

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 November 19, 2013 at 7:00 p.m.

Posted: November 15, 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 Minutes of the Regular Meeting November 5, 2013.
2. Ratification of Disbursements for October 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. **Resolution No. 712** – Consideration and motion to adopt Resolution No. 712 establishing the District's policy on use of MTBE Settlement and Reserve Policy and addition of Article 21 to the District's Rules and Regulations Manual.
2. **Resolution No. 713** - Consideration and motion to adopt Resolution No. 713 supporting the candidacy of Kathleen Tiegs for the office of ACWA Vice-President.

3. **Well Rehabilitation of Wells 5, 8, 9, 11, & 12, Project E-934** - Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder, Best Drilling and Pump, Inc. at a cost of \$308,015 and establish a contingency amount of \$30,802 (10% of contract) to cover the cost of unforeseen or additional work.

4. **IT Technician Position** – Consideration and motion to approve temporarily changing the authorization for the IT Tech position from part-time to full-time.

Information Items

Written Communications to District

Staff Reports

Secretary-Treasurer

1. Cash and Investments –November 19, 2013.

General Manager

1. Administrative Report.

District Engineer

1. Water Production Report –November 1 – 17, 2013.
2. Report on Administrative and Field Operations.

Program Specialist

1. Report on Water Conservation issues.

Information Technology

1. Report of Information Technology issues.

Attorney

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

Reports of Committees

Engineering Committee

1. Report of Engineering Committee meeting held on November 8, 2013.

Finance Committee

1. Consideration of financial 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. Consideration of Community Relations/Water Conservation Committee.

Emergency Planning Committee

1. Report of Emergency Planning Committee meeting held on November 12, 2013.

Director's Oral Reports

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

Closed Session

- Conference with Legal Counsel – Existing Litigation (§54956.9)(d)(1)
 - Crescenta Valley Water District vs. Exxon Mobil et al.

Board Members' Request for Future Agenda Items

Adjournment

CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

November 5, 2013

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Adjourned Regular Meeting of October 22, 2013, a Regular Meeting was held on November 5, 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
Kathleen M. Ross
Judy L. Tejeda

Attorney:

Thomas S. Bunn

General Manager:

Dennis A. Erdman

Secretary-Treasurer:

Ron L. Mitchell

District Engineer:

David S. Gould

Others Present:

Mark, Hass, IT Manager
Wendy Holloway, Customer Accounts Supervisor
Larry Byers, Plant Superintendent
Dennis Maxwell, Maintenance Supervisor

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Putnam and carried by a 5-0 vote that the Agenda for the Regular Meeting of November 5, 2013 be adopted as presented.

PUBLIC COMMENT – No report

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – No report

CONSENT CALENDAR

It was moved by Director Ross, seconded by Director Erickson and carried by a 5-0 vote to approve the Consent Calendar which consisted of the following items:

Minutes of the Adjourned Regular Board Meeting held on October 22, 2013.

ACTION CALENDAR

Replacement of Motor Control Center at Oak Creek Reservoir, Project E-931 – Mr. Gould reported that the District is planning to replace the existing electrical motor control center (MCC) located at CVWD's Oak Creek Reservoir site at the north end of the intersection of Cloud Avenue and Brookhill Street as part of the FY 2014/15 CIP program. Staff received approval from the Board of Directors at the September 17, 2013 board meeting to proceed with sending out a request for proposal (RFP) and on September 18, 2013, staff sent a Request for Proposal (RFP) for professional consulting services to five (5) engineering firms: Cannon, Civiltec Engineering, Dudek, Hazen, and Sawyer, and Tetra Tech. A pre-proposal meeting was held on October 17, 2013. Staff reviewed each proposal and rated them based on understanding the project, scope of work, consultant fee, project experience, project team qualifications, and projects schedule. It is staff's recommendation to award a professional consulting service contract to Cannon for the design of the replacement of the motor control center at Oak Creek Reservoir for a cost not to exceed \$52,265.

Following discussion:

It was moved by Director Erickson, seconded by Director Ross and carried a 5-0 vote to authorize the General Manager to enter into an agreement with Cannon Corporation for engineering service at a cost not to exceed \$52,265 plus a 10% contingency.

8-Inch Water Main Replacement on the 3000 & 3100 Blocks of Paraiso Way – Project E-921 – Mr. Gould reported that on September 3, 2013, the Board of Directors authorized the General Manager to advertise for bids for replacement of the existing water main on the 3000 & 3100 Block of Paraiso Way, Cloud Avenue from Paraiso Way to Orange Avenue, and the 4900 Block of Ramsdell Avenue. A mandatory pre-bid meeting was held on October 15, 2013 and on October 30, 2013 at 2:00 PM, the District opened and read the bid proposals for this project. GRFCO, Inc was the lowest responsible bidder for the project at \$431,508. The low bid was 14.6% lower than the engineer's estimate at \$505,000. On November 4, 2013, the District received a letter from GRFCO, Inc. to request a bid relief due to clerical error. Mr. Gould spoke with legal counsel to make sure this could legally be done. Mr. Gould is requesting that the District withdraw the bid from GRFCO, Inc, and go to the second lowest bidder which would be Brkich Construction at a cost of \$446,644, which is still 5% below the engineers estimate.

Following discussion:

It was moved by Director Putnam, seconded by Director Ross and carried a 5-0 vote to authorize the General Manager to allow GRFCO, Inc to withdraw the bid without penalty and to award the contract to Brkich Construction as the next lowest bidder at a cost of \$446,644 plus a 10% contingency.

INFORMATION ITEMS – CV Weekly; Three questions were posed to the candidates for CVWD Board. Glendale Newspress; Four try for three CVWD Board seats. GWP; Pay your GWP bill at local 7-11 Convenience store. CVWD flyer; Community meeting at the intersection of Paraiso Way and Cloud. The Acorn; New solar plant will stabilize power cost for local water agencies. ULARA; Public information meeting 11/19/13 at 9:00 a.m.

WRITTEN COMMUNICATIONS TO DISTRICT – None.

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 November 5, 2013:

Cash Accounts	\$388,484
Great Pacific Securities	\$39,772
Bond Debt Service Fund Acct	\$310,215
Local Agency Investment Fund	\$1,739,322
Federal Farm Credit (78)	\$481,305
Federal Farm Credit (81)	\$927,270
Federal Farm Credit (83)	\$491,760
Federal Farm Credit (86)	\$925,110
Federal Farm Credit (87)	\$490,065
US Treasury (92)	\$926,640
US Treasury (93)	\$926,640
Federal Farm Credit (94)	\$892,820
Federal Farm Credit (95)	\$549,234

Fund Balances at June 30, 2013

Water	\$5,677,245.28
Wastewater	\$3,944,953.78
MTBE Contingency Fund	\$2,818,567.00

Mr. Mitchell also reported that he will not be at the November 19, 2013 Board Meeting.

GENERAL MANAGER – Mr. Erdman reported that he received a request from CV Ready asking for permission to park a small utility trailer at the District's Rosemont Reservoir. CV Ready is intended to be a group of citizens who will act in support of First Responders in case of a community emergency. He reported on the AT&T lease situation at Oak Creek Reservoir regarding LA County requesting that the District dedicate land to them. Mr. Erdman spoke with Supervisor Antonovich's office and said that LA County has dropped the request for the dedication of the land. Employee anniversaries for November are Ron Mitchell 20 years and Alex Sandoval 14 years. As of November 1st, the District has worked 163 days without a lost time accident. Also the following employees have received new certifications – Jim Halaszynski - Grade D-3, Kellen Boyce – Grade D-4 and Cesar Avila – Grade D-2.

DISTRICT ENGINEER

Water Production – For the period of October 1 through October 31, 2013, water production averaged 137.8 million gallons per day, which is **3.8% more** than the daily average production of the same period in 2012. This is **5.6% more** from the daily average production of the previous five years.

Rainfall: October 2013 0.27"

Season-to-date: 0.27"

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

Rainfall Update – 0.27" for October 2013. Rainfall total for 2013-14 is 0.27".

Report on Engineering:

CIP Projects – Pipeline – 3000 & 3100 Block of Paraiso Way – Community meeting on November 13th. Start in January 2014. Ocean View Chlorination Project – Request increase in grant and time extension. SCADA Upgrades – Phase 1B – 95% complete. Well 1 Rehabilitation – Started October 23; pump pulled, bailing & brushing well. Well 5, 8, 9, 11, & 12 – Pre-bid on October 29; 5 bidders. Ordunio – wall – under design.

Local Groundwater Assistance Grant Application – Meeting with LA County on location and installation of runoff gage on November 14, 2013.

Glendale – GWP & CVWD – meeting with GWP on November 15 to review Cost Analysis Study.

FMWD Issues – No report.

ULARA – Public Workshop – November 19, 2013.

AT&T – Oak Creek – New location – Southwest corner of Oak Creek property. LA County – show future 30 ft. wide road on Cloud Avenue on plans

Water Meter Replacement Program – Start FY 13/14 Water Meter Replacement Program – replaced 270 meters to date.

Report on Administrative and Field Operations:

Well Status – Current well capacity – Average 2.23MGD – October 1 – 31; current 2.10 MGD. Well 12 – Out of service since September 9, 2013. Well 1 out of service – October 23, 2013 for rehabilitation.

Booster Pumps – No Report.

Glenwood Nitrate Plant – No Report.

Water Quality – No Report.

Mills Plant – No Report.

Reservoirs/Booster Stations – Edmund #1 – taken out of service on October 24, 2013; Underside of roof inspected on October 31, 2013. To be discussed further at November 8th Engineering Committee Meeting.

MTBE Update – MTBE levels in Wells below 1ppb.

Field Maintenance and Operations update for October 21 - 31, 2013

Water lateral leaks & repairs

- 5838 Irving Avenue
- 2706 Honolulu – 3" meter
- 2837 Orange
- 2334 & 2335 Caracas
- 4923 El Caminito

- 5534 Rockcastle
- 2936 Honolulu

Water Main Leaks – No Report.

Fire Hydrant Replacement – No Report.

Developer Projects – No Report.

Valve Replacement – No Report.

General Maintenance – Valve Exercising Program to start in October 2013.

SCADA/Telemetry System – No Report.

Sewer Maintenance – Sewer Cleaning – Jayma Lane, Freeman, Phyllis, Canyonside, Maurice, Terrace, Freeman & Shields

WATER CONSERVATION – No Report

INFORMATION TECHNOLOGY – No Report

ATTORNEY – Mr. Bunn reported on the proposed constitutional amendment that will be placed on the ballot with the next general election and would require each public agency to comply with the Public Records Act and the Brown Act, including future amendments, with no reimbursement from the state. Proposition 30 already says there is no reimbursable state mandate, so it is not clear what this amendment is intended to accomplish. Mr. Bunn reported that recently at the state board level, they are working on a potable water discharge permit to encompass the Los Angeles Regional Board, the San Francisco Regional Board and the Central Valley Regional Board. However, none of the Board members have heard of this. State Board staff will hold a workshop on November 18, 2013 regarding this permit and Mr. Bunn's firm will be in attendance.

REPORTS OF COMMITTEES

Engineering Committee – Director Bodnar reported that the Committee will meet on November 8, 2013 at 3:30 p.m.

Finance Committee – Director Ross reported that the Committee had not met; however a meeting will be scheduled as needed.

Employee Relations Committee – Director Erickson reported that the Committee met today and discussed the IT Technician position.

Policy Committee – Director Bodnar reported that the Committee will meet with the full Board on November 12, 2013 at 6:30 p.m. regarding the MTBE Settlement Policy.

Community Relations/Water Conservation Committee – Director Ross reported that the Committee had not met; however a meeting will be scheduled as needed.

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 – No report

Director Erickson reported the attended the candidate's forum and also he helped with the CVTC elections last Saturday. He was also was at the farmers market where he was questioned by customers and the public on operations and landscaping at some of the well sites. He said that he received a call from an elderly couple who had to repair leaks in their pool and then refill the water, and they were wondering if the District had any breaks of cost for this. Mr. Erickson asked them to contact the office. He also said that the Taste of the Foothills will be next week.

Director Bodnar reported that he attended the CVTC and CVCA candidate forums on October 17th and the 24th. He had been walking to streets of the District talking to members of the public regarding water issues.

Director Tejada reported that she attended the Los Angeles Aqueduct 100 year celebration today with Mr. Erdman.

Director Putnam – No report

CLOSED SESSION

No reportable action.

ADJOURNMENT

There being no other business to come before the Board, at 8:00 p.m., it was moved by Director Ross, seconded by Director Tejada that the meeting be adjourned to Board Workshop on November 12, 2013 at 6:30 p.m.

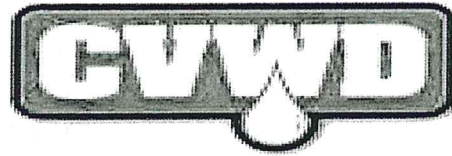
APPROVED

James D. Bodnar
President

Ron L. Mitchell
Secretary-Treasurer

CASH DISBURSEMENTS LIST

OCTOBER 2013



Check#	Check Date	Payable To	Description	Water Amount	Wastewater Amount
Fund: 01 Water					
0	10/21	Southern California Edison Co.	Power purchased 10/2013	36,426.39	396.69
28672	10/3	ACWA/Joint Powers Ins. Authori	Worker's Comp 7/1/13 to 9/30/13	17,024.00	11,350.00
28673	10/3	ADS, LLC	Well Monitoring 07/2013		1,015.00
28674	10/3	Airgas USA, LLC	Monthly Cylinder rental	157.77	157.76
28675	10/3	Alhambra Foundry Co. Ltd.	12 Manhole covers and rings	9,920.31	
28676	10/3	American Society of Civil Eng.	Membership renewal - D. Erdman	213.75	71.25
28677	10/3	Anawalt Lumber & Materials Co.	Misc hardware 09/2013	170.42	56.79
28678	10/3	ARC	Monthly bond plotter lease	826.00	275.34
28679	10/3	Sako Arutyunan	Refund Check	98.21	
28680	10/3	AVAYA Financial Services	Monthly phone system lease	839.14	279.66
28681	10/3	Cesar Avila	Reimbursement Tri State Seminar	99.36	33.12
28682	10/3	BC Laboratories, Inc	Water analysis	2,078.75	
28683	10/3	BC Laboratories, Inc	Water analysis	2,678.50	
28684	10/3	CalPers	Employee paid contributions 09/2013	21,873.23	14,582.15
28685	10/3	Cash-Petty Cash	Reimburse petty cash	341.74	96.53
28686	10/3	Charles Z. Fedak & Company	Progress billing for audit FY12/13	3,719.00	3,719.00
28687	10/3	Charter Communications	Fiber Optic Mills, Office and Glenwood Plant	3,658.66	1,219.54
28688	10/3	Chemsearch	1 dz.Mist Oil and 4 dz. Yield areosol	844.64	
28689	10/3	Chung Choi	Refund Check	71.43	
28690	10/3	Choice Pest Control	Spraying at Mills house and Mills Plant	123.75	41.25
28691	10/3	City of Glendale	ULARA Watermaster fees	2,857.52	
28692	10/3	City of Glendale Permits	Excavation permits	4,572.20	
28693	10/3	Colonial Life & Accidents Ins.	Employee paid insurance	183.61	
28694	10/3	C & B Construction	Refund Check	2.45	
28695	10/3	County Clerk of Los Angeles	CEQA filing fee for E-921	75.00	

Check#	Check Date	Payable To	Description	Water Amount	Wastewater Amount
28696	10/3	DataProse Inc.	Printing and postage for controls 1-4	1,708.49	1,708.48
28697	10/3	Direct Connection	Business cards - Cory-Christina-Cesar-Brian	72.45	72.45
28698	10/3	Morgen Durose	Reimbursement Tri State Seminar	373.94	124.64
28699	10/3	EmbroidMe	Uniform Shirts	224.57	74.85
28700	10/3	Eurofins Eaton Analytical Inc.	Water Analysis	526.00	
28701	10/3	Federal Express	Shipping charges office	14.95	14.94
28702	10/3	First Choice	Coffee service office	91.57	91.56
28703	10/3	Grainger	2 - Digital pressure gauges and hour meters	1,215.55	
28704	10/3	Graphic Products, Inc	Premium Ribbon	345.32	115.10
28705	10/3	Great America Leasing Corp.	Kyocera copier lease	434.91	434.91
28706	10/3	Hach Company	Annual Renewal Maintenance for Nitrate analyzers	4,641.18	
28707	10/3	Hamilton Tool & Engineering	4 - Pipe nipples	327.00	
28708	10/3	Harrington Ind Plastics LLC	Magmeter, transmitters, adapter and universal kit adapter	2,324.71	
28709	10/3	Richard Hong	Refund Check		72.05
28710	10/3	Just Tires, Inc.	Unit #1 Tires and alignment	515.80	171.94
28711	10/3	Nina Kirman	Refund Check	3.70	
28712	10/3	Stephen P. Korejwo	IT support 09/2013	787.50	787.50
28713	10/3	L.A. County Dept. Public Works	Excavation Permit	741.00	
28714	10/3	Lillestrand Leadership Cons. Inc	Consulting service with Dennis and Christy 07/2013	1,408.30	1,408.30
28715	10/3	Matt-Chlor Inc	Injection valves, PVC heads, suction valves, adapter & assemblies	1,775.72	
28716	10/3	Helen McDevitt	Refund Check	176.87	
28717	10/3	Measurement Specialties Inc.	3 - Reservoir level transducers	1,409.34	
28718	10/3	April Meyers	Refund Check	12.47	
28719	10/3	Microflex Corporation	Latex gloves	132.82	398.44
28720	10/3	New Image Landscape & Design	Mulch Encinal/Rosemont Reservoirs	1,902.50	177.50
28721	10/3	Northern Safety Co., Inc	3 dozen safety glasses	41.11	41.10
28722	10/3	O'Reilly Auto Parts	Misc parts 09/2013	51.26	10.08
28723	10/3	Office Depot - Credit Plan	Misc supplies 09/2013	177.55	154.10
28724	10/3	Cheol Wong Oh	Refund Check	75.64	
28725	10/3	Orchard Supply Hardware	Misc hardware 09/2013	1,049.47	342.00
28726	10/3	Yang Pae	Refund Check	39.63	
28727	10/3	Paper Cuts, Inc	Paper shredding	3.75	1.25

Check#	Check Date	Payable To	Description	Water Amount	Wastewater Amount
28728	10/3	Paveco Construction Inc	Various paving locations - see list 74J	20,737.01	
28729	10/3	Plumbers Depot Inc	Unit #31 Replace hose reel		4,332.46
28730	10/3	Suzanne Porretta	Refund Check	45.17	
28731	10/3	Rassac Air Systems	Repair A/C main office	142.50	47.50
28732	10/3	Roomoyne Properties Inc	Refund Check	48.79	
28733	10/3	Richard Sadja	Refund Check	58.00	
28734	10/3	Scotty's & Sons, Inc	Misc. tools & repair grinder	496.29	496.28
28735	10/3	Tyler Smith	Detail Unit #20	281.25	93.75
28736	10/3	Still Mor Automotive Inc.	Unit #1 repairs to pcvhose and assembly	142.33	47.44
28737	10/3	Sully-Miller Contracting Co.	10.25 tons cold patch	1,017.92	
28738	10/3	Systemated Business Products	500 Water lateral replacement door hangers	154.29	154.28
28739	10/3	Razmik Tahmasian	Refund for D-11-23	1,082.48	
28740	10/3	The Gas Company	Gas purchased office	11.09	3.70
28741	10/3	Trench Shoring Company	Plate rental	821.25	
28742	10/3	Brad Tyler	Refund Check	2.81	
28743	10/3	Univar USA Inc	1762 gal.bleach/Mills/glenwood	2,909.90	
28744	10/3	UPS	Shipping charges plant	10.67	10.66
28745	10/3	Vulcan Materials Company	25.37 tons crushed base	603.55	
28746	10/3	Waste Management - Sun Valley	Disposal service plant	581.83	193.95
28747	10/3	Water Education Foundation	Memebership renewal 2013	2,594.25	864.75
28748	10/3	Water Wise Consulting, Inc	Edible gardening class	925.00	
28749	10/3	Western Water Works	Hydrant adapters, inserts, nipples & flanges	1,683.09	
28750	10/8	ACWA/JPIA	Health Insurance 11/1/13 to 12/1/13	31,321.02	20,880.67
28751	10/8	Airgas USA, LLC	Misc. welding items	72.41	72.40
28752	10/8	Ameripride Uniform Services, Inc	Uniform rentals for 09/2013	130.58	43.52
28753	10/8	Arrowhead Mountain Spring Wate	Distilled Water	38.80	
28754	10/8	BC Laboratories, Inc	Water analysis	3,034.00	
28755	10/8	BC Laboratories, Inc	Water Analysis	1,969.50	
28756	10/8	Bonnors Equipment Rentals	Misc rentals 09/2013	333.54	111.18
28757	10/8	Charles P. Crowley Co.	Valve caps	661.04	
28758	10/8	City of Glendale	Glendale Utility Tax	76,856.57	
28759	10/8	City of Glendale Water & Power	Power Purchased 09/2013	35,491.97	14.03

Check#	Check Date	Payable To	Description	Water Amount	Wastewater Amount
28760	10/8	City of LA Canada Flintridge	Excavation permit for 2106 Earnslow Drive	700.00	
28761	10/8	EmbroidMe	3 winter jackets for new employees and 48 CVWD logo hats	713.07	237.69
28762	10/8	Peter Hilke	Mileage reimbursement for 09/2013	7.91	
28763	10/8	Home Depot Credit Services	Misc hardware 09/2013	11.36	
28764	10/8	Joseph G. Pollard Co., Inc	6 - Shut-off keys	143.30	143.29
28765	10/8	L.A. County Dept. Public Works	Excavation permits	6,768.00	
28766	10/8	L.A. County Dept. Public Works	Excavation permits	6,430.00	
28767	10/8	Matt-Chlor Inc	Diaphram and PVDF head	332.69	
28768	10/8	McCall's Meter Sales & Service	Repair flow meter Oak Creek	1,348.21	
28769	10/8	Paper Cuts, Inc	Paper Shredding	40.31	13.44
28770	10/8	Paveco Construction Inc	List 74N - various paving locations	21,525.41	
28771	10/8	Ramco	Crushed misc base	2,527.10	
28772	10/8	Specialized Business Systems, Inc	Brown Kraft file folders	296.12	296.12
28773	10/8	Sully-Miller Contracting Co.	10.19 tons cold patch	1,022.58	
28774	10/8	Trench Shoring Company	Trench plate rental	320.00	
28775	10/8	Underground Service Alert/SC	Underground notification	181.12	60.38
28776	10/8	Univar USA Inc	1400 gal.bleach/Glenwood/Mills	2,325.51	
28777	10/8	Western Water Works	Meter gaskets, flanges, nipples, wedges, bolts and meter boxes w/lids	2,094.12	
28778	10/14	Larry Byers	Health Reimbursement	555.84	370.56
28779	10/14	Dennis A. Erdman	Health Reimbursement	103.20	68.80
28780	10/14	Lynne Sovich	Health Reimbursement	451.88	301.26
28781	10/17	Abe's Security Systems, Inc	Re-key the Mills house	208.12	69.38
28782	10/17	All American Landscape Co.	Monthly maintenance	217.50	72.50
28783	10/17	Oscar Alonzo	Repairs seats in unit #9	262.50	87.50
28784	10/17	Aqua - Metric Sales, Co.	4"C2 Omni water meter	3,723.79	
28785	10/17	Regino Avalos	Trim trees Orduno & remove debris	350.00	
28786	10/17	California Water Environment	New membership for David Rawlings	222.00	74.00
28787	10/17	Do-it Center	Misc hardware 09/2013	546.30	21.84
28788	10/17	EmbroidMe	Uniform shirts for temporary meter reader	61.22	20.40
28789	10/17	Emedco	Confined Space signs	196.88	65.63
28790	10/17	Flagtime, U.S.A.	2 USA flags and 2 California flags	124.20	124.20

Check#	Check Date	Payable To	Description	Water Amount	Wastewater Amount
28791	10/17	Jim Jonides	Cost to fertilize and to use insecticide at Glenwood Plant	775.00	
28792	10/17	KR Nida Companies	Radio repair on unit #9	158.00	52.67
28793	10/17	Jaysen Ortega	Reimbursement for work jeans	115.71	38.57
28794	10/17	The Gas Company	Gas purchased Mills House	28.08	9.36
28795	10/22	ADS, LLC	Monthly monitoring		1,580.00
28796	10/22	AES Water, Inc	Maintenance of 3 T6 seismic instruments & 1 -30 rpm gear motor	3,154.80	
28797	10/22	Aflac	Employee paid insurance	1,074.53	
28798	10/22	Airgas USA, LLC	Monthly cylinder rental	723.35	723.30
28799	10/22	American Water Works, Inc	Parts for hydrovac trailer		159.96
28800	10/22	Aqua - Metric Sales, Co.	3"-C2 water meter	2,164.98	
28801	10/22	ARC	Plans & Specs for E-921 - main replacement Paraiso Way	1,235.34	
28802	10/22	AT&T	PRI Usage 10/2013	2,017.15	680.02
28803	10/22	BC Laboratories, Inc	Water Analysis	234.00	
28804	10/22	CA Dept. of Health Services	Water System Fees 7/1/12 to 6/30/13	10,435.89	
28805	10/22	Lisa Cabrera	Refund Check	21.55	
28806	10/22	Cargill, Inc - Salt Division	25.29 tons of salt	2,921.35	
28807	10/22	Stella Cho	Refund Check	13.44	
28808	10/22	Choice Pest Control	Monthly Service Well #9, Glenwood Plant & Mills Plant	180.00	44.00
28809	10/22	City of Glendale Permits	Excavation permits	4,895.04	
28810	10/22	City of Glendale Water & Power	Power Purchased 10/2013	45.71	
28811	10/22	Coastline Equipment Co.	Unit #21 repairs to Komatsu and Unit #15 backhoe	1,026.42	342.14
28812	10/22	County Sanitation District #2	Inert loads from Encinal lot	137.02	
28813	10/22	Crescenta Valley Weekly	Display ad for Urban Water Mgmt Plan	472.50	157.50
28814	10/22	DataProse Inc.	Printing & Postage Controls 1-4	1,560.18	1,560.18
28815	10/22	Delta Tech Corp.	Weld unit repair	127.50	42.50
28816	10/22	Garnick Derian	Refund Check	15.57	
28817	10/22	Dootson Enterprises Corp.	Class "A" testing, etc. Jaysen Ortega	893.25	297.75
28818	10/22	ESRI, Inc	E-927 GIS System	5,416.59	
28819	10/22	Eurofins Eaton Analytical Inc.	Water Analysis	620.00	
28820	10/22	First Choice	Coffee service office and plant	123.06	123.05
28821	10/22	Foothill Municipal Water	Purchased water for 09/2013	302,685.52	
28822	10/22	Grainger	Safety vests lg,xl xxl xxxl and rain boots	375.28	125.09

Check#	Check Date	Payable To	Description	Water Amount	Wastewater Amount
28823	10/22	Graybar Electric Co., Inc.	400' Omni cable & 1500' of electrical wire	2,777.29	
28824	10/22	Hutchinson & Bloodgood	Compcon consulting 09/2013	127.50	42.50
28825	10/22	LA Dept Water and Power	Power purchased	45.56	
28826	10/22	Lagerlof, Senecal, Gosney & Kr	Legal services 09/2013	1,486.25	1,075.00
28827	10/22	Layne Christensen Co	Oak Creek "C" booster pump rehabilitation	15,142.01	
28828	10/22	Lincoln Financial Group	LTD/Life/Dental insurance	2,441.91	1,627.94
28829	10/22	McGraw-Hill Construction Publ.	E-921 Green sheets for bid advertisement	1,478.40	
28830	10/22	New Image Landscape & Design	Monthly maintenance	1,002.50	177.50
28831	10/22	Carlo Noravian	Refund Check	54.85	
28832	10/22	Northern Safety Co., Inc	6 - hard hats	79.69	26.56
28833	10/22	Pacific Tek, Inc.	Parts for unit #24	107.49	35.83
28834	10/22	Paveco Construction Inc	Various paving locations - see list 74K	19,797.07	
28835	10/22	Plumbers Depot Inc	Unit #31 - parts for hydro excavator tube		497.02
28836	10/22	Rassac Air Systems	Heat & A/C Maintenance Office	356.25	118.75
28837	10/22	Red Wing Shoe Store	Safety Boots for Carlos - Alex - Alan	442.62	147.54
28838	10/22	Jeannie Richart	Refund Check	19.35	
28839	10/22	Robert Brkich Const. Corp	Replace 1" service 2929 Frances	4,005.25	
28840	10/22	Alex Sandoval	Reimbursement for Water Treatment classes for D-3 grade	114.68	
28841	10/22	Sawyer Petroleum	1-55 gal.drum of turbo oil & 500 gal. of clear diesel fuel	2,026.17	675.39
28842	10/22	Seton Identification Products	SDS binder & rack	122.92	40.98
28843	10/22	Shell	Gas Purchased 10/2013	2,239.88	746.63
28844	10/22	Springbrook National User Group	Membership renewal	75.00	25.00
28845	10/22	Star Brite Bldg. Maintenance Inc	Janitorial service 10/2013	618.75	206.25
28846	10/22	Steven Engineering Inc.	Backup radio for SCADA system	1,572.57	
28847	10/22	Sully-Miller Contracting Co.	10.11 tons cold patch	1,015.12	
28848	10/22	Judy Tejada	Reimbursement Greater LA Water Summit	224.77	74.92
28849	10/22	Tesco Controls, Inc	C-920 SCADA 1B	6,664.80	795.50
28850	10/22	The Gas Company	Gas purchased office 10/2013	24.58	8.19
28851	10/22	The Hitch Depot	Unit #21 trailer repairs/inspection	379.83	126.61
28852	10/22	Toro's Lawnmower & Garden	Unit #11 air compressor maintenance	172.67	57.56
28853	10/22	Univar USA Inc	1350 gal.bleach for Mills/Glenwood	2,244.78	
28854	10/22	UPS	Shipping charges plant	92.05	38.31

Check#	Check Date	Payable To	Description	Water Amount	Wastewater Amount
28855	10/22	Verdugo Hills Urgents Care	Flu shots for employees 2013	337.50	112.50
28856	10/22	Water Wise Consulting, Inc	Water audit various locations	700.00	
28857	10/22	Wells Fargo Card Services	Erdman: CUEMA Summit (hotel); lunch for Maintenance Worker I interview panel; LA Times subscription	249.89	83.29
28858	10/22	Wells Fargo Card Services	Gould: AWWA book; AWWA Fall Conference (hotel, meals,transportation); Tri-State Seminar (hotel for Avila, DuRose,Wood)	1,356.43	452.15
28859	10/22	Wells Fargo Card Services	Hass: Montly recurring charges for web services; computer hardware; website repairs	691.96	179.99
28860	10/22	Wells Fargo Card Services	Mitchell: CUEMA Summit (hotel, gas)	354.36	118.12
28861	10/22	Wells Fargo Card Services	Scott: Edible Gardening Class & Compost Class expenses; Water Quality Conference (hotel, meals, transportation, reg.)	800.11	266.91
28862	10/22	Wesco Distribution, Inc	Rain Pants	325.93	162.94
28863	10/22	Western Water Works	6"Cla-Val booster pump control valve	6,683.88	
28864	10/24	David Gould	Health Reimbursement	450.05	300.04
Subtotal				<u>\$ 792,079.52</u>	<u>\$ 83,044.84</u>
Grand Total of Expenditures for the Month					<u><u>\$ 875,124.36</u></u>

PAYROLL REPORT
October-13

Directors	\$	1,260
Office Regular Payroll	\$	115,518
Office OT	\$	756
Plant Regular Payroll	\$	93,204
Plant OT and Standby	\$	9,155
Employer Payroll Taxes	\$	15,652
Payroll Service Charges	\$	406
Total	\$	<u>235,950</u>

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

To: Honorable President and Members of the Board of Directors
From: David S. Gould, P.E. – District Engineer
Subject: Discussion on Resolution 712 - District's Policy on use of MTBE Settlement and a Reserve Fund

Action Item No. 1
November 19, 2013

ACTION ITEM:

Resolution No. 712 – Consideration and motion to adopt Resolution No. 712 establishing the District's policy on use of Methyl Tertiary Butyl Ether (MTBE) Settlement and Reserve Policy and addition of Article 21 to the District's Rules and Regulations Manual.

BACKGROUND

Crescenta Valley Water District (CVWD) has received funds from the settlement of the Crescenta Valley Water District v. Exxon Mobil Corporation, et. al, Case No. CV 07-2630-JST.

It was the Board's desire to create a policy regarding the funds received from the MTBE settlement which included creating a MTBE reserve fund, to use the MTBE funds only for costs relative to MTBE contamination in the groundwater wells, and establishing restrictions on the MTBE reserve funds to ensure funds are available for future use.

A draft policy was presented by staff to the Policy and Finance Committees, which was reviewed over the past month. It was the consensus of the Board after reviewing the recommendations from the Committees to have a Board Workshop to finalize the policy.

DISCUSSION:

The Board of Directors held a special workshop on November 12, 2013 to discuss the proposed policy on the use of the MTBE settlement funds and creation of a MTBE Reserve Fund.

Staff presented the MTBE Reserve Fund policy with comments from each Committee for review and discussion by the Board. Staff discussed that the creation of the MTBE Reserve Fund policy would be added to the District's Rules & Regulations as Article 21 and the policy would describe how the MTBE Reserve Fund should be established, how to use the MTBE Reserve Fund, and how the MTBE Reserve Fund policy can be amended, modified, or terminated.

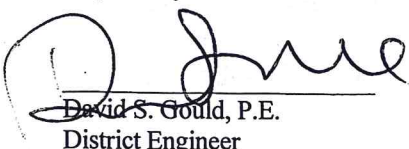
The final MTBE Reserve Fund policy is included as Attachment B and includes comments and recommendations from the Board workshop.

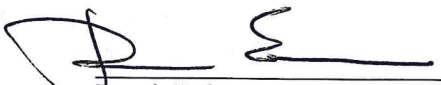
RECOMMENDATION:

It is staff's recommendation for the Board of Directors to approve Resolution 712 (See Attachment A) which establishes the District's policy on use of Methyl Tertiary Butyl Ether (MTBE) Settlement and Reserve Policy and addition of Article 21 to the District's Rules and Regulations Manual.

Prepared by:

Submitted by:


David S. Gould, P.E.
District Engineer


Dennis Erdman
General Manager

Attachments:

1. Attachment A – Resolution 712
2. Attachment B – Article 21 – MTBE Reserve Policy

**RESOLUTION OF THE BOARD OF DIRECTORS OF
CRESCENTA VALLEY WATER DISTRICT
ESTABLISHING THE DISTRICT'S POLICY ON USE OF METHYL
TERTIARY BUTYL ETHER (MTBE) SETTLEMENT AND RESERVE
POLICY**

WHEREAS, the Crescenta Valley Water District is a County Water District empowered under the State of California Water Code;

WHEREAS, the purpose of this Resolution is to restrict the use of funds received by the District for methyl tertiary butyl ether (MTBE) contamination settlements for use in addressing damages caused by MTBE contamination to groundwater resources and the water system.

WHEREAS, the Board of Directors makes the following findings: Groundwater resources are a portion of the water supply source for the District to obtain potable water for use by its customers; groundwater resources, from which the District's wells extract potable water, have been and continue to be subject to contamination from MTBE, notwithstanding efforts to prevent such contamination, and present a material risk of harm to the District's groundwater resources and its ability to provide safe and reliable drinking water to its customers;

WHEREAS, the District initiated an action entitled Crescenta Valley Water District v. Exxon Mobil Corporation, et. al, U.S. District Court-Central District of California Case No. CV 07-2630-JST, herein after referred to as the "ACTION" to recover damages related to MTBE contamination of groundwater resources and the water system.

WHEREAS, the cost and expense of addressing MTBE contamination of groundwater resources and the water system are uncertain since MTBE contamination of the groundwater basin water is wide-spread.

WHEREAS, in order to ensure that funds received by the District as a result of the ACTION, whether from settlement, judgment(s), or otherwise, are used responsibly and solely for addressing the damages from MTBE contamination, the Board of Directors desires to segregate the funds received by it as a result of the ACTION to pay for cost and expenses associated with damages from MTBE contamination of groundwater resources and the water system.

WHEREAS, the District must enact this Resolution in order to segregate and restrict these funds pursuant to Generally Accepted Accounting Principles into a separate account called the "MTBE Reserve Fund";

WHEREAS, the Board of Directors determines that it is in the best interest of the District to enact this Resolution to ensure that funds received as a result of the ACTION are available to address damages from MTBE contamination of groundwater resources and the Water System.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Crescenta Valley Water District authorize that the District's Rules and Regulations include ARTICLE 21 Methyl Tertiary Butyl Ether (MTBE) Reserve Fund (subsections 21.01 through 21.07, inclusive) of the District's Rules & Regulations, the terms of which are set forth in the attached Exhibit A and incorporated by this reference;

PASSED, APPROVED, AND ADOPTED at an Adjourned Meeting of the Board of Directors of Crescenta Valley Water District held on November 19, 2013. Resolution No. 712 was adopted by the following vote:

AYES:

**Director
Director
Director
Director
Director**

NOES:

**Director
Director
Director
Director
Director**

ATTEST:

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

Secretary of the Board of Directors

EXHIBIT A

ARTICLE 21: METHYL TERTIARY BUTYL ETHER (MTBE) RESERVE FUND

21.01 POLICY AND PURPOSE

The purpose of this section is to restrict the use of funds received by the District from MTBE contamination settlements and judgment(s) for use in addressing damages caused by MTBE contamination of groundwater resources and the Water System. It is essential that the District manage these financial resources to ensure that these funds are available to address damages caused by MTBE contamination.

21.02 SEPARATE ACCOUNTING FUND

The funds collected by the District as a result of action entitled Crescenta Valley Water District v. Exxon Mobil Corporation, et. al, U.S. District Court-Central District of California Case No. CV 07-2630-JST (ACTION), whether from settlements, judgments or otherwise, excluding interest earned, shall be restricted by the District for the uses described in Section 21.03, below. The Secretary/Treasurer, who is an Officer of the District, shall establish a separate accounting fund within the Water General Fund for funds received from the ACTION. This separate accounting fund shall be titled the "MTBE Reserve Fund".

21.03 USE OF MTBE RESERVE FUNDS

The funds received by the District from the action shall be deposited in the MTBE Reserve Fund and used solely and exclusively for the costs and expenses associated with addressing damages from MTBE contamination of groundwater resources and the Water System. These costs and expenses include, but shall not be limited to, the following:

- A. Repayment for MTBE related costs occurred by CVWD: CVWD used its Water Reserve Fund to pay for costs related to MTBE contamination from January 2004 through December 2013. Any settlement funds received from the defendants shall be first distributed towards repayment of costs occurred by CVWD from 2004 to 2013. Any remaining settlement funds shall be used towards establishing a "MTBE Reserve Fund".
- B. MTBE Action Studies: Items such as consultant costs to prepare and update technical reports on the status of the MTBE contamination and engineer's cost estimate for treatment/removal.
- C. Capital Costs: MTBE related costs for capital improvements, capital outlay and all other tangible assets that are used in the operations of the District.
- D. Operating Costs: MTBE related costs for water sampling, chemicals and laboratory costs and supplies.
- E. Labor and Overhead Costs: MTBE related costs for labor and overhead costs.
- F. Other Related Costs: MTBE related costs for legal expenses and fees, consultants and other costs and expenses as determined by the District.

21.04 ANNUAL REPORT.

The District shall prepare an annual report on the status of the MTBE Reserve Fund. The report shall include, in addition to those matters required by Generally Accepted Accounting Principles, a detailed description of the funds actually used or committed to be used over the past year, estimated budget for anticipated uses of the funds for the period consistent with the District's Five-Year Forecast, and any other related information the District determines

reasonable or necessary. The report shall be presented to the District's Board of Directors during a noticed regular public meeting of the District's Board of Directors as part of the normal annual budget process. CVWD will include a review of the MTBE Reserve Fund Assets and Liabilities as part of the annual audit.

21.05 MTBE RESERVE FUND RESTRICTIONS:

The following restrictions shall apply to the MTBE Reserve Fund:

- a. **Restriction Period:** Funds shall be restricted to the MTBE Reserve Fund until July 1, 2018. The Board of Directors shall review and take action on the restriction period on or before July 1, 2018.
- b. **Return to Water General Fund:** After the restriction period is complete, the MTBE Reserve Fund may be transferred to the Water General Fund as directed by the Board of Directors.
- c. **Transfer of Available Funds:** Interest earned on the MTBE Reserve Fund will be transferred to the Water General Fund.
- d. **Borrow from the MTBE Reserve Fund:** CVWD can borrow from the MTBE Reserve Fund as a "short-term" loan to the Water General Fund, on approval by the Board of Directors. Loans need to be paid back to the MTBE Reserve Fund, without interest, within a 3-year period, and total loans are not to exceed 50% of the MTBE Reserve Fund.

21.06 RULES AND REGULATIONS

The District shall have the authority to create rules, regulations, and procedures to implement and carry out the intent and purpose of this section provided such rules, regulations, and procedures are consistent with this section

21.07 AMENDMENT/MODIFICATION/TERMINATION

This Article 21 may be amended, modified or terminated by the District at any time after its adoption. Amendments, modifications, or termination shall be considered and approved, or disapproved, only at a public meeting of the District's Board of Directors.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No.2
November 19, 2013

To: Honorable President and Members of the Board of Directors
From: Ron L. Mitchell – Secretary-Treasurer
Subject: **Resolution No. 713** – Consideration and motion to support candidacy of Kathleen Tieg for ACWA Vice-President.

ACTION ITEM: Resolution No. 713 – Consideration and motion to support candidacy of Kathleen Tieg for ACWA Vice-President.

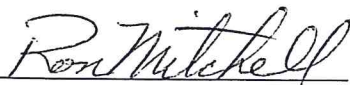
BACKGROUND:

The District is a member of the Association of California Water Agencies (ACWA) and they will be conducting their bi-annual election for the offices of President and Vice-President at the upcoming Fall Conference on Wednesday, December 4th. The ACWA Nominating Committee, headed by chair Paul Kelley, announced a slate that recommends current Vice President John Coleman for ACWA president and current Region 10 Vice Chair Peer Swan for ACWA vice president.

ACWA's bylaws allow the nomination of candidates from the floor and Kathleen J. Tieg has expressed her intention to proceed with a floor nomination for the office of Vice President of ACWA in a letter to the Board received on November 12, 2013. President Bodnar has asked staff to include this request on the agenda so the Board can discuss her qualifications and determine if the District should pass a resolution of support for her candidacy and designate either Director Erickson or Mr. Erdman to cast the District's vote for Ms. Tieg.

Included in this report are copies of the letter from Ms. Tieg and a resume of her experience and qualifications for the position for your consideration.

Prepared by:


Ron L. Mitchell
Secretary-Treasurer

Submitted by:


Dennis Erdman
General Manager

RESOLUTION NO. 713

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF CRESCENTA VALLEY WATER DISTRICT
SUPPORTING THE CANDIDACY OF KATHLEEN J. TIEGS
FOR THE OFFICE OF VICE PRESIDENT
OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES**

WHEREAS, Crescenta Valley Water District (District) is a member of the Association of California Water Agencies (ACWA) and entitled to vote for its officers;

WHEREAS, ACWA's bylaws allow the nomination of candidates from the floor;

WHEREAS, Kathleen J. Tiegs has expressed her intention to proceed with a floor nomination for the office of Vice President of ACWA;

WHEREAS, Kathleen J. Tiegs has rendered exemplary service to ACWA and as a director of Cucamonga Valley Water District, and is well qualified to serve as ACWA's Vice President;

RESOLVED, the Board of Directors of Crescenta Valley Water District hereby expresses its support for the candidacy of Kathleen J. Tiegs for the office of Vice President of ACWA;

FURTHER RESOLVED, the District's representative is directed to cast the District's vote for Kathleen J. Tiegs for the office of Vice President at the ACWA 2013 Fall Conference.

PASSED AND ADOPTED at an Adjourned Regular Meeting of the Board of Directors of Crescenta Valley Water District held on November 19, 2013. Resolution No. 713 was adopted by the following vote:

AYES:	Directors	Director
		Director
		Director
		Director
		Director

NOES:	Directors
--------------	------------------

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

ATTEST:

Secretary of the Board of Directors



10440 Ashford Street, Rancho Cucamonga, CA 91730-2799
P.O. Box 638, Rancho Cucamonga, CA 91729-0638
(909) 987-2591 Fax (909) 476-8032

RECEIVED

Martin E. Zvirbulis

Secretary / General Manager/CEO

NOV 12 2013

November 7, 2013

CRESCENTA VALLEY
WATER DISTRICT

Dear ACWA Member:

Over the past year I have travelled across the state meeting with many of you and about my desire to seek the office of Vice-President for the Association of California Water Agencies (ACWA). I received many resolutions of support from members throughout the state. Though I was not selected by the nominating committee, I still have the drive to serve ACWA during this critical period for California's water future.

Since the nominating committee released their proposed slate, I have been contacted by a number of supporters who are still motivated by my style of leadership and who have strongly recommended I consider running from the floor at the ACWA Fall Conference. I have given careful consideration to the ramifications a floor nomination would have on our ACWA organization, and based upon the current needs of the organization, I have decided to proceed with a nomination from the floor for ACWA Vice-President. *I am asking that you help my candidacy by passing a resolution of support and voting for me at the upcoming ACWA Conference on December 4, 2013.*

Our organization is at a critical crossroads with regard to the future of California water. The policy issues that ACWA's membership must grapple with over the next few years require someone who can lead a statewide organization with many diverse interests toward a common goal. Our organization needs motivated individuals, like myself, who are willing to set aside parochial interests in order to identify and achieve a vision and mission that is larger than any one individual or agency.

We may experience conflict and challenges with meeting our objectives, but this type of dialogue is a healthy and productive way to resolve issues and find common ground between diverse interests. I have found that whether you represent agriculture or urban interests, north or south, groundwater or surface water agencies, we all have one thing in common: *to provide a reliable and sustainable water supply to our customers, and do so as cost-effectively as possible.*

Our future challenges require strong and enterprising leadership. One of my greatest attributes is being able to bridge the gap between varied interests and perspectives. We must find common ties between members to develop a long-term strategy that provides a sustainable water future and builds upon the tremendous work of those who have come before us. As ACWA Vice-President, I am committed to continuing to advance the principles of the 2013 Statewide Water Action Plan, which was developed and endorsed by the ACWA Board of Directors.

In closing I want to express my thanks for your consideration support. I would be more than happy to discuss my views and vision for ACWA, at your convenience, please contact me at 909.635.4177.

Respectfully,

Kathleen J. Tiegs

Oscar Gonzalez
President

James V. Curatalo, Jr.
Vice President

Luis Cetina
Director

Randall James Reed
Director

Kathleen J. Tiegs
Director

Kathleen Tiegs
For
2014-2015 Association of California Water Agencies
Vice-President

My Fellow ACWA Member:



Many of you may know me, but for those who do not my name is Kathleen Tiegs. I am requesting your support on my bid for Vice-President of the Association of California Water Agencies (ACWA). I currently serve on the ACWA Region 9 Board of Directors and have done so with great passion and commitment since 2008. I also serve as the Vice-Chair of the Federal Affairs Committee, I am a member of the Groundwater Committee, the ACWA/Joint Insurance Powers Authority, and I have previously served on the Local Government Committee, as well as a variety of sub-committees. In order to attain more organizational knowledge and a better understanding of the ACWA process, I regularly attend the ACWA Board of

Directors and ACWA State Legislative Committee meetings. My involvement in ACWA continues to increase as I have become more knowledgeable about the issues and challenges that confront our industry.

I currently serve on the Cucamonga Valley Water District (CVWD) Board of Directors. I was elected to CVWD in November 2005 and have just completed a term as the Board President. With my leadership, our Board of Directors has developed ties that go far beyond our retail service area, and has resulted in developing and building relationships with a broad statewide perspective. Prior to my serving on the CVWD Board, I enjoyed a career in water resources management for a local wholesale water agency for over 30 years. In April 2011, I was honored by State Assembly Member Mike Morrell as the 63rd Assembly District Woman of the Year.



There are numerous critical issues that confront our industry now and into the future. These challenges will require strong and enterprising leadership. One of my greatest attributes is being able to bridge the gap between varied interests and perspectives. As ACWA Vice-President, I am committed to advancing ACWA's Policy Principles, and finding common ties between members to develop a long-term strategy that provides a sustainable water future and builds upon the tremendous work of those who have come before me.

As an elected representative of an industry that is solely responsible for the health and safety of millions of Californians, I am duty-bound to ensure that all voices and opinions are heard throughout the State. I look forward to meeting with you to enhance my understanding of your Region's needs. Thank you for allowing me to share with you my experience, leadership and knowledge.



I look forward to serving you and the entire ACWA organization.

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3

November 19, 2013

To: Honorable President and Members of the Board of Directors

From: David S. Gould, P.E. – District Engineer

Subject: Award of Contract for Rehabilitation of Well Nos. 5, 8, 9, 11, & 12, Project E-934

ACTION ITEM:

1. Well Rehabilitation of Wells 5, 8, 9, 11, & 12, Project E-934 - Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder, Best Drilling and Pump, Inc. at a cost of \$308,015 and establish a contingency amount of \$30,802 (10% of contract) to cover the cost of unforeseen or additional work.

BACKGROUND:

Staff has been discussing with the Engineering Committee and the Board regarding lost water production from Wells 5, 8, 9 11, & 12 over the past few months.

- Well 12 has been in and out of service since January 2013 due to bacteriological problems and the California Department of Public Health (CDPH) is requesting that CVWD take more permanent steps to address this issue.
- Well 8 is planned for rehabilitation as part of the FY 13/14 CIP Budget.
- Well 5, which has been the District's highest producing well, has experienced a 25% drop in production since January 1, 2013, and has not been rehabilitated since 2004.
- Well 9 pumping rates have steadily declined since January 1, 2013, and
- Well 11 has seen a large drop in production since early July.

It is staff's goal to complete the rehabilitate of the five (5) wells by the end of April 2014.

DISCUSSION:

On September 17, 2013, the Board authorized the General Manager to advertise for bids for the subject project. A mandatory pre-bid meeting was held on October 29, 2013, and was attended by six (6) contractors. CVWD specifications indicate that only contractors who attended this meeting are allowed to bid on the project.

On November 13, 2013, at 2:00 PM, the District opened and read the following bid proposals for this project:

	<u>Bidder</u>	<u>Total Bid Amount</u>
Low	Best Drilling and Pump	\$308,015
2	General Pump Company	\$327,740
3	Tri County Pump Company	\$374,488
4	Weber Water Resources	\$457,845
5	Bakersfield Well and Pump	Declined to Bid
6	Layne Christensen	Declined to Bid

Best Drilling and Pump of Colton, CA, was the apparent lowest responsible bidder for the project. The engineer's estimate was \$272,500 and the low bid was 15.2% higher than the engineer's estimate.

Staff has worked with Best Drilling and Pump in the past on the rehabilitation of Well 10, and the experience was largely positive. References provided by the contractor also reported that Best Drilling and Pump possessed a great amount of knowledge pertaining to well rehabilitation.

RECOMMENDATION:

It is staff's recommendation to award the project to the lowest responsible bidder, Best Drilling and Pump for the rehabilitation of Wells 5, 8, 9, 11, & 12 at a cost of \$308,015. In addition, establish a contingency amount of \$30,802 (10% of contract) to cover the cost of unforeseen or additional work.

A pre-construction meeting will be set as soon as the contract is awarded, the agreement is signed, and insurance documents have been delivered. Mr. Brook Yared will be the Project Manager and Mr. Dave Spain will provide inspection. The contractor will start at Well 12 in mid December 2013 and the entire project should be completed by the end of April 2014.

ENVIRONMENTAL REVIEW:

N/A

FUNDING AVAILABILITY:

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

Account Description	Amount
FY 13/14 Water CIP– Water Supply	\$800,000
Increase to the FY 13/14 Water CIP Budget (previously approved)	\$254,000
Transfer from FY 13/14 - Water CIP – Distribution System	\$118,000
Revised Total FY 13/14 Water CIP– Water Supply	\$1,172,000
Well 1 Rehabilitation	<\$55,000>
Wells 5, 8, 9 , 11 & 12 Rehabilitation	<\$308,015>
Wells 5, 8, 9 , 11 & 12 – Staff Labor and Contingency	<\$67,000>
Amount Remaining in FY 13/14 Water CIP– Water Supply	\$741,985

Prepared by:


Brook Yared, P.E.
Associate Engineer

Submitted by:


David S. Gould, P.E.
District Engineer

Attachments:

1. E-934 – Bid Summary
2. CIP Budget Revisions

CRESCENTA VALLEY WATER DISTRICT

CIP BUDGET REVISIONS

Approved CIP Budget - 7/1/13		CIP Budget - 9/17/13		CIP Budget - 11/19/13	
Crescenta Valley Water District FY 13/14 Capital Improvement Project		Cost Estimate		Crescenta Valley Water District FY 13/14 Capital Improvement Project	
1. Water Supply				1. Water Supply	
	Well 1 Rehabilitation	\$ 75,000			Well 1 Rehabilitation \$ 55,000
	Well 8 Rehabilitation	\$ 75,000			Well 5 Rehabilitation \$ 127,000
					Well 8 Rehabilitation \$ 77,500
					Well 9 Rehabilitation \$ 60,100
					Well 11 Rehabilitation \$ 60,100
					Well 12 Rehabilitation \$ 50,300
	CVWD/LADWP Interconnection (Phase 1)	\$ 250,000			CVWD/LADWP Interconnection (Phase 1) \$ 250,000
	Ocean View Pipeline & Chlorination Station (Phase 2)	\$ 300,000			Ocean View Pipeline & Chlorination Station (Phase 2) \$ 300,000
	Upgrade Emergency Pump at P1 (Phase 3)	\$ 100,000			Upgrade Emergency Pump at P1 (Phase 3) \$ 100,000
					Verdugo Basin Stormwater Recharge Facility Study \$ 92,000
Total Water Supply		\$ 800,000		Total Water Supply	\$ 1,172,000
2. Water Storage				2. Water Storage	
	Edmund #1 - Roof/Air Vents	\$ 125,000			Edmund #1 - Roof/Air Vents \$ 125,000
	Oak Creek #1 - Roof/Air Vents	\$ 25,000			Oak Creek #1 - Roof/Air Vents \$ 25,000
Total Water Storage		\$ 150,000		Total Water Storage	\$ 150,000
3. Water Distribution				3. Water Distribution	
	3000 & 3100 Block - Paraiso Way - 1,400 LF	\$ 380,000			3000 & 3100 Block - Paraiso Way - 1,400 LF \$ 362,000
	4950 Block - Cloud - 300 LF	\$ 85,000			4950 Block - Cloud - 300 LF \$ 81,000
	4900 Block - Ramsdell - 600 LF	\$ 160,000			4900 Block - Ramsdell - 600 LF \$ 152,000
	2800 Block - Prospect - 600 LF	\$ 75,000			2800 Block - Prospect - 600 LF \$ -
	Eagle Canyon - Booster B	\$ 50,000			Eagle Canyon - Booster B \$ 50,000
	Encinal - Booster A & Oak Creek - Booster "C"	\$ 25,000			Encinal - Booster A & Oak Creek - Booster "C" \$ 18,000
	Mills Plant - Aeration Tower Rehabilitation	\$ 75,000			Mills Plant - Aeration Tower Rehabilitation \$ 75,000
	MCC upgrade at Oak Creek	\$ 75,000			MCC upgrade at Oak Creek \$ 57,500
	Repairs to Ramsdell Mixing Station	\$ 35,000			Repairs to Ramsdell Mixing Station \$ 35,000
Total Water Distribution		\$ 960,000		Total Water Distribution	\$ 830,500
4. Water Treatment				4. Water Treatment	
	New Chlorination Station at Markridge Reservoir	\$ 75,000			New Chlorination Station at Markridge Reservoir \$ 75,000
5. Technology				5. Technology	
	SCADA RTU Replacement (35 sites) - Design	\$ 30,000			SCADA RTU Replacement (35 sites) - Design \$ 30,000
	SCADA RTU Replacement - Equipment & Integration	\$ 80,000			SCADA RTU Replacement - Equipment & Integration \$ 80,000
	Update GIS System	\$ 28,000			Update GIS System \$ 22,000
Total Technology		\$ 138,000		Total Technology	\$ 132,000
7. Facilities & Planning				7. Facilities & Planning	
	Roof Replacement at Old Encinal	\$ 77,000			Roof Replacement at Old Encinal \$ 77,000
Capital Improvement Projects - Total		\$ 2,200,000		Capital Improvement Projects - Total	\$ 2,436,500

CRESCENTA VALLEY WATER DISTRICT

Page 1 of 2

Title: REHABILITATION OF WELL NOS. 5, 8, 9, 11 & 12
 E-Job No: E-934
 Engr's Est.: \$272,500
 Proj. Manager: Brook Yared

BID LOCATION: CVWD's Main Office
 TIME: 2:30 PM
 DATE: 11/14/2013
 BY: BY CHECKED: DSG

DATE: 11/15/2013

				Engineers Estimate		Best Drilling and Pump		General Pump Company		Tri County		Weber Water Resources	
ITEM	DESCRIPTION	QUANTITY		UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Mobilization and Demobilization	1	LS	\$25,000.00	\$25,000.00	\$40,000.00	\$40,000.00	\$49,000.00	\$49,000.00	\$38,520.00	\$38,520.00	\$49,000.00	\$49,000.00
Well 5													
2	Remove Existing Pump Assembly, Line Shaft and Column Pipe	1	LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$7,000.00	\$7,000.00	\$5,760.00	\$5,760.00	\$4,960.00	\$4,960.00
3	Wire Brush Casing and Airlift/Bail Sediment	20	Ea.	\$350.00	\$7,000.00	\$280.00	\$5,600.00	\$360.00	\$7,200.00	\$305.00	\$6,100.00	\$375.00	\$7,500.00
4	Chemical Treatment Using Acids and Dispersants	1	LS	\$6,500.00	\$6,500.00	\$25,000.00	\$25,000.00	\$5,500.00	\$5,500.00	\$16,210.00	\$16,210.00	\$19,150.00	\$19,150.00
5	Mechanical Development	12	Hr	\$350.00	\$4,200.00	\$280.00	\$3,360.00	\$500.00	\$6,000.00	\$385.00	\$4,620.00	\$725.00	\$8,700.00
6	Furnish and Install Test Pump and Motor Assembly and Temporary Discharge Piping	1	LS	\$7,000.00	\$7,000.00	\$6,500.00	\$6,500.00	\$8,000.00	\$8,000.00	\$9,500.00	\$9,500.00	\$15,500.00	\$15,500.00
7	Development by Pumping and Surging	16	Hr	\$200.00	\$3,200.00	\$200.00	\$3,200.00	\$120.00	\$1,920.00	\$350.00	\$5,600.00	\$385.00	\$6,160.00
8	Step-Drawdown Test	12	Hr	\$250.00	\$3,000.00	\$200.00	\$2,400.00	\$120.00	\$1,440.00	\$350.00	\$4,200.00	\$425.00	\$5,100.00
9	Constant Rate Pumping Test	24	Hr.	\$300.00	\$7,200.00	\$200.00	\$4,800.00	\$100.00	\$2,400.00	\$350.00	\$8,400.00	\$425.00	\$10,200.00
10	New Pump & Motor Assembly	1	LS	\$9,500.00	\$9,500.00	\$19,800.00	\$19,800.00	\$15,000.00	\$15,000.00	\$12,902.00	\$12,902.00	\$21,640.00	\$21,640.00
11	Column Piping, Line Shaft and Chemical Feed Tube	220	L.F.	\$50.00	\$11,000.00	\$89.00	\$19,580.00	\$43.18	\$9,499.60	\$70.85	\$15,587.00	\$86.00	\$18,920.00
12	Start-up and Testing	1	LS	\$750.00	\$750.00	\$3,000.00	\$3,000.00	\$1,500.00	\$1,500.00	\$700.00	\$700.00	\$1,950.00	\$1,950.00
Well 8													
13	Remove Existing Pump Assembly, Line Shaft and Column Pipe	1	LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$4,850.00	\$4,850.00	\$4,675.00	\$4,675.00
14	Wire Brush Casing and Airlift/Bail Sediment	20	Ea.	\$350.00	\$7,000.00	\$280.00	\$5,600.00	\$360.00	\$7,200.00	\$305.00	\$6,100.00	\$375.00	\$7,500.00
15	Chemical Treatment Using Acids and Dispersants	1	LS	\$6,500.00	\$6,500.00	\$10,000.00	\$10,000.00	\$5,500.00	\$5,500.00	\$16,210.00	\$16,210.00	\$14,500.00	\$14,500.00
16	Mechanical Development	12	Hr	\$350.00	\$4,200.00	\$280.00	\$3,360.00	\$500.00	\$6,000.00	\$288.75	\$3,465.00	\$725.00	\$8,700.00
17	Furnish and Install Test Pump and Motor Assembly and Temporary Discharge Piping	1	LS	\$7,000.00	\$7,000.00	\$6,500.00	\$6,500.00	\$8,000.00	\$8,000.00	\$9,500.00	\$9,500.00	\$16,750.00	\$16,750.00
18	Development by Pumping and Surging	16	Hr	\$200.00	\$3,200.00	\$200.00	\$3,200.00	\$120.00	\$1,920.00	\$350.00	\$5,600.00	\$385.00	\$6,160.00
19	Step-Drawdown Test	12	Hr	\$250.00	\$3,000.00	\$200.00	\$2,400.00	\$120.00	\$1,440.00	\$350.00	\$4,200.00	\$425.00	\$5,100.00
20	Constant Rate Pumping Test	24	Hr	\$300.00	\$7,200.00	\$200.00	\$4,800.00	\$100.00	\$2,400.00	\$350.00	\$8,400.00	\$425.00	\$10,200.00
21	New Submersible Pump & Motor Assembly	1	LS	\$9,500.00	\$9,500.00	\$8,850.00	\$8,850.00	\$30,000.00	\$30,000.00	\$32,194.00	\$32,194.00	\$36,500.00	\$36,500.00

22	Column Piping and Chemical Feed Tube	210	L.F.	\$50.00	\$10,500.00	\$28.50	\$5,985.00	\$47.62	\$10,000.20	\$19.70	\$4,138.00	\$28.00	\$5,880.00
23	Start-up and Testing	1	LS	\$750.00	\$750.00	\$2,000.00	\$2,000.00	\$1,500.00	\$1,500.00	\$700.00	\$700.00	\$1,950.00	\$1,950.00
Well 9													
24	Remove Existing Pump Assembly and Column Pipe	1	LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$5,000.00	\$5,000.00	\$4,070.00	\$4,070.00	\$3,350.00	\$3,350.00
25	Chemical Treatment Using Acids and Dispersants	1	LS	\$6,500.00	\$6,500.00	\$17,000.00	\$17,000.00	\$5,500.00	\$5,500.00	\$17,210.00	\$17,210.00	\$16,975.00	\$16,975.00
26	Mechanical Development	8	Hr	\$350.00	\$2,800.00	\$280.00	\$2,240.00	\$500.00	\$4,000.00	\$385.00	\$3,080.00	\$695.00	\$5,560.00
27	Wire Brush Casing and Airlift/Bail Sediment	20	Ea.	\$350.00	\$7,000.00	\$280.00	\$5,600.00	\$360.00	\$7,200.00	\$305.00	\$6,100.00	\$375.00	\$7,500.00
28	New Submersible Pump & Motor Assembly	1	LS	\$9,500.00	\$9,500.00	\$8,500.00	\$8,500.00	\$12,500.00	\$12,500.00	\$15,707.00	\$15,707.00	\$7,650.00	\$7,650.00
29	Column Piping and Chemical Feed Tube	205	L.F.	\$50.00	\$10,250.00	\$14.00	\$2,870.00	\$17.07	\$3,499.35	\$20.34	\$4,170.00	\$15.00	\$3,075.00
30	Start-up and Testing	1	LS	\$750.00	\$750.00	\$2,000.00	\$2,000.00	\$1,500.00	\$1,500.00	\$700.00	\$700.00	\$1,950.00	\$1,950.00
Well 11													
31	Remove Existing Pump Assembly and Column Pipe	1	LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$7,000.00	\$7,000.00	\$4,750.00	\$4,750.00	\$3,350.00	\$3,350.00
32	Chemical Treatment	1	LS	\$6,500.00	\$6,500.00	\$17,000.00	\$17,000.00	\$5,500.00	\$5,500.00	\$16,210.00	\$16,210.00	\$17,000.00	\$17,000.00
33	Mechanical Development	8	Hr	\$350.00	\$2,800.00	\$280.00	\$2,240.00	\$500.00	\$4,000.00	\$385.00	\$3,080.00	\$695.00	\$5,560.00
34	Wire Brush Casing and Airlift/Bail Sediment	20	Ea.	\$350.00	\$7,000.00	\$280.00	\$5,600.00	\$360.00	\$7,200.00	\$305.00	\$6,100.00	\$375.00	\$7,500.00
35	New Submersible Pump & Motor Assembly	1	LS	\$9,500.00	\$9,500.00	\$8,850.00	\$8,850.00	\$29,400.00	\$29,400.00	\$32,194.00	\$32,194.00	\$26,270.00	\$26,270.00
36	Column Piping and Chemical Feed Tube	180	L.F.	\$50.00	\$9,000.00	\$14.00	\$2,520.00	\$22.22	\$3,999.60	\$20.95	\$3,771.00	\$15.00	\$2,700.00
37	Start-up and Testing	1	LS	\$750.00	\$750.00	\$2,000.00	\$2,000.00	\$1,500.00	\$1,500.00	\$700.00	\$700.00	\$1,950.00	\$1,950.00
Well 12													
38	Remove Existing Pump Assembly, Line Shaft and Column Pipe	1	LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$7,000.00	\$7,000.00	\$4,750.00	\$4,750.00	\$4,700.00	\$4,700.00
39	Wire Brush Casing and Airlift/Bail Sediment	12	Hr.	\$350.00	\$4,200.00	\$280.00	\$3,360.00	\$360.00	\$4,320.00	\$305.00	\$3,660.00	\$375.00	\$4,500.00
40	Zone Bacteria Sampling	1	LS	\$10,000.00	\$10,000.00	\$3,300.00	\$3,300.00	\$3,100.00	\$3,100.00	\$5,400.00	\$5,400.00	\$14,930.00	\$14,930.00
41	Perform Production Profiling	1	LS	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$2,600.00	\$2,600.00	\$2,680.00	\$2,680.00	\$5,500.00	\$5,500.00
42	Furnish and Install Packer	1	LS	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$10,000.00	\$10,000.00	\$9,500.00	\$9,500.00	\$7,150.00	\$7,150.00
43	Reinstall Existing Pump Assembly and Column Pipe	1	LS	\$4,000.00	\$4,000.00	\$3,000.00	\$3,000.00	\$8,000.00	\$8,000.00	\$6,500.00	\$6,500.00	\$22,030.00	\$22,030.00
44	Start-up and Testing	1	LS	\$750.00	\$750.00	\$3,000.00	\$3,000.00	\$1,500.00	\$1,500.00	\$700.00	\$700.00	\$1,950.00	\$1,950.00
Engineers Estimate				\$272,500.00	low	\$308,015.00	2nd	\$327,738.75	3rd	\$374,488.00	3rd	\$457,845.00	

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No.4
November 19, 2013

To: Honorable President and Members of the Board of Directors
From: Ron L. Mitchell – Secretary-Treasurer
Subject: **IT Technician Position** – Consideration and motion to approve temporarily changing the authorization for the IT Tech position from part-time to full-time.

ACTION ITEM:

IT Technician Position – Consideration and motion to approve temporarily changing the authorization for the IT Tech position from part-time to full-time.

BACKGROUND:

In 2009 the Board authorized the creation of a part-time IT Tech position (approximately 30 hours per week) to help Mr. Hass complete tasks associated with the set-up and maintenance of new computer hardware/software and back-up systems. This position was filled but the employee didn't work out as expected and was later dismissed. This part-time position has been included in each fiscal year budget since then but has remained vacant due to the downturn in the economy and staff trying to keep expenses as low as possible per Board direction.

Recently staff brought this position, along with 3 others, to the Board for approval to fill the vacancy and the request was approved. The original plan was to hire someone with some experience in the IT field for 32 hours per week, but the District has an opportunity to hire an experienced person (over 20 years as an independent consultant) with a Masters degree in Computer Science and certifications that are equal to, or in some cases exceeding, those held by Mr. Hass for a cost far below market value for someone of this caliber on a full-time basis for a duration of approximately 18-20 months.

This person has been providing IT support for the District for more than 6 years as a consultant and is very familiar with how the District's technology systems work. In several cases this person was actually tasked by Mr. Hass to set-up and test new equipment and software to be sure there were no problems and that they performed as expected. This is also the person who fills in for Mr. Hass when he is on vacation. Staff at the office and plant is very comfortable with the level of service that has been provided and already feels that this person is part of the CVWD family.

Included is a spreadsheet that summarized the costs of wages and benefits included in the 2013-14 FY budget along with the amount of money that was budgeted for IT Consulting services compared to what the costs would be to hire this person at the top of the IT Tech scale on a full-time (40 hours per week) effective December 1st along with what has been paid so far this fiscal year for his consulting services. The District would realize a savings of approximately \$25,000 for the 2013-14 FY. In FY 2014-15, the savings would be approximately \$5,000 when using the figures in the budget for that fiscal year.

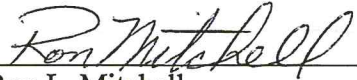
The Employee Relations Committee met on November 5th to discuss this issue and expressed concerns over what will happen at the end of this 20-month window and how the District will transition back to the original plan for the IT Tech position and the loss of gaining knowledge of the District during this duration. The Committee also questioned whether this person would want to stay on after the 20-month period and how that could affect the budget at that time. Mr. Erdman suggested that legal counsel draft a temporary employment agreement that would address these concerns.

RECOMMENDATION

The Employee Relations Committee recommends a temporary change from part-time (32 hours/week) to full-time (40 hours/week) for the IT Tech position and have legal counsel draft a temporary employment agreement through June 30, 2015 that would include an opportunity to extend by mutual consent if project status warrants.

Prepared by:

Submitted by:



Ron L. Mitchell
Secretary-Treasurer



Dennis Erdman
General Manager

g:\management\board meeting staff reports\2013\11-19-13 board memo - IT Tech Position.docx

Crescenta Valley Water District
IT Tech Analysis
Compensation and Benfits

	Amount Budgeted in Fiscal Year 2013-14 for IT Tech Position and IT Consultant	Estimated Cost for Fiscal Year 2013-14 for 7 months (Effective 12-1-13)
Monthly Compensation	3,215	5,030
Montly Cost of Benefits (includes PERS, health insurances, taxes, and worker's compensation)	1,591	2,092
Total Monthly Cost	4,806	7,122
Annual Compensation & Benefits	57,672	
Adjusted Compensation for 7 months if start 12-1-13	0	49,854
Budgeted IT Consulting Cost to Date	24,000	6,300
Total Expenditures for IT Tech & Consultant	81,672	56,154
Increase/(reduction) to Budget		(25,518)

	Amount Budgeted in Fiscal Year 2014-15 for IT Tech Position and IT Consultant	Estimated Cost for Fiscal Year 2014-15 for With a 3% COLA Factor
	3,545	5,180
	1,697	2,148
	5,242	7,328
	62,904	87,936
	0	0
	30,000	0
	92,904	87,936
		(4,968)

Information Item

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Incumbents win reelection on CV Water District board

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By Mark Kellam, mark.kellam@latimes.com
November 6, 2013 | 16:24 a.m.

The three incumbents on the Crescenta Valley Water District board will serve another four years, according to election results from the Los Angeles County Registrar-Recorder/County Clerk.

With three open seats on the board in Tuesday's election, James Bodnar received 714 votes, or about 31% of the total votes. Kerry Erickson garnered 675 votes, or about 29%, while Kenneth Putnam got 539 votes, or roughly 23%.

Challenger Charles Beatty, a former member of the utility board, received 401 votes, or about 17%. Beatty currently serves on the Crescenta Valley Town Council, an advisory body for Los Angeles County.

TOPICS

- Natural Resources
- Finance
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The Crescenta Valley Water District has implemented several sizable water- and sewer-rate hikes recently because of higher costs for wastewater treatment by the Los Angeles Sanitation Department, and because of plans to fund improvements to the utility's aging infrastructure.

The incumbents prefer to cover those costs with cash rather than take on debt, while Beatty leans toward bonds to pay for improvements such as solar panels to reduce long-term energy costs for producing water.

Erickson, who worked for 44 years in various positions at the Jet Propulsion Laboratory, said the utility is already paying off a \$10-million bond that will cost the district about \$18 million by 2037, the end of the bond's term.

He added that his main objective is to try to cut operating expenses by reducing employee benefits or freezing open positions.

"I think we're starting to rein in our costs," Erickson said Tuesday night, adding that the utility should offer benefits that are "fair and equitable" to its employees, but still within what the district can afford.

Bodnar, who has served as the board's finance committee chairman and is board president, said one of his priorities is to review the water-rate structure.

For example, customers who use less indoor water should not pay the same as customers who use more indoor water, said Bodnar, who is a senior water resource engineer with the Metropolitan Water District of Southern California.

"I'm committed to keeping water rates as low as possible, while keeping the water district on a sustainable path," he said Tuesday.

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Gen

Bodnar also wants to look for creative solutions to reduce the district's imported water demand and work cooperatively with the city of Glendale.

The district is using some of the revenue from the rate increases to repair pumps that are not collecting groundwater efficiently. The more groundwater the district collects, the less reliant it is on expensive imported water.

Putnam, who also voted for rate increases to repair the utility's infrastructure and respond to increasing costs, has said one of his priorities will be to get the district pumping as much of its own water as possible to save money.

Putnam, who is a civil engineer, and Bodnar both supported a new district program to replace old water meters that were malfunctioning and underbilling some customers.

Putnam could not be reached for comment Tuesday night.

As election results came in, Beatty said the race came down to whether voters wanted the status quo or prefer someone who will "think outside the box."

He added that he thinks the board shouldn't have so many engineers on it because engineers don't need to watch over engineers. He would prefer more business professionals, teachers and residents who are not engineers because they make up most of the district's customer base.

Follow Mark Kellam on Twitter: @LAMarkKellam.

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TCN North News Staff

Tweets from a list by Glendale News Press

Breaking news and features from Burbank, Glendale, La Cañada and Pasadena



Tiffany Kelly @LATiffanyKelly 9h
Wrapping up work. Here's my story on the results from the races I covered in today's election: bit.ly/1b7C0z4



FactFinder @JimUS2013 12h
@theregoeskaz Japanese politicians could say whatever they want, but Japan does not apologize as a nation.
@jinjinesq @brittanylevine
Retweeted by Brittany Levine
Expand



Kazuho Baba @theregoeskaz 12h
@JimUS2013 @jinjinesq @brittanylevine Japan has been trying for years to placate the victims but nothing has worked b/c they won't forgive.
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Brittany Levine @brittanylevine 12h
Glendale mayor didn't comment after election taken taken by K...

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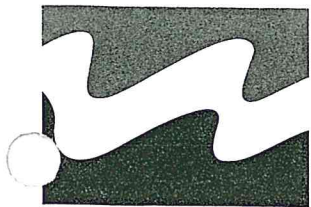


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Information
Item

RECEIVED

NOV 12 2013

CRESCENTA VALLEY
WATER DISTRICT

November 6, 2013

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

Dear Mr. Erdman:

I am contacting you today to send you a special invitation to join Renee and me to be part of a unique tour.

The Water Education Foundation is planning a new **Sea to Sierra Water Tour**, **April 10-11, 2014**. This tour is an excellent opportunity to view California water and discuss key issues while traveling across the state on **Amtrak's famed California Zephyr**. Participants will travel from the edge of sparkling San Francisco Bay, through the meandering channels of the Delta, past rich Central Valley farmland, growing cities, historic mining areas and into the Sierra Nevada mountain range. **Tour highlights are included in the enclosed brochure.**

The Foundation is inviting you as part of the California water community and we hope you will register soon for this unique tour. If you are unable to attend, please feel free to extend this invitation to the appropriate person in your organization.

There will only be 65 seats available on the privately reserved train car, and the registration will be on a ***first-come, first-served basis***. The cost for this 2-day, 1-night tour is \$545 per person, single occupancy room, or \$475 each for two people sharing a room.

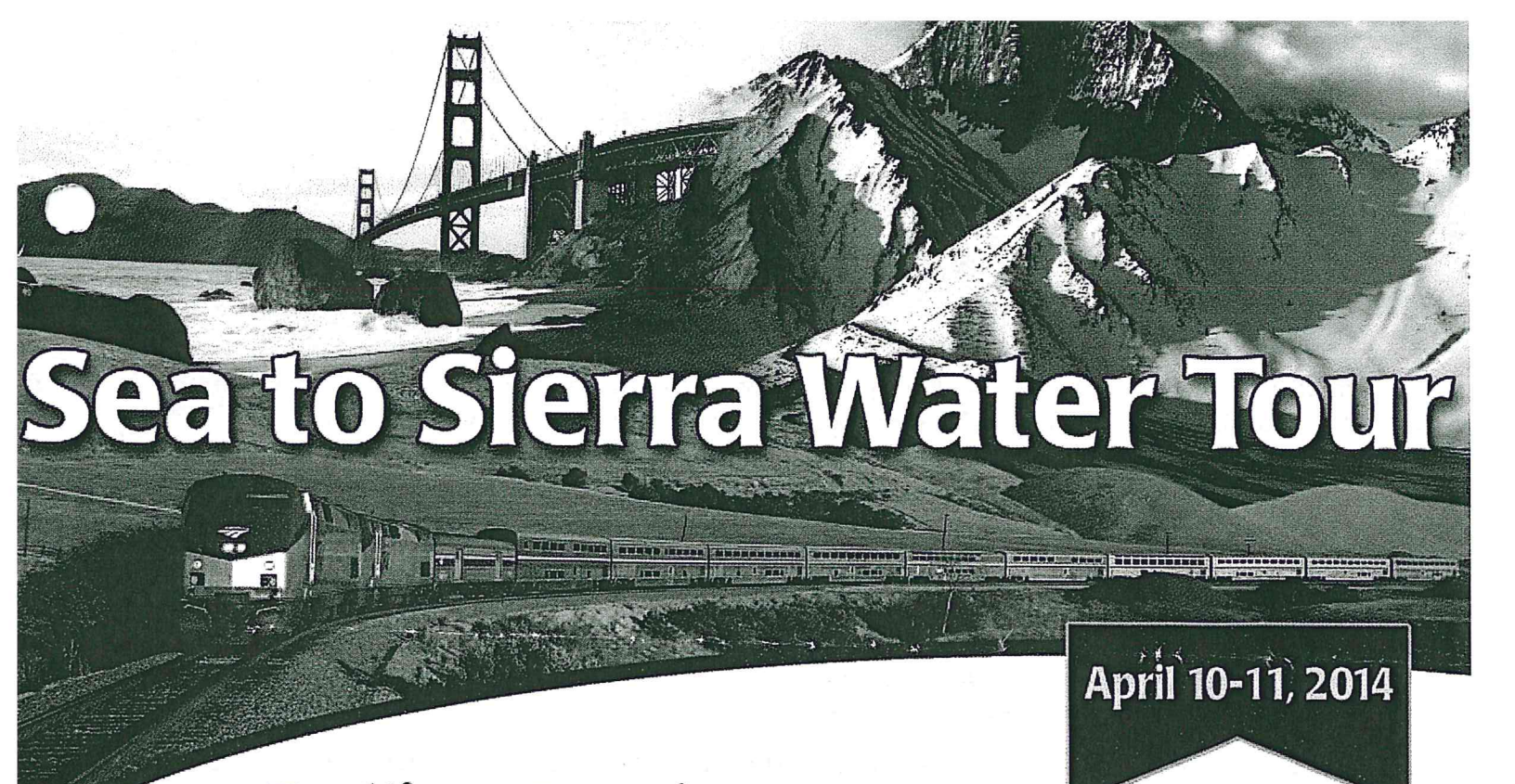
Scholarships will be available on a case by case basis. Contact the Foundation to learn about scholarship qualifications. **Please register immediately using the enclosed brochure or call our office to make arrangements.** A detailed agenda will be emailed out approximately two week before the tour.

Please feel free to call us if you have any questions.

Sincerely,

Rita Schmidt Sudman
Executive Director

Renee Cashmere
Tour Director



Sea to Sierra Water Tour

April 10-11, 2014

Rolling Seminar on California Water Issues

Presented by



WATER EDUCATION
FOUNDATION

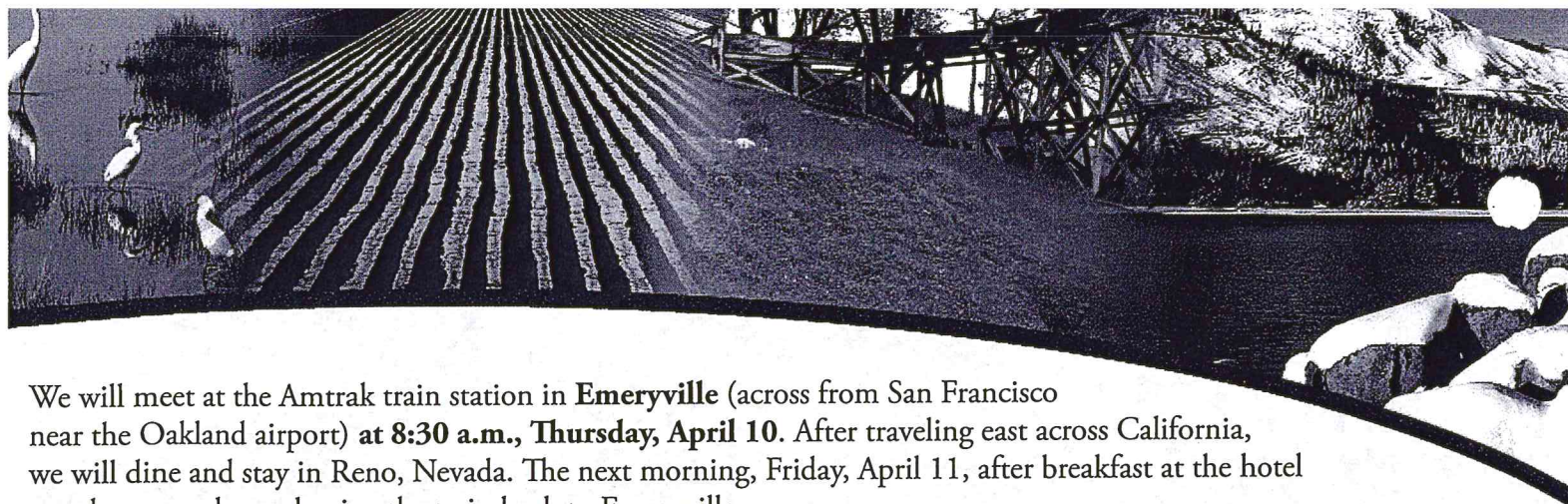
View California water and discuss key issues while you travel across the state on Amtrak's famed California Zephyr. Travel from the edge of sparkling San Francisco Bay, through the meandering channels of the Delta, past rich Central Valley farmland, growing cities, historic mining areas and into the snowy Sierra Nevada mountain range.

This privately reserved train car holds 65 people and will host this special tour traveling the state on April 10-11, 2014. Speakers from stakeholder groups and governmental organizations will join the train and speak to the participants on the way from the Bay through the Sierras.

Some of the places you will see from the train: ➤ San Francisco Bay and tidelands ➤ San Pablo Bay and the Carquinez Strait shipping lane and the "Mothball Fleet" of World War II ships ➤ Suisun Marsh – where fresh and salt water mix in the Sacramento-San Joaquin Delta ➤ Agriculture in the Sacramento Valley ➤ The Yolo Bypass flood control basin between Davis and Sacramento ➤ The confluence of the Sacramento and American rivers ➤ Gold Rush era flumes – some still in use today – built to transport water to the mines in the Sierra Nevada foothills ➤ Emigrant Gap, the American River Canyon and Mt. Judah, towering 7,000 feet above sea level, where the Chinese immigrants struggled to build the great rails ➤ Donner Lake where the Donner Party was stranded in the winter of 1846-1847 ➤ The Truckee River – long the focus of negotiations on water issues between California and Nevada

Enjoy a comfortable seat in the rail car, stretch your legs with a walk to the glass dome car and enjoy lunch in the lovely dining car.

Make your reservation today. Contact the Water Education Foundation, 916-444-6240.



We will meet at the Amtrak train station in **Emeryville** (across from San Francisco near the Oakland airport) **at 8:30 a.m., Thursday, April 10**. After traveling east across California, we will dine and stay in Reno, Nevada. The next morning, Friday, April 11, after breakfast at the hotel travelers can relax and enjoy the train back to Emeryville.

Registration is \$545 per person, single occupancy room; \$475 each for two people sharing a room. Registration fee includes round trip train travel from Emeryville, Calif. to Reno, Nev., overnight hotel accommodations in Reno, and all meals on the tour. Overnight accommodations are at the lovely John Asquaga's Nugget.

To register, return form to the Foundation with payment; faxed reservations accepted with credit card or purchase orders. **All reservations are on a first-come, first-served basis.**

Deadline to cancel and receive a full refund is 5 p.m., Thursday, March 13 due to hotel, meal and transportation bookings. Refund request must be in writing. Substitutions can be made by April 1, 2014.

This activity has been approved for Minimum Continuing Legal Education (MCLE) credit by the State Bar of California. The tour also offers education credits for water plant or wastewater plant operator's licenses. There is an additional \$100 fee to register for these credits. Contact the Foundation for more information.

Additional information and an itinerary will be emailed approximately two weeks before the tour. Please notify the Foundation prior to the tour if you have a medical condition or other special need.

2014 Sea to Sierra Water Tour Registration

Name(s) _____

Job Title(s) _____

Organization _____

Address _____

City _____ State _____ Zip _____

Phone (____) _____ Email _____

Driver's License/I.D. Card No.(s) _____ State _____ Exp. Date _____

Date(s) of Birth _____ (necessary for security clearance at some facilities)

Enclosed is my fee: ☐ \$545 each, single occupancy room; ☐ \$475 each for two people sharing a room

☐ \$100 additional for credits ___CLE___DPH Total enclosed \$ _____

For payment by: ☐ Visa ☐ MasterCard ☐ American Express P.O. No. _____

Credit Card No. _____ Exp. date. _____

Signature _____ (must be signed to process credit card order)



**WATER EDUCATION
FOUNDATION**

717 K Street, Suite 317
Sacramento, CA 95814
(916) 444-6240
(916) 448-7650

www.watereducation.org
www.aquaforia.com
www.aquapedia.com

5 p.m. March 13 is the last day to cancel and receive a full refund. Refund request must be in writing. Substitutions may be made by April 1, 2014.

Memorandum

DATE: November 15, 2013

TO: Board of Directors

FROM: Dennis A. Erdman 

RE: General Manager's Report

CC: Management Staff

On November 12, 2013 paving consultant Steven Marvin visited CVWD to inspect the slurry seal job on Santa Carlotta. Staff met with Mr. Marvin and reviewed documentation, photos and plans for the job. Mr. Marvin also conducted a field inspection to gather information that he will use to formulate an opinion about the work performed by the contractor CVWD hired to perform the slurry seal. Mr. Marvin's letter will be ready for the Board meeting held in December.

CVWD staff conducted a community meeting on November 13 at the intersection of Cloud and Paraiso Way. Approximately half a dozen residents came by to get information about the pipeline replacement project expected to begin on January 6, 2014. Letters explaining the project have been sent to all customers who have property in the area where the contractor will be working.

District staff and Directors met with members of CV Ready on November 12 to discuss how we can establish cooperative efforts on the subject of community emergency preparedness. The roles of the respective entities were discussed along with identifying areas where it may be of mutual benefit to link our efforts to achieve better results in response to, and recovery from, a community wide emergency. I plan to attend CV Ready meetings to follow up on this matter.

One of the District's employees was involved in a non-injury collision recently. The CVWD service truck collided into the back of a small, single occupant sedan. Neither party was injured, and there did not appear to be any damage to either vehicle. Reports were filed with JPIA that document the incident.

After working for over 173 days without a lost time accident, two employees were sent to our clinic for treatment, and they were sent home to recover from separate incidents. One incident was a fall on a construction site and the other was a back strain while lifting filled water sample bottles at Glenwood. Both instances would be classified as non-serious injuries.

On a related topic of worker safety, the District reported to the Sheriff's Office two instances where employees felt threatened by the action of a driver near sites where they were working. Our employees were interviewed by a Sheriff's Officer who said there would be follow-up on the matter.

Last week CVWD participated in the Chamber of Commerce event "Taste of the Foothills" by loaning one of our emergency generators.

CVWD crew members also assisted Glendale Water And Power last week on a water main service near out intertie with GWP. Our cooperation and efforts were appreciated by GWP.

CRESCENTA VALLEY WATER DISTRICT

MEMORANDUM

DATE: November 12, 2013
TO: Engineering Committee Meeting File
FROM: David S. Gould, District Engineer
SUBJECT: CVWD Engineering Committee Meeting No. 282

Following is a summary of Engineering Committee Meeting No. 282, held at 3:30 pm on November 8, 2013, at the CVWD main office, and was attended by the following:

Director James Bodnar - Committee Chairperson	CVWD
Director Kerry Erikson - Committee Member	CVWD
Ron Mitchell – Secretary -Treasurer	CVWD
Brook Yared – Associate Engineer	CVWD
David S. Gould - District Engineer	CVWD

1. Well Levels and Well Production

Mr. Gould and Mr. Yared discussed the well levels through October 2013 stating that the static levels for the majority of the wells have decreased over the last few months and well pumping capacity has also decreased. Mr. Gould presented a new chart that showed the status of the well pump capacity in 2013. The chart showed a steady decrease in the amount of water that can be pumped from the groundwater basin, from 3.6 million gallons per day (MGD) in January 2013 to the current 2.1 MGD. This is due to declining well levels in the basin and Wells 1 & 12 being out of service for rehabilitation. Mr. Gould also presented a chart that shows CVWD water capacity versus daily water usage from 2010 to 2013. The Committee discussed the summer/winter demand cycle and the decreasing amount of groundwater available. Finally, Mr. Gould presented a table showing daily water usage from 1995 to 2013 that was separated by water use per day. Mr. Gould pointed out that since the water conservation program was enforced in 2008, the high demand days have decreased over the last few years.

2. Discussion of Solar Energy Study

Mr. Gould presented a staff report that outlined preparing a solar energy feasibility study to determine the possible use of solar power at CVWD sites. Mr. Gould reported that a study could be undertaken at this time, however, staff's current workload does not allow time for this type of study to be completed in a timely fashion. The Engineering Committee indicated that there may be consultants available to perform this study at little or no cost. The Engineering Committee recommended that this issue be discussed again in February or March 2014.

3. Discussion of Roof at Edmund #1 Reservoir

Mr. Gould discussed a memo regarding the condition of the roof at Edmund #1 Reservoir. Mr. Gould noted that Harper Engineering & Associates inspected the reservoir and observed noticeable sags in the roof and the underside of the wood roof showed sufficient wood rot. The wood rot was diminishing the strength of the rafters and beams which support the roof, and there was organic matter growing. Staff took the Edmond No. 1 reservoir out of service and met to discuss possible solutions to correct the situation.

Mr. Gould outlined an interim solution including a timeline and tasks to be performed to remove the organic matter, dry out the underside wood roofing material, strength the beam and rafters, adding roof ventilation, and coating the wood beams. The engineer's estimate ranged from \$117,500 to \$160,000.

Mr. Gould explained that an ultimate solution would be to replace the entire roof with another material such as steel, fiberglass, or aluminum. However, the reservoir needs to be back in service before the summer high demand season and there is not enough time to design, bid and install a new roof. In addition, this project was not a part of the FY 13/14 CIP budget and there is additional funding needed to replace the roof.

The Engineering Committee felt that it was not in the District's best interest to spend the funds on the interim solution and to proceed with replacing the entire roof at this time. Staff explained that for this to be accomplished before the summer high demand season, the project would have to be done as a design/build project and that it would have to be sole sourced to meet the schedule of having the reservoir back in service by April or May 2014. The Engineering Committee understood and directed staff to proceed with replacement of the roof.

4. Discussion of Proposition 50, Water Security Grant

Mr. Gould discussed that he and Mr. Yared met with the California Department of Public Health (CDPH) regarding an increase in the grant budget, time extension and possible change in scope of work. CDPH indicated that there is no additional grant funding available, but CVWD could make the request. CDPH did indicate that CVWD could get a time extension and change the scope of work. Staff is working on the request letter which should be submitted within the next two weeks.

The change in scope of work would be to remove Site 4 from the project. FMWD has included upgrading the bypass piping to FWMD's main plant in their FY 15/16 CIP program.

Mr. Gould explained that the cost of construction for the Ocean View Chlorination Station could be reduced if CVWD's crews performed some of the tasks such as site demolition, installing the chlorine analyzer, and installation of the water service. The tasks that CVWD crews would not be able to do such as install the building and the vaults and the piping could be done by the contractor. Mr. Gould provided a cost summary that shows the project could be completed within the Grant budget and the FY 13/14 CIP Budget.

The Engineering Committee recommended that staff prepare and send a letter to CDPH requesting additional funding, time extension, and changing the scope of work. The Committee recommended that staff continue with the project and provide additional cost updates at the next Engineering Committee meeting.

5. Discussion of Status of FY 13/14 Capital Improvement Project Program

Mr. Gould discussed the FY 13/14 CIP Program schedule which showed that planning and design for a majority of projects will take place from July 2013 to January 2014 and construction will occur from January 2014 to June 2014.

Two (2) new projects have been added to the schedule, which are Wells 5, 8, 9, 11 & 12 rehabilitation and the installation of a wall along the north side of Ordunio Reservoir.

Mr. Gould said that there are 22 projects planned for FY 13/14 and the schedule shows 1 project complete, 13 projects on schedule, 2 project schedules have been revised, and 6 projects are behind schedule. Mr. Gould indicated that he will be working with the Engineering Department to revise the schedule such that all the projects should be completed by the end of the fiscal year.

The Engineering Committee suggested looking into design/build as a way to assist with the additional workload.

CRESCENTA VALLEY WATER DISTRICT

EMPLOYEE RELATIONS COMMITTEE MINUTES

DATE: November 6, 2013

TO: Employee Relations Committee Meeting Minutes

FROM: Ron Mitchell, Secretary-Treasurer

Following is a summary of the Employee Relations Committee Meeting held at 3:30 p.m. on November 5, 2013, at the CVWD main office, and was attended by the following:

Director Kerry Erickson - Committee Chairperson	CVWD Board of Director
Director Judy Tejada - Committee Member	CVWD Board of Director
Ron Mitchell	CVWD
Dennis Erdman	CVWD
Mark Hass	CVWD

Discussion on IT Technician Position – Mr. Mitchell welcomed the Committee and said the purpose of the meeting was to discuss the IT Technician position, that the Board recently authorized staff to fill, from a part-time to a full-time 40 hours/week position on a temporary basis. He said that the original plan was to hire someone with some experience in the IT field for 32 hours per week, but the District has an opportunity to hire an experienced person (over 20 years as an independent consultant) with a Masters degree in Computer Science and certifications that are equal to, or in some cases exceeding, those held by Mr. Hass for a cost far below market value for someone of this caliber on a full-time basis for a duration of approximately 18-20 months.

Mr. Hass told the Committee that this person has been providing IT support for the District for more than 6 years as a consultant and is very familiar with how the District's technology systems work. In several cases this person was actually tasked by Mr. Hass to set them up and test to be sure there were no problems and that they performed as expected. This is also the person who fills in for Mr. Hass when he is on vacation. Staff at the office and plant is very comfortable with the level of service that has been provided and already feels that this person is part of the CVWD family.

Mr. Mitchell provided the Committee a spreadsheet that summarized the costs of wages and benefits included in the 2013-14 FY budget along with the amount of money that was budgeted for IT Consulting services compared to what the costs would be to hire this person at the top of the IT Tech scale effective December 1st along with what has been paid so far this fiscal year for his consulting services. The District would realize a savings of approximately \$25,000 for the 2013-14 FY. In FY 2014-15, the savings would be approximately \$5,000 when using the figures in the budget for that fiscal year.

The Committee expressed concerns over what will happen at the end of this 20-month window and how the District will transition back to the original plan for the IT Tech position and the loss of gaining knowledge of the District during this duration. The Committee also questioned whether this person would want to stay on after the 20-month period and how that could affect the budget at that time. Mr. Erdman suggested that legal counsel draft a temporary employment agreement that would address these concerns. Mr. Mitchell said that after this period has

CRESCENTA VALLEY WATER DISTRICT

EMERGENCY PLANNING COMMITTEE MINUTES

DATE: November 13, 2013
TO: Emergency Planning Committee Meeting Minutes
FROM: Christy Scott, Program Specialist

Following is a summary of the Emergency Planning Committee Meeting held at 3:00 p.m. on November 12, 2013, at the CVWD main office, and was attended by the following:

Director James Bodnar - Committee Chairperson	CVWD Board President
Director Kenneth Putnam - Committee Member	CVWD Board of Director
Ron Mitchell	CVWD
Dennis Erdman	CVWD
David Gould	CVWD
Christy Scott	CVWD
Don Ross	CV Ready
Roger Young	CV Ready

Discussion between CV Ready and CVWD on community emergency preparedness planning and cooperation.

Mr. Erdman opened with comments regarding emergency preparedness in regards to his previous meetings with Supervisor Antonovich's office, the La County Sheriff and Fire Department, and the Crescenta Valley Town Council.

Mr. Ross and Mr. Young explained the mission and formation of CV Ready and the future goals of the organization. Formed using grant funds from the Department of Public Health, CV Ready will serve as a hub to link information, resources, and people together during an emergency with an emphasis on recovery efforts; providing a central location for information for residents during an emergency as well as incorporating lists of resources and contact information for businesses and agencies that could possibly provide assistance, equipment, or goods and services.

CV Ready has purchased a 6 x 10 foot trailer to hold supplies necessary to set up their base of operations during an event. CV Ready is requesting to store that trailer at the District's Rosemont Reservoir. The District has provided CV Ready with an indemnification agreement prepared by Mr. Bunn, CVWD Legal Counsel. Staff has suggested that the Encinal Reservoir may be a better location. CV Ready is reviewing the indemnification agreement and will be looking at the Encinal site as an alternate location for storage of the trailer.

Staff will work with CV Ready to find a solution and will present a proposed arrangement to the Board at a later date.

There was additional discussion regarding the District's Emergency Response Plan and specifically its communications plan to keep residents informed of District activities or requirements during an emergency.

Mr. Erdman will attend the next CV Ready Board meeting scheduled for December 4th.

The meeting was adjourned at 4:00 p.m.