoir at 4715 Ocean View Blvd. We have identified that a negative declaration was approved upon certain conditions placed by the City of La Canada. Since the construction of the reservoir there has been a change of use on the property that creates ongoing noise, dust and traffic.

Question: Could you please provide us with any documents that authorize the change of use of the property, specifically as a staging and work site?

Question: Was there ever an environmental assessment or a public hearing in regard to the change of use?

Part of our frustration is that since the initial meeting between my wife, neighbors and CVWD staff on September 18, the message has been, "staff is looking into it." The most recent email states, "the District is working to minimize impacts to the community." Yet, we have not received or heard any updates or concrete proposals.

Question: Could you please share what considerations or actions are being considered?

We look forward to your response and our continued communications.

Sincerely,

Michael and Allis Gavina

< Board or Directors copied via hand delivery>
(Quoted text hidden)

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report
December 9, 2025

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

General Manager's Report Topics:

- California Secretary of State 75th Anniversary Certificate of Recognition
- County of Los Angeles 75th Anniversary Certificate of Recognition
- ACWA Fall 2025
- Montrose Christmas Parade
- Public outreach demonstration display
- Customer Service and Administration Dashboard – November 2025
- Engineering and Operations Report – November 2025 (*updated format*)

STAFFING

2 work anniversaries in December – Quinn Abbene – 1 year; Robert Wood – 20 years.

Employee Spotlight: Avetis Matsunyan

As of November 13th, the District has gone 293 days without a lost time incident.

GENERAL MANAGER ACTIVITIES

Meetings:

Managers Meeting(s)	- Dec 4 th (<i>absent</i>)
PWAG GM Cybersecurity Training Session 5	- Nov 18 th
All-Hands Staff Meeting	- Nov 20 th (<i>absent</i>)
ACWA Fall 2025 Conference	- Dec 3 rd -4 th

Agreements/Contracts Executed:

MISCOwater – <i>contract</i>		
<i>Glenwood Plant surge tank</i>	<i>\$851,000</i>	<i>November 25, 2025</i>

Submitted by:



James Lee
General Manager



Crescenta Valley Water District –Administration & Finance Report for < November 2025 >

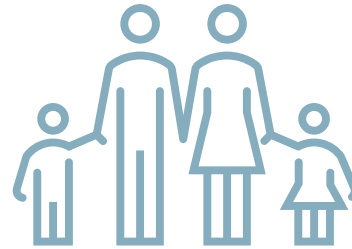
Customer Service & Administration Activity



Service Requests
112



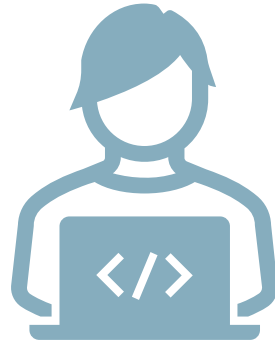
Customer Onboarding
7



Household Variance
53



Meter Changeouts
26



New Sign-Ons
42

Accounts Passed
45 Days

September - 593

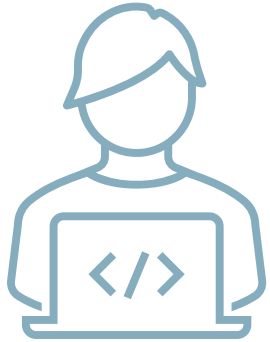
October - 549

- District Tour
- 75th Planning Committee
- Montrose Harvest Market
- CalPELRA Conference
- Thanksgiving Lunch



Crescenta Valley Water District –Administration & Finance Report for < November 2025 >

AMI Activity



New Sign Ons
26



Registered Accounts
1,011



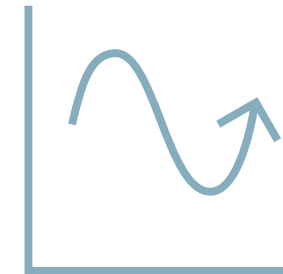
Total Consumption
2.38M gals



Leak Alerts Sent
342



**Leak Resolution
Feedback**
27



Peaks: 5am and 7pm
Lows: 1am and 1pm



Crescenta Valley Water District –Administration & Finance Report for < November 2025 >

Leak Adjustment Activity

Month	Leak Adj Requests	Adjustments Made	Adjustment Amount
July 2025	12	10	\$2,202.14
August 2025	7	1	\$300.00
September 2025	7	0	\$0.00
October 2025	9	0	\$0.00
November 2025	7	5	\$861.42
December 2025	2	-	-
January 2026	-	-	-
February 2026	-	-	-
March 2026	-	-	-
April 2026	-	-	-
May 2026	-	-	-
June 2026	-	-	-

FY Total Adjustment Amount
\$3,363.56

FY	Average Adj
FY 24/25	\$233.27
FY 25/26	\$210.22

*Adjustments made can contain requests from previous months

Engineering & Operations Report

December 09, 2025

Staff Report

To: Honorable President and Members of the Board of Directors
From: Carla Dillon, P.E., Director of Engineering and Operations
Subject: Engineering & Operations Report – November 2025

Water Production Report

- November 2025 – Water production – 58% / 42% split (GW/Imported) –87.63 MG total for October
- November 2025 – Average production was 15.7% less than 2024 and 15.4% less than 5-year average

Rainfall Update

- 8.35” for November 2025
- 11.31” for WY 2025/26

Groundwater Update

- Well 2 is offline and inactive status has been requested from with State.
- Mills Wells (1, 7, 9) operated intermittently due to PFAS levels.
- Wells 9 & 12 - reduced production due to PFAS. Groundwater use has decreased due to the season's lower overall water demand.
- Well 5 Rehabilitation – Will be going off-line for the rehab project.

Developer Projects

- Open developer projects: 17
 1. 3037/3043 Foothill – Pending payment of materials, selection of a contractor, and faithful performance bond
 2. 2747 Fierro Circle – New service, pending installation
 3. 2512 Los Amigos – New service, pending payment
 4. 4801 Rosemont – New service, pending payment
 5. 4596 Leir Dr – New sewer connection, pending paperwork from developer
 6. 2377-79 Florencita Dr – Five (5) new services, pending payment
 7. 4323 Briggs Ave – New service, pending payment
 8. 4323 ½ – New service, pending payment
 9. 2236 Maurice Ave – New service, pending payment
 10. 2948 Foothill – Fire service for commercial property, pending reconciliation
 11. 2415 Fairway – Meter upgrade, pending paperwork from developer
 12. 3251 Honolulu Ave – New service, pending payment
 13. 1961 Waltonia Dr – Six (6) new services, pending permit
 14. 3820.5 Orangedale – New meter, pending payment
 15. 3308 Mills Ave – *New* – New water service, Pending review
 16. 2906 Fairmount Ave – *New* – New fire service, pending paperwork from developer
 17. 2850 Mayfield Ave – *New* – Three (3) new services, pending review

Other Agencies's Projects

- La Crescenta Ave. Rehabilitation - City of Glendale – Construction began in March 2025 and completion date is project as March 2026. No status change.
- LA County Pavement Project FY 25-26 – No status change.

Type	Project Name	Current status	Roadblocks	Next steps
Pipeline	Foothill (1.07 mi.) & Montrose (1.02 mi.) Pipeline Replacement (E-1100B)	Held kick off Meeting 12/4/25; scheduling field walk	None	Field walk; provide CAD drawing
	Henrietta/Cloud Contracted Pipe (E-1100A) (0.82 mi.)	Contract is routed to WA Rasic for review; filed CEQA documentation with State, County, and posted to CVWD website	Portion under private property	Kick-off
	IHP, Upper Terrace (I-1095) (0.22 mi.)	Completed		
	IHP, Henrietta (I-1096) (0.32 mi.)	In progress, approximately 20% construction complete		
	IHP, Parkhaven Cir. (I-1097) (0.09 mi.)	45% design complete. Permits approved		Connection point is scheduled to be installed during winter school break 12/19-1/5/26. Permits have been approved.
	IHP, Two-Strike Park (I-1098) (0.18 mi.)	25% design complete		
	IHP, 5000 Rosemont Ave (I-1099) (0.06 mi.)	Basemaps complete		
	IHP, 2400 blks Harmony, Teasley, Frances (0.75 mi.)	Basemaps complete		
	C900 – Design (50 LF)	Design complete as part of E-1019	Standard specs needed and DDW approval	E-1019 Drawings, permits, etc.
	Emergency Water Main Replacement at Honolulu/Pennsylvania (E-1114) (80 LF)	Completed construction, base paving, and soil compaction testing		Final paving
Treatment	PFAS - RSSCT Study	Pilot/column test is running	57-day run time for selected GAC. IX is less	Lab Results – February Meeting on 1/29/2026
	Mills Aeration/Glenwood	Contract Circulating, PO approved	Long lead time	Schedule Kickoff Mtg

Type	Project Name	Current status	Roadblocks	Next steps
Water Delivery	Well #5 Rehabilitation	Started on 12/1/25	Landscaping	Concrete Pedestal pour planned for 12/12/25
	Paschall MCC (E-1109)	90% submittal Review TM	None	Meeting 12/11/25
	Booster Pumps - Mills B, Markridge, Ocean View	PO cut for Mills motor (4-5 months for delivery)	None	
Wastewater	Waste Water Master Plan	Meeting week of Dec 8 or Dec 15 and vendor RFI	Meeting on 12/8	3 month ETA on finalized report, January target date for Board presentation
	La Granada MCC	Procuring parts	None	
Emergency Power	Emergency Generators - Mobile	Prepping specifications		Obtain quotes
	Stationary Generators – Ocean View, Encinal, Paschall, Mills	Prepared 60% design docs for grant application	None	
Planning	Hydraulic Model/Water Master Plan	Reviewing historical information	None	Draft
	10-year CIP Master Plan	Reviewing historical information and surveying industry for best practices. Call for projects internally	None	Draft
	Spec/Standard C900	50 L.F at Rosemont /Prospect	Specs	Draft Specifications
Facilities	Badge Entry	Vendor site walk completed	None	Awaiting parts delivery and contractor installation schedule
	Locker Room Expansion	Vendor RFI	None	Send to vendor
	Building Assessment	Vendor RFI	None	Send to vendor
	Rosemont Gate	Review Plans and Specs	Project funding	AFC researching funding options

Type	Project Name	Current status	Roadblocks	Next steps
Stormwater / Water Resources	County Park Stormwater	Requested preferred vendor		Pending next steps from county and BoS approval
Support Contracts	Soils Testing	Researching local vendors	None	Create RFPs
	On-Call Engineering	Researching local vendors	None	Create RFPs
	Paving Contract	RFP Draft - 50% Complete	None	Finalize paving list
Studies	In-line Hydro (energy recovery)	Met with vendor	Pending Ops site identification	Provide requested information
	InFractiv Feasibility (predictive tool for pipeline replacement priority)	Met with vendor	Pending PM review of requirements	Provide requested information
	Tinental (energy optimization)	Responded to vendor request for information Ordered VFDs		Installation in January 2026

CRESCENTA VALLEY WATER DISTRICT

WATER PRODUCTION REPORT

November 1 - 30, 2025

Well Production:	40,683,200	Gals		
GWP Production:	7,875,000	Gals		
Gravity Production:	1,872,052	Gals	% GW	58%
Purchased Water:				
FMWD:	37,196,806	Gals		
City of Glendale:	0	Gals	% Import	42%
TOTAL:	87,627,058	Gals		
	268.92	ac-ft		
Glenwood Nitrate Water Reclamation Plant:*	0		*Included in Well Production	

WATER DEMAND COMPARISON

Time Period			Average Daily Usage (gals)		Current Period Change			
November 1 - 30, 2025			2,883,365					
November 1 - 30, 2024			3,418,699		-15.7%			
5-yr Average -November 2020 - 2024			3,407,744		-15.4%			
RAINFALL: November 1 -30, 2025			8.35					
Season-To-Date:			11.31					
2025/26 Fiscal Year Water Production			WY 24/25 - Groundwater Production Water Rights		GWP (Well 16) Water Production - CY 2025		Purchased Water Production Tier 2 Allocation - CY 2025	
Month	Actual Total Water Production (ac-ft)	Budgeted Total Water Production (ac-ft)	Month	Month	Month	Well Production (ac-ft)	Month	Imported Water Production (ac-ft)
July	355	409	October	148	January	5	January	132
August	379	403	November	131	February	0	February	105
September	348	393	December		March	0	March	120
October	314	362	January		April	17	April	125
November	269	306	February		May	30	May	107
December		271	March		June	25	June	154
January		263	April		July	30	July	151
February		272	May		August	27	August	166
March		277	June		September	25	September	152
April		310	July		October	26	October	140
May		320	August		November	24	November	114
June		334	September		December		December	
Total to Date	1,665	3,920	Total to Date	279	Total to Date	209	Total to Date	1,466
Projected	1,665	3,920	Water Rights	3,294			Tier 2	2,154
% of Projected	42.5%	100.0%	% of Rights	8%			% of Allocation	68%
Remaining	2,255	0	Remaining	3,015			Remaining	688

NOTE:

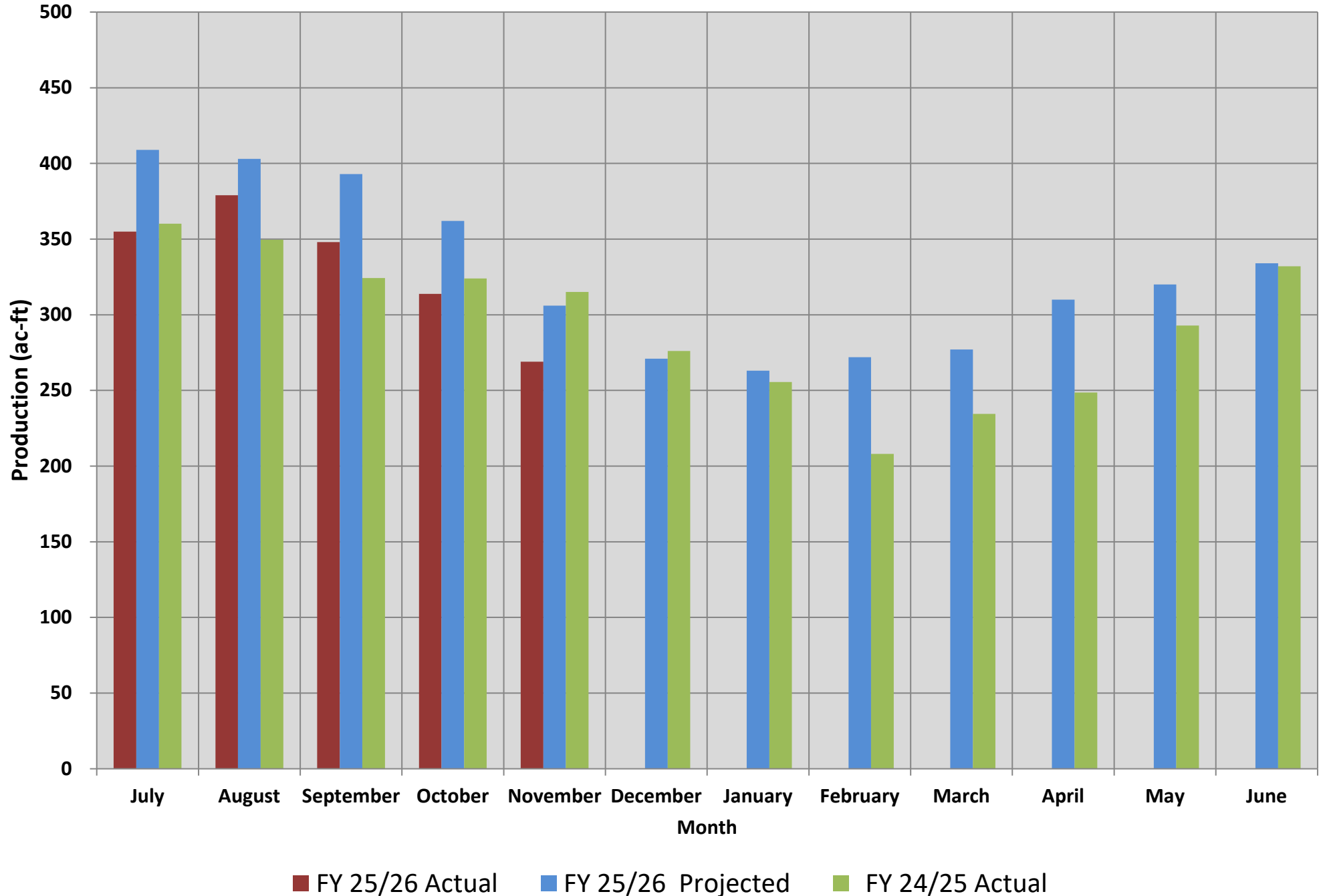
1) Blue Numbers = Estimated Water Production

2) Wells 2 & 11 offline due to PFAS blending issues. Mills Wells (1, 7, 9) were off for 15 days.

*Budgeted Total Water Production is forecast for Engineering , Watermaster, and FMWD purposes

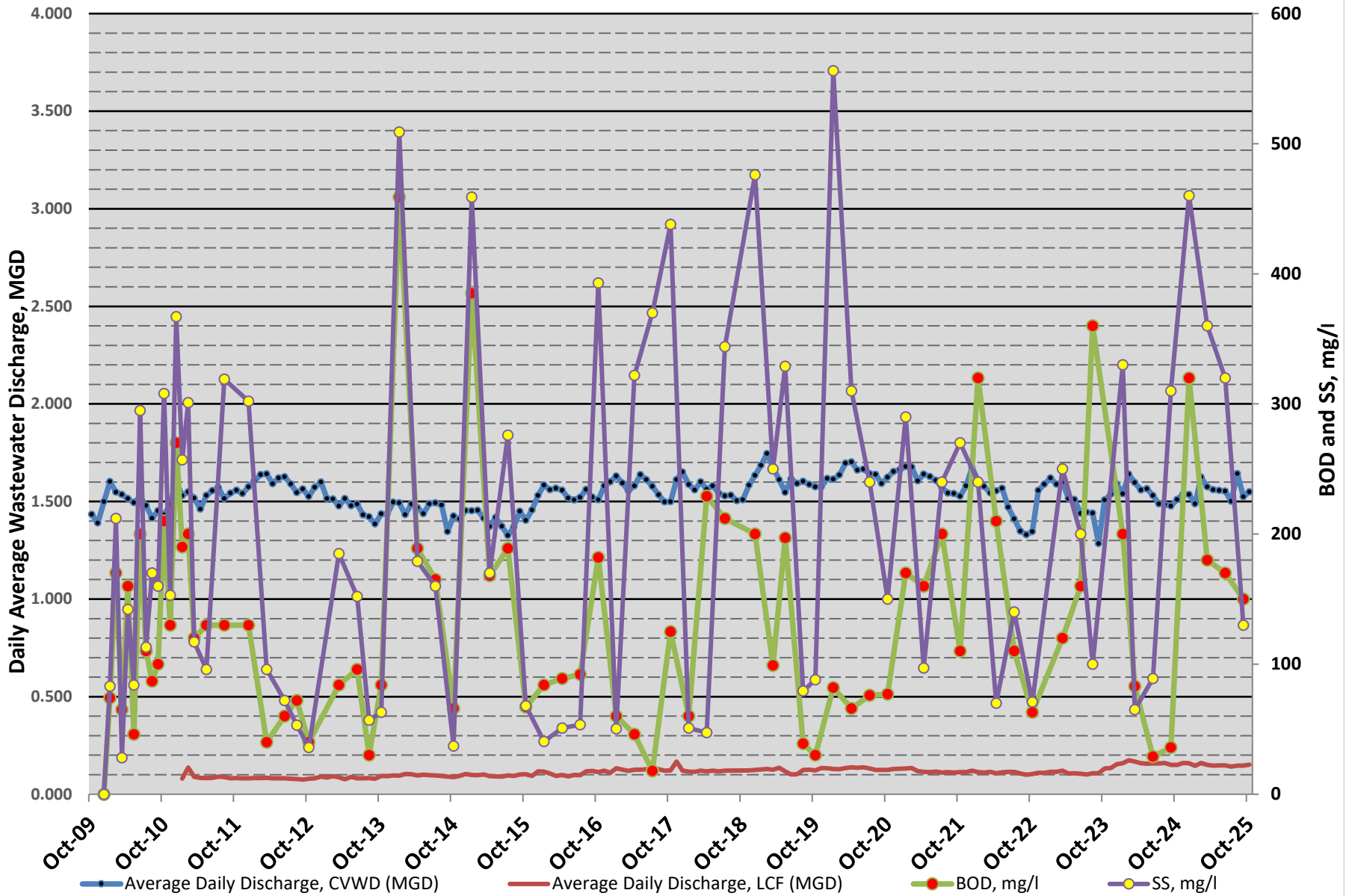
Monthly Water Production:

FY 25/26 Actual, FY 25/26 Projected & FY 24/25 Actual

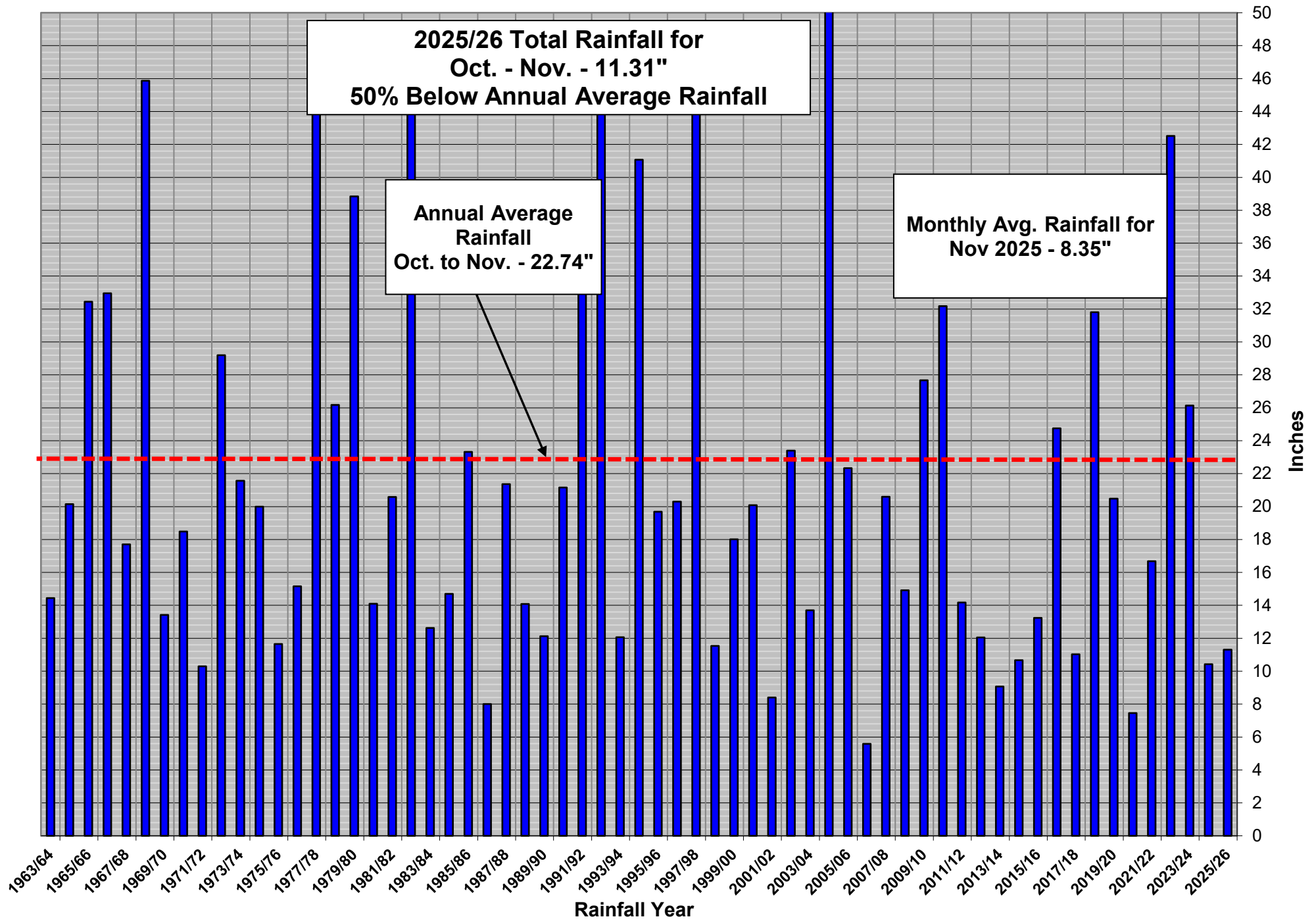


*Projected Water Production is forecast for Engineering , Watermaster, and FMWD purposes

CVWD Daily Average Wastewater Discharge and Strength
October 1, 2009- October 31, 2025



Monthly Rainfall - 1963/64 - 2025/26 (Oct. 1 - Nov. 30)



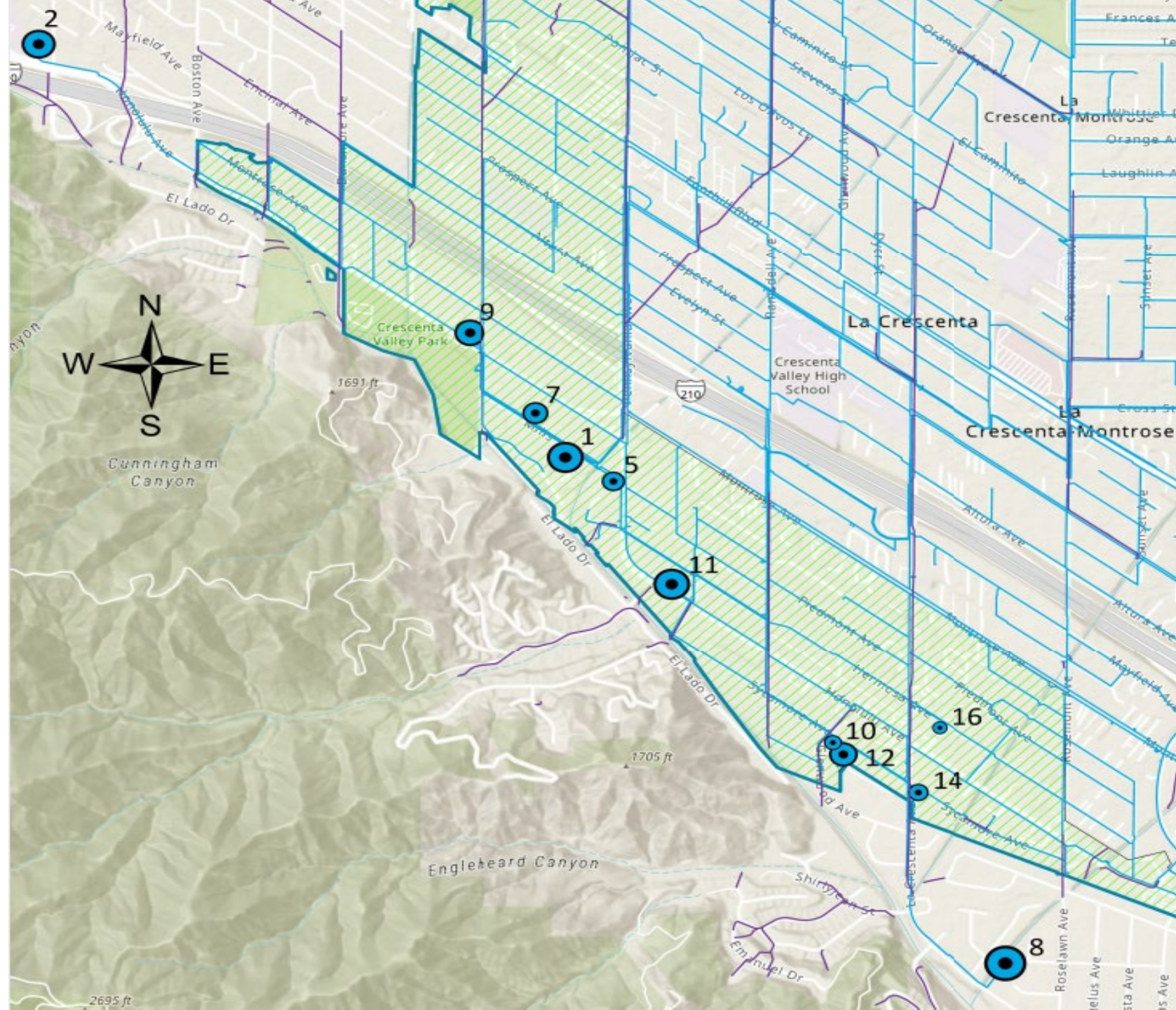
PFAS UPDATE



November 2025

SOURCE PFOA

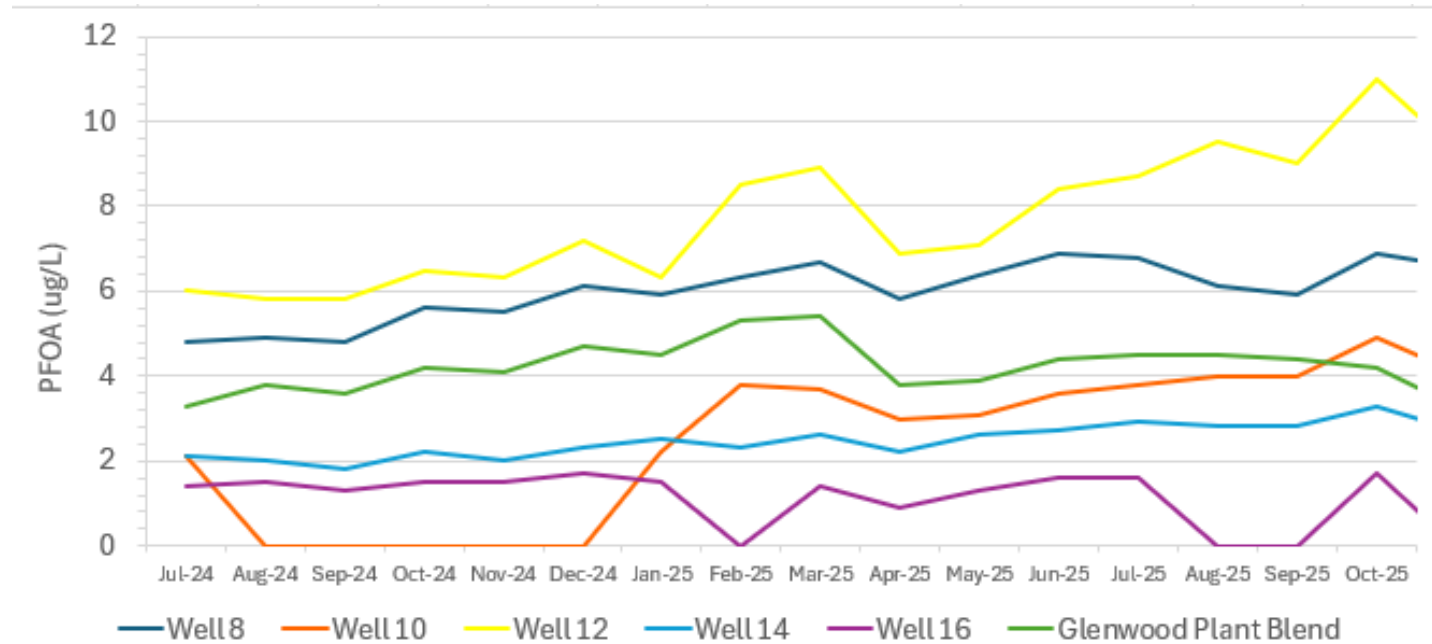
The size of each circle is proportional to the average level of PFOA



PFOA DATA (GLENWOOD SOURCES)

3

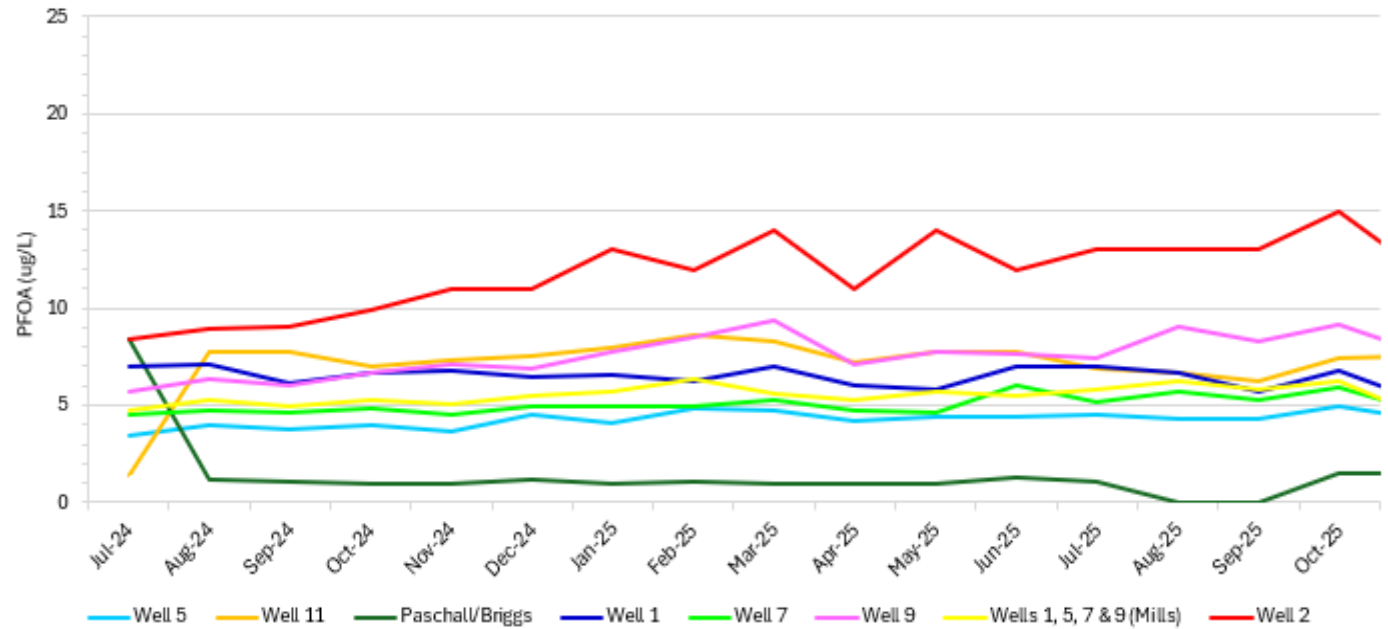
Date	Well 8	Well 10	Well 12	Well 14	Well 16	Glenwood Plant Blend
Jul-24	4.8	2.1	6	2.1	1.4	3.3
Aug-24	4.9		5.8	2	1.5	3.8
Sep-24	4.8		5.8	1.8	1.3	3.6
Oct-24	5.6		6.5	2.2	1.5	4.2
Nov-24	5.5		6.3	2	1.5	4.1
Dec-24	6.1		7.2	2.3	1.7	4.7
Jan-25	5.9	2.2	6.3	2.5	1.5	4.5
Feb-25	6.3	3.8	8.5	2.3	0	5.3
Mar-25	6.7	3.7	8.9	2.6	1.4	5.4
Apr-25	5.8	3	6.9	2.2	0.88	3.8
May-25	6.4	3.1	7.1	2.6	1.3	3.9
Jun-25	6.9	3.6	8.4	2.7	1.6	4.4
Jul-25	6.8	3.8	8.7	2.9	1.6	4.5
Aug-25	6.1	4	9.5	2.8	0	4.5
Sep-25	5.9	4	9	2.8	0	4.4
Oct-25	6.9	4.9	11	3.3	1.7	4.2
Nov-25	6.6	4.1	9.3	2.7	0	3.3



PFOA DATA (MILLS SOURCES)

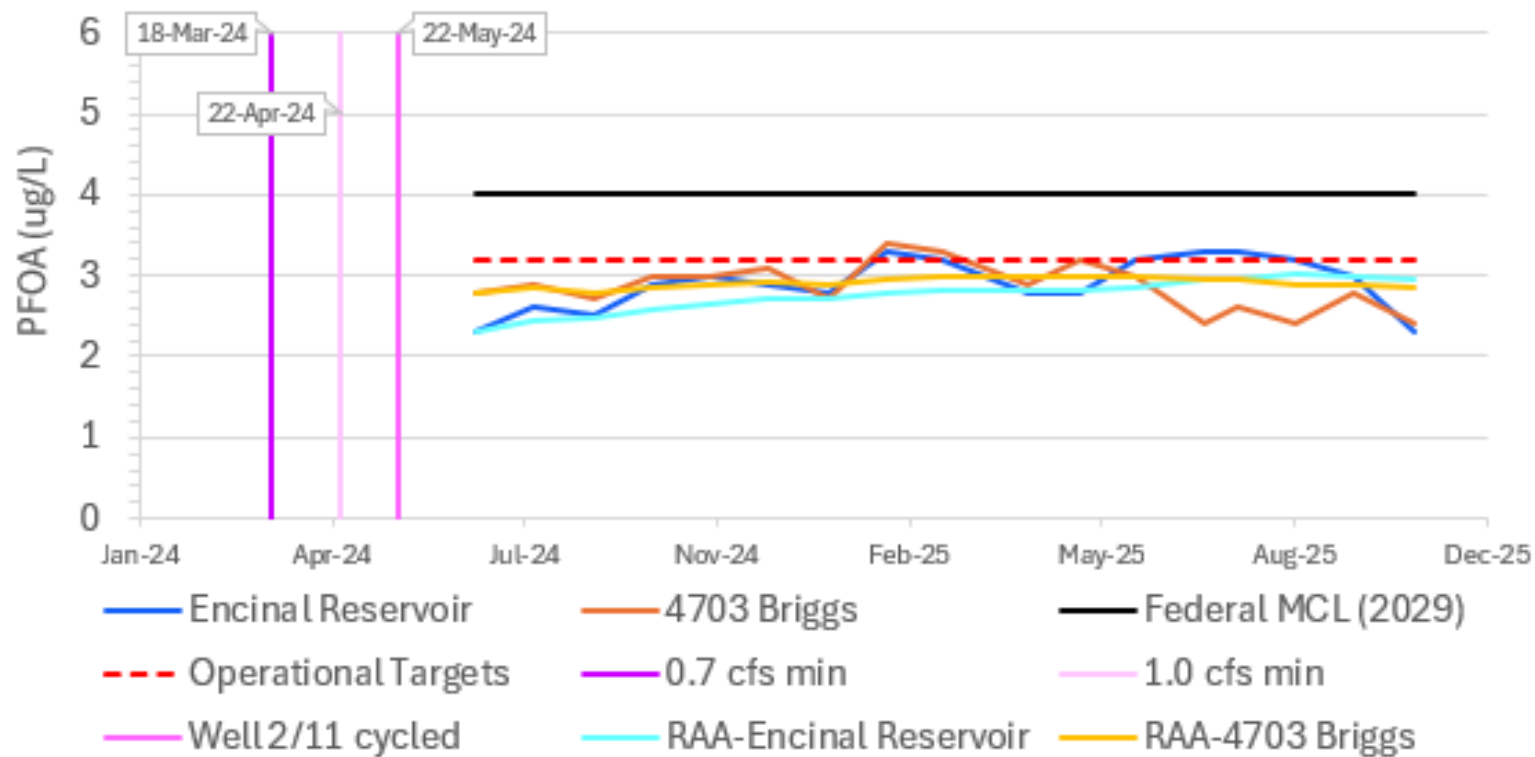
4

Date	Well 1	Well 5	Well 7	Well 9	Wells 1, 5, 7 & 9 (Mills)	Well 2	Well 11	Paschal/Briggs
Jul-24	7	3.4	4.5	5.7	4.7	8.4	8.4	1.4
Aug-24	7.1	4	4.7	6.4	5.3	8.9	7.8	1.2
Sep-24	6.1	3.8	4.6	6	5	9	7.8	1.1
Oct-24	6.7	4	4.8	6.7	5.3	9.9	7	1
Nov-24	6.8	3.7	4.5	7.1	5.1	11	7.3	1
Dec-24	6.5	4.5	4.9	6.9	5.5	11	7.5	1.2
Jan-25	6.6	4.1	5	7.8	5.7	13	8	0.96
Feb-25	6.2	4.8	4.9	8.5	6.3	12	8.6	1.1
Mar-25	7	4.7	5.3	9.4	5.6	14	8.3	1
Apr-25	6	4.2	4.7	7.1	5.3	11	7.2	0.91
May-25	5.8	4.4	4.6	7.7	5.7	14	7.8	0.95
Jun-25	7	4.4	6	7.6	5.5	12	7.8	1.3
Jul-25	7.0	4.5	5.2	7.4	5.8	13	6.9	1.10
Aug-25	6.7	4.3	5.7	9	6.2	13	6.7	0.00
Sep-25	5.7	4.3	5.3	8.3	5.8	13	6.2	0.00
Oct-25	6.8	5	5.9	9.1	6.2	15	7.4	1.20
Nov-25	5.3	4.3	4.7	7.8	4.5	12	7.5	0.00



POINT OF USE PFOA

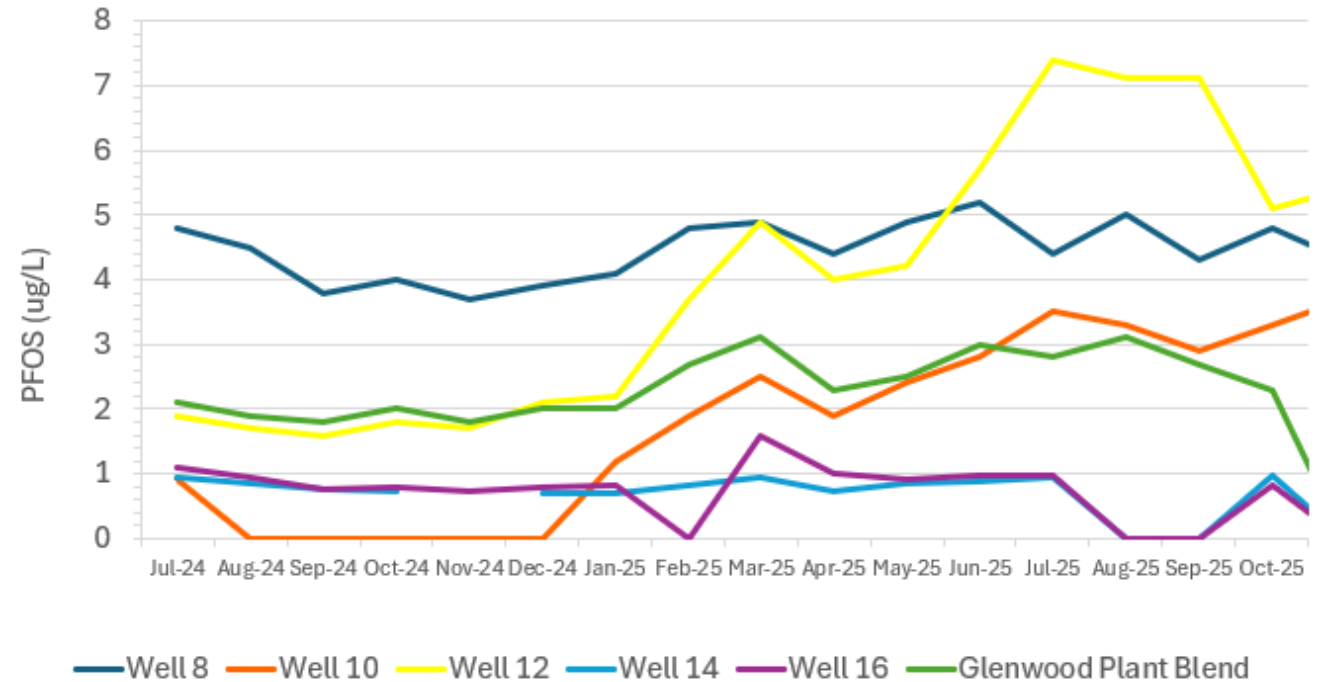
Date	Encinal Reservoir	4703 Briggs
Jul-24	2.3	2.8
Aug-24	2.6	2.9
Sep-24	2.5	2.7
Oct-24	2.9	3
Nov-24	3	3
Dec-24	2.9	3.1
Jan-25	2.8	2.7
Feb-25	3.3	3.4
Mar-25	3.2	3.3
Apr-25	2.8	2.9
May-25	2.8	3.2
Jun-25	3.2	3
Jul-25	3.3	2.4
Aug-25	3.3	2.6
Sep-25	3.2	2.4
Oct-25	3	2.8
Nov-25	2.3	2.4



PFOS DATA (GLENWOOD SOURCES)

6

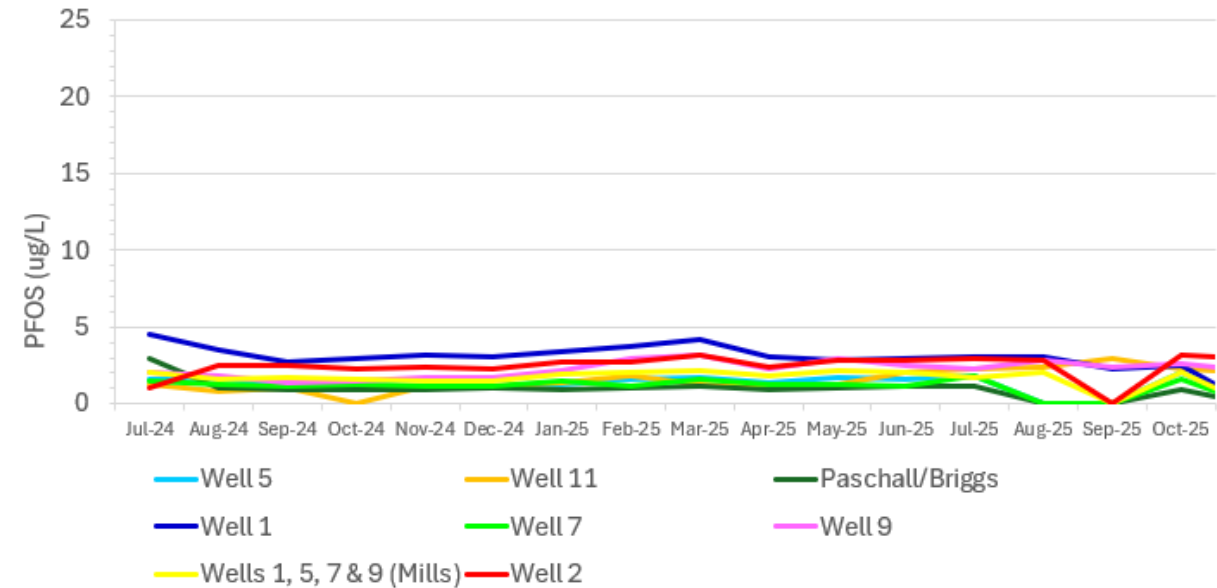
Date	Well 8	Well 10	Well 12	Well 14	Well 16	Glenwood Plant Blend
Jul-24	4.8	0.91	1.9	0.95	1.1	2.1
Aug-24	4.5		1.7	0.86	0.95	1.9
Sep-24	3.8		1.6	0.77	0.77	1.8
Oct-24	4		1.8	0.73	0.8	2
Nov-24	3.7		1.7		0.74	1.8
Dec-24	3.9		2.1	0.7	0.8	2
Jan-25	4.1	1.2	2.2	0.71	0.82	2
Feb-25	4.8	1.9	3.7	0.82	0	2.7
Mar-25	4.9	2.5	4.9	0.96	1.6	3.1
Apr-25	4.4	1.9	4	0.73	1	2.3
May-25	4.9	2.4	4.2	0.84	0.9	2.5
Jun-25	5.2	2.8	5.7	0.88	0.97	3
Jul-25	4.4	3.5	7.4	0.94	0.98	2.8
Aug-25	5	3.3	7.1	0	0	3.1
Sep-25	4.3	2.9	7.1	0	0	2.7
Oct-25	4.8	3.3	5.1	0.97	0.81	2.3
Nov-25	4.3	3.7	5.4	0	0	0



PFOS DATA (MILLS SOURCES)

7

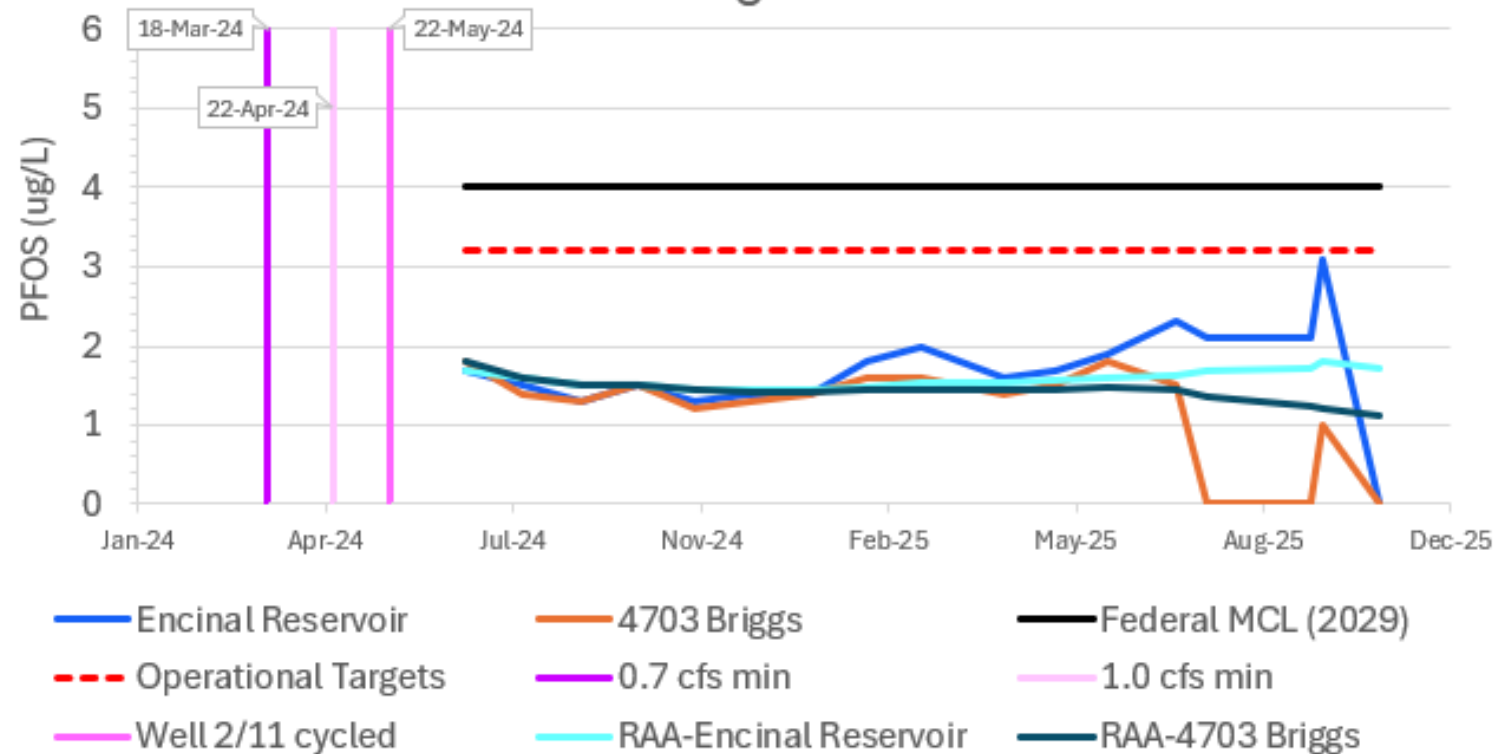
Date	Well 1	Well 5	Well 7	Well 9	Wells 1, 5, 7 & 9 (Mills)	Well 2	Well 11	Paschal/ Briggs
Jul-24	4.5	1.6	1.5	2	2.1	2.9	1	1.3
Aug-24	3.5	1.6	1.3	1.8	1.6	2.5	0.81	1
Sep-24	2.7	1.3	1.2	1.4	1.7	2.5	1	0.97
Oct-24	2.9	1.4	1.3	1.5	1.6	2.3		0.93
Nov-24	3.2	1.2	1.2	1.7	1.5	2.4	1.1	0.87
Dec-24	3.1	1.2	1.2	1.7	1.5	2.3	1.2	1
Jan-25	3.4	1.3	1.5	2.2	1.9	2.7	1.4	0.9
Feb-25	3.7	1.6	1.2	2.9	2.1	2.7	1.8	1
Mar-25	4.2	1.7	1.6	3.2	2.2	3.2	1.3	1.1
Apr-25	3.1	1.4	1.3	2.3	1.8	2.4	0.99	0.91
May-25	2.8	1.7	1.3	2.9	2.2	2.8	1.3	0.98
Jun-25	2.9	1.6	1.1	2.5	2.0	2.8	2	1.1
Jul-25	3.1	1.8	1.8	2.3	1.7	3	2.3	1.2
Aug-25	3.1	0	0	2.8	2	2.8	2.4	0
Sep-25	2.3	0	0	2.4	0	0	2.9	0
Oct-25	2.5	2	1.6	2.6	2	3.2	2.3	0.88
Nov-25	0	0	0	2.2	0	2.9	2.1	0



POINT OF USE PFOS

8

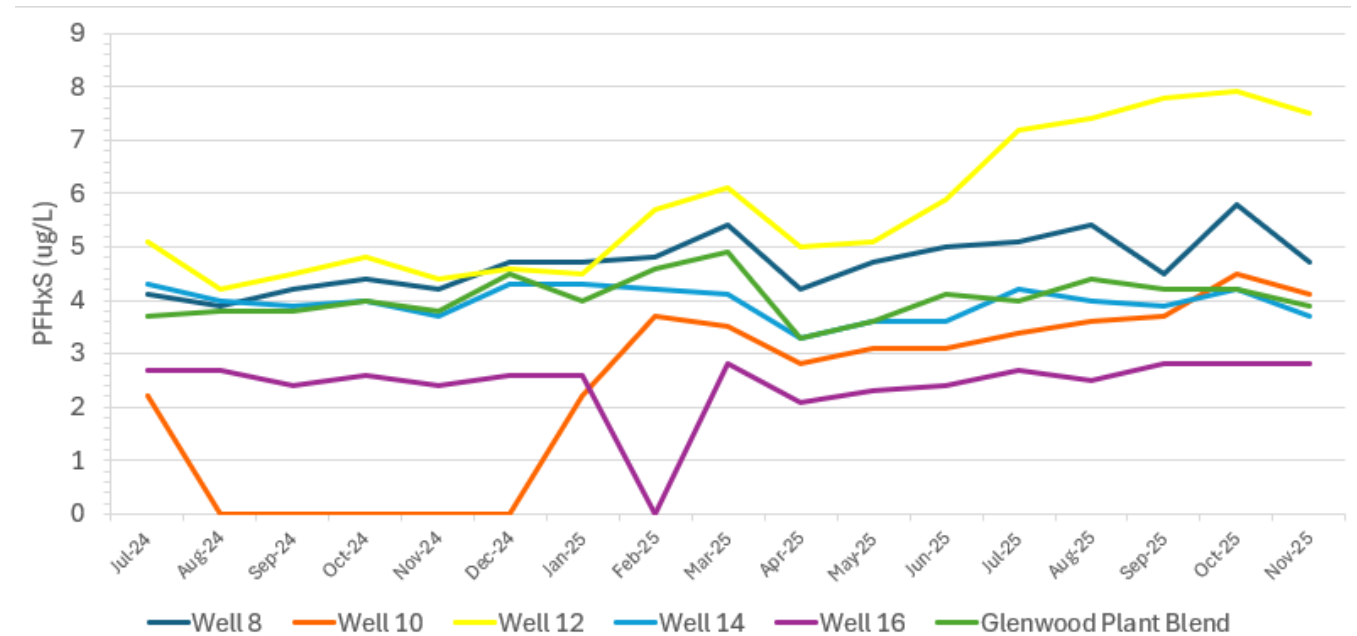
Date	Encinal Reservoir	4703 Briggs
Jul-24	1.7	1.8
Aug-24	1.5	1.4
Sep-24	1.3	1.3
Oct-24	1.5	1.5
Nov-24	1.3	1.2
Dec-24	1.4	1.3
Jan-25	1.4	1.4
Feb-25	1.8	1.6
Mar-25	2	1.8
Apr-25	1.6	1.4
May-25	1.7	1.5
Jun-25	1.9	1.8
Jul-25	2.3	1.5
Aug-25	2.1	0
Sep-25	0	0
Oct-25	1.7	1.4
Nov-25	0	0



PFHxS DATA (GLENWOOD SOURCES)

9

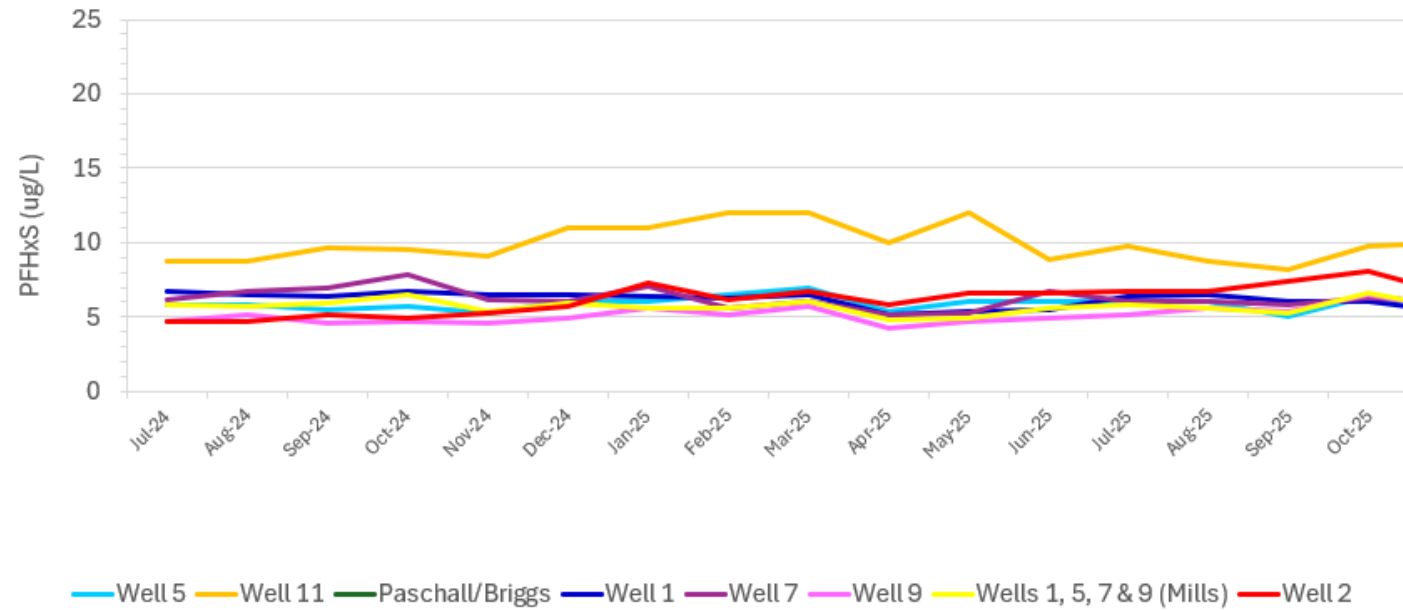
Date	Well 8	Well 10	Well 12	Well 14	Well 16	Glenwood Plant Blend
Jul-24	4.1	2.2	5.1	4.3	2.7	3.7
Aug-24	3.9		4.2	4	2.7	3.8
Sep-24	4.2		4.5	3.9	2.4	3.8
Oct-24	4.4		4.8	4	2.6	4
Nov-24	4.2		4.4	3.7	2.4	3.8
Dec-24	4.7	0	4.6	4.3	2.6	4.5
Jan-25	4.7	2.2	4.5	4.3	2.6	4
Feb-25	4.8	3.7	5.7	4.2	0	4.6
Mar-25	5.4	3.5	6.1	4.1	2.8	4.9
Apr-25	4.2	2.8	5	3.3	2.1	3.3
May-25	4.7	3.1	5.1	3.6	2.3	3.6
Jun-25	5	3.1	5.9	3.6	2.4	4.1
Jul-25	5.1	3.4	7.2	4.2	2.7	4
Aug-25	5.4	3.6	7.4	4	2.5	4.4
Sep-25	4.5	3.7	7.8	3.9	2.8	4.2
Oct-25	5.8	4.5	7.9	4.2	2.8	4.2
Nov-25	4.7	4.1	7.5	3.7	2.8	3.9



PFHxS DATA (MILLS SOURCES)

10

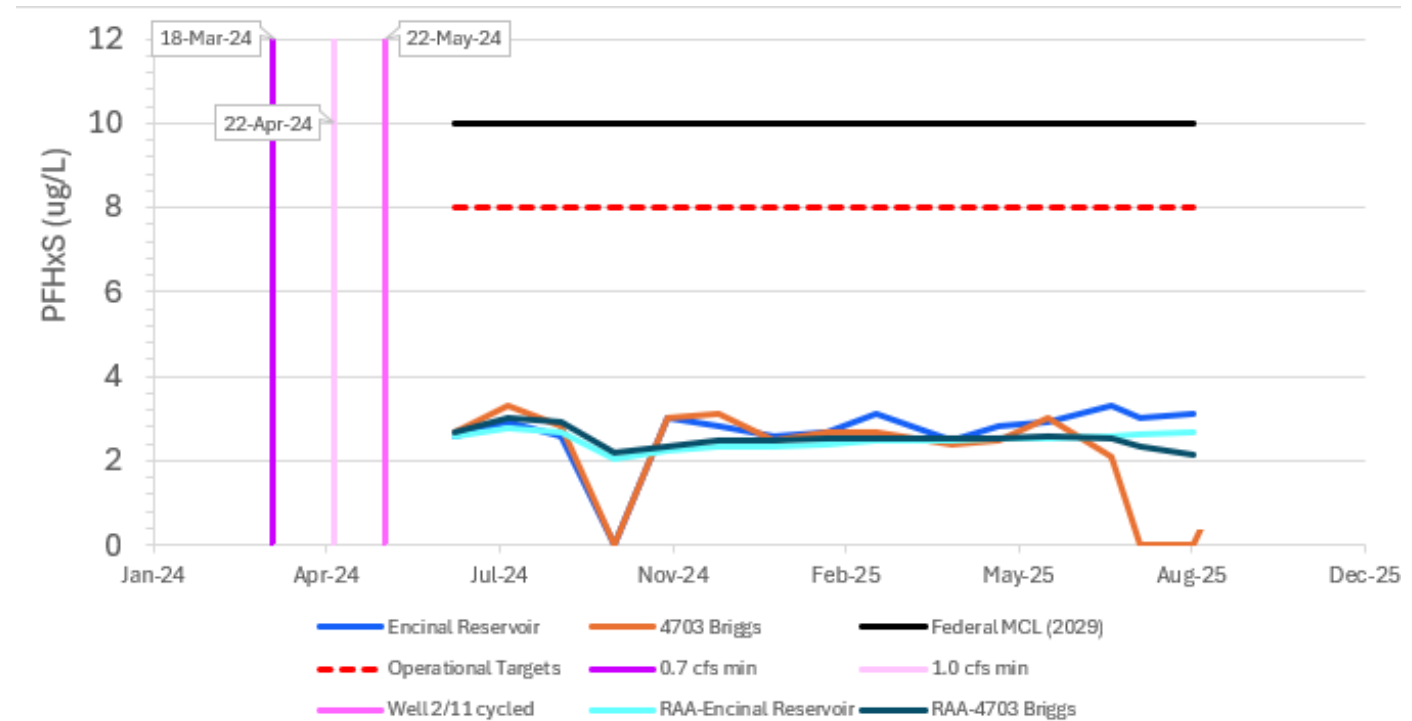
Date	Well 1	Well 5	Well 7	Well 9	Wells 1, 5, 7 & 9 (Mills)	Well 2	Well 11
Jul-24	6.7	5.8	6.2	4.7	5.8	4.7	8.7
Aug-24	6.5	5.8	6.7	5.2	5.7	4.7	8.8
Sep-24	6.4	5.5	6.9	4.6	5.9	5.2	9.7
Oct-24	6.7	5.7	7.8	4.7	6.5	4.9	9.5
Nov-24	6.5	5.3	6.2	4.6	5.4	5.3	9.1
Dec-24	6.5	6	6	4.9	5.9	5.7	11
Jan-25	6.4	6.1	7.1	5.6	5.6	7.3	11
Feb-25	6.3	6.5	5.6	5.1	5.6	6.2	12
Mar-25	6.5	6.9	6	5.7	6	6.7	12
Apr-25	5.2	5.4	5.1	4.3	4.8	5.8	10
May-25	5.4	6	5.3	4.7	4.9	6.6	12
Jun-25	5.5	6.1	6.7	4.9	5.6	6.6	8.9
Jul-25	6.4	6.0	6.0	5.2	5.8	6.7	9.8
Aug-25	6.5	6.1	6.0	5.6	5.6	6.7	8.8
Sep-25	6	5.0	5.8	5.4	5.3	7.4	8.2
Oct-25	6.1	6.4	6.3	6.5	6.6	8.1	9.8
Nov-25	5.4	5.5	6.0	5.6	5.6	6.6	10



POINT OF USE PFHxS

11

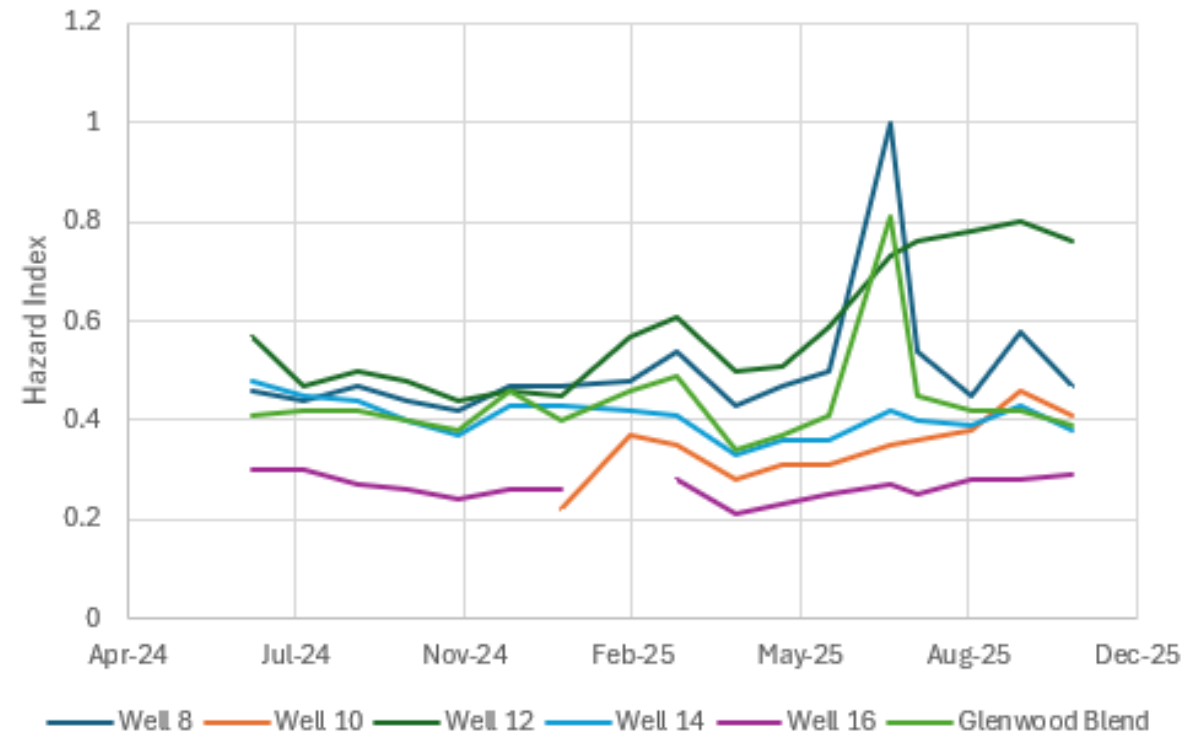
Date	Encinal Reservoir	4703 Briggs
Jul-24	2.6	2.7
Aug-24	2.9	3.3
Sep-24	2.6	2.8
Oct-24	2.7	2.9
Nov-24	3	3
Dec-24	2.8	3.1
Jan-25	2.6	2.5
Feb-25	2.7	2.7
Mar-25	3.1	3.5
Apr-25	2.5	2.4
May-25	2.8	2.5
Jun-25	2.9	3
Jul-25	3.3	2.1
Aug-25	3	0
Sep-25	3.1	0
Oct-25	3	2.6
Nov-25	2.7	2.7



HAZARD INDEX DATA (GLENWOOD SOURCES)

12

Date	Well 8	Well 10	Well 12	Well 14	Well 16	Glenwood Plant Blend
Jul-24	0.46	0.25	0.57	0.48	0.30	0.41
Aug-24	0.44		0.47	0.45	0.3	0.42
Sep-24	0.47		0.5	0.44	0.27	0.42
Oct-24	0.44		0.48	0.4	0.26	0.4
Nov-24	0.42		0.44	0.37	0.24	0.38
Dec-24	0.47		0.46	0.43	0.26	0.46
Jan-25	0.47	0.22	0.45	0.43	0.26	0.4
Feb-25	0.48	0.37	0.57	0.42		0.46
Mar-25	0.54	0.35	0.61	0.41	0.28	0.49
Apr-25	0.43	0.28	0.5	0.33	0.21	0.34
May-25	0.47	0.31	0.51	0.36	0.23	0.37
Jun-25	0.5	0.31	0.59	0.36	0.25	0.41
Jul-25	1	0.35	0.73	0.42	0.27	0.81
Aug-25	0.54	0.36	0.76	0.4	0.25	0.45
Sep-25	0.45	0.38	0.78	0.39	0.28	0.42
Oct-25	0.58	0.46	0.80	0.43	0.28	0.42
Nov-25	0.47	0.41	0.76	0.38	0.29	0.39



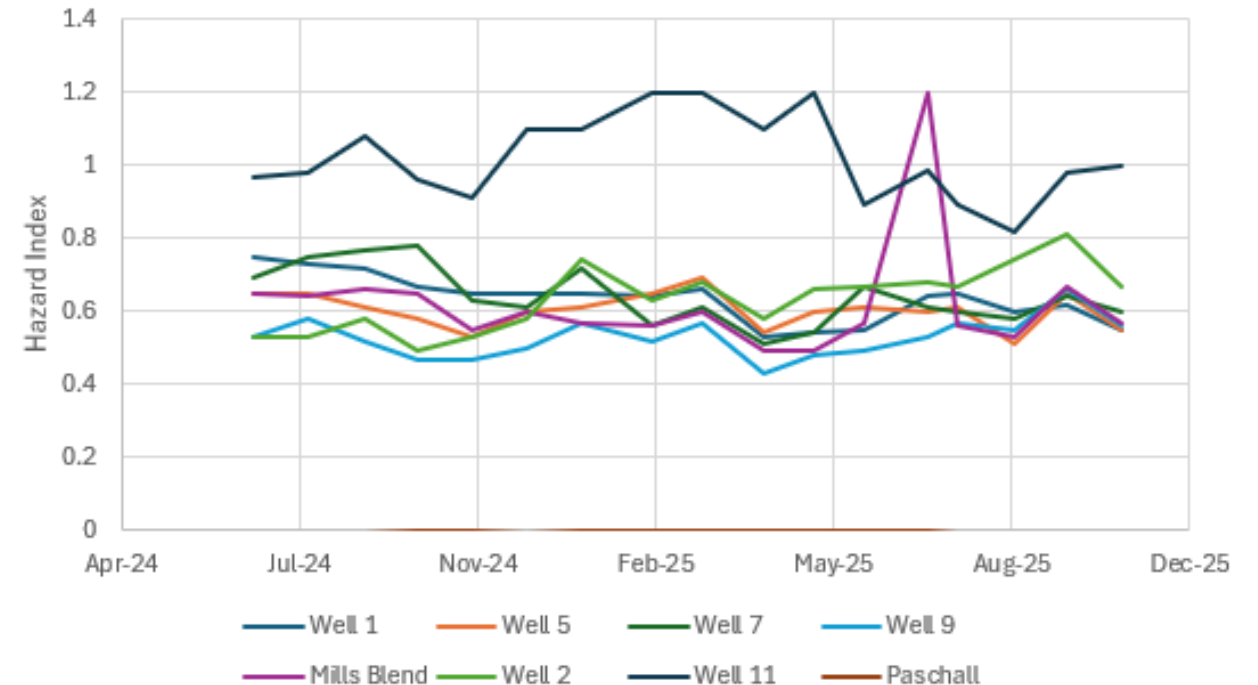
Equation

$$\text{Hazard Index} = \left(\frac{[\text{GenX}_{\text{water}}]}{[10 \text{ ppt}]} \right) + \left(\frac{[\text{PFBS}_{\text{water}}]}{[2000 \text{ ppt}]} \right) + \left(\frac{[\text{PFNA}_{\text{water}}]}{[10 \text{ ppt}]} \right) + \left(\frac{[\text{PFHxS}_{\text{water}}]}{[9.0 \text{ ppt}]} \right)$$

HAZARD INDEX DATA (MILLS SOURCES)

13

Date	Well 1	Well 5	Well 7	Well 9	Wells 1, 5, 7 & 9 (Mills)	Well 2	Well 11
Jul-24	0.75	0.65	0.69	0.53	0.65	0.53	0.97
Aug-24	0.73	0.65	0.75	0.58	0.64	0.53	0.98
Sep-24	0.72	0.61	0.77	0.52	0.66	0.58	1.08
Oct-24	0.67	0.58	0.78	0.47	0.65	0.49	0.96
Nov-24	0.65	0.53	0.63	0.47	0.55	0.53	0.91
Dec-24	0.65	0.6	0.61	0.5	0.6	0.58	1.1
Jan-25	0.65	0.61	0.72	0.57	0.57	0.74	1.1
Feb-25	0.64	0.65	0.56	0.52	0.56	0.63	1.2
Mar-25	0.66	0.69	0.61	0.57	0.6	0.68	1.2
Apr-25	0.53	0.54	0.51	0.43	0.49	0.58	1.1
May-25	0.54	0.6	0.54	0.48	0.49	0.66	1.2
Jun-25	0.55	0.61	0.67	0.49	0.57	0.67	0.89
Jul-25	0.64	0.60	0.6	0.53	1.2	0.68	0.99
Aug-25	0.65	0.61	0.60	0.57	0.56	0.67	0.89
Sep-25	0.6	0.51	0.58	0.55	0.53	0.74	0.82
Oct-25	0.62	0.65	0.64	0.66	0.67	0.81	0.98
Nov-25	0.55	0.55	0.60	0.56	0.57	0.67	1



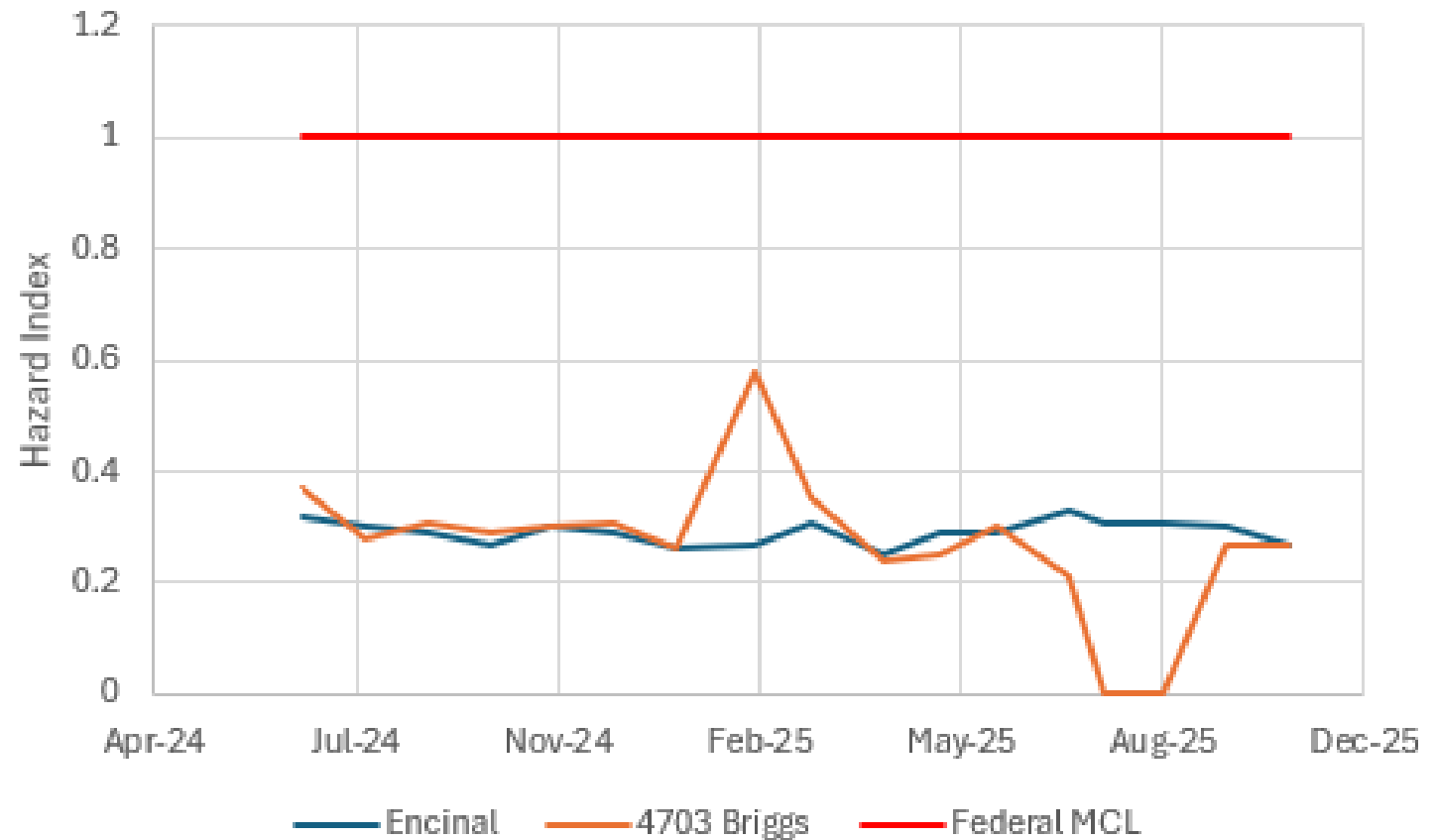
Equation

$$\text{Hazard Index} = \left(\frac{[\text{GenX}_{\text{water}}]}{[10 \text{ ppt}]} \right) + \left(\frac{[\text{PFBS}_{\text{water}}]}{[2000 \text{ ppt}]} \right) + \left(\frac{[\text{PFNA}_{\text{water}}]}{[10 \text{ ppt}]} \right) + \left(\frac{[\text{PFHxS}_{\text{water}}]}{[9.0 \text{ ppt}]} \right)$$

POINT OF USE HAZARD INDEX

14

Date	Encinal Reservoir	4703 Briggs
Jul-24	0.32	0.37
Aug-24	0.3	0.28
Sep-24	0.29	0.31
Oct-24	0.27	0.29
Nov-24	0.3	0.3
Dec-24	0.29	0.31
Jan-25	0.26	0.26
Feb-25	0.27	0.58
Mar-25	0.31	0.35
Apr-25	0.25	0.24
May-25	0.29	0.25
Jun-25	0.29	0.3
Jul-25	0.3	0.2
Aug-25	0.31	0
Sep-25	0.31	0
Oct-25	0.3	0.27
Nov-25	0.27	0.27



Equation

$$\text{Hazard Index} = \left(\frac{[\text{GenX}_{\text{water}}]}{[10 \text{ ppt}]} \right) + \left(\frac{[\text{PFBS}_{\text{water}}]}{[2000 \text{ ppt}]} \right) + \left(\frac{[\text{PFNA}_{\text{water}}]}{[10 \text{ ppt}]} \right) + \left(\frac{[\text{PFHxS}_{\text{water}}]}{[9.0 \text{ ppt}]} \right)$$

System Operations Report - November 2025

130+

Water Quality Samples w/ additional
PFAS monitoring samples

6

Analyzers Maintained

1

PRV and Flow Valves Maintained

22

Site Checks

- **Operations Report**

- New Sample Stations Installed

- 11 Total

- Well 16 Pumping/Static Video (Water Level)

- PFOA/PFOS – Pilot Sampling (Glenwood)

- Remote Pressure Monitoring (Installed 2 New Antennas)

- Mills Pump A – Motor Repaired (Scheduled for Installation)

- Ordunio Water Level Sensor Line Repair

- 8 Backflow Devices Tested

- (1 pending – Extension Approved to 12/5/2025)

- 7 Fire flows Completed

- Well 5 Job Walk and Meeting w/Contractors

- **Electrical/Telemetry**

- Paschall MCC Panel Design Project – Plan Review

- Oak Creek and Markridge Pump Adjustments – Zone 4/Zone 5

- Paschall VFD on PUMP A (Adjustments)

- Lift Station Panel Replacement - Design Complete

- Edmond 2 Flow Meter Repairs

- Workstation 1 – Repairs and (Daily Reporting Update)

- **Facilities Maintenance**

- Cleared all drain lines at reservoir site ahead of the rains

- Eagle Site Clearing

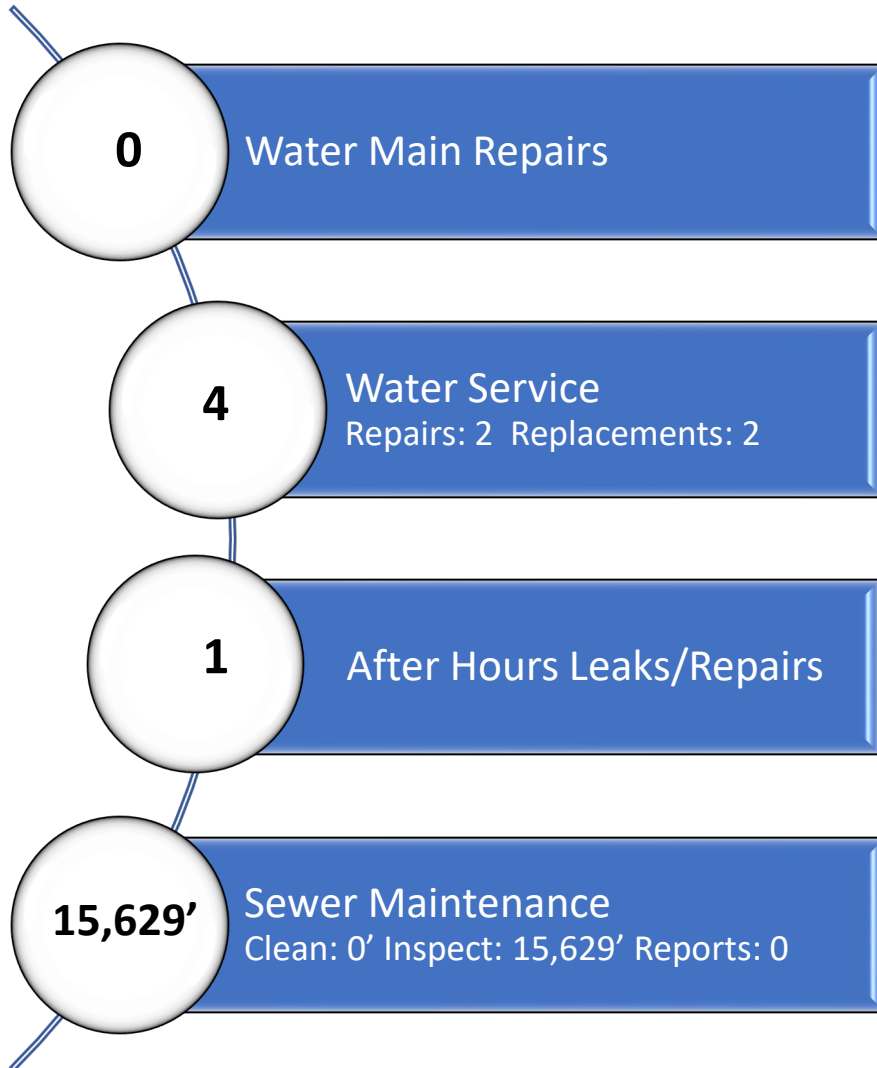
- Installed Down Spouts at the Main Office

- PFOA/PFOS Pilot – Loaded 17 Drums and Shipped

- Various Vehicle and Equipment Maintenance

Operations & Maintenance Report

November 2025



- **Field Maintenance Projects**

- * E-1044 – Replace six 1.5 meters
- * I-1096: 2700-2800 Henrietta – La Crescenta Cross, Glenwood tie-in and 120' of pipe installed
- * Emergency response @ 2636 Willowhaven hydrant

- **Wastewater**

- * Lift Station Visits: 5 (De-rag pumps, check valves)
- * Manhole Inspections: 22
- * No SSOs reported

Operations & Maintenance Report

November 2025

0

Miscellaneous Repairs

Meter Box: 0, Bypass: 0 Gasket/Misc:0

158

Valves

Replace: 0 Exercise: 158 Install: 0

3

Fire Hydrant Maintenance

Rebuild: 8 Install: 0 Replace: 3

40

Water Meter Replacement

$\frac{3}{4}$ " : 24, 1" : 11, 1.5" : 6, 2" : 0, 3" : 0, 4" : 0

- **Training/Cross Training**

- * Valves
 - Omar V.
 - Jay P.
- * USA Locating
 - Quinn A.
 - Omar V.

- **Events**

- * Thanksgiving – Gratitude, Wins & Wishes

- **New Certification**

- * Cesar V. – Distribution 1
- * Rob W. – Treatment 2

- **Safety**

- * Reducing the Risk of Workplace Violence
- * Holding Onto Hand Safety
- * Setting Up Safe Traffic Control Zones