

CRESCENTA VALLEY WATER DISTRICT

**2700 Foothill Boulevard
La Crescenta, California**

**Agenda for the
Adjourned Regular Meeting of the Board of Directors
of the Crescenta Valley Water District
to be held on April 2, 2013 at 7:00 p.m.**

Posted: March 29, 2013 at 3:00 p.m.

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.

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 (3) minute comment.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of the Minutes of the Adjourned Meeting on March 19, 2013.

Action Calendar

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

1. **Lease Site for AT&T Cellular Antenna at Oak Creek Reservoir** – Consideration and motion to authorize the General Manager to sign the Letter of Authorization and Ownership and Consent Affidavit related to the possible site lease agreement with AT&T at the Oak Creek Reservoir.
2. **Preliminary Proposition 218 Notification for FY 2013-14** – Discussion and possible action related to the preliminary Proposition 218 Notification letter for proposed increase to water rates and charges.
3. **Turf Rebate Program** – Consideration and motion to amend the District's Turf Rebate program from \$.50 to \$1 per square foot.
4. **FY 2013-14 Preliminary Water/Wastewater Budgets** – Discussion on preliminary FY 2013-14 water and wastewater budgets.
5. **Discussion Regarding Practice for Solicitation of Professional Service Agreements** – Discussion and possible action to develop a District policy or practice related to solicitation of professional service agreements.

Information Items

Written Communications to District

Staff Reports

Secretary-Treasurer

1. Cash and Investments –April 2, 2013.

General Manager

1. Administrative Report.

District Engineer

1. Water Production Report –March 2013
2. Report on Administrative and Field Operations.

Program Specialist

1. Report of Water Conservation issues.

Attorney

1. Report on legal and related matters relevant to the District.

Reports of Committees

Engineering Committee

1. Consideration of engineering issues affecting the District.

Finance Committee

1. Consideration of finance issues affecting the District.

Employee Relations Committee

1. Consideration of employee relations issues affecting the District.

Policy Committee

1. Consideration of policy issues affecting the District.

Community Relations/Water Conservation Committee

1. Report of Conservation Committee meeting held on April 2, 2013.

Emergency Planning Committee

1. Consideration of emergency planning issues affecting the District.

Director's Oral Reports

Report on issues, meetings, or activities attended by Directors.

Closed Session

- **Conference with Legal Counsel – Existing Litigation (\$54956.9)**
 - Crescenta Valley Water District vs. Exxon Mobil et al.

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT ADJOURNED MEETING, BOARD OF DIRECTORS

March 19, 2013

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Regular Meeting of March 5, 2013, an Adjourned Meeting was held on March 19, 2013, at 7:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California, with President James D. Bodnar presiding.

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

Directors:

**James D. Bodnar
Kerry D. Erickson
Kenneth R. Putnam (arrived late)
Kathleen M. Ross
Judy L. Tejeda**

Attorney:

Thomas S. Bunn

General Manager:

Dennis Erdman

Secretary-Treasurer:

Ron L. Mitchell

District Engineer:

David S. Gould

Others Present:

**Mark Hass, IT Manager
Wendy Holloway, Customer Accounts Supervisor
Larry Byers, Superintendent
Brook Yared, Engineering Associate**

PLEDGE OF ALLEGIANCE

President Bodnar opened the meeting asking Director Erickson to lead the Board and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Erickson, seconded by Director Ross and carried by a 4-0 vote to move the action calendar to after the staff reports or until Director Putnam arrives for the Adjourned Meeting of March 19, 2013 be adopted as amended.

PUBLIC COMMENT – None

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Erdman reported that FMWD held their Board Meeting on March 18, 2013. There was discussion to award a contract to construct the emergency generators and three bids were received ranging from \$1.4 million to \$1.8 million. The lowest bidder had submitted his bid with areas left blank for the numbers which represented the costs for installation at P1 and P2. Mr. Erdman said that a representative from the apparent low bidder was at the meeting and informed the FMWD board that even though the lines were blank his total bid price included the missing items. FMWD staff recommended to their Board to find this bid non responsive. The Board asked staff to bring this

item back to the next Board Meeting with additional information. Mr. Erdman said the FMWD also discussed and awarded the hiring of DDB Engineers, Inc for Title 22 preparation at a cost not to exceed \$20,000.

Director Putnam arrived at 7:20 p.m.

CONSENT CALENDAR

It was moved by Director Ross, seconded by Director Tejada and carried by a 5-0 vote to approve the Minutes of the Regular Board Meeting held on March 5, 2013 and consideration and motion for attendance by up to two member of the Board and one member of staff to attend the 2013 ACWA Spring Conference to be held May 8-10, 2013 in Sacramento, CA.

It was moved by Director Ross, seconded by Director Putnam and carried by a 5-0 vote to Ratify the Disbursements for February 2013 which consisted of:

Payment of demands against the Crescenta Valley Water District on or before February 28, 2013 the same having been approved by the General Manager, Dennis A. Erdman, and heretofore paid, be ratified and approved subject to audit, in the aggregate sum of Five Hundred Forty Five Thousand Six Hundred Forty Four Dollars and Ten Cents. (\$545,644.10), which is composed of the individual items set forth herein.

ACTION CALENDAR

Request to Lease a Site for AT&T Cellular Antenna At Oak Creek Reservoir – Mr. Erdman reported that AT&T through their agent, Mr. Jerry Ambrose, would like to lease a 600 to 800 square foot portion of the District's property adjacent to Oak Creek Reservoir. This request to lease a portion of this property offers an opportunity to increase revenue to the District from non water operations. The rate for this lease would need to be established in negotiations with AT&T. Mr. Erdman said that wireless antennas in a residential neighborhood could be controversial and the proposed lessee will need to obtain the necessary permits and community endorsements for the project. The Board requested staff to set up a tour of the proposed site and a meeting with local residents in the affected area. Staff will also inform the Crescenta Valley Town Council of the request from AT&T. Staff recommends that the Board authorize the General Manager to enter into negotiations with AT&T for the possible lease of a portion of the District's property adjacent to Oak Creek Reservoir. Mr. Ambrose answered several questions from the Board and asked that documents that allow his company to begin the permitting process with Los Angeles County be approved. The Board asked that these documents be brought back to the next meeting so they have more time to review the material and allow for comments from the community.

Following discussion:

It was moved by Director Ross, seconded by Director Putnam and carried by a 5-0 vote to authorize the General Manager to enter into negotiations with AT&T for possible lease of property adjacent to Oak Creek Reservoir.

Chlorination Station & Metering Vaults at Williams Reservoir, Project E-733CS - Mr. Gould reported that staff has been working with the City of La Canada Flintridge (LCF) and the California Department of Public Health (CDPH) over the past few months on various issues such as the location of vaults, vault vents, operation of the treatment facility and other issues. This project at the Williams Reservoir, which is located within the City of La Canada Flintridge, involves the construction of a chlorination station building, underground piping, and two (2) vaults. The chlorination station which will be located within CVWD's property includes a water treatment system to convert the disinfection method from free chlorine to chloramines. The design is complete for the project and is ready for advertising for bids. The staff would like to advertise for bids starting March 20, 2013 and award the contract at the Board Meeting on May 7, 2013 with construction to begin in mid June 2013. Mr. Brook Yared will be the project manager. Staff has begun a public outreach program for the project that includes sending letters within the next two weeks before construction begins. Staff brought this item up at the Engineering Committee, whose recommendation was to authorize the General Manager to advertise for bids for the project with an engineering cost estimate of \$332,000.

Following discussion:

It was moved by Director Ross, seconded by Director Tejeda and carried a 5-0 vote to authorize the General Manager to advertise for bids for the Chlorination Station & Metering Vaults at Williams Reservoir, Project E-733CS at a cost not to exceed \$332,000.

F/Y 2013/14 Preliminary Water/Wastewater Budget – Mr. Mitchell discussed that staff has been preparing the FY 2013/14 Water and Wastewater Budgets based on assumptions and Board direction from the February 26, 2013 meeting. An area that staff has been working on is the estimate of water production for FY 2013/14 and for the next five (5) years. Staff reviewed past water demand trends after a period of drought and economic downturn. To be conservative for the next few years, staff has estimated an annual increase in demand of about 50 ac-ft, which is about 1.0% per year. This is also based on utilizing CVWD's full adjusted water rights.

CLOSED SESSION – The Board went in to closed session with no reportable action and went back to the open agenda.

INFORMATION ITEMS – Ventura County Star: Expanding local water supplies with stormwater. CitiwatchLA.com: Polls to vote on Proposition A to increase sales tax in Los Angeles to 9 ½ % permanently. LA Times: Chromium 6 cleaning plans run aground. CV Weekly: Rate Increases Set Residents on Edge. Glendale Newspress: County supervisors send unpopular storm water clean up fee back to the drawing board.

WRITTEN COMMUNICATIONS TO DISTRICT – Letter dropped off at the office regarding a person sleeping in the corner of the front entrance and being afraid to leave payment.

REPORTS OF PERSONNEL

SECRETARY-TREASURER – Mr. Mitchell provided the Summary of Cash and Investment report which contained the following items:

Investment Portfolio Summary – as of March 19, 2013:

Cash Accounts	\$678,045
Great Pacific Securities	4,880
Bond Debt Service Fund Acct	\$314,961
Local Agency Investment Fund	\$1,554,846
Federal Farm Credit (78)	\$500,085
Federal Farm Credit (81)	\$1,003,530
Federal Farm Credit (83)	\$500,690
US Treasury (84)	\$498,750
Federal Farm Credit (85)	\$600,828
Federal Farm Credit (86)	\$995,560
Federal Farm Credit (87)	\$498,045
US Treasury (88)	\$750,705
Federal Farm Credit (89) New	\$1,006,060
Federal Farm Credit (90) New	\$1,002,880

Fund Balances at January 31, 2012

Water	\$4,377,526.92
Wastewater	\$3,113,642.41

Mr. Mitchell also reported that the District received a check for \$47,691.33 for interest on the sewer easement deposit of \$11,000 that went unclaimed for years. He also reported that the CPI for February 2013 is at 2.4%, which at the contracted 90% level called out in the MOU, will equal a 2.2% wage increase as of July 1, 2013.

GENERAL MANAGER – Mr. Erdman reported that on March 10-13, 2013 he and David Gould attended the American Water Works Associations and the Water Environment Federation Utility Management Conference in Glendale, Arizona. Some of the sessions were on infrastructure replacement, communicating with your customers to achieve support for change, and new initiatives to advance your water utility. One theme heard several times was that of declining water consumption on a per capita basis due to structural changes like low flow toilets, high efficiency appliances and changing the landscaping practices. Also, Mr. Erdman said that he, Director Ross and Director Bodnar attended an Infrastructure Symposium sponsored by American Society of Civil Engineers in Los Angeles.

Mr. Erdman said that he was pleased to report that Mr. Wood has returned to work after an extended absence.

DISTRICIT ENGINEER

Water Production – For the period of March 1 through March 17, 2013, water production averaged 59.6 million gallons per day, which is **9.1% less** than the daily average production of the same period in 2012. This is **0.5% less** from the daily average production of the previous five years.

Rainfall: March 2013 **0.99"**
Season-to-date: **10.87"**

Administrative and Field Operations – Mr. Gould provided a memorandum and discussed the following:

Rainfall Update – 0.99" for March 2013. Rainfall total for 2012-13 is at 10.87".

Report on Engineering:

CIP Projects – Pipeline – 3000 & 3100 Block Santa Carlotta – Installed mainline on 3100 Block Santa Carlotta – Working on 3000 Block Santa Carlotta.

Local Groundwater Assistant Grant Application – Public Hearing – April 2013

Glendale – No Report

FMWD Issues – No Report

ULARA – No Report

Water Meter Replacement Program – Replaced 755 meters. Working on meter installed between 1978 – 1980 from January – June 2013.

Report on Administrative and Field Operations:

Well Status – Current well capacity – Average 3.45 MGD.

Booster Pumps – No Report.

Glenwood Nitrate Plant – No Report.

Water Quality – No Report.

Mills Plant – No Report.

Reservoirs/Booster Stations – No Report.

MTBE Update – MTBE levels in Wells below 1ppb.

Field Maintenance and Operations update for March 1 – March 17, 2013

Water lateral leaks & repairs

- 3325 Encinal
- 5627 Pineglen
- 3033 Frances
- 2318 & 2319 Caracas
- 2605 Upper Terrace
- 4900 La Crescenta

Water Main Leaks – No Report.

Fire Hydrant Replacement – Ramsdell & Alabama

Developer Projects – No Report.

Valve Replacement – No Report.

General Maintenance – Valve Exercising Program.

SCADA/Telemetry System – Completed installing small portable generators.

Sewer Maintenance – Continue with sewer cleaning.

WATER CONSERVATION – No Report

ATTORNEY – No Report

REPORTS OF COMMITTEES

Engineering Committee – Director Bodnar reported that the committee met on March 15, 2013 at 8:00 AM and discussed well levels and nitrate levels, a Main Office building seismic study, FY 13/14 preliminary capital improvement project budget, and SCADA systems improvements – Phase 1B, Glendale/CVWD interconnection agreement and Ocean View chlorination station – advertise for bids.

Finance Committee – Director Tejeda reported that the committee met on March 18, 2013 at 9:00 AM and discussed the Preliminary 2013/14 Water and Wastewater budgets.

Employee Relations Committee – Director Erickson reported that the Committee met on March 19, 2013 at 3:00 PM and discussed filling the vacant Inspector position.

Policy Committee – Director Bodnar reported that the Committee had not met: however a meeting will be scheduled as needed.

Community Relations/Water Conservation Committee – Director Ross reported that the Committee met on March 12, 2013 at 7:30 AM and discussed the recap of the 2012/13 conservation budget and the planned 2013/14 conservation budget, community events, MTBE, and cooperative projects in general.

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

DIRECTORS ORAL REPORTS

Director Ross reported that she attended the ASCE Symposium in Los Angeles with Dennis Erdman and James Bodnar. The attendees were given a report card on infrastructures for different types of utilities. This summarized that water went from a C+ down to a C and wastewater stayed the same. Also, she reported of an Eagle Scout project, where the scout is collecting worn flags for retirement.

Director Erickson – No Report

Director Bodnar reported that he also attended the ASCE Symposium with Dennis Erdman and Kathy Ross. They talked extensively about the Delta with a 62% chance of failure in the next 30 years and the need for a solution before a disaster occurs. He also feels staff needs to develop a matrix for District improvements. On March 9, 2013, he participated in the Crescenta Valley freeway off ramp clean-up.

Director Tejeda reported that she attended the annual WEF Seminar on March 14-15, 2013. The different speakers brought all aspects of water interest together.

Director Putnam reported on recent actions by the Los Angeles County Board of Supervisors related to the stormwater programs. This issue went down by a 4-1 vote. Flood control was told to come back with a general election solution in the fall of 2014. Supervisor Antonovich is against this concept of the assessment fee. Director Putnam thinks the Board should consider allowing staff to submit projects to Flood Control so we are in line if money becomes available.

ADJOURNMENT

There being no other business to come before the Board, at 10:00 p.m., it was moved by Director Erickson, seconded by Director Tejeda that the meeting be adjourned to April 2, 2013 at 7:00 p.m.

APPROVED

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No.1
April 2, 2013

To: Honorable President and Members of the Board of Directors

From: Dennis A. Erdman P.E. – General Manager

Subject: Discussion and possible action to authorize the General Manager to execute documents which authorize AT&T to submit to Los Angeles County Planning Department for a conditional use permit to use District property for installation of wireless communication antenna.

ACTION ITEM:

Discussion and possible action to authorize the General Manager to execute documents which authorize AT&T to submit to Los Angeles County Planning Department for a conditional use permit to use District property for installation of wireless communication antenna.

Consideration and motion to authorize the General Manager to sign documents which authorize AT&T to submit documents to Los Angeles County Planning Department requesting a conditional use permit to install wireless communication equipment, including an antenna on property owned by CVWD.

Project Description

AT&T, through their agent Mr. Jerry Ambrose, would like to lease a 600 to 800 square foot portion of the District's property adjacent to the Oak Creek Reservoir. There are photos attached to this report of the subject site that indicates the area that would be used for the AT&T facilities. The site would include an antenna and a small building housing the transformers and communication related technology. The site is proposed to be surrounded by a fence for security purposes.

Discussion

At the March 19, 2013 meeting of the Board of Directors, the topic of AT&T's desire to lease a portion of land at the District's Oak Creek reservoir was discussed. The Board took no formal action at that time, but directed the General Manager to bring this proposed project to the attention of the Crescenta Valley Town Council. The proposed project was announced in a report given at the March 21, 2013 meeting of the CVTC. Council members were advised the matter would be on the District's agenda on April 2, 2013 and Council and public were invited to comment.

The AT&T request to lease a portion of District land adjacent to CVWD's Oak Creek Reservoir offers an opportunity to increase revenue to the District from non water operations. The lease rate for this site would need to be established in negotiations with AT&T. Wireless antennas in a residential neighborhood could be controversial and the proposed lessee will need to obtain the necessary permits and community endorsements for the project. AT&T has the responsibility for performing the permit procurement and community relations portions of this work. The documents the District needs to sign for AT&T to begin permit processing are subject to revocation at any time by CVWD. AT&T has stated that permit processing may take as long as one year to complete.

Financial Impact

If further action on this item is authorized by the Board of Directors, staff will need to meet with AT&T to develop more detailed plans which will then be submitted to Los Angeles County to begin the development approval process. No more than twenty hours of staff time is projected to be needed to assist in this effort.

Recommendation

Staff recommends that the Board authorize the General Manager to execute documents required by Los Angeles County which authorize AT&T to begin the permit process for the possible installation of a wireless antenna and related ground equipment on property owned by the District adjacent to Oak Creek reservoir. Approval of this item is not approval of the project, and the District has the right to terminate such agreements at any time.

Submitted by:

A handwritten signature in black ink, appearing to read "Dennis Erdman", written over a horizontal line.

Dennis Erdman
General Manager

Attachments:



Los Angeles County
Department of Regional Planning

Planning for the Challenges Ahead



OWNERSHIP AND CONSENT AFFIDAVIT
(For Public Hearing Applications)

This is to certify under penalty of perjury that the undersigned is/are the record owner(s) of the property known as:

5866-002-
901 _____ and
Assessor's Map Book, Page and Parcel

Portion of Lot 11, Block "G" of Crescente-
Canada _____ and
Legal Description

5041 Cloud Avenue, La Crescenta, CA
91214 _____ and
Street Address (if applicable)

that I/we consent to the filing of the public hearing application(s) on our property for processing by the Los Angeles County Department of Regional Planning. I/We declare under penalty of perjury that I/we have reviewed this Affidavit and the information furnished is true and correct.

Executed this _ _ day of _ _ 201 _ _ at _ _
California, under penalty of perjury of the laws of the State of California.

(To be signed by all record owners)

Signature: _____ Print Name: _ _

Signature: _____ Print Name: _ _

Signature: _____ Print Name: _ _

Signature: _____ Print Name: _ _

(For additional names, please use a separate sheet of paper)

New Cingular Wireless PCS, LLC,

By: AT&T Mobility Corporation

LETTER OF AUTHORIZATION

Landlord to Carrier

SITE NO: LA8181

SITE NAME: CVWD Water Tanks

ADDRESS: 5041 Cloud Avenue

La Crescenta, CA 91214

APN : 5866-002-901

I/We, _____, owner of the above described property, authorize New Cingular Wireless PCS, LLC (by: AT&T Mobility Corporation, its Manager) and/or their agent, to act as my non-exclusive agent for the sole purpose of consummating any land-use or building permit application(s) necessary to obtain approval of the applicable jurisdiction for installation of its antennae and related telecommunications equipment on the premises located on the above described property.

I understand that this application may be denied, modified or approved with conditions, and that any such conditions of approval or modifications will be the sole responsibility of New Cingular Wireless PCS, LLC (by: AT&T Mobility Corporation, its Manager) and will be complied with prior to issuance of a building permit.

I understand that I may revoke this authorization and abandon the application at any time with no liability to New Cingular Wireless PCS, LLC.

Print Name: _____

STATE OF _____
COUNTY OF _____

On _____, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same is his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

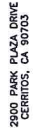
WITNESS my hand and official seal.

Notary Public

(SEAL)







65 POST, SUITE 1000
IRVINE, CA 92618
TEL: (949) 553-8566

PROJECT NO:	FF	RP
DRAWN BY:		
CHECKED BY:		

[illegible]

CONSULTANT:

 **R. FRANCISCO & Associates**
Civil Engineering Surveying Land Development
22994 TIMBER RIDGE CT.
WILDOMAR, CA 92595
Tel: (951) 973-8076
FMail: rfrassociates@verizon.net

IT IS A VIOLATION OF LAW FOR ANY PERSON, UNLESS THEY ARE ACTING UNDER THE DIRECTION OF A LICENSED PROFESSIONAL ENGINEER, TO ALTER THIS DOCUMENT

LA8181

5041 CLOUD AVE.
LA CRESCENTA, CA 91214

SHEET 133HS

TOPOGRAPHIC SURVEY

SHEET NUMBER

[
s]

Benchmark:

THE ELEVATIONS SHOWN HEREON ARE BASED UPON NGS BENCHMARK NO. 192013,
ELEVATION = 1502.65' (NGVD 88).

Date of Survey

FEBRUARY 27, 2013

Geographic Coordinates

TO BE DETERMINED

Basis of Bearings

THE BEARINGS SHOWN HEREON ARE BASED UPON THE STATE PLANE COORDINATE SYSTEM OF 1983 (NAD 83), CALIFORNIA ZONE 5.

Survivor Note

THE BOUNDARY SHOWN HEREON IS PLOTTED FROM RECORD INFORMATION AND

Title Report

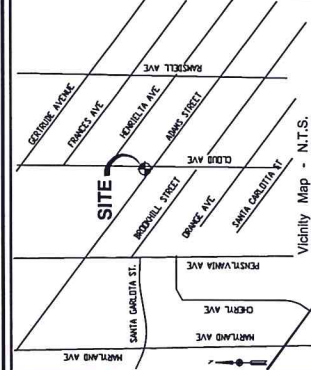
NOT AVAILABLE DURING TIME OF SURVEY

Assessor Parcel Number

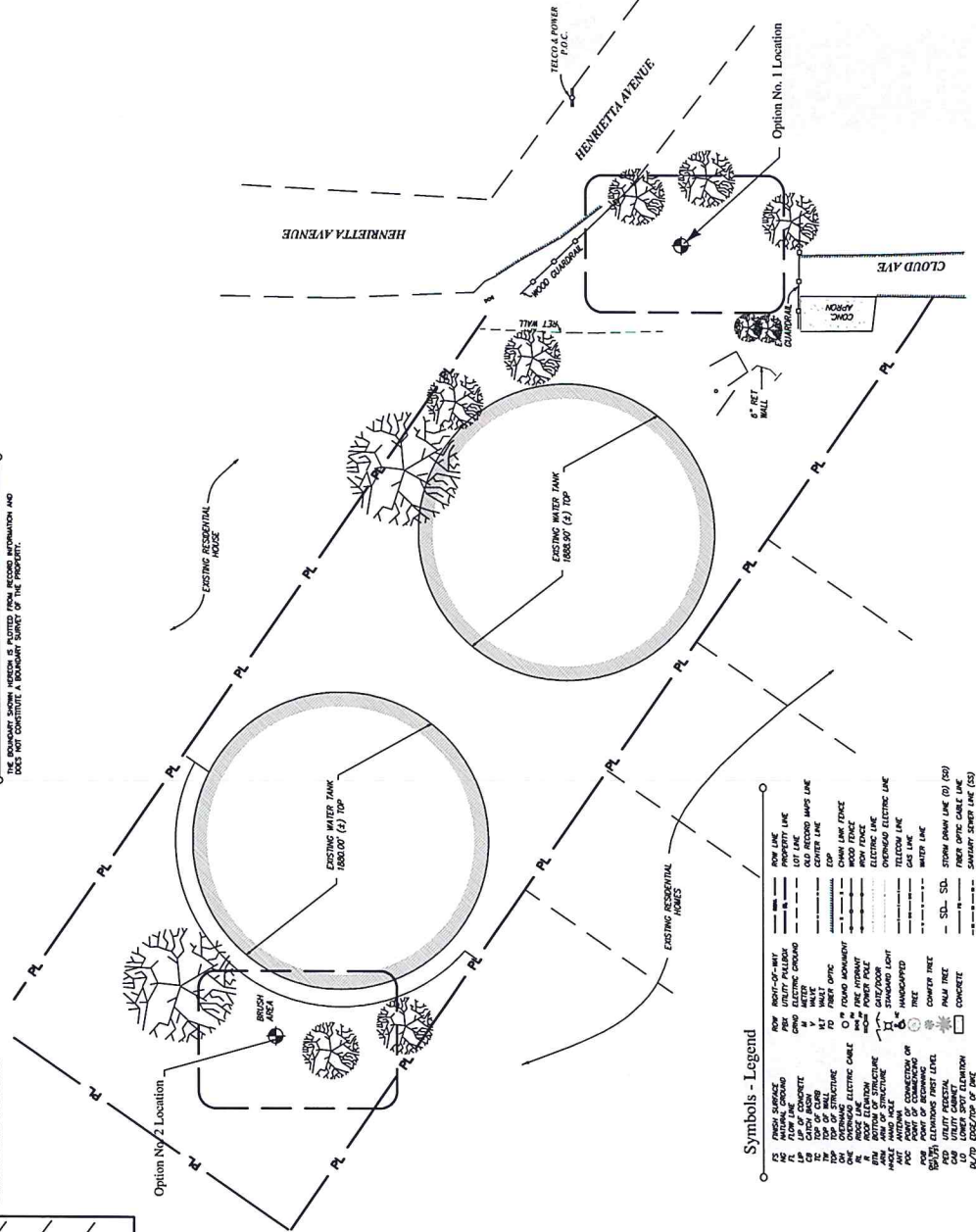
NOT AVAILABLE DURING TIME OF SURVEY

Legal Description

NOT AVAILABLE DURING TIME OF SURVEY

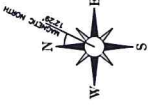


Overall Site Plan



Symbols - Legend

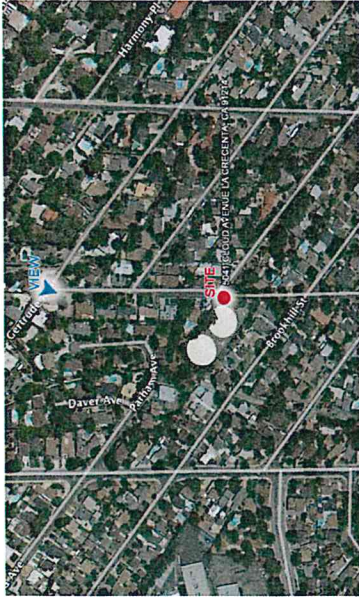
- [illegible]



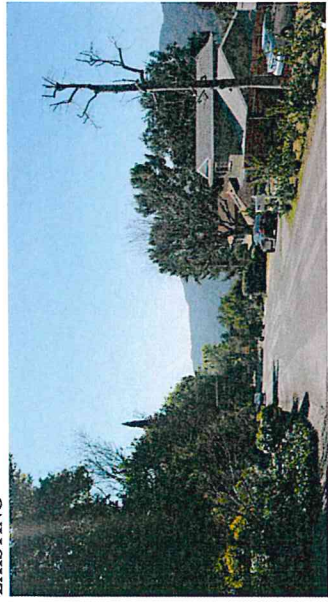


PROPOSED

LOCATION



EXISTING



NORTH ELEVATION LOOKING SOUTH

PROJECT INFORMATION		SHEET CONTENT	SHEET NUMBER
SITE NUMBER LA8181	APPLICANT AT&T	PHOTOSIMULATION VIEW NORTH ELEVATION LOOKING SOUTH	1 2
SITE NAME CVWD WATER TOOLS 5041 Cloud Avenue La Crecenta, CA 91214	12900 Park Plaza Drive Cerritos, CA 90703		
SITE LOCATION LATITUDE: N 34° 14' 20.1546" LONGITUDE: W 118° 14' 47.3136"			



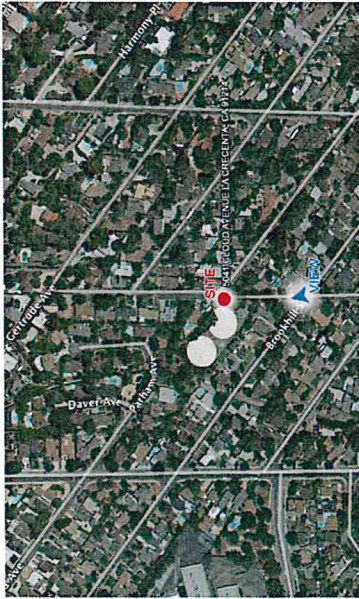
LA8181

CVWD WATER TOOLS

5041 Cloud Avenue, La Crecenta, CA 91214

PDC CORP PDC Corporation
765 The City Drive
Suite 470
Orange, CA 92868

LOCATION



EXISTING



PROPOSED



SOUTH ELEVATION LOOKING NORTH

PROJECT INFORMATION

SITE NUMBER
LA8181

SITE NAME
CVWD WATER TOOLS
5041 Cloud Avenue
La Crecenta, CA 91214

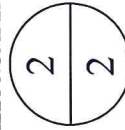
APPLICANT
AT&T
12900 Park Plaza Drive
Cerritos, CA 90703

SHEET CONTENT

PHOTOSIMULATION
VIEW SOUTH ELEVATION
LOOKING NORTH

SITE LOCATION
LATITUDE: N 34° 14' 20.1546"
LONGITUDE: W 118° 14' 47.3136"

SHEET NUMBER



PHOTOSIMULATION

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2

April 2, 2013

To: Honorable President and Members of the Board of Directors

From: Ron L. Mitchell – Secretary-Treasurer

Subject: Preliminary Proposition 218 Notification for Proposed Water Rates and Charges

AGENDA ITEM:

Preliminary Proposition 218 Notification for FY 2013-14 – Discussion and possible action related to the preliminary Proposition 218 Notification letter for proposed increase to water rates and charges.

BACKGROUND:

Proposition 218

CVWD is required to notify all customers regarding a proposed change in the water rate and allow customers an opportunity to protest the proposed rate increase as outlined in the provisions of Proposition 218. This legislation states that any new fee or rate imposed by a government agency must be noticed to its stakeholders and stakeholders must have an opportunity to protest any proposed rate increase.

For CVWD to be in compliance with the provisions of Proposition 218, the following steps must be followed:

1. Staff prepares a Proposition 218 notice describing the proposed rate increase and the method for protesting. The notice is provided to the Board of Directors for discussion.
2. The Board of Directors approves the notice and directs staff to send the Proposition 218 notice to all property owners within the District's service area.
3. A 45-day Public Notice review period commences for the public to submit a written protest.
4. Any written protests are summarized and submitted to the Board of Directors after the 45-day notice period is completed.
5. A public hearing will be held to determine if a majority of property owners within the District's service area have submitted written protests. If the submissions are less than one half of the majority of property owners, then the Board of Directors can precede with a public hearing on the proposed rate increase.

Assembly Bill 3030

In September 2008, Assembly Bill 3030 (AB3030) was approved, which states "*An agency providing water, sewer, or refuse collection service may adopt a schedule of fees or charges authorizing automatic adjustments that pass through increases in wholesale charges for water or adjustments for inflation*".

CVWD imposed a FMWD pass-through commodity cost as part of the water rates in January 2010. This allows CVWD to make adjustments in the FMWD commodity rate as the costs of MWD/FMWD increase over the next five (5) years.

DISCUSSION:

Staff is presenting a preliminary Proposition 218 notification flyer for review and discussion by the Board of Directors. The notice focuses on the Board's direction related to the Pay-As-You-Go Capital Improvement Project (CIP) financing program and utilizing a portion of the MTBE lawsuit settlement towards the CIP program. The content of the notice also provides the required information to the public for protesting the proposed rate increase.

The water commodity and FMWD rates are based on Option 4, which was a \$2M per year CIP program and an overall 6.9% rate increase for FY 2013/14. The reasoning for utilizing Option 4 was that under the provisions of Proposition 218, water rates that are published in the notice can be adjusted lower, but not higher. The Board has not made a final decision on the proposed water rate increase or set points for the tier rates.

The set points for the tier rates as shown on the notice are based on a \$0.35 per unit increase for Tiers 1 – 4, while the FMWD rate remains the same at \$1.90 per unit. Reminder that 1 unit = 1,000 gallons.

The Meter service charge was increased by 6.9% for all meter sizes and the Private Fire Protection Service charge was also increased by 6.9% for all meter sizes.

The irrigation usage charged tier set points remained the same and the commodity was adjusted to match Tier's 2 and 4.

This information is summarized on Table 1 and staff provided a summary of an average bi-monthly bill in Table 2. In addition, staff provided a detailed breakdown of proposed bi-monthly bills in Table 3 from 0 units to 55 units for review.

Staff will make a PowerPoint presentation explaining the tier rate set point breakdown and will be seeking Directors' input on finalizing the set points.

SCHEDULE:

Staff will take any comments from the Board and incorporate the comments into a final Proposition 218 notice for the next Board meeting on April 16, 2013. After final approval, staff will prepare the notice to send to property owners by May 3, 2013. This will start the 45-day review and comment period that will end on June 17, 2013. The comments will be tabulated and presented to the Board at the Public Hearing on June 18, 2013.

Prepared by:

Submitted by:

David Gould, P.E.
District Engineer

Ron L. Mitchell
Secretary-Treasurer

Enclosures:

Preliminary Proposition 218 Notification
Table 1 – Proposed Water Rate and Charges for July 2013
Table 2 – Typical Residential Bi-Monthly Water Bill
Table 3 – Summary of Residential Bi-Monthly Water Bill



PUBLIC NOTICE OF PROPOSED INCREASE IN WATER RATES AND CHARGES

Crescenta Valley Water District Board of Directors is considering a recommendation for a proposed change in water rates and charges at a public hearing to be held on:

**Tuesday, June 18, 2013, at 6:30 p.m.
2700 Foothill Blvd., La Crescenta, CA 91214**

PROPOSED WATER RATE INCREASE

District staff is recommending to the CVWD Board of Directors a \$0.35 per unit of water or an overall 6.9% water rate increase to become effective July 1st 2013.

Crescenta Valley Water District (CVWD), like many other utilities around Southern California, faces a decision on how to address aging infrastructure and facilities. The public values and expects safe and reliable water. As such, the Board of Directors made a conscious choice to invest in our community's water infrastructure and facilities to ensure a safe and reliable water system now and in the future.

CVWD BOARD OPTS FOR A PAY-AS-YOU-GO PROGRAM

Great consideration was given on the best way to manage the facilities and infrastructure, to extend the useful life of assets, and to minimize expenses. A philosophy was agreed upon by the current Board that the District should self-fund all maintenance and capital improvement projects. Basically, the District is not willing to incur any additional long term debt to maintain the facilities and infrastructure but will use the "pay-as-you go" method.

Moving from a financed program where debt is incurred and interest paid over 30 years to a "pay-as-you-go" program is a difficult transition. Some funds from the MTBE lawsuit settlements received by the District have been used to offset the initial impact of "pay-as-you-go" maintenance and capital improvement programs. However, there are still day-to-day operational costs that continue to rise, especially in the areas of electricity, fuel, chemical treatment and regulatory compliance. Staff has diligently looked at the budget to reduce costs wherever possible. Vacant positions have been left unfilled or replaced with lower paying entry level positions. The rate increase proposed by staff supports a pay-as-you-go program for capital improvements and maintenance at a level that maximizes facility life expectancy while ensuring a safe and reliable water system for the community.

FMWD PURCHASED WATER COST

On an annual average, CVWD receives 40% of its water supply from Foothill Municipal Water District (FMWD), which is a member agency of Metropolitan Water District of Southern California (MWD). MWD imports water from both the Colorado River and the State Water Project in Northern California.

Since January 2010, the cost of purchased water from FMWD has been listed as a separate line item on customer bills. The purchased water cost is currently \$1.90 per unit (1 unit = 1,000 gallons). The purchased water cost per unit is calculated by dividing the total projected cost of purchased water from FMWD by CVWD's projected annual total water consumption. If FMWD increases or decreases the cost of purchased water to CVWD in the next five years, the change will be automatically passed through to CVWD's customers. At least 30 days before the effective date of the change, CVWD will send a notice to District customers stating the amount of any change in the purchased water cost.

PROPOSED WATER RATE CHANGES

If approved, the increased rates will become effective on any statement billed after July 1st, 2013. The proposed rate adjustments are shown on the attached table.

Water service charge: Increase from \$32.40 per bi-monthly billing period to \$34.60 per bi-monthly billing period in for a typical (3/4-inch) residential water meter. Refer to the attached table for increased water service charge for larger meters.

Single Family Residence Accounts:

- **Tier 1 water rate (0-10 units):** Increase the CVWD component to \$2.35 per unit from \$2.00 per unit; the FMWD pass-through charge remains at \$1.90 per unit for a total of \$4.25.
- **Tier 2 water rate (11-33 units):** Increase the CVWD component to \$3.50 per unit from \$3.15 per unit; the FMWD pass-through charge remains at \$1.90 per unit for a total of \$5.40.
- **Tier 3 water rate (34-50 units):** Increase the CVWD component to \$5.65 per unit from \$5.30 per unit; the FMWD pass-through charge remains at \$1.90 per unit for a total of \$7.55.
- **Tier 4 water rate (51 units and above):** Increase the CVWD component to \$8.10 per unit from \$7.75 per unit; the FMWD pass-through charge remains at \$1.90 per unit for a total of \$10.00.

Multi-Family Dwellings, Commercial, Institution, and School Accounts:

- Increase the CVWD component to \$3.50 per unit from \$3.15 per unit; the FMWD pass-through charge remains at \$1.90 per unit for a total of \$5.40.

Landscape/Irrigation Accounts:

- **Tier 1 water rate (0-70 units):** Increase the CVWD component to \$3.50 per unit of water from \$3.15 per unit; the FMWD pass-through charge remains at \$1.90 per unit for a total of \$5.40.
- **Tier 2 water rate (71 units and above):** Increase the CVWD component to \$8.10 per unit of water from \$7.75 per unit; the FMWD pass-through charge remains at \$1.90 per unit for a total of \$10.00.

CVWD offers a **20% senior low-income discount** for up to 26 units of water used per bi-monthly billing period. Visit CVWD's website, www.cvwd.com for more information or contact CVWD at (818) 248-3925.

HOW DOES THIS AFFECT YOUR WATER BILL?

Your water bill is made up of three (3) components:

- A water service charge based on the size of the meter.
- A CVWD commodity charge based on the amount of water used.
- An FMWD purchased water charge based on the amount of water used.

The proposed rate increase will vary depending upon the amount of water used per bi-monthly billing period.

A typical residence using 22 units of water (Tiers 1 & 2) will experience an increase of \$9.90, from \$132.00 to \$141.90, (approximately 7.5%) per bi-monthly billing period.

Protest letters must be received by CVWD before 4:30 p.m. on Monday, June 17, 2013

Any CVWD customer or property owner within the CVWD service area may file a written protest of the proposed rate changes by sending a letter to CVWD, 2700 Foothill Boulevard, La Crescenta, CA 91214. A valid protest letter must include your name, your CVWD service address, a statement of protest and an original signature.

Protest letters will be tabulated and presented to the Board of Directors at a public hearing to be held on Tuesday, **June 18, 2013, at 6:30 p.m. at the CVWD main office**. Any CVWD customer or property owner may appear at the hearing to make comments regarding the proposed rate increase.

The Board of Directors may adopt, revise or modify the rate increase as proposed upon conclusion of the Public Hearing. The Board may not increase water rates and charges more than indicated in this notice.

The proposed water rate evaluation is available for inspection at the District's office at 2700 Foothill Boulevard, La Crescenta, CA 91214 between 8:00 a.m. and 4:30 p.m., Monday through Friday. The District can assist you with answering any questions about your water bill. If you have questions or need additional information, please contact CVWD at **(818) 248-3925** or e-mail water@cvwd.com.

USAGE CHARGE FOR SINGLE-FAMILY RESIDENCE PER 2-MONTH BILLING CYCLE

Current			Proposed July 2013			
Water Use Range	Total Cost/Unit	Tiers	Water Use Range	Local Cost/Unit	FMWD Cost/Unit	Total Cost/Unit
1 – 10 units	\$3.90	Tier 1	0 – 10 units	\$2.35	\$1.90 =	\$4.25
11 – 33 units	\$5.05	Tier 2	11 – 33 units	\$3.50	\$1.90 =	\$5.40
34 – 50 units	\$7.20	Tier 3	34 – 50 units	\$5.65	\$1.90 =	\$7.55
51 units +	\$9.65	Tier 4	51 units +	\$8.10	\$1.90 =	\$10.00

USAGE CHARGE FOR MULTI-FAMILY DWELLING, COMMERCIAL, INSTITUTION, & SCHOOL PER 2-MONTH BILLING CYCLE

Current		Proposed July 2013		
Total Cost/Unit	Base Rate	Local Cost/Unit	FMWD Cost/Unit	Total Cost/Unit
\$5.40	Base Rate	\$3.50	\$1.90 =	\$5.40

USAGE CHARGE FOR LANDSCAPE PER 2-MONTH BILLING CYCLE

Current			Proposed July 2013			
Water Use Range	Total Cost/Unit	Tiers	Water Use Range	Local Cost/Unit	FMWD Cost/Unit	Total Cost/Unit
0 – 70 units	\$5.40	Tier 1	0 – 70 units	\$3.50	\$1.90 =	\$5.40
71 units +	\$10.00	Tier 2	71 units +	\$8.10	\$1.90 =	\$10.00

SERVICE CHARGE BASED ON METER SIZE PER 2- MONTH BILLING CYCLE

Meter Size	Current	Proposed July 2013
3/4"	\$32.40	\$34.60
1"	\$39.85	\$42.54
1½"	\$58.18	\$62.12
2"	\$73.59	\$78.58
3"	\$80.23	\$85.66
4"	\$206.15	\$220.12

FIRE PROTECTION SERVICE CHARGE BASED ON METER SIZE PER 2-MONTH BILLING CYCLE

Meter Size	Current	Proposed July 2013
1"	\$13.15	\$14.50
2"	\$19.36	\$21.34
3"	\$28.92	\$31.87
4"	\$39.20	\$43.20
6"	\$67.39	\$74.27
8"	\$102.54	\$113.00
10"	\$143.17	\$157.79

Note: Customers located within the City of Glendale are charged a \$0.40 Administration fee per bi-monthly period for collection of Glendale Utility Tax

DISTRICT INFORMATION

The District is governed by a five member Board of Directors elected at-large. The Board meets at 7:00 p.m. every 1st and 3rd Tuesday of each month at CVWD's main office at 2700 Foothill Blvd. in La Crescenta and the District welcomes the public's input. This document and other information regarding the District can also be found on the web site at www.cvwd.com.

CAPITAL IMPROVEMENT PROJECTS PLANNED FOR 2013 & 2014

- Replacement of 2,900 linear feet of 8-inch water main on the 3000 & 3100 block of Paraiso Way, 4950 Block of Cloud Ave, 4900 block of Ramsdell Ave and the 2800 block of Prospect Ave.
- Rehabilitation of CVWD's Groundwater Wells 1 and 8 including new pumps
- Complete the Emergency water supply interconnection with the Los Angeles Department of Water and Power
- Installation of Chlorination Station and Pipeline at Ocean View & Markridge Reservoirs
- Installation of Roof Air Vents to reduce water corrosivity properties at Edmund Reservoir
- Upgrade of two (2) of the District's 34 booster pumps;
- Replacement of 20 year-old Telemetry/Remote Data system and installing additional maintenance storage

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

BULK RATE
U.S. POSTAGE
PAID

PLEASE USE WATER WISELY

**Important
Proposed Water Rate
Information Enclosed**

TABLE 1
JULY 2013 RATE STRUCTURE

<u>July 2012</u>		<u>July 2013</u>	
Single Family Residence <u>Water Use Range</u> Tier I 1-10 Units Tier II 11-33 Units Tier III 34-50 Units Tier IV 51 Units and above Usage charge for multi-family units, commercial, institutions, & schools <u>Local Cost</u> Base Rate Irrigation Usage Charge: Tier I 1-70 Units Tier II 70 Units and above Meter Service Charge <u>7/1/2012</u> <u>Within District</u> 3/4" \$16.20 1" \$19.93 1 1/2" \$29.09 2" \$36.80 3" \$40.12 4" \$103.08 <u>Outside District</u> \$16.40 \$20.13 \$29.29 \$37.00 \$40.32 \$103.28 Private Fire Protection Service Charge <u>7/1/2012</u> <u>Within District</u> 1" \$6.78 2" \$9.98 3" \$14.90 4" \$20.20 6" \$34.73 8" \$52.84 10" \$73.78 <u>Outside District</u> \$6.98 \$10.18 \$15.10 \$20.40 \$34.93 \$53.04 \$73.98		Single Family Residence <u>Water Use Range</u> Tier I 1-10 Units Tier II 11-33 Units Tier III 34-50 Units Tier IV 51 Units and above Usage charge for multi-family units, commercial, institutions, & schools <u>Local Cost</u> Base Rate Irrigation Usage Charge: Tier I 1-70 Units Tier II 70 Units and above Meter Service Charge <u>7/1/2013</u> <u>Within District</u> 3/4" \$17.30 1" \$21.27 1 1/2" \$31.06 2" \$39.29 3" \$42.83 4" \$110.06 Private Fire Protection Service Charge <u>7/1/2013</u> <u>Within District</u> 1" \$7.25 2" \$10.67 3" \$15.93 4" \$21.60 6" \$37.14 8" \$56.50 10" \$78.89 <u>Outside District</u> \$7.45 \$10.87 \$16.13 \$21.80 \$37.34 \$56.70 \$79.09	
<u>Total Cost</u>	<u>FMWD Cost</u>	<u>Local Cost</u>	<u>FMWD Cost</u>
\$3.90	\$1.90	\$2.35	\$1.90
\$5.05	\$1.90	\$3.50	\$1.90
\$7.20	\$1.90	\$5.65	\$1.90
\$9.65	\$1.90	\$8.10	\$1.90
\$4.90	\$1.90	\$3.50	\$1.90
\$5.05	\$1.90	\$3.50	\$1.90
\$9.65	\$1.90	\$8.10	\$1.90
\$10.00	\$1.90	\$10.00	\$1.90
\$5.40	\$1.90	\$5.40	\$1.90
\$10.00	\$1.90	\$10.00	\$1.90
\$73.98	\$73.98	\$79.09	\$79.09

TABLE 2 - Residential Bi-monthly Bill - (3/4" Meter with Average Usage in Bi-monthly Period)

Year	3/4" Meter Service	Months	Water Service Charge	Water Usage Charge Rate (CVWD)	Avg Bi-monthly Usage	Water Usage Charge	Water Usage Charge Rate (FMWD)	Avg Bi-monthly Usage	Water Usage Charge (FMWD)	Total Average Bi-monthly Water Bill	Overall Bi-Monthly Increase
FY 2008-09	\$12.20	2	\$24.40	\$4.10	22	\$90.20				\$114.60	
FY 2009-10	\$12.44	2	\$24.88	\$2.63	22	\$57.86	\$1.55	22	\$34.10	\$116.84	\$2.24
FY 2010-11	\$14.50	2	\$29.00	\$2.63	22	\$57.86	\$1.90	22	\$41.80	\$128.66	\$11.82
FY 2011-12 Jan 2012	\$ 15.70	2	\$31.40	\$3.00	22	\$66.00	\$1.90	22	\$41.80	\$139.20	\$10.54
FY 2012-13 July 2012	\$16.20	2	\$32.40	\$3.15	22	\$69.30	\$1.90	22	\$41.80	\$143.50	\$4.30
FY 2013-14 July 2013	\$ 17.30	2	\$34.60	\$3.50	22	\$77.00	\$1.90	22	\$41.80	\$153.40	\$9.90
											6.9%

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

To: Honorable President and Members of the Board of Directors
From: Christy J. Scott – Program Specialist
Subject: Discussion on a modification to the District's Turf Rebate

Action Item No. 3
April 2nd, 2013

ACTION ITEM:

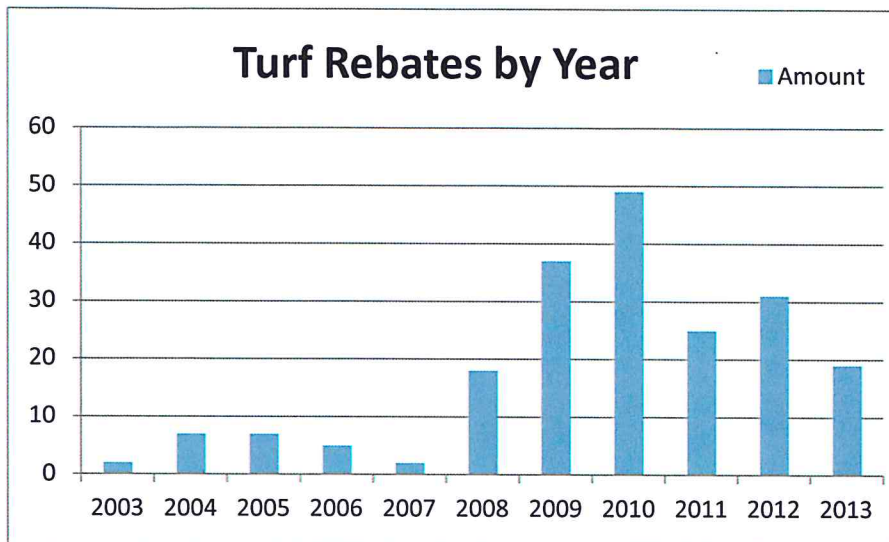
Modification to the District's Turf Rebate Program – Discussion on modification of the Turf rebate program (Changing the rebate amount per square foot from \$0.50 to \$1.00 and maintaining the maximum rebate amount of \$800.00.)

BACKGROUND:

The District was the pioneer for a turf rebate program, the first in the Southern CA area. The program, which started in 2003, has not seen an increase in the price per square foot rebate amount in ten years. The current rebate amount is set at \$ 0.50 per square foot with an \$800.00 maximum rebate. In Southern California, outdoor water use typically accounts for the majority of water use for most residential accounts. As hard conservation saving items, such as toilets, showerheads, and washing machines, reach saturation levels in the residential arena, outdoor water use efficiency becomes increasingly more important. Some experts estimate that 50% of outdoor water goes to waste due to wind evaporation, improper system design, and overwatering. The Turf Rebate Program addresses not only the removal of high water using grass, but also requires the installation of a proper irrigation system, or even better, no irrigation system. With demand reduction requirements for the 20% by 2020 legislation and Best Management Practice requirements, outdoor water use efficiency will play a much larger and more important role in water conservation programs.

Status:

The District has completed 202 rebates since the rebate program started. Since the height of the program in 2010, the District has seen a decline in turf removal project completions (see chart on next page). While initial applications and interest in the program has not tapered off, completion rates for projects have dropped. For example, the District received 60 pre-applications for 2012 fiscal year; however, only 31 projects were successfully completed and eligible for rebate. While an approximate 50% completion ratio isn't bad, staff feels that we can do even better. In general, pre-inspection verification takes approximately one hour of staff time, which does not include any follow-up that may occur. Whether the decreased completion rate is due to the economy or project cost justification, staff is anticipating that an increase in monetary reimbursement will stimulate a higher number of successful project completions for the program.



The typical suburban lawn consumes 10,000 gallons of water above and beyond rainwater each year. Using native plants and landscape designs that optimize local conditions can reduce irrigation water use, as well as reduce soil erosion, lower maintenance costs, and preserve natural resources.

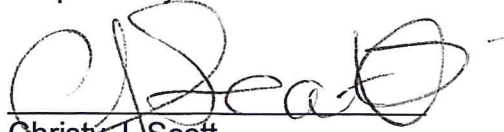
OTHER AGENCY REBATE PROGRAM AMOUNTS

District	Rebate	Cap
Long Beach Water Dept	\$2.50 SF	\$2,500.00
Pasadena Water & Power	\$1.00 SF	\$2,500.00
Burbank Water & Power	\$1.00 SF	\$1,000.00
San Diego Water	\$1.50 SF	\$3,000.00
South Coast Water	\$1.00 SF	\$500.00
synthetic Turf	\$2.00 SF	\$2,000.00
CVWD	\$0.50 SF	\$800.00
FMWD	\$1.00 SF	\$800.00

Recommendation:

Staff recommends increasing CVWD's turf rebate per square foot from \$0.50 to \$1.00. The higher rebate amount should generate more interest and actual completions of turf removal projects. The fiscal impact of raising the rebate per square foot from \$0.50 to \$1.00 would be negligible as the program cap would remain the same. Outside water use provides the largest arena to accomplish water use efficiency.

Prepared by:


Christy J. Scott
Program Specialist

Submitted by:


Dennis Erdman, PE
General Manager

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 5
April 2, 2013

To: Honorable President and Members of the Board of Directors
From: Dennis A. Erdman P.E. – General Manager
Subject: Discussion and possible action to develop a District policy or practice related to solicitation of professional service agreements.

ACTION ITEM:

Discussion and possible action to develop a District policy or practice related to the solicitation of professional service agreements. This item was requested to be placed on the agenda by Director Putnam. Director Putnam requested that staff bring proposed requests to solicit proposals for professional services to the Board for approval prior to asking for submittals by consultants.

Description

During the course of business, there are occasions where it appears advantageous to staff to have assistance from outside consultants in pursuit of District projects, studies, grant applications, technical analysis, financial reporting and other areas of expertise beyond staff's capabilities.

Discussion

At the present time, it is the practice of the staff to evaluate when a project, study, report or other task is beyond the capability or time constraints of the District's staff and, if a need is identified, look at the potential of contracting the work to an outside party. Then a description of the service needed is prepared, and contacts are made with potential service providers to request that they propose on the work. If the work is something new or unique, staff will utilize various sources to compile a listing of potential service providers and, depending upon the size and complexity of the job, may ask for potential proposers to submit their qualifications to perform the work. For jobs that are more routine, the potential service providers are sent the description of the work and asked to make their proposals according to the District's request for proposal document. When proposals are in hand, staff prepares an agenda bill describing the circumstances, and brings the matter to the Board for approval to engage a professional services agreement. The current approach provides staff with flexibility in getting the job done in a timely manner. By implementing the additional step of getting approval from the Board to solicit proposals, staff will be delayed in getting information, and the extra step will take up staff and Board time on projects that may not move forward.

Financial Impact

The financial impact of consultant work for CVWD varies year to year depending on the nature and variety of projects undertaken. Staff attempts to look forward to project the need for consultant work over the course of a fiscal year and make allowances in the budget for this need. On occasion, an unforeseen conditions or projects develops during the year where outside services are deemed desirable, and the process described in the discussion section of this agenda bill are followed. The General Manager has authorization to contract up to a limit of \$25,000, however, in cases where the work has not been anticipated in the budget, Board approval is sought for these instances.

Recommendation

This item is for discussion and possible action by the Board to endorse the present practice for handling professional services contracting, or to advise staff to proceed in a different manner in the solicitation and handling of professional services agreements.

Submitted by:


Dennis Erdman, General Manager

APPENDIX Q

CRESCENTA VALLEY WATER DISTRICT BID PROCUREMENT AND PURCHASING POLICY

APPENDIX Q
CRESCENTA VALLEY WATER DISTRICT
BID PROCUREMENT AND PURCHASING POLICY

I. Work Costing More Than \$25,000

a. Except as otherwise provided in this statement of policy or by law, all contracts for any improvement, job, construction project or unit of work (herein referred to as work), and all acquisitions of material or equipment, estimated to cost or to have a value when completed in excess of Twenty-Five Thousand Dollars (\$25,000), shall be let to the lowest responsible bidder in the manner hereinafter provided.

b. The Board shall first determine whether the contract shall be let or the acquisition made, as a single unit for the whole of the work or acquisition, or whether it shall be divided into severable convenient parts.

c. The Contract documents shall be prepared utilizing the District's standard forms, with such modification as may be appropriate for the particular work or unit of work, for the acquisition of materials or equipment. In the case of work to be performed for the District, the documents to be prepared shall ordinarily include the Notice Inviting Bids, Instructions to Bidders, the Proposal for submission by the bidder, the Information Required of Bidder, setting forth the equipment and material source and other required information, Contractor's Licensing Statement, List of Subcontractors, Bid Security Form, Agreement, Faithful Performance Bond, Payment Bond, Non-Collusion Affidavit, Notice to Proceed, General Provisions, Special Provisions, and Plans and Specifications.

d. Unless otherwise required by the provisions of the Public Contract Code, the District may advertise in the F.W. Dodge Green Sheet, the Construction Market Data and similar publications, inviting sealed proposals for furnishing labor for or materials or supplies for use or incorporation in, the proposed work or unit of work, or for providing materials or equipment. In the event that the construction of works is to be paid for with the proceeds of the sale of bonds or a limited assessment, the District shall give said notice by publication once a week for three (3) successive weeks in a newspaper of general circulation published in the District.

e. All bids shall be presented under sealed cover on forms furnished by the District, and, in the case of a bid to perform work for the District, it shall be accompanied by one of the following forms of bidder's security: (1) cash, (2) a cashier's check made payable to the District, (3) a certified check made payable to the District, or (4) bidder's bond executed by an acceptable surety insurer made payable to the District.

f. At the time and place appointed and set forth in the Notice Inviting Bids, the bids shall be opened in public.

g. The Board may reject any and all proposals or bids should it deem it to be for the public good, or may award the contract for the work or unit of work, or materials or equipment, to the lowest responsible bidder at the prices named or specified in the bid or proposal.

h. In the case of work to be performed for the District, the District shall require the successful bidder or bidders to file with the Board good and sufficient bonds, to be approved by the Board, conditioned upon the faithful performance of the contract and upon payment of all claims for labor and materials in connection therewith.

i. In the case of work to be performed for the District, the District shall require the successful bidder or bidders to carry public liability and property damage insurance, workers' compensation insurance, and other insurance, in the amounts and under the terms stipulated in the Contract documents.

j. "Lowest Responsible Bidder" shall mean a person who submits the lowest monetary bid, taking into account the contract bid reduction provided for in paragraph g, and which responds to the terms upon which bids were requested, and who has the capacity, integrity and ability to perform the particular requirements of the contract. Factors which may be considered in determining the "lowest responsible bidder" include, but are not limited to, all of the following:

1) The contractor's prior record of performance on other public works projects, if any, including timely completion of performance, quality of work, and completion of projects within project budget or bid amount submitted.

2) The contractor's involvement in any ongoing litigation or contract disputes with the District which could impair satisfactory performance on the contract to be awarded.

3) The contractor's history of noncompliance with occupational safety and health requirements, labor statutes and regulations, and other local, state, federal laws.

II. Work or Acquisitions Costing Less Than \$25,000

All contracts for any work or unit of work, and all acquisitions of materials or equipment, estimated to cost or to have a value when completed that is less than Twenty Five Thousand Dollars (\$25,000), may be authorized by the District's General Manager or in his absence the Secretary-Treasurer, without compliance with any formal competitive bidding procedure or prior Board approval, and in any such case the General Manager or Secretary-Treasurer may authorize the work or unit of work or acquire the materials or equipment, by informal bidding or quotations or by purchase on the open market without advertising. These informal procurement processes shall nevertheless contain adequate risk management controls as determined from time to time by the Attorney.

The following procedures shall be followed by all District employees when requesting parts, materials or supplies:

a. An authorized employee will fill out a Purchase Order, which is then submitted to their supervisor for preliminary approval. Final approval shall be upon the signature of the General Manager, or his designee, with the exception that the Superintendent may approve Purchase Orders not greater than \$500. The account number to which the purchase should be charged must be included on the Purchase Order.

b. Upon receipt of the parts, supplies or materials ordered, the designated receiving person checks the goods to ensure they are in acceptable condition, and counts them against the packing slip. If everything is in proper order, the packing slip is then approved. If not in order, the shipment shall be refused and returned to the vendor for correction. Upon approval of the packing slip, the receiving person shall forward the shipment to the appropriate Supervisor or Plant Coordinator.

c. The signed packing slip shall be noted with the corresponding Purchase Order and submitted to Accounts Payable to be processed for payment.

d. Upon receipt of the original invoice from the vendor, Accounts Payable shall compare the original invoice to the approved Purchase Order and packing slip. If all is in order, the invoice shall be processed for payment.

e. Any purchase under Thirty Dollars (\$30.00) or purchased from ongoing suppliers with whom the District has an open account does not require a Purchase Order, but must have approval from a supervisor on the original invoice.

f. Petty cash disbursements may be used for miscellaneous purchases not to exceed \$100 when approved in advanced by the Secretary-Treasurer or his designee.

III. Change Order Policy

All change orders occurring during the performance of a contract shall be reported to the Board. Change order amounts which are Five Thousand Dollars (\$5,000) or less or which are ten percent (10%) or less of the original contract amount up to a maximum amount of Twenty-Five Thousand Dollars (\$25,000) may be authorized by the District's General Manager; however, change order amounts greater than Five Thousand Dollars (\$5,000) and greater than ten percent (10%) of the original contract amount up to a maximum or cumulative change order amount of Twenty-Five Thousand dollars (\$25,000) shall be approved by the Board. The Board shall by a majority vote approve all change order amounts in excess of Twenty-Five Thousand Dollars (\$25,000). In the case of contracts with unit prices, if the number of units of significant bid items increases by twenty percent (20%) or more, Board approval must be obtained.

IV. Exceptions to Statement of Policy

The Policy specified in this statement shall not apply in the following cases or circumstances, provided, however, that the policy with respect to approval of Purchase Orders and processing invoices for payment shall be observed in all events: and provided that the Board shall approve all single expenditures greater than \$25,000 regardless of the procurement process:

- (1) A contract for the acquisition or disposal of any real property.
- (2) A contract for the leasing of any personal property or the acquisition of personal property other than materials and equipment for use in construction activities.
- (3) A contract for the purchase of water or water rights.
- (4) A contract for the repair of District equipment.
- (5) A contract for legal, engineering and other professional services.
- (6) A contract for the performance of work or acquisition of materials or equipment deemed by the Board to be of urgent necessity for the preservation of life, health or property, or in order to continue to provide water to the District's existing customers, and such action is authorized by a two-thirds vote of the District's Board.
- (7) The repair, alteration, addition, or the making of improvements, by force account.
- (8) Work related to and in furtherance of the purposes of the District, or materials or equipment acquired for such purposes, where such work is to be performed or such materials or equipment are to be acquired, for the account of other persons or entities, an example of such work or acquisition being the construction of a water transmission line or the installation of meters or other facilities for a developer and done at the developer's expense.

- (9) A contract for the performance of work or acquisition of materials in instances where work and materials are regularly and periodically required and work and materials are repairs or replacements of prior works or materials relating to the following:
 - (a) Asphalt and concrete patching;
 - (b) Janitorial supplies;
 - (c) Office supplies;
 - (d) Aggregate (sand, base and similar materials);
 - (e) Cold mix asphalt;
 - (f) Data mailers;
 - (g) Water meters.
 - (h) Water treatment chemicals and supplies;
 - (i) Sewer maintenance;
 - (j) Landscaping maintenance;
 - (k) Uniform service.
- (10) The provision of ongoing utility services to the District such as electricity, natural gas, or telecommunications.
- (11) A contract for the performance of work or acquisition of materials in instances where the work or materials is identified as a line item on an approved budget or as a necessary component of a line item in an approved budget.

V. Scope of Statement of Policy

This statement of policy establishes the manner of calling for bids and letting contracts for the performance of work for the District or the acquisition of materials or equipment. However, notwithstanding this statement, all contract for work and all contracts for acquisition of materials and equipment, may be made or entered into upon such terms and conditions and in such manner as the Board may determine is in the best interest of the District.

FOOTHILL MUNICIPAL WATER DISTRICT

FOOTHILL FLOWS



Issue 7

March 19, 2013

THE GM'S CORNER

FMWD Recycled Water Project

A lot has been happening with the FMWD Recycled Water Project in the past few months. Previously, the project only provided recycled water and energy savings benefits. It now provides even more benefits through a watershed approach.

The 250,000 gallon per day recycled water—membrane bioreactor plant is tentatively located on about a 1/2 acre of La Cañada United Methodist Church land. FMWD would tap into the wastewater stream on Oak Grove Drive and treat it at the MBR plant. It would then pump the treated water into infiltration galleries located under the athletic fields at La Cañada High School for percolation into the groundwater aquifer. These galleries would be about 12 feet underground and students will not even know they are there when using the fields. As an additional benefit, a drainage system currently exists underneath the athletic fields which diverts stormwater and irrigation water to the storm drain. FMWD will take this water and divert it into the recycled water plant and let that water percolate into the groundwater basin using the infiltration galleries as well.

Additionally, FMWD has teamed up with three departments within Cal Poly Pomona: Civil Engineering, Landscape Architecture, and Urban and Regional Planning. They will be assisting FMWD by preparing a 3D model of the infiltration galleries, developing drought tolerant landscaping for both the MBR and school site, and developing a conservation and educational component to the Project aimed at students in the local schools. The California Department of Education, as part of the fifth grade curriculum requires students "...study their local watershed to learn

about the origins of the water used by their local communities and learn that the availability of fresh water can be extended by recycling and conservation practices." This project will help the schools achieve that goal.

Because of this collaborative planning, the benefits include more reliable local supplies and reduced dependence on imported water supplies, reduction in energy consumption by 600 megawatts per year—enough for 85 homes for a year, conservation outreach through drought tolerant landscaping, educational outreach through tours of the facilities, watershed outreach through tours of Hahamongna Watershed Park, and development of 1/2 acre of barren land.

Most importantly, the Foothill MWD Recycled Water Project offers benefits beyond the local scope of the project, since the infiltration system design, landscape palate, educational curricula and ecosystem field trips will be created in such a way that they can be modeled for use by other water agencies, school districts, and community groups throughout the state. To our knowledge, this is the first recycled/stormwater infiltration gallery project of its type in California and offers a new era of innovation for local source water reliability and sustainability.

Currently, the District is preparing the appropriate documents to comply with the California Environmental Quality Act. Documents should be ready for review in April. Finally, FMWD has been applying for grants to offset the \$3 million cost of the project. To date, FMWD has applied for \$1.5 million in Proposition 84 grants and \$300,000 from U.S. Bureau of Reclamation Grants. Should things proceed as planned, the recycled water plant will be on line late 2016.

FMWD EMERGENCY STANDBY GENERATOR REPLACEMENT

In a continuing effort to improve reliability, the FMWD Board of Directors approved in January 2013 advertisement for replacement of the District's emergency standby generators. These generators are located at the District's two pump stations and are used during power outages to continue to lift imported water received from MWD at a connection near the Rose Bowl up into the FMWD service area. These power outages can be caused from natural disasters such as an earthquake, a fire event and more recently the 2011 wind event. The fierce windstorm lasting from Nov. 30 to Dec. 1 of 2011, with hurricane-force winds reaching speeds of up to 70 mph, pummeled the Foothills and downed hundreds of power lines. FMWD had to rely on its generator at one of its pump stations which was put out of service and without power from SCE for 5 days. The generators are also necessary to anticipate any other outages, such as a driver hitting an electrical pole and knocking out power in the immediate area. Construction of the generators is expected to take 24 to 28 weeks and on-site construction will last about three months. This \$2 million project is scheduled to be completed by the end of February 2014.

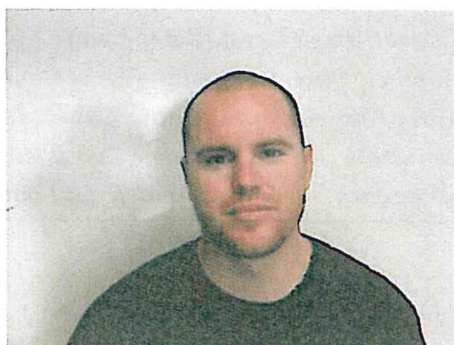
ALTADENA FORCE MAIN INSPECTION



Pure Technologies, Inc. Pipeline Robotic

In conjunction with the MWD Upper Feeder Shutdown in late February, FMWD performed an inspection of its East Side Force Main from February 19 to March 5. The main was inspected by utilizing the PureRobotics Pipeline Inspection System offered by Pure Technologies, Inc. (pictured above). Overall, approximately 10,000 feet of pipe had been inspected via 6 access points with roughly 2,000 feet of pipe remaining uninspected. The District is currently investing other technologies offered by the company that will be able to inspect the remaining feet of pipe. The District is also awaiting results from an electromagnetic study that will detail the thickness of the pipe. Results from the inspection will help shape a District-wide pipeline rehabilitation program.

FMWD Welcomes New System Operators



Ryan Crotzer



Jeff Flynn

Both brought on in November of last year, Foothill Municipal Water District welcomes Ryan Crotzer and Jeff Flynn as its newest system operators.

Ryan Crotzer, a native of Santa Clarita, CA, brings to the District six years of experience in the water industry. He currently holds both Grade D3 and Grade T2 operator certification.

Jeff Flynn hails from West Covina, CA and comes to the District with four years of experience in the water industry. His last held position was with Lincoln Avenue Water Company, one of the District's retail water agencies. He currently holds both Grade D4 and Grade T3 operator certification.

Already making important contributions to the District, we are happy to welcome them both to the Foothill team.

FMWD Contest Winners to Have Artwork Featured in MWD 2013 **"WATER IS LIFE"**

Congratulations to Daniel Lee and Sydney Lee for the selection of their artwork featured in the Metropolitan Water District (MWD) 2013 "Water Is Life" calendar!



Daniel Lee, Crescenta Valley
HS, Grade 10



Sydney Lee, Crescenta Valley
HS, Grade 11

Foothill Municipal Water District

4536 Hampton Road
La Canada-Flintridge, CA 91011

Phone: 818-790-4036
Fax: 818-790-9418
E-mail: fmwd@fmwd.com

Foothill Municipal Water District provides imported water to Crescenta Valley Water District, La Cañada Irrigation District, Mesa Crest Water Company, Valley Water Company, Lincoln Avenue Water Company, Las Flores Water Company and Rubio Cañon Land & Water Association. Kinneloa Irrigation District, another retail agency, takes no water from Foothill.

Website Address:
www.fmwd.com

Foothill Municipal Water District will reliably deliver quality water to its member agencies in a cost-efficient manner to meet their projected demands.

WHO WE ARE

Following a vote of citizens in the area, the Foothill Municipal Water District was incorporated on January 7, 1952 to help meet the increasing water demands of the foothill communities. Local well water was limited and a supplemental water source was needed. A group of concerned community leaders worked with the District to secure membership in the Metropolitan Water District of Southern California. On January 15, 1953, after receiving overwhelming voter approval, the District officially joined MWD, thus making water from the Colorado River and eventually from the California State Water Project available to the foothills. The District is one of Metropolitan's 26 member agencies and provides more than 60 percent of the water used in the service area. The remaining 40 percent is well water pumped from local aquifers.

SERVICE AREA

This District covers 21.66 square miles and has a population of about 85,000 people in the cities and communities shown on the reverse side.

WHAT WE DO

The District takes delivery of treated water from MWD near Pasadena's Rose Bowl. The water is then pumped up to the San Gabriel Mountain foothills and delivered to our member agencies for ultimate delivery to homes and businesses.

GOVERNANCE

District policies are set by a five-person board of directors elected by residents in the five divisions that comprise the District. As of September 19, 2011 the current Board of Directors includes:

Garry E. Bryant, Division 1
Melvin Matthews, Division 2
LaDrena Dansby, Division 3
Richard W. Atwater, Division 4
Dean V. Wiberg, Division 5

James T. Edwards
MWD Representative

Feature

Text Size

Tweet 14

Like 7

0



JPL Scientists Reflect on World Water Day

03.22.13

"We forget that the water cycle and the life cycle are one."

-- Jacques Cousteau

Water. Beautiful. Ever-changing. Life-giving. It envelops us, creates us, nurtures us, defines us, and yet can destroy us in an instant. This chemical compound -- two parts hydrogen, one part oxygen -- that we take for granted as plentiful, is actually remarkably scarce in its freshwater form. Less than three percent of Earth's water is freshwater, and more than two-thirds of that is locked up in glaciers and icecaps and therefore unavailable for drinking or agriculture. Within our solar system, water is even more scarce. And while NASA continues its quest to "follow the water" on Mars, NASA Jet Propulsion Laboratory Earth scientists and many of its Earth missions are busy studying our Water World and the complex interactions between Earth's water and its atmosphere, land and living organisms that make up our dynamic Earth system.

Each year on March 22, the member states of the United Nations observe World Water Day to focus attention on the importance of freshwater and to advocate for the sustainable management of Earth's precious freshwater resources. In December 2010, the United Nations General Assembly declared 2013 as the United Nations International Year of Water Cooperation. The objective of the year is to raise awareness of the potential for, and value of increased cooperation in relation to water.

We asked several JPL scientists to reflect on World Water Day and the importance of studying Earth's water.

"When it comes to humans and climate change, it is all about the water. It's too dry where you want it wet, too wet where you want it dry, salty where you want it fresh, liquid where you want it solid, and ultimately....you can't grow food without water."

-- Erika Podest, JPL research scientist

"We are now able to see from space all parts of the water cycle on land -- rain and snow, evapotranspiration, soil moisture and deep groundwater, and NASA has another satellite mission on its way to detect river runoff: Surface Water and Ocean Topography, or SWOT. We're combining all these 'eyes on Earth' to make better predictions of water resources, droughts and floods."

-- Josh Fisher, JPL research scientist

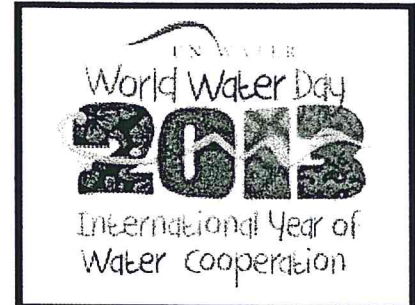
"Probing aquifers with NASA airborne radar can help scientists better understand Earth's fossil aquifer systems. The approximate number, occurrence and distribution of those systems remain largely unknown. Much of the evidence for climate change in Earth's deserts lies beneath the surface and is reflected in its groundwater. By mapping desert aquifers with this technology, we can detect layers deposited by ancient geological processes and trace back paleoclimatic conditions that existed thousands of years ago, when many of today's deserts were wet.

"Most recent observations, scientific interest and data analyses of global warming have concentrated on Earth's polar regions and forests, which provide direct measurable evidence of large-scale environmental changes. Arid and semi-arid environments, which represent a substantial portion of Earth's surface, have remained poorly studied. Yet water scarcity and salt content, changes in rainfall, flash floods, high rates of aquifer exploitation and growth of desert regions are all signs that suggest climate change and human activities are also affecting these arid and semi-arid zones."

-- Essam Heggy, JPL research scientist

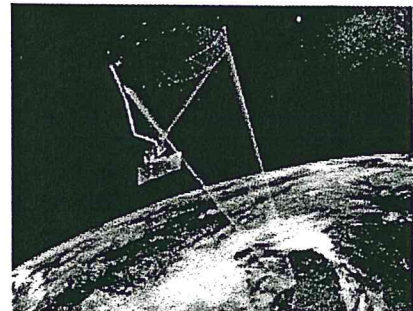
"Water, water, every where,
And all the boards did shrink;
Water, water, every where,
Nor any drop to drink."

-- "The Rime of the Ancient Mariner"



World Water Day is held annually on March 22 as a means of focusing attention on the importance of freshwater and advocating for the sustainable management of freshwater resources. NASA scientists and missions study Earth's water and provide data used by decision makers to help address critical water resource issues. Image credit: UN-Water

> Larger image



NASA's Soil Moisture Active Passive mission, launching in 2014, will measure how much water is in the top layer of Earth's soil, information that will help us better understand and manage water resources. Image credit: NASA/JPL-Caltech

> Larger image



NASA's Gravity Recovery and Climate

"Since 2002, NASA's twin Gravity Recovery and Climate Experiment (GRACE) satellites have been monitoring large-scale groundwater depletion all over the globe. In northwest India, the Middle East, and also close to home in California's Central Valley aquifer, a significant fraction of the water needed to farm comes from groundwater. With GRACE, we have a tool that allows us to very accurately detect where and how much water is pumped from deep below -- unfortunately, often at unsustainable rates. For example, during the 2006 to 2010 California drought, the equivalent volume of an entire Lake Mead was extracted from the Central Valley Aquifer!"

-- Felix Landerer, JPL research scientist

"In Colombia, the country where I was born, it rained constantly for more than a year. At the same time, the United States, where I now live, was experiencing extreme droughts. The movement of water is global, giving to some what it takes from others. As Earth's climate changes, changes in precipitation and water storage will change the way we live. We need to understand how, and how we can adapt."

-- Ernesto Rodriguez, QuikScat project scientist; ISS-RapidScat principal investigator; mission design lead, Surface Water and Ocean Topography Mission

"More than 90 percent of the water vapor traveling from the tropical oceans to Earth's mid-latitudes is contained in narrow channels in the lower atmosphere called 'atmospheric rivers,' where the amount of water transported is comparable to the largest rivers on Earth. In our studies of California's Sierra Nevada Mountains, we found that snowfall produced by atmospheric rivers accounts for, on average, nearly 50 percent of the total water storage in the seasonal snowpack. However, we also found the amount of snow deposited during atmospheric river events is sensitive to air temperature changes on the order of a few degrees -- that is, similar to future projections of regional climate warming. This is one example of how vulnerable our natural water system could be, and of the importance of water cooperation."

-- Bin Guan, JPL research scientist

"Water sustains all."

-- *Thales of Miletus, 600 B.C.*

"Water, water everywhere, but ... almost none of it is for drinking. Why? On Earth, more than 97 percent of our precious water is in the ocean and is salty. Even though we can't drink our oceans, they have provided the unique crucible where life developed and thrived, and our oceans are the great buffer that provides our 'near-perfect' climate. But in the past century, the oceans are warming, rising and becoming more acidic. Without consideration for the consequences, humankind is upsetting the climate that has sustained our civilizations for millennia. We are behaving thoughtlessly, foolishly and dangerously. If we abuse the oceans, we put all life on Earth in peril. On this World Water Day, it's imperative that each of us pledges to handle the oceans with care."

-- Bill Patzert, JPL climatologist

"As exemplified by NASA and JPL's remarkable achievements in the search for water on Mars, we are using this world-class science and engineering expertise to measure Earth's freshwater reservoirs and fluxes. During this decade, we will see come to fruition the capabilities to monitor nearly every component of Earth's freshwater -- from the snow and ice at the poles and in our mountains to the groundwater deep beneath our feet, and all that lies between, such as water vapor, clouds and precipitation in the atmosphere and stream flow and soil moisture on the ground. As the demand for this precious resource increase with population growth and societal and ecosystem vulnerabilities change and/or grow in conjunction with climate change, these capabilities will become vital to maintaining our thriving society."

-- Duane Waliser, JPL chief Earth scientist

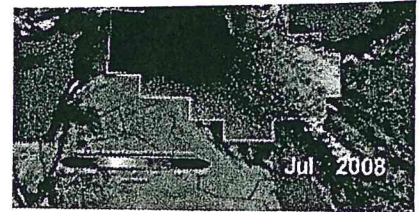
"When the well is dry, we know the worth of water."

-- *Benjamin Franklin*

"On a warming planet, the shifting water resources will cast a significant impact on our society. The steady source of freshwater from the mountaintops that has fostered human civilization for thousands of years has begun changing rapidly. We do not even have an adequate inventory of Earth's lakes. Only 15 percent of the lakes are measurable from space. Millions of small lakes have not yet been mapped and monitored. In addition, existing stream gauges cover only very large river basins, yet we do not have adequate knowledge of the river flow (or its discharge) in most of the river basins that sustain human needs."

"The Surface Water and Ocean Topography (SWOT) satellite mission planned for launch in 2020 -- jointly developed and managed by NASA, the French Space Agency (CNES) and the Canadian Space Agency -- will make measurements of the inventory of lakes and the discharge of rivers that are key to understanding the global water cycle on land; studying the dynamics of floodplains and wetlands, which have important impact on flood control and the balance of ecosystems; and providing a global assessment of water resources, including transboundary rivers, lake and reservoir storage and river dynamics."

-- Lee-Lueng Fu, JPL senior research scientist/Surface Water and Ocean Topography mission project scientist



NASA's Gravity Recovery and Climate Experiment (GRACE) satellites periodically measure Earth's gravity regionally, telling scientists how much water storage changes over time. Here, GRACE detected major groundwater losses in the Middle East between January 2003 and December 2009. Red shades represent drier conditions, while blues represent wetter conditions. Image credit: NASA/JPL-Caltech/UC Irvine/NCAR › Larger image

Several of the new NASA JPL Earth satellite missions launching in 2014 and early 2015 will "follow the water" on Earth, among them:

- ISS-RapidScat, which will measure ocean surface wind speed and direction and help improve weather forecasts, including hurricane monitoring.
- Jason-3, which will extend the timeline of ocean surface topography measurements begun by the Topex/Poseidon, Jason-1 and Jason-2 satellites, making highly detailed measurements of sea level on Earth to gain insight into ocean circulation and climate change.
- Soil Moisture Active Passive (SMAP), which will measure how much water is in the top layer of Earth's soil. Among the mission's many benefits, it will help us better understand and manage water resources; better understand Earth's terrestrial water, carbon and energy cycles; and improve flood predictions and drought monitoring.

Related links:

World Water Day: <http://www.worldwaterday.org>

GRACE: <http://www.csr.utexas.edu/grace/science/>

SWOT: <http://swot.jpl.nasa.gov/>

SMAP: <http://smap.jpl.nasa.gov/>

ISS-RapidScat: http://www.nasa.gov/mission_pages/station/research/experiments/ISSRapidScat.html

Jason-3: <http://sealevel.jpl.nasa.gov/missions/jason3/>

JPL Western Water Resource Solutions website: <http://water.jpl.nasa.gov/>

JPL Earth science: <http://www.jpl.nasa.gov/earth/>

NASA Global Climate Change: <http://climate.nasa.gov/>

NASA Earth science: <http://www.nasa.gov/topics/earth/index.html>

JPL is managed for NASA by the California Institute of Technology in Pasadena, Calif.

May 14-15, 2013
SACRAMENTO CONVENTION CENTER



**California Special
Districts Association**
Districts Stronger Together

INFO ITEM

SPECIAL DISTRICTS LEGISLATIVE DAYS

STRENGTH IN NUMBERS:
ADDING VALUE TO COMMUNITIES



#sdlld2013

SPECIAL DISTRICTS LEGISLATIVE DAYS

STRENGTH IN NUMBERS:
ADDING VALUE TO COMMUNITIES

With 39 first-time state legislators and single-party control of every statewide office and two-thirds of each house, California is experiencing an unprecedented legislative session. As California attempts to rebuild its battered budget following years of economic recession, Special Districts Legislative Days (SDLD) 2013 will focus on evolving threats to special district revenue as well as emerging opportunities, including:

- Changes to local revenue measure voter thresholds;
- Protection of existing property taxes and passthrough payments; and
- The distribution of greenhouse gas cap-and-trade auction revenue and Proposition 39 green energy revenue.

A dynamic two-day conference, SDLD provides attendees with the opportunity to hear from and interact with statewide policymakers and legislators, as well as to network and discuss district challenges with peers from other special districts around the state. SDLD includes keynotes from California's highest office-holders, moderated panel discussions with the state's leading experts and issue-specific roundtable conversations covering the most pertinent issues facing each type of special district.

Your engagement is an essential component of CSDA's advocacy efforts in Sacramento to defend special district finances and educate policymakers on the effective service delivery provided by special districts – together there is strength in numbers!

What you can do:

- Register for SDLD today to hear first-hand about the latest revenue proposals directly affecting special districts. You will also have the chance to communicate how new revenue opportunities can strengthen the core services your district provides and share examples of how they would add value to your local communities.
- Join the Host Council and contact your colleagues about the importance of attending SDLD. CSDA will provide you information to pass along. Contact Miryam Barajas at miryamb@cdda.net for more information.
- Visit CSDA's Grassroots Action Center at www.cdda.net/grassroots to read about the most significant proposals impacting special districts and to find out how you can take action now!
- Spread the word! Let other districts know about this exciting conference.

ROUNDTABLE DISCUSSIONS - WEDNESDAY, MAY 15 FROM 9:45-11:45 a.m.

Statewide special district organizations, key local government partners, and industry experts will host roundtables to provide opportunities to network and learn more about key issues within your industry. The following organizations will be hosting roundtables:

- Association of California Healthcare Districts
- Association of California Water Agencies
- California Association of Public Cemeteries
- California Association of Local Agency Formation Commissions
- California Board of Forestry and Fire Protection
- California Public Employees' Retirement System
- California State Association of County Auditors
- Workers' Compensation Action Network

Thank you to our Partners:



CARPD



MVCAC
Mosquito and Vector Control Association of California

- Association of California Healthcare Districts
- Association of California Water Agencies
- California Association of Local Agency Formation Commissions

- California Association of Public Cemeteries
- California Association of Recreation and Park Districts
- California Association of Resource Conservation Districts
- California Association of Sanitation Agencies

- Fire Districts Association of California
- Mosquito and Vector Control Association of California
- Special District Risk Management Authority

Tuesday, May 14

7:45 a.m. - *Registration Begins*
(Continental Breakfast and Networking Opportunities)

8:15 – 9:30 a.m.

Welcome Remarks: CSDA Executive Director Neil McCormick

Opening Remarks: CSDA President Stanley Caldwell

CSDA Legislative Overview:

- Kyle Packham, Advocacy & Public Affairs Director
- Christina Lokke, Legislative Representative
- Dorothy Holzem, Legislative Representative
- Ralph Heim, Legislative Advocate

9:45 – 10:45 a.m. - *Local Revenue Panel*

10:45 – 11:00 a.m. - *Break*

11:00 a.m. – 12:00 p.m. - *Local Government Panel*

- Assembly Member Katcho Achadjian (R-San Luis Obispo), Chair, Assembly Local Government Committee
- Assembly Member Marc Levine (D-San Rafael), Vice-Chair, Assembly Local Government Committee
- Senator Stephen Knight (R-Palmdale), Vice-Chair, Senate Governance & Finance Committee

12:00 – 12:20 p.m. - *Break (please exit room for lunch setup)*

12:20 – 2:00 p.m. - *Lunch*

Keynote Speaker: California State Controller John Chiang
Legislative Visits Briefing

2:00 – 5:00 p.m. - *Legislative Visits*

5:00 – 6:30 p.m. - *Hosted Legislative Reception*

Chops, 1117 11th Street, Sacramento, CA 95814

Wednesday, May 15

8:00 a.m. - *Doors Open*

Continental Breakfast and Networking Opportunities

8:30 – 9:30 a.m.

Keynote Speaker: To Be Announced

9:30 – 9:45 a.m. - *Break*

9:45 – 11:45 a.m. - *Roundtable Discussions*

You can choose two roundtables. Two 45-minute sessions will be conducted.

11:45 a.m. - *Closing Remarks:* CSDA President Stanley Caldwell

KEYNOTE SPEAKER



California State Controller John Chiang

As the Chief Fiscal Officer of California, Controller John Chiang oversees the State's nearly \$100 billion annual budget. He also helps administer the state retirement systems CalPERS and CalSTRS, and serves on 81 State boards and commissions, charged with everything from protecting our coastline to overseeing local government financial reporting.

The Controller's monthly financial reports on state revenue gains and losses are especially sought after throughout the budget adoption process. Appropriately, SDLD is held the same week as the California Budget May Revise is anticipated for release by Governor Jerry Brown.

In addition to being responsible for accounting for and controlling disbursement of all state funds, as well as processing all personnel and payroll transactions for public employees, Controller Chiang has key audit oversight for state and local government programs. These audits have identified more than \$3.5 billion in taxpayer dollars that were denied, overpaid, subject to collection, or resulted in revenues, savings and cost avoidance. As state controller, his audit authority includes ensuring that independent audits of local governments comply with professional audit standards, address discrepancies, and inform the public of financial transactions and compensation.

Controller Chiang was first elected in November 2006 to serve as Controller of the State of California, and was re-elected to serve a second term in November 2010.

LOCAL GOVERNMENT COMMITTEE LEADERS



The Honorable Katcho Achadjian (R-San Luis Obispo)

– Chair of the Assembly Local Government Committee, Assembly Member Achadjian represents the 35th Assembly District, which includes the communities of Paso Robles, Pismo Beach, San Luis Obispo, and Santa Maria, among others. Prior to his election to the Legislature, Achadjian served for three terms as an elected member of the San Luis Obispo County Board of Supervisors.



The Honorable Mark Levine (D- San Rafael)

– Vice-Chair of the Assembly Local Government Committee, Assembly Member Levine was elected in November 2012 to represent the 10th Assembly District, comprised of the communities of Sausalito, San Rafael, Novato, Petaluma, and Sonoma, among others. A former San Rafael City Councilmember, Levine has held leadership posts throughout his career helping to develop innovative solutions at the local, state, national and international levels.



The Honorable Stephen Knight (R- Palmdale)

– Vice-Chair of the Senate Governance and Finance Committee, Senator Knight was elected to the California State Assembly in November 2008 and the State Senate in 2012. Prior to his election to the Assembly, Knight was elected to the Palmdale City Council in 2005. Upon assuming office in the state Legislature, Knight left his 18-year career as a sworn police officer in the Los Angeles Police Department.



SPECIAL DISTRICTS LEGISLATIVE DAYS

STRENGTH IN NUMBERS:
ADDING VALUE TO COMMUNITIES

CSDA WILL ARRANGE LEGISLATIVE VISITS FOR YOU. IN ORDER TO RESERVE ENOUGH TIME FOR SCHEDULING, REGISTER BY APRIL 29 TO GUARANTEE YOUR SPOT IN THESE VISITS.

Three Ways to Register

- *For fast service*, register online by visiting the Special Districts Legislative Days website at www.csda.net/sdld. Find the "register" button at the top of the page.
- *Fax number*: 916.520.2465. All faxed forms must include credit card payment.
- *Mail*: CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

Who qualifies for "member" rates?

All California Special Districts Association and Special District Risk Management Authority members. Not sure if you are a member? Contact the CSDA offices to find out if you are already a member. It's not too late to become a CSDA member. Simply contact Cathrine Lemaire at cathrinel@csda.net or call toll-free at 877-924-2732.

Registration fees include the evening reception on May 14, legislative visits arranged by CSDA, as well as all written materials and meals as indicated in the agenda.

☐ CSDA Member: \$225

☐ Non-Member: \$275

Total Amount Enclosed: \$

Payment must accompany registration in order to process.

Name/Title:

District:

Address:

City:

State:

ZIP:

Phone:

Fax:

Email:

Legislative meetings

In order to help CSDA arrange your legislative meetings, please provide us with the legislative districts in your jurisdiction.

Assembly District(s):

Senate District(s):

Payment

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Acct. Number:

Expiration date:

Authorized Signature:

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CANCELLATION POLICY: Cancellations must be made IN WRITING and received via fax or mail three days prior to event. All cancellations made within the specified time will be refunded less a \$25 processing fee. NO EXCEPTIONS.



**California Special
Districts Association**
Districts Stronger Together

SPECIAL DISTRICTS LEGISLATIVE DAYS

STRENGTH IN NUMBERS:
ADDING VALUE TO COMMUNITIES

Top 5 Reasons Why You Should Attend:

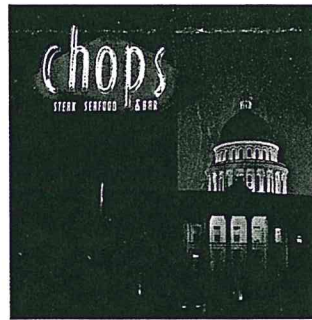
1. Efforts underway in Sacramento could significantly impact special district revenue sources, including **property tax allocations**, voter thresholds for **special taxes** and new **funding opportunities** for "green" projects and programs.
2. Governor Jerry Brown has expressed interest in reforming California's most important environmental quality law, the **California Environmental Quality Act (CEQA)**, potentially leading to major changes in how districts build infrastructure.
3. Hear directly from California State Controller John Chiang on the latest **financial auditing** and **compensation reporting** regulations heading your way.
4. Interactive roundtable discussions with our partners and experts will allow you to learn about industry-specific issues—such as implementation of the substantial reforms to **public employee pensions** last year.
5. **Pre-arranged legislative visits** and a hosted reception enable you to build relationships with your state legislators and their Capitol staff.



Legislative
visits in
the Capitol
arranged by
CSDA!

Let your senator and assembly member know about the core services your district provides in their legislative district. Tell them how each dollar invested in your district benefits your shared constituents and adds significant value at the local level!

In order to reserve enough time for scheduling, please register at www.csdanet.org/sdld by April 29 to guarantee your spot in these visits.



Hosted
legislative
reception
sponsored by
SDRMA

Network with legislators and Capitol staff at SDLD's legislative reception, being held again at Chops, an award-winning restaurant and bar across the street from the Capitol and a favorite amongst the Capitol community.

Location: 1117 11th Street, Sacramento, CA



*SDLD is available for CIPs
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CSDA Business Affiliates have the opportunity to showcase their products and services as sponsors at SDLD! Space is limited. For more information, please visit www.csdanet.org/sdld. Questions? Contact Professional Development Director Megan Hemming at meganh@csda.net.

For all the latest information, go to our website

Visit the SDLD website for the latest updates at www.csdanet.org/sdld. You will find the most current schedule, speaker bios, a list of our partners, how to find a hotel and more. Most importantly, you can register for SDLD directly on the website!



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CRESCENTA VALLEY
WATER DISTRICT

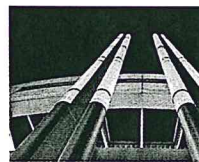
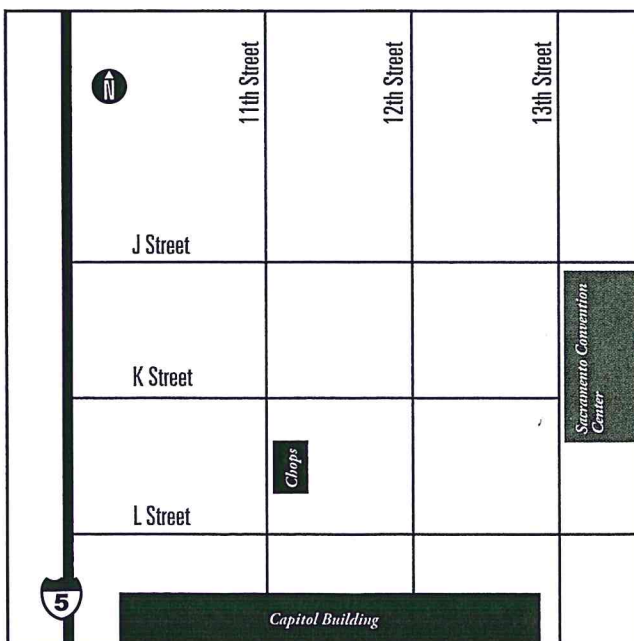
Dennis Erdman
General Manager
Crescenta Valley Water District
2700 Foothill Blvd
La Crescenta, CA 91214-3516



SPECIAL DISTRICTS LEGISLATIVE DAYS

STRENGTH IN NUMBERS:
ADDING VALUE TO COMMUNITIES

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Sacramento Convention Center
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Sacramento, CA 95814

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For parking information, visit the City of Sacramento website at www.cityofsacramento.org.

Hotel Information

The Sacramento Convention Center is conveniently located close to many downtown Sacramento Hotels that are sure to fit any district's budget. Visit www.csdanet/sdld for information on available room blocks and rates.



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California Special Districts Association



INFO ITEM

Senate Committee Approves WIFIA

March 21, 2013

AWWA hails 'pivotal moment' for water infrastructure

Denver — A US Senate Committee today passed legislation that would create a Water Infrastructure Finance and Innovation Authority, a development the American Water Works Association hailed as pivotal in confronting America's trillion-dollar water infrastructure challenge.

If enacted into law, WIFIA would make low-interest federal loans available to address large water infrastructure projects in communities across the United States. AWWA, a chief proponent for the creation of WIFIA for several years, is urging water utilities and businesses across the water sector to actively support the bill as it heads to the full Senate.

"Today represents a pivotal moment in assuring America's water infrastructure challenge is no longer buried," said AWWA Executive Director David LaFrance. "WIFIA would help communities repair more critical water infrastructure at a lower cost. Ultimately, WIFIA would benefit everyone who pays a water bill."

Based on a successful financing tool in the transportation sector, WIFIA would aid communities with pipe replacement, new or upgraded treatment plants, wastewater, reuse and desalination projects, and new water supply projects. The provision is part of the Water Resources Development Act of 2013, which is expected to reach the Senate floor by May of 2013.

"Committee Chair Barbara Boxer and Ranking Member David Vitter should be recognized for their exemplary bi-partisan effort to advance such a significant water infrastructure bill," LaFrance said.

AWWA in 2012 published a comprehensive water infrastructure report titled "Buried No Longer: Confronting America's Water Infrastructure Challenge," demonstrating that more than \$1 trillion will be required over the next 25 years to repair and expand existing drinking water infrastructure. The report noted that local utility customers will bear the cost of renewal through higher water rates, but that "states and the federal government can help with a careful and cost-effective program that lowers the cost of necessary investments to our communities, such as the creation of a credit support program — for example, AWWA's proposed Water Infrastructure Finance and Innovation Authority."

SOURCE: American Water Works Association

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Headline for this story

"Pivotal Moment May
Transform Water/Wastewater
Industry"

Information
Item

Study: Overhaul of Malibu water system to cost \$266 million

By Melissa Caskey / melissa@malibutimes.com | Posted: Wednesday, March 27, 2013 7:00 am

Nearly two years after the county board of supervisors ordered a long-range capital improvement master plan to replace Malibu and Topanga's aging and decrepit water system, the returns are starting to come in.

An engineering study completed in December by the Los Angeles County Department of Public Works estimates that replacing dilapidated pipes and other equipment in Waterworks District 29 would cost \$266.5 million. A majority of the costs, \$209 million, would go toward overhauling Malibu's water system. Topanga's overhaul is estimated at \$52 million, with \$5.5 million covering "miscellaneous" costs, according to the report.

"The aging water system infrastructure coupled with unique topography of the region caused the cost for operations and maintenance to be higher than other districts," according to an executive summary of the plan prepared by the Department of Public Works.

The study assumes the overhaul would take place over 22 years, from 2013 to 2035, although the start date is not believed to be accurate. The plan is not expected to be released to the public until the summer, according to Craig Even, a senior civil engineer with the county Department of Public Works.

The study was commissioned by the county Board of Supervisors in May 2011, one year after the fire department enacted what critics call a de facto building moratorium in Malibu when it began enforcing existing requirements that had been disregarded for years, allowing Malibu property owners to build despite strict water flow requirements, as long as they built onsite water tanks to fight fires. A fire official told *The Malibu Times* then that a study showed the increased building was "undermining the integrity of the water system."

The master plan entails a comprehensive overhaul of District 29, servicing unincorporated Topanga and most of Malibu. Much of the system was built around 1960, Even said, and does not meet the county's current fire protection water demands. While they now have a price tag, county and city officials are hesitant to suggest how the massive undertaking will be funded.

Susan Nissman, a senior field deputy for Supervisor Zev Yaroslavy, confirmed that while the engineering study portion of the revamp is complete, much work remains to be done before a funding plan is presented to local ratepayers.

“While the ‘technical’ plan is complete, the process we embarked on is not and we now need to meet with key stakeholders to discuss bringing [the plan] to the public,” Nissman said.

Those stakeholders form part of a task force assembled by the Public Works department in 2011 at Yaroslavsky’s direction. The task force includes officials from District 29, the L.A. County Fire Department, the City of Malibu Public Works Department, local business interests including the Malibu Chamber of Commerce and Board of Realtors, and two community members from Topanga and Malibu.

According to a presentation given to the task force in October 2012, potential funding options include municipal bonds, user rate hikes, federal and state grants, and a connection fee for developers who wish to hook up to the new system.

Richard Sherman, a local wastewater contractor who has studied the Malibu/Topanga system for decades and who currently sits on the task force, sees little hope of getting the public to agree to fund the overhaul with something like a bond measure, which would require two-thirds approval from voters.

“It seems that the only time anything gets done is when we have a catastrophe like a wildfire,” Sherman said. “Without that, it’s very improbable that you would get 66 percent of the people within the district to vote for improvements.”

Most of the expenses—\$152.5 million—would pay for pipeline replacements.

Malibu’s main source of water, a 30-inch pipeline, traverses roughly 35 miles from its origin point in Santa Monica, through the Pacific Palisades and Topanga, then down Pacific Coast Highway to its westernmost feed in Malibu, at Leo Carrillo State Beach near PCH and Mulholland Highway.

The pipeline runs on the ocean side of PCH throughout Malibu, narrowing to an 18-inch diameter near Webb Way and PCH, down to 16 inches near Zuma Beach and 14 inches near Encinal Canyon Road.

The system is similar to a tree, with a number of lines branching off and pumping up into the Malibu canyons, Even said. The tree system is a risk, Even said, because one dent to the trunk can cut off the livelihood of all its branches.

“If there’s any break in the [main] system, those branch components can’t receive water from the main source,” Even said.

Sherman put a break in the system into plainer terms.

“It’d be like cutting off your leg,” Sherman said. “You can’t function much without one of your legs.”

A timeline of the plan's breakdown by the Public Works Department plots the start date as 2013 and estimates the final phase of the five-part plan will be done in 2035, assuming the project is approved and funded.

Reva Feldman, Malibu's assistant city manager, said actual construction work is still far off, because on top of needing city and county approval, Public Works needs to complete an Environmental Impact Report before work gets underway.

"Realistically, it's a year and a half out," Feldman said.

Written
Communication



**Los Angeles County Supervisor
MICHAEL D. ANTONOVICH**

In conjunction with the

Crescenta Valley Town Council &

Los Angeles County Department of Parks and Recreation

Cordially invites you to attend the

ANNUAL ARBOR DAY CEREMONY

Celebrating...

"WHAT'S HAPPENING IN CV'S GREAT OUTDOORS"

CV Dog Park, Mini Parks, Rosemont Preserve, War Memorial, Trails, Playgrounds & Eagle Projects!

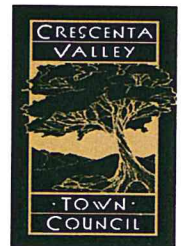
**Special Guest Speaker
SHERIFF LEE BACA**

**Performances by Armenian Dancers, Korean Singers, St. James/Holy Redeemer School and
the Crescenta Valley High School Jazz Band**



Saturday, April 20, 2013, at 10 A.M.

**Two Strike Park
5107 Rosemont Ave.
La Crescenta, CA**



For more information please contact Supervisor Antonovich's Office at (626) 356-5407

Memorandum

DATE: March 27, 2013
TO: Board of Directors
FROM: Dennis A. Erdman
RE: General Manager's Report
CC: Management Staff

At the March 19 meeting of the Board of Directors, the topic of a potential lease of CVWD property was discussed. The purpose of the lease request by AT&T is for the construction of a cellular antenna. The Board directed me to bring this proposal to the attention of the CV Town Council which I did on March 21. In addition to describing the potential lease and the location, I invited members of the Council and the audience to attend the CVWD Board meeting on April 2 to voice any input on this project. There were no questions or comments at that time.

The second topic I brought up at this meeting was CVWD plans for addressing infrastructure replacement. CVWD is in the process of transforming into a "pay-as-you-go" utility when it comes to infrastructure replacement and rehabilitation. I stated that the rate increases of the past several years along with additional rate increases that are likely over the next several years (which I thought would be in the mid single digit range) would position CVWD to be able to sustain the water and wastewater infrastructure for the community in the long run. It has been a few years back that the Board expressed this desire to be "pay-as-you-go". It was not a unanimous decision, but it is the direction that staff has been moving in terms of budgeting, staffing and planning purposes. Our target for capital projects is \$2,000,000 per year on average. This target will need to be evaluated periodically to see if it is enough to keep from falling behind. The good news is that, if MTBE settlement monies are not needed for MTBE treatment in future years, a healthy reserve fund will be available to make corrections if we fall on the short side of the replacement schedule. I think this message deserves to be repeated and the community ought to know that unless circumstances beyond the control of the Board and staff befall the District, we are on a path of sustaining our infrastructure without the need to incur any additional debt.

The last topic I mentioned was the MTBE litigation issue and the fact that we have received some funds from oil companies that have settled. I reported that some of the money from the settlements will be used to make up for expenses incurred in the litigation and used to purchase additional imported water. The Board was considering placing most of the settlement funds into a reserve account to deal with future MTBE issues if they arise.

Superintendent Larry Byers is the only employee with an April anniversary and he has 26 years of service with CVWD this year.

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

Minutes for the
Meeting of the Community Relations and Water Conservation Committee
of the Crescenta Valley Water District
held on Tuesday, March 12, 2013 at 7:30AM

Public Comments

There were no public comments.

Action Calendar

1. Budget:

A. 2012-2013 Budget Recap:

The 2012-2013 FY budget to date was reviewed. On disbursement reports, the committee would like to see one line item "Water use Efficiency Promotional Items with comments like supplies for one year, two years, etc. The committee approved making the purchases of promotional items during the winter period.

The remaining funds to do a retro-fit of old toilets (3+ GPF toilets) in apartments were approved to be given out at a matching rate to MWD's rebate, so up to \$100.00 per toilet (\$50.00 from CVWD and \$50.00 from FMWD).

Director Putnam indicated that he feels that the Board needs to be informed when all the monies in the budget are not going to be spent. For example, funds for rain barrel rebates were not spent out of the District's budget as FMWD opted to fund that rebate program.

B. 2013-2014 Budget Planned:

The proposed budget was presented. The committee would like to see a more aggressive outdoor water savings campaign. Several ideas were discussed and will be presented to the committee at a later date. The idea of a modification to the turf rebate incentive was presented. The committee approved the idea of increasing the rebate incentive to \$1.00 per square foot from \$ 0.50 per square foot. This item will be presented to the Board at a later date.

2. Community Events:

Reviewed handout of the Community Events and which ones the District participates in. Director Putnam requested a column be added to show approximate supply costs and also labor costs for events.

3. MTBE:

A generic statement regarding MTBE was presented. The committee made some changes and the draft will be handed off to legal counsel for approval. The statement would be given out only by the Public Relations Officer and by request only.

4. Cooperative Projects:

A discussion of community projects the District participates in was addressed. Projects, such as the Eagle Scout projects the District has participated in can cost the District labor and materials. It was suggested that a budget be set for participation in such projects and that it include all labor costs. A line item in the water conservation budget will be included and presented to the Board with the overall budget for approval.

5. Water Conservation Water Budgets:

Details from the policy committee regarding large lot / large family exemptions were reviewed with the Community Relations / Water Conservation Committee. As explained, a detailed program would not be able to be completed for review until the necessary population data is available which is going to take about two months. Staff suggested doing a trial water budget for a set group of volunteer customers to assess the impact and feasibility. Details will be presented to the full Board at a later date.

Adjournment