

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 Tuesday, October 27, 2020 at 7:00 p.m.**

Posted: Thursday, October 22, 2020 at 5:00 p.m.

TELE/VIDEO CONFERENCING NOTICE

[This meeting will be held by tele/video conference only.]

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 18, 2020, the public may not attend the meeting in person.

Any member of the public may participate using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 822 2186 6168

Those members of the public who are able to and would like to additionally participate through computer may access the Zoom teleconferencing tool available at the following link – <https://us02web.zoom.us/j/82221866168>.

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Emailed comments will be sent to the Board of Directors prior to the meeting and posted on the District's website. Comments may be sent to Christy Colby, Regulatory and Public Affairs Manager, at (818) 248-3925 or customerservice@cvwd.com by 3pm on October 27, 2020.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at the above email address. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

Any written materials distributed to the Board in connection with this agenda will be made available at the same time for public inspection at the District office located at the above address and posted on the District's website.

Call to Order and Determination of Quorum

Pledge of Allegiance

Adoption of Agenda

Public Comments

At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the subject matter jurisdiction of the Board. This opportunity is non-transferable, and speakers are limited to one three-minute (3) comment.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of the Minutes of the Regular Board Meeting on October 13, 2020.
2. Ratification of Disbursements for September 2020

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-minute (2) comment.

1. **FY 20/21 Budget Update and First Quarter Budget Report** – Budget update based on secured bond proceeds and a report of revenues and expenditures for the first quarter of Fiscal Year 2020-21.
2. **8-inch Water Main Replacement on the 2400-2500 blocks of Janet Lee Dr. and the 4300 Block of Rosemont Ave, Project E-1008 & 1019**
 - a. Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder Brkich Construction for the construction of 2,300 lineal feet of pipeline replacement on the 2400-2500 blocks of Janet Lee Dr. and the 4300 block of Rosemont Ave. at a cost of \$626,300 and establish a contingency amount of \$62,630 (10% of contract) to cover the cost of unforeseen or additional work.
 - b. Consideration and motion to authorize the General Manager to enter into an agreement with Wallace and Associates for construction management and inspection services for the pipeline replacement project at a cost not-to-exceed \$83,280.
3. **Update CVWD's Geographical Information System (GIS) Program Implementation:** Presentation and discussion about the progress of CVWD's GIS and water hydraulic modeling programs.

Information Items

Written Communications to District/Board of Directors

General Manager's Report

Attorney Report

Reports of Committees

- Engineering Committee
- Finance Committee
- Employee Relations Committee
- Policy Committee

- Community Relations/Water Conservation Committee
- Emergency Planning Committee

Director's Oral Reports – Report on issues, meetings, or activities attended by Directors.

Closed Session – GM Evaluation

Board Members' Request for Future Agenda Item

Adjournment

CRESCENTA VALLEY WATER DISTRICT REGULAR MEETING, BOARD OF DIRECTORS

October 13, 2020

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District, made at the Regular Meeting on August 11, 2020, a Regular Meeting was held on October 13, 2020, at 7:00 p.m. through tele/video conference due to the COVID-19 pandemic, with President Kerry D. Erickson presiding.

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

Directors:	Kerry D. Erickson James D. Bodnar Kenneth R. Putnam Sharon S. Raghavachary Judy L. Tejeda
Attorney:	Thomas Bunn
General Manager:	Nem Ochoa
Director of Finance & Administration:	James Lee
Director of Engineering:	David Gould
Others Present:	Christy Colby, Regulatory & Public Affairs Manager Wendy Holloway, Customer Service Manager Dennis Maxwell, Director of Operations Brook Yared, Senior Engineer Arturo Montes, Finance & Administration Manager Pam Leddy, Administrative Assistant

PLEDGE OF ALLEGIANCE

President Erickson opened the meeting by leading the Directors and staff in reciting the Pledge of Allegiance.

ADOPTION OF AGENDA

It was moved by Director Tejeda, seconded by Director Raghavachary, and carried by a 5-0 roll call vote that the Agenda for the Regular Meeting of October 13, 2020 be adopted as presented.

AYES:	Director Tejeda Director Bodnar Director Raghavachary Director Erickson Director Putnam
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NOES:	None
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PUBLIC COMMENTS – Ms. Marilyn Tyler commented that the statement on Action Item No. 1 “Approve the District’s adjusted CIP budget for FY 2020-21’ was inadequate because it is not a budget. Ms. Tyler requested the addition of the line item “Bond-funded CIP \$2.7M and presented to the Board for approval” to Action Item No. 1. Ms. Tyler voiced concern regarding the increasing project cost of the AMI project.

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – No report

CONSENT CALENDAR

Director Bodnar requested the addition of Director Putnam’s name and the time he arrived to the list of Directors present at roll call.

It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by a 5-0 roll call vote to approve the Minutes of the Adjourned Regular Board Meeting held on September 22, 2020 through teleconference, with the modification notated above.

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

NOES: None

ACTION CALENDAR

CIP Budget Adjustment for FY 2020-21 – Mr. Ochoa requested approval of the District’s FY 2020-21 CIP budget as adjusted according to the bond proceeds received on September 15, 2020 and as directed by the Board on June 9, 2020.

Following discussion:

It was moved by Director Raghavachary, seconded by Director Bodnar, and carried by a 5-0 roll call vote to approve the District’s adjusted CIP budget totaling \$5 million in CIP projects for FY 2020-21.

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

NOES: None

Statement of Qualifications for Construction Management and Inspection Support Services – Mr. Gould recommended that the Board authorize the General Manager to enter into a professional agreement to provide construction management and inspection services (CM&I) for CVWD's FY 20/21 CIP program. Staff had concerns that one consulting firm alone could not provide adequate coverage to handle the seven (7) projects to be completed by June 2021 associated with the Request for Quote which was sent to twelve (12) consulting firms. Mr. Gould requested the option to utilize three (3) firms based on their qualifications and the type of CIP project to assure the District's CM&I needs would be met in the most reliable and cost-competitive manner.

Following discussion:

It was moved by Director Erickson, seconded by Director Bodnar, and carried by a 4-0 roll call vote to enter into a professional service agreement with the following firms – Cannon, Dudek, and Wallace & Associates – to provide CM&I services for CVWD's FY 2020-21 CIP program.

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

ABSTAIN: **Director Tejeda**

NOES: **None**

Award of Contract for Procurement and Installation of AMI Communications Network, Project E-1020 – Mr. Gould requested the Board to award a contract to Aqua-Metric for the procurement and installation of the AMI Communication Network. Mr. Gould prepared a table to include the preliminary cost estimate for the project, which would exceed the original budget by \$202,000. Mr. Gould provided three (3) options, put together by staff, to meet the goal of the installation of the AMI Communication Network in FY 20/21.

Following discussion:

It was moved by Director Bodnar, seconded by Director Erickson, and carried by a 5-0 roll call vote to authorize the General Manager to enter into an agreement with Aqua-Metric Sales Company for the procurement and installation of a AMI Communications Network at a cost of \$166,352 and establish a contingency amount of \$16,635 (10% of contract) to cover the cost of unforeseen or additional work.

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

NOES: **None**

New Emergency Electrical Generator at the La Granada Wastewater Lift Station, Project S-962 –

Mr. Gould reported that a meeting was held on October 9, 2020 in which the community voiced their concerns regarding the original design of this project. Mr. Gould made a request to postpone this action item until a redesign for the project can be completed.

16-inch Manifold and Valve Replacement at Oak Creek Reservoir, Project E-1026 –

Mr. Yared reported that on August 29, 20, staff noticed a leak on the inlet/outlet manifold at Oak Creek Reservoir. Staff proceeded with a low-cost option of using an epoxy-wrap that would likely work as an interim repair to the manifold. Staff is requesting the Board to authorize the General Manager to select and negotiate with consultants and contractors for a permanent repair to the manifold to avoid exacerbating the leak and causing a catastrophic failure that affects all of CVWD's customers in Zone 4.

Following discussion:

It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by a 5-0 roll call vote to waive the Bid Procurement and Purchasing Policy per Article 18.01 of CVWD's Rules and Regulations and allow the General Manager to select and negotiate with consultants and contractors for the repair of the 16-inch manifold and valve at Oak Creek Reservoir at a cost not to exceed \$275,000 and to include a contingency amount of \$50,000. Said project is exempt for provisions of the California Environmental Quality Act (CEQA).

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

NOES: **None**

Professional Service Agreement for ULARA Legal Services – Mr. Gould provided a professional service agreement between the Watermaster and Best, Best & Krieger, LLP (BBK) for legal counsel services. BBK has provided legal counsel for the Watermaster since 2017. The budget approved by the ULARA Administrative for the legal services is not to exceed seventy-five thousand dollars (\$75,000) per year. All work will be performed on an as-needed basis at the specific request of the Watermaster. CVWD will continue administering the contract, and the Special Counsel will invoice the District on a monthly basis. The District will invoice each of the parties for their share in accordance with the amended cost-sharing agreement.

Following discussion:

It was moved by Director Bodnar, seconded by Director Putnam, and carried by a 5-0 roll call vote to authorize the General Manager to enter into a professional agreement with Best, Best & Krieger, LLP, CVWD and the ULARA Watermaster for administration of ULARA Legal Services.

Cost Sharing Agreement for Allocation of costs for Watermaster and Watermaster's Legal Services for ULARA – Mr. Gould presented a revised Cost Sharing Agreement for Allocation of costs for Watermaster and Watermaster's Legal Services for ULARA. The ULARA Administrative Committee

completed this agreement for the next three-year period from January 1, 2021 to December 31, 2023. The cost sharing agreement was agreed upon by the City of Glendale, the City of Burbank, the City of San Fernando, and the Los Angeles Department of Water and Power.

Following discussion:

It was moved by Director Bodnar, seconded by Director Putnam, and carried by a 5-0 roll call vote to authorize the General Manager to enter into a three-year cost sharing agreement with the City of Glendale, the City of Burbank, the City of San Fernando, and the Los Angeles Department of Water and Power regarding the allocation of costs for Watermaster and Watermaster's Legal Services for the ULARA Groundwater Basins.

INFORMATION ITEMS – None

WRITTEN COMMUNICATIONS TO DISTRICT – None

REPORTS OF PERSONNEL – None

GENERAL MANAGER – Mr. Ochoa thanked staff for participating in the Women in Water & Power: Working on the Frontlines virtual webinar on October 6, 2020. Ms. Colby provided an overview of the positive comments received from the press releases regarding the decision of the Board to postpone rate increases for the FY 2020-21. Mr. Gould reported that 136.7 million gallons of water was produced during the month of September 2020 (44%/56% split). The average water use for September was 6.4% greater than September 2019, and 17% greater than the 5-year average. Total rainfall for the Rainfall Year 2019/20 was 20.52 inches and 11% below normal. Mr. Gould provided updates on current CIP projects.

ATTORNEY – No report

REPORTS OF COMMITTEES

Engineering Committee – Director Bodnar reported that the Committee had met on Friday, October 9, 2020. A tele/video conference meeting will be scheduled as needed.

Finance Committee – Director Tejada reported that the Committee had not met. A tele/video conference meeting was scheduled for October 20, 2020.

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

Policy Committee – Director Erickson reported that the Committee had not met; however, a teleconference meeting will be scheduled as needed.

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

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

Executive Committee – Director Erickson reported that the Committee had not met; however, a teleconference meeting will be scheduled as needed.

DIRECTORS' ORAL REPORTS

Director Erickson – No report

Director Bodnar – Reported that he had participated in a Zoom meeting sponsored by Southern California Water Dialog on September 23, 2020. A presentation was given on the factors influencing the fires in California.

Director Tejeda – No report

Director Putnam – Director Putnam requested that the Board address the questions Ms. Tyler wrote in her public comment statement presented at the October 13, 2020 Regular Board meeting.

Director Raghavachary – No report

BOARD MEMBERS' REQUESTS FOR FUTURE AGENDA ITEMS – Quarterly Financial Report

CLOSED SESSION – No reportable items

ADJOURNMENT

There being no other business to come before the Board, at 9:31 p.m., it was moved by Director Bodnar, seconded by Director Putnam and carried by a 5-0 roll-call vote that the meeting be adjourned to October 27, 2020, at 7:00 pm.

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

NOES:	None
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APPROVED

Kerry D. Erickson
President

James Lee
Director of Finance & Administration

CASH DISBURSEMENTS LIST

SEPTEMBER 2020



<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
0		Southern California Edison	Purchased power - September 2020	50,216.58	493.63
0		Los Angeles County Public Works	Excavation permits - September 2020	5,049.00	
0		CalPERS	PERS contributions - September 2020	25,054.62	14,293.10
0		CalPERS	GASB-68 reports	420.00	280.00
0		US Bank - Bond Trustee	Bond refinancing	150,000.00	
41545	9/8/2020	ADS, LLC	Monthly sewer monitoring - August 2020		1,100.00
41546	9/8/2020	Joonhee Ahnchoi	Refund check - 2653 Manhattan	21.98	
41547	9/8/2020	Airgas National Carbonation	Well #2 - carbon dioxide rental tank - September 2020	57.00	
41548	9/8/2020	AT&T	Voice communication - August 2020	298.88	234.83
41549	9/8/2020	Regino Avalos	Monthly landscape maintenance for 5 sites - July/August 2020	1,718.06	391.94
41550	9/8/2020	Donald Barkley	Refund check - 3534 Santa Carlotta	624.93	
41551	9/8/2020	BC Laboratories, Inc.	Water analysis - August 2020 (E-995 - \$2970.00)	4,922.25	
41552	9/8/2020	BC Laboratories, Inc.	Water analysis - August 2020 (E-995 - \$2700.00)	4,186.50	
41553	9/8/2020	BC Laboratories, Inc.	Water analysis - August 2020 (E-995 - \$1620.00)	3,465.00	
41554	9/8/2020	James Bodnar	Reimbursement for online water education seminar	77.50	47.50
41555	9/8/2020	California Water Environment	Wood - collections maintenance grade 3 renewal		101.00
41556	9/8/2020	CCS Interactive, Inc.	Monthly website hosting - September 2020	170.00	
41557	9/8/2020	Dong Hyuk Choi	Refund check - 2543 Teasley	62.68	
41558	9/8/2020	City of Glendale	Well 16 - water purchased - March 2020	5,621.00	
41559	9/8/2020	City of Glendale Water & Power	Power purchased - August 2020	37,406.34	58.37
41560	9/8/2020	Clark Pest Control, Inc.	Glenwood, Mills Encinal, Well 9 - monthly pest service - September 2020	228.75	21.25
41561	9/8/2020	Clifton Larson Allen	Progress billing for June 30, 2020 audit - June 2020	1,233.75	1,391.25
41562	9/8/2020	Coastline Equipment Co.	Unit #19 - repairs to steering column	169.87	104.10
41563	9/8/2020	Colonial Life & Accidents Ins.	Employee paid insurance - September 2020	228.67	
41564	9/8/2020	Dell West Properties, LLC	Refund check - 2753 Piedmont #1	69.38	
41565	9/8/2020	Do-it Center	Misc. hardware - August 2020	208.74	18.70
41566	9/8/2020	Eurofins Eaton Analytical, Inc.	Water analysis - September 2020	681.00	
41567	9/8/2020	Fleet Crew Emissions Service	Unit #25 - Regen service for emissions	592.04	362.86

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
41568	9/8/2020	Grainger	Unit #58 - new hitch mounting plate	260.62	
41569	9/8/2020	Great America Leasing Corp.	Kyocera Copier leases - September 2020	863.51	898.75
41570	9/8/2020	Gsolutionz Professional Services	Voice communications - September 2020	185.62	145.83
41571	9/8/2020	H & H Builders & Restoration	Refund check - 3966 Pennsylvania	1.63	
41572	9/8/2020	Hach Company	Annual service contract - chlorine, nitrate & pH analyzers at 14 sites	30,531.00	
41573	9/8/2020	Highroad Information Technology	Monthly support services - September 2020	4,739.30	970.70
41574	9/8/2020	Home Depot Credit Services	Misc. hardware - August 2020	32.14	
41575	9/8/2020	Hopkins Technical Products, Inc.	E-977 - Ramsdell mixing station - chlorine analyzer	12,230.88	
41576	9/8/2020	Kelsey Humphreys	Refund check - 2503 Frances	45.82	
41577	9/8/2020	InfoSend, Inc.	Final upgrade for statements, reminder, final notices	4,517.68	3,164.03
41578	9/8/2020	J's Maintenance	Janitorial services - August 2020	807.12	254.88
41579	9/8/2020	Dong Geun Koo	Refund check - 2505 Cross	173.31	
41580	9/8/2020	KR Nida Companies	Unit #58 & #59 - install light bar, rack and radio	4,509.70	
41581	9/8/2020	Legend Pump & Well Service, Inc.	E-1013 - Glenwood boosters #32 & #33 - progress payment #2	36,551.25	
41582	9/8/2020	Liebert Cassidy Whitmore	Labor law legal services - July 2020	281.67	61.83
41583	9/8/2020	Jean Lim	Refund check - 5111 Briggs	281.82	
41584	9/8/2020	Office Depot - Credit Plan	Misc. supplies - August 2020	359.29	331.65
41585	9/8/2020	O'Reilly Auto Parts	Misc. parts - August 2020	440.38	118.52
41586	9/8/2020	Paper Cuts, Inc.	Monthly paper shredding - August 2020	27.93	25.82
41587	9/8/2020	John Raasch	Refund check - 5149 Cloud	36.63	
41588	9/8/2020	Ramco	Concrete & crushed misc. base - September 2020	478.60	
41589	9/8/2020	Sawyer Petroleum	Diesel purchased - 419 gallons - August 2020	1,240.98	329.88
41590	9/8/2020	Serge's Automotive	Unit #9 - brakes and rotors, replaced nuts	391.25	239.79
41591	9/8/2020	Karen Shiba	Refund check - 2419 Los Amigos	100.00	
41592	9/8/2020	So Cal Compton Pipe Supply Co., Inc.	Stock - misc. supplies	1,881.21	
41593	9/8/2020	Southwest Hydrotech	Repairs to 8" pressure reducing valve at Foothill & Cloud station	1,778.53	
41594	9/8/2020	Spectrum Business	Lowell - data communications - September 2020	382.53	134.38
41595	9/8/2020	Star Ford	Unit #58 & #59 - rear step assembly, 2 sets of keys, bedliner	1,488.25	
41596	9/8/2020	Sterling Water Technologies, LLC	Well #2 - 50 lb. pails of coagulant	280.00	
41597	9/8/2020	Steven Engineering, Inc.	E-939 - backup battery power supply at various sites	1,447.50	
41598	9/8/2020	The Gas Company	Glenwood - gas purchased - July 2020	15.16	4.78
41599	9/8/2020	Toro's Lawnmower & Garden	Unit #3 - air cleaner, spark plug, oil and filter	57.80	35.42
41600	9/8/2020	Underground Service Alert	Underground notifications	309.81	145.78
41601	9/8/2020	Univar Solutions USA, Inc.	Sodium hypochloride - Glenwood - 704 gal., Mills - 654 gal.	4,020.79	
41602	9/8/2020	Vision Service Plan	Group vision - September 2020	299.88	199.92

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
41603	9/8/2020	Waste Management	Glenwood disposal service - September 2020	1,010.75	319.17
41604	9/10/2020	ACWA/JPIA	Annual excess crime renewal - July 2020 to June 2021	451.50	451.50
41605	9/10/2020	All American Landscape Co.	Office - landscape maintenance - September 2020	255.50	94.50
41606	9/10/2020	County Clerk of Los Angeles	E-1018 - Rosemont Reservoir Rehab. - Notice of Exemption processing fee	75.00	
41607	9/10/2020	Foothill Car Wash, Lube & Oil	Unit #33 & #49 - oil change		117.78
41608	9/10/2020	Ken Grody Ford	Unit #58 & Unit #59 - purchase 2 Ford F-250's	53,380.80	
41609	9/10/2020	Liebert Cassidy Whitmore	Labor law legal services - August 2020	3,741.46	821.29
41610	9/10/2020	Sully-Miller Contracting Co.	Cold mix for temporary AC repairs - 8.24 tons	861.95	
41611	9/10/2020	Water Wise Consulting, Inc.	Water audit - 2700 Los Olivos Lane	175.00	
41612	9/16/2020	Christy Joana Colby	Health reimbursement	470.62	251.25
41613	9/16/2020	Morgen DuRose	Wellness reimbursement	225.00	75.00
41614	9/16/2020	Dennis A. Maxwell, Jr.	Health reimbursement	342.13	228.09
41615	9/22/2020	AAmco Transmissions Corp.	Unit #9 - transmission seal kit & motor mounts	938.44	575.17
41616	9/22/2020	Akel Engineering Group, Inc.	GIS and hydraulic model update - May 2020	9,188.25	
41617	9/22/2020	Allen Pipeline, Inc.	2921 Henrietta - service lateral repair	3,363.00	
41618	9/22/2020	Ameripride Uniform Services, Inc.	Uniform rentals - August 2020	590.66	176.42
41619	9/22/2020	Apex Manufacturing Solutions	E-939 - audit of existing alarms configuration	8,645.00	
41620	9/22/2020	ARC	Monthly MSP billing - August 2020	1,313.68	232.30
41621	9/22/2020	AT&T Mobility	Voice communication - Aug/Sept 2020	1,022.22	305.33
41622	9/22/2020	Best Best & Krieger	Watermaster legal counsel services - July 2020	1,062.90	
41623	9/22/2020	Bryan's Prompt Plumbing	Mills house - misc. repairs (weather stripping, door seals)	120.00	40.00
41624	9/22/2020	Cannon	E-977 - design services - July 2020	1,834.67	5,728.00
41625	9/22/2020	Luis Castillo	Refund check - 4816 Cheryl	24.65	
41626	9/22/2020	CCS Interactive, Inc.	Website development - payment #3 of 3	1,583.33	
41627	9/22/2020	City of Glendale	Well 16 - water purchased - 16 April 2020	7,530.51	
41628	9/22/2020	City of Glendale	ULARA Watermaster - Apr-May-June 2020	2,305.73	
41629	9/22/2020	City of Los Angeles	O & M portion of Assc. (revised)		317,619.00
41630	9/22/2020	Clifton Larson Allen	Progress billing for June 30, 2020 audit - August 2020	789.60	890.40
41631	9/22/2020	Coastline Equipment Co.	Unit #15 - new air filters	39.72	24.33
41632	9/22/2020	D&H Water Systems	Ordunio Reservoir - replacement parts for chlorine sample pumps	1,416.98	
41633	9/22/2020	Dell Financial Services	Annual renewal for FX Server support - October 2020 to September 2021	4,730.05	1,493.70
41634	9/22/2020	DMC Engineering	E-977 - Topographic services Ramsdell mixing station - June 2020	2,512.94	
41635	9/22/2020	Jay Eckensberger	Refund check - 6026 Canyonside	56.93	
41636	9/22/2020	Zenaida Ferrer	Refund check - 3256 Prospect	35.19	
41637	9/22/2020	Fleet Crew Emissions Service	Unit #25 - emissions service, replace glow plugs	988.13	605.62

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
41638	9/22/2020	Foothill Municipal Water	Water delivery - August 2020	366,602.75	
41640	9/22/2020	Grainger	Misc. supplies - toolboxes for Unit #58 & 59, safety vests, polygrease, gaskets	3,252.99	3,107.50
41641	9/22/2020	Highroad Information Technology	Upgrade phone system	1,218.08	91.72
41642	9/22/2020	John Robinson Consulting, Inc.	M-965 - grant assistance consulting services - August 2020	3,900.00	957.05
41643	9/22/2020	LA Dept Water and Power	Power purchased - September 2020	56.13	
41644	9/22/2020	Lagerlof, LLP	Legal services - August 2020	7,102.84	1,559.16
41645	9/22/2020	LJ's Access Systems, Inc.	Preventative service maintenance - 9 gates & 1 roll up door	639.00	261.00
41646	9/22/2020	Paveco Construction, Inc.	Paving - various locations	5,817.28	
41647	9/22/2020	Plumbers Depot, Inc.	Unit #53 - vactor truck - hose plate for safety manhole cover, misc. tools		2,119.70
41648	9/22/2020	Public Water Agencies Group	Emergency preparedness and legal fees - July 2020	639.56	
41649	9/22/2020	Royal Industrial Solutions	E-939 - radio reset equipment for Well #5, #14 & Edmund 2	6,252.28	
41650	9/22/2020	Shell	Gasoline purchased - August 2020	1,111.82	332.10
41651	9/22/2020	Spectrum Business	Glenwood - data communications - September 2020	3,524.25	1,238.24
41652	9/22/2020	Janet Thayer-Thomas	Refund check - 4832 Rosemont	48.91	11.59
41653	9/22/2020	The Gas Company	Office - gas purchased - August 2020	36.73	
41654	9/22/2020	Toro's Lawnmower & Garden	Vactor trailer - air filter and cleaner		228.74
41655	9/22/2020	Alen Torosyan	Refund check - 3041 Orange	100.00	
41656	9/22/2020	Traffic Management Products, Inc.	Misc. safety equipment - August 2020	25.27	10.32
41657	9/22/2020	Tri-Xecutex Corp.	Security alarm monitoring - Oct, Nov, & Dec 2020	153.36	62.64
41658	9/22/2020	Univar Solutions USA, Inc.	Sodium hypochloride - Glenwood - 700 gal., Mills - 755 gal.	4,312.55	
41659	9/22/2020	Univar Solutions USA, Inc.	Sodium hypochloride - Glenwood - 731 gla., Mills - 811 gal.	4,964.12	
41660	9/22/2020	UtiliWorks Consulting, LLC	E-1020 - consulting servies for AMI communications network - August 2020	7,905.00	
41661	9/22/2020	Wells Fargo Card Services	Colby - monthly email charges, Lands End face masks with logo	737.10	250.01
41662	9/22/2020	Wells Fargo Card Services	Lee - monthly computer charges	15.00	
41663	9/22/2020	Wells Fargo Card Services	Lee - Zoom meetings, working dinner	96.21	30.57
41664	9/22/2020	Wells Fargo Card Services	Maxwell -working dinner, oil change, safety equipment	192.15	43.60
41665	9/22/2020	Wells Fargo Card Services	Ochoa - working breakfast (\$1,000 reimbursed)	1,021.20	10.44
41666	9/22/2020	Westlake Ace Hardware	Misc. hardware - Aug/Sept 2020	145.22	41.05
41667	9/25/2020	Arturo Montes	Health reimbursement	391.93	261.29
41668	9/25/2020	Darlene Telles	Wellness reimbursement	225.00	75.00
41669	9/29/2020	Emins Air Conditioning & Heating	Office - repairs to A/C	385.00	115.00
41670	9/29/2020	Nemesciano Ochoa	Reimbursement - Professional Engineers license renewal	116.00	

Subtotals

\$ 880,638.55 \$ 366,322.43

<u>Check#</u>	<u>Check Date</u>	<u>Payable To</u>	<u>Description</u>	<u>Water Amount</u>	<u>Wastewater Amount</u>
Total Disbursements for September 2020				\$	1,246,960.98
<u>Payroll Report</u>					
Directors				\$	900.00
Office Regular payroll					128,829.00
Office OT					1,066.00
Plant Regular payroll					113,286.00
Plant OT & Standby					6,052.00
Employer Payroll Taxes					16,482.00
Payroll Service Charges					407.00
Total Payroll Charges for September 2020				\$	267,022.00

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
October 27, 2020

To: Honorable President and Members of the Board of Directors
From: James Lee – Director of Finance & Administration
Subject: **FY 2020-21 Budget Update and First Quarter Budget Report**

ACTION ITEM:

Budget update based on secured bond proceeds and a report of revenues and expenditures for the first quarter of Fiscal Year 2020-21.

BACKGROUND:

During the October 13, 2020 Board meeting, the Board approved a \$5 million budget for CIP projects based on the District securing bond proceeds. Staff is proposing two amendments to the FY 2020-21 budget. Although the bonds had been expected to increase debt service by \$92K, the actual increase was \$41K. The first recommended amendment is to increase the Debt Service budget by \$41K. A conservative estimate of investment returns on the bond proceeds is \$38K at this time, and the second recommended amendment is to increase the Interest Income budget by this amount.

During the October 13th discussion, staff was directed to provide the CIP budget delineating the allocation between \$2.3 million Pay-Go funding and \$2.7 million in funding from bond proceeds. The CIP schedule is enclosed, and the budget has been updated to reflect the \$2.7 million in bond funding. Also enclosed is a comparison between the current budget and the budget with updates and proposed amendments (these three areas are highlighted for easy reference).

Q1, or the first quarter of FY 2020-21, is complete. Both the water and wastewater funds are tracking well with their respective budgets and are projected to meet or exceed budgeted expectations. It is important to note that the end of Q1 is still very early in the fiscal year. The following discussion is intended to provide additional context to the actual revenue and expenditure figures. This information was shared with the Finance Committee on October 20th.

WATER FUND

Staff maintains a 5-year history of revenue collection by month, and this is one of the considerations used to project where water sales will be by year end. Although July-September represent one quarter of the year, historically, the District has realized about 33% of its annual water sales during the first quarter. Currently, the District has met about 36% of water sales budgeted for the year. Water consumption for residential accounts is about 33%, but irrigation account sales continue to be stronger than expected. Operating expenses saw an associated increase in imported water purchases. With operating costs and labor/benefit costs under budget, however, total operating expenses are on track for the year.

Capital projects and capital outlays are currently projected to come in within budget. It is difficult to project out to the end of the year, as the earliest project completion is in February 2021 – e.g., Well #9 rehabilitation, and most of the projects are due for completion in June, such as the SCADA replacement project. Engineering is considering various alternatives to accommodate amendments to projects that are currently expected to exceed the project budget, such as for the AMI project.

The water fund had been budgeted to draw zero from reserves. At this time, the water fund is expected to add approximately \$253K to reserves by year-end based primarily on strong Q1 water sales.

WASTEWATER FUND

The wastewater fund is tracking well with the budget, which was budgeted to draw \$925K from reserves by year-end. Based on slightly higher wastewater user charge revenue, savings in labor costs, and lower operating costs, the wastewater fund is currently projected to draw \$678K from reserves.

Wastewater treatment costs paid to the City of LA represent the majority of costs for the wastewater fund. Historically, the District has been assessed a reconciliation bill at the end of the fiscal year. While this possibility has been accounted for in the budget, the District cannot predict what the reconciliation bill will be.

RECOMMENDATION

It is staff's recommendation that the Board authorize budget amendments for Debt Service and Interest Income.

Prepared by:



Arturo Montes
Finance & Administration Manager

Submitted by:



James Lee
Director of Finance & Administration

Attachment(s):

1. FY 2020-21 Budget Update
2. CIP Breakdown
3. Q1 Budget Report

Crescenta Valley Water District
Water Enterprise Budget
FY 2020-21

SUMMARY

Attachment 1

Description			Proposed Adjusted Budget
Annual Budget			
Revenue			
	Water Sales - Fixed	\$ 3,087,489	\$ 3,087,489
	Water Sales - Metered	8,858,374	8,858,374
	Interest Income Water	200,000	238,000
	Other Income Water	160,000	160,000
	Construction Revenue	277,500	277,500
Revenue		\$ 12,583,363	\$ 12,621,363
Expenses			
	Labor & Benefits	3,142,453	3,142,453
	Imported Water (Foothill)	3,108,762	3,108,762
	Imported Water (Glendale)	138,960	138,960
	Power Cost	801,800	801,800
	Operating Cost	2,321,917	2,321,917
Expenses		\$ 9,513,892	\$ 9,513,892
Debt Service			
		\$ 539,645	\$ 581,000
CIP & OPEB			
	Infrastructure	2,304,826	2,304,826
	***Bond Funded Infrastructure	-	2,695,174
	Capital Outlays & Equip	225,000	225,000
	OPEB	-	-
Total CIP & OPEB		2,529,826	5,225,000
Change in Reserve		-	(3,355)

Water Reserve Fund			
	Beginning Balance	\$ 5,785,399	\$ 5,785,399
	Changes to Reserves	-	(3,355)
	Restricted Cash (Bond Proceeds)		2,340,592
	Ending Balance	5,785,399	5,782,044
	Target	4,782,000	4,782,000
Above (Below) Target		\$ 1,003,399	\$ 1,000,044

* Water fund beginning balances are based on unaudited FY 2020 financial statements.

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

*** Does not affect reserve balance. Funded by \$5M bond proceeds that will be used by FYE 2022.

Attachment 2

Crescenta Valley Water District						
FY 20/21 Capital Improvement Project						
Capital Improvement Project Program	Budget FY 20/21	Category	Bond (B) or PayGo (P)	Cumulative Estimated Costs	Completion Date	Project Description
Bond Proceeds						
Annual Pipeline Replacement - 1.0 Mile	\$ 2,300,000	Water Distribution	B	\$ 2,300,000	Jun-21	Pipeline Replacement - Pipelines that are greater than 50 years old - 5,280 LF
AMI - 3/4" to 1" - Smart Meters & AMI Communication Network	\$ 200,000	Technology	B	\$ 2,500,000	Jun-21	Advanced Metering Infrastructure (AMI) - 1) Install 1,000 3/4" or 1" water meters - in Zones 1 & 2 and 2) Install AMI Network Communication System
Steel Reservoir Rehabilitation - Rosemont	\$ 195,174	Water Storage	B	\$ 2,695,174	Feb-21	Reservoir Rehabilitation - Structural repairs and re-coating at Rosemont Reservoir during low demand (Winter) season
Bond Proceeds Subtotal	\$ 2,695,174					
Pay-Go						
PRS - Zone 2 to Zone 1/Upgrade - Ramsdell Mixing Station	\$ 600,000	Water Distribution	P	\$ 600,000	Jun-21	New Pressure Reducing Station & Upgrade Ramsdell Mixing Station - PRS for water from Zone 2 to zone 1 & Upgrade to Ramsdell Mixing Station
Replacement - SCADA System	\$ 610,000	Technology	P	\$ 1,210,000	Jun-21	Replacement of SCADA System - Replacement of RTU/PLC Equipment at 26 sites including equipment, programing, integration and testing
Well 9 Rehabilitation	\$ 95,000	Water Supply	P	\$ 1,305,000	Feb-21	Well Rehabilitation - Remove & Inspect Well Pump & Casing, Chemical Treatment Well Casing, Pump Test, New Pump & Motor
Replacement - SCADA Communication Radio Network	\$ 260,000	Technology	P	\$ 1,565,000	Jun-21	Replacement of SCADA Radio Communication System - Replace 900 MHz radios with upgraded 5.8GHz radios
FEMA Local Hazard Mitigation Plan	\$ 165,000	Public Safety/ Emerg. Resp.	P	\$ 1,730,000	Jun-21	FEMA Grant - \$125,000 grant , \$40,000 CVWD to prepare a local hazard mitigation plan
Annual Booster Pump Replacement	\$ 75,000	Water Distribution	P	\$ 1,805,000	Apr-21	Booster Pump Replacement - Replace 15-yr and older booster pump with new pump assembly and high efficiency motor - Replace 1 per year
Stormwater Recharge CVC Park - Planning	\$ 75,000	Water Supply	P	\$ 1,880,000	Jun-21	Stormwater Recharge - Concept plan, grant funding options and coordination with stakeholders
New Roof for Old Encinal - Storage Bldg	\$ 105,000	Facilities & Planning	P	\$ 1,985,000	May-21	Facilities - Installation of a new roof; convert old concrete reservoir to storage facilities bldg.
Rehabilitation Surge Tank at Glenwood	\$ 35,000	Water Distribution	P	\$ 2,020,000	Apr-21	Rehabilitation of water surge tank - replacement of piping & appurtenances and recoating at Glenwood
Steel Reservoir Rehabilitation - Rosemont	\$ 284,826	Water Storage	P	\$ 2,304,826	Feb-21	Reservoir Rehabilitation - Structural repairs and re-coating at Rosemont Reservoir during low demand (Winter) season
Pay-Go Subtotal	\$ 2,304,826					
Total CIP	\$5,000,000					

SUMMARY

Attachment 3

Crescenta Valley Water District Water Budget Variance Report Actuals as of September 30, 2020 (25% of Year)

Q1

		1st Quarter Actuals			
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Revenue					
	Water Sales - Fixed	\$ 3,087,489	\$ 774,096	\$ 2,313,393	25%
	Water Sales - Metered	8,858,374	3,161,783	5,696,591	36%
	Interest Income Water	200,000	729	174,271	0%
	Other Income Water	160,000	19,471	146,686	12%
	Construction Revenue	277,500	13,314	264,186	5%
Revenue		\$ 12,583,363	\$ 3,969,393	\$ 8,595,127	32%
Expenses					
	Labor & Benefits	3,142,453	929,583	2,212,869	30%
	Imported Water (Foothill)	3,108,762	1,085,957	2,022,805	35%
	Imported Water (Glendale)	138,960	14,841	124,119	11%
	Power Cost	801,800	221,949	579,851	28%
	Operating Cost	2,321,917	506,974	1,814,943	22%
Expenses		\$ 9,513,892	\$ 2,759,304	\$ 6,754,588	29%
Debt Service		\$ 539,645	\$ -	\$ 539,645	0%
	Infrastructure	2,304,826	289,862	2,014,964	13%
	Capital Outlays & Equip	225,000	2,537	222,463	1%
	OPEB	-		-	0%
Total CIP & OPEB		2,529,826	292,399	2,237,427	12%
Net Revenue minus Expenses		0	917,690		

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,096,384	\$ (8,895)	100%
9,249,174	(390,800)	104%
238,000	(38,000)	119%
86,412	73,588	54%
103,256	174,244	37%
\$ 12,773,226	\$ (189,863)	102%
2,983,702	158,750	95%
3,393,615	(284,853)	109%
102,000	36,960	73%
850,000	(48,200)	106%
2,121,432	200,485	91%
\$ 9,450,749	\$ 63,142	99%
\$ 539,645	\$ -	100%
2,304,826	-	100%
225,000	-	100%
	-	
\$ 2,529,826	\$ -	100%
253,005		

Crescenta Valley Water District Water Budget Variance Report Actuals as of September 30, 2020 (25% of Year)

		1st Quarter Actuals			
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Revenue					
4010-000	Water Sales - Consumers	\$ 8,495,272	\$ 2,769,846	\$ 5,725,426	33%
4010-007	Irrigation	363,102	\$ 391,937	(28,835)	108%
4010-008	Water Sales- Service Charge	3,007,688	754,094	2,253,594	25%
4010-009	Water Sales - Fire Service	79,801	20,002	59,799	25%
4020-000	Water Sales - Others	90,000	6,618	83,382	7%
4110-000	Meter Installation/Hydrant	50,000	-	50,000	0%
4220-000	Water Systems Connect Fee	100,000	13,314	86,686	13%
4230-000	Other Income - Misc	10,000	-	10,000	0%
4230-010	Other Income - Flood Meters	-	-	-	0%
4230-020	Other Income - Applications	35,000	5,375	29,625	15%
4240-000	Interest Earned - Water	175,000	729	174,271	0%
4245-000	Interest Earned-2007 COPS	-	-	-	0%
4260-000	Unrealized Gain/Loss on Invest	-	-	-	0%
4265-000	Fair Value Adjustment	-	-	-	0%
4270-000	Gain/Loss on Sale of Assets	2,500	-	2,500	0%
4271-000	Gain/Loss Sale of Investments	25,000	-	25,000	0%
4275-001	Rental Income - PA House	12,000	2,820	9,180	24%
4275-002	Rental Income - Sycamore House	13,000	4,658	8,342	36%
4275-003	Rental Income - Mills House		7,538	(7,538)	0%
4280-000	MTBE Settlement	-	-	-	0%
4285-000	Grant Revenue - State	125,000	-	125,000	0%
4287-000	Capital Contributions - Local	-	-	-	0%
Revenue		\$ 12,583,363	\$ 3,976,931	\$ 8,606,432	32%

Management Estimate		
Projected Year-End Revenue	Projected Excess/ (Defecit)	% of Total Budget
\$ 8,465,300	\$ (29,972)	100%
\$ 783,874	\$ 420,772	216%
\$ 3,016,376	\$ 8,688	100%
\$ 80,008	\$ 207	100%
\$ 35,000	\$ (55,000)	39%
\$ 50,000	\$ -	100%
\$ 53,256	\$ (46,744)	53%
\$ -	\$ (10,000)	0%
\$ -	\$ -	0%
\$ 21,500	\$ (13,500)	61%
\$ 213,000	\$ 38,000	122%
\$ -	\$ -	0%
\$ -	\$ -	0%
\$ -	\$ -	0%
\$ -	\$ (2,500)	0%
\$ 25,000	\$ -	100%
\$ 11,280	\$ (720)	94%
\$ 18,632	\$ 5,632	143%
\$ 30,152	\$ 30,152	0%
\$ -	\$ -	0%
\$ -	\$ (125,000)	0%
\$ -	\$ -	0%
\$ 12,803,378	\$ 220,015	102%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

1st Quarter Actuals					
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
5000-100	Director Fees	\$ 10,486	\$ 1,800	\$ 8,686	17%
5000-200	Officer Salaries	187,570	49,675	137,895	26%
5000-300	Administrative Service - Labor	545,883	139,277	406,605	26%
5000-310	Administrative Service - OT	5,750	483	5,267	8%
5000-350	Engineering Labor	304,965	73,787	231,178	24%
5000-360	Engineering Labor OT	3,300	634	2,666	19%
5000-400	Maintenance Labor	356,447	91,126	265,321	26%
5000-410	Maintenance Labor OT	47,250	213	47,037	0%
5000-500	System Operations	357,409	87,461	269,948	24%
5000-510	System Operations OT	16,000	-	16,000	0%
5000-800	Standby Pay	47,852	13,559	34,293	28%
5045-000	Automobile Allowance	10,200	3,150	7,050	31%
5047-000	Phone Allowance	1,200	63	1,137	5%
5050-000	Employer Portion of PERS	440,068	285,122	154,946	65%
5052-000	GASB 68 Adjustment - Water	-	-	-	0%
5052-001	GASB 75 Adjustment	-	-	-	0%
5060-000	Taxes-Payroll	134,450	37,008	97,442	28%
5070-000	Sick Leave/Vacation-Office	174,365	52,711	121,654	30%
5080-000	Health Dental Vision	303,068	80,960	222,108	27%
5080-055	Retiree Health Care Expense	-	-	-	0%
5080-100	Retiree Health Care Expense	108,000	-	108,000	0%
5082-000	Life and Disability Insurance	10,824	2,674	8,150	25%
5083-000	Self Insurance	14,400	1,122	13,278	8%
5084-000	Wellness Program	5,400	1,088	4,313	20%
5085-000	Workers' Compensation Ins	57,567	7,670	49,897	13%
Compensation and Benefits		\$ 3,142,453	\$ 929,583	\$ 2,212,869	30%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 7,000	\$ 3,486	67%
190,000	\$ (2,430)	101%
546,497	\$ (614)	100%
3,000	\$ 2,750	52%
280,000	\$ 24,965	92%
2,535	\$ 765	77%
364,506	\$ (8,059)	102%
852	\$ 46,398	2%
349,846	\$ 7,563	98%
-	\$ 16,000	0%
54,237	\$ (6,385)	113%
10,800	\$ (600)	106%
252	\$ 948	21%
456,518	\$ (16,450)	104%
-	\$ -	0%
-	\$ -	0%
148,555	\$ (14,105)	110%
184,068	\$ (9,703)	106%
324,367	\$ (21,299)	107%
-	\$ -	0%
-	\$ 108,000	0%
10,790	\$ 34	100%
13,769	\$ 631	96%
5,220	\$ 180	97%
30,892	\$ 26,675	54%
\$ 2,983,702	\$ 158,750	95%

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
5090-000	GL, Property, Fidelity Ins	\$ 76,500	\$ 16,204	\$ 60,296	21%
5100-000	Accounting	9,750	790	8,960	8%
5125-000	Legal	90,000	27,876	62,124	31%
5130-000	Administrative Consultants	254,985	21,168	233,817	8%
5135-000	Interns	9,000	7,440	1,560	83%
5140-000	Election Expense	40,000	-	40,000	0%
5150-000	Building Maintenance-Office	44,569	4,608	39,961	10%
5160-000	Furniture & Fixtures Expense	-	-	-	0%
5170-000	Landscaping Expense	11,357	1,686	9,671	15%
5180-000	Office Supplies & Misc Expense	15,292	1,270	14,022	8%
5180-100	Misc Expense - COVID-19	-	321	(321)	0%
5190-000	Computers and Network	21,200	13,544	7,656	64%
5195-000	Computer Software	40,840	31,384	9,456	77%
5200-000	Utilities	38,877	9,458	29,419	24%
5225-000	Enterprise Voice Com	7,950	2,644	5,306	33%
5226-000	Wireless Voice & Data	21,750	4,247	17,503	20%
5227-000	Data Communications - Fiber	56,475	12,697	43,778	22%
5230-000	Printing Postage Stationery	36,050	7,453	28,597	21%
5240-000	Uncollectible Accounts	-	-	-	0%
5250-000	Water System Fees	60,000	8,966	51,034	15%
5260-000	Engineering Expense	10,821	2,817	8,004	26%
5300-000	Training-Office	15,766	923	14,843	6%
5320-000	Conferences & Seminars	15,521	(510)	16,031	-3%
5320-005	Conferences & Seminars-Board	-	-	-	0%
5350-000	Misc Administration	5,913	745	5,168	13%
5350-005	Misc Administration-Board	-	-	-	0%
5355-000	Memberships/Subscriptions	26,400	23,738	2,662	90%
5365-000	Bank Charges	27,000	226	26,774	1%
5270-000	Water Conservation Expense	25,500	525	24,975	2%
5270-400	Water Conservation Rebates	5,000	-	5,000	0%
5270-600	Community Outreach	20,000	-	20,000	0%
Gen'l and Admin Expenses		\$ 986,517	\$ 200,220	\$ 786,297	20%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
60,000	\$ 16,500	78%
6,500	\$ 3,250	67%
110,000	\$ (20,000)	122%
231,000	\$ 23,985	91%
16,000	\$ (7,000)	178%
-	\$ 40,000	0%
41,000	\$ 3,569	92%
-	\$ -	0%
11,000	\$ 357	97%
14,100	\$ 1,192	92%
21,000	\$ 200	99%
41,000	\$ (160)	100%
38,800	\$ 77	100%
8,000	\$ (50)	101%
22,000	\$ (250)	101%
56,000	\$ 475	99%
31,000	\$ 5,050	86%
-	\$ -	0%
60,000	\$ -	100%
11,000	\$ (179)	102%
15,100	\$ 666	96%
8,039	\$ 7,482	52%
-	\$ -	0%
7,700	\$ (1,787)	130%
-	\$ -	0%
25,549	\$ 851	97%
25,000	\$ 2,000	93%
17,000	\$ 8,500	67%
5,000	\$ -	100%
19,000	\$ 1,000	95%
\$ 900,788	\$ 85,729	91%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Depreciation					
5800-000	Depreciation - Office	\$ -	\$ -	\$ -	0%
5805-000	Depreciation-Pumping	-	-	-	0%
5810-000	Depreciation-Distribution	-	-	-	0%
5815-000	Depreciation-Nitrate Plant	-	-	-	0%
5820-000	Depreciation-Collection System	-	-	-	0%
Depreciation		\$ -	\$ -	\$ -	0%
Non-Operating Expense					
5900-000	Amortization of Intangibles	-	-	-	0%
5900-001	Amortization of Inv Premium	-	-	-	0%
5900-002	Loan Costs	-	-	-	0%
5910-000	Interest Expense - Notes	-	-	-	0%
5920-100	Rental Expenses - PA House	1,071	-	1,071	0%
5920-200	Rental Expenses - Sycamore	1,385	-	1,385	0%
5920-300	Rental Expenses - Mills	11,538	1,874	9,664	16%
Non-Operating Expense		\$ 13,994	\$ 1,874	\$ 12,120	13%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
25,000	\$ (25,000)	0%
496,100	\$ (496,100)	0%
739,400	\$ (739,400)	0%
20,200	\$ (20,200)	0%
-	\$ -	0%
\$ 1,280,700	\$ (1,280,700)	0%
-	\$ -	0%
-	\$ -	0%
-	\$ -	0%
-	\$ -	0%
2,200	\$ (1,129)	205%
1,000	\$ 385	72%
\$ 3,200	\$ (744)	23%

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operations Expense					
5145-000	Taxes-Property	\$ 15,000	\$ -	\$ 15,000	0%
5310-000	Operator Certifications-Educ	3,600	164	3,436	5%
5330-000	Safety & Security	20,553	5,733	14,821	28%
5340-000	Uniforms	14,647	2,286	12,361	16%
5360-000	Emergency Operations/Repairs	12,000	3,503	8,497	29%
5370-000	Permit & Assessment Fees	-	-	-	0%
5380-000	Tools and Eq Maintenance	17,177	886	16,292	5%
5390-000	Nitrate Plant	82,500	7,844	74,656	10%
5441-000	Inventory Shrinkage/Overage	20,000	-	20,000	0%
5442-000	Inventory Disposal	-	-	-	0%
5445-000	Telemetry & Signal System	-	34	(34)	0%
5460-000	Water Treatment Expense	130,000	31,570	98,430	24%
5450-100	Lab & Sampling Expense	100,000	13,232	86,768	13%
5450-200	Non-Lab & Sampling	15,000	-	15,000	0%
5445-100	Telemetry & Signal System	21,000	11,046	9,954	53%
5445-200	SCADA Hardware	3,750	10,670	(6,920)	285%
5445-300	SCADA Software	15,000	-	15,000	0%
5445-400	SCADA Phone Lines	-	-	-	0%
5402-000	Power Purchased - Pumping	801,800	221,949	579,851	28%
Operations Expense		\$ 1,272,028	\$ 308,917	\$ 963,111	24%
Water System Expense					
5400-000	Water Usage Cost Exp Well 16	\$ 138,960	\$ 14,841	\$ 124,119	11%
5401-000	Purchased Water FMWD	3,108,762	1,085,957	2,022,805	35%
5401-002	Purchased Water Glend Well 16	-	-	-	0%
Water System Expense		\$ 3,247,722	\$ 1,100,797	\$ 2,146,925	34%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
14,000	\$ 1,000	93%
3,000	\$ 600	83%
23,000	\$ (2,447)	112%
15,000	\$ (353)	102%
12,000	\$ -	100%
3,000	\$ (3,000)	0%
17,000	\$ 177	99%
82,000	\$ 500	99%
20,000	\$ -	100%
41	\$ (41)	0%
-	\$ -	0%
126,281	\$ 3,719	97%
90,000	\$ 10,000	90%
-	\$ 15,000	0%
25,000	\$ (4,000)	119%
12,250	\$ (8,500)	327%
20,000	\$ (5,000)	133%
-	\$ -	0%
850,000	\$ (48,200)	106%
\$ 1,312,572	\$ (40,544)	103%
Water System Expense		
102,000	\$ 36,960	73%
3,393,615	\$ (284,853)	109%
-	\$ -	0%
\$ 3,495,615	\$ (247,893)	108%

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Distribution System Expense					
5410-000	Backflow Expense	\$ 800	\$ -	\$ 800	0%
5423-100	Pipelines - Maintenance	32,677	9,034	23,643	28%
5423-300	Fire Hydrant Repair/Replace	15,000	-	15,000	0%
5423-500	Pipelines-Trench Plate Rentals	2,000	-	2,000	0%
5423-700	Pipelines - Valves	6,000	-	6,000	0%
5424-100	Reservoir Maintenance	94,500	21,881	72,619	23%
5424-200	Reservoir Landscape	21,000	5,713	15,288	27%
5425-100	Meter Maintenance	75,000	1,849	73,151	2%
5425-300	Meter Repair/Replace/Upgrade	8,000	10,538	(2,538)	132%
5425-400	Lateral Leaks and Repairs	87,000	49,257	37,743	57%
5425-500	Meters - Trench Plate Rentals	-	-	-	0%
5431-000	Land Lease Cost Expense Well1	16,500	4,110	12,390	25%
5432-100	Well Site - Maintenance	62,000	26,542	35,458	43%
5432-200	Well Site - Landscape	7,000	2,346	4,654	34%
5433-000	Booster Pumps - Maintenance	50,000	374	49,626	1%
5434-000	Emergency Power Generators	25,800	2,725	23,075	11%
5440-100	Auto/Truck Maintenance	57,292	5,860	51,432	10%
5440-200	Auto/Truck Maintenance-Gas	24,074	3,542	20,532	15%
5440-300	Auto/Truck Maintenance-Diesel	19,235	3,788	15,447	20%
5423-200	Pipelines - Paving	25,000	3,323	21,677	13%
5423-400	Pipelines - Leak Detect/Repair	22,000	-	22,000	0%
5425-200	Meters - Paving	125,000	46,271	78,729	37%
5425-700	D-Job Meters/Hydrants	75,000	20,462	54,538	27%
5432-300	Well Site - Lease Payment	300	300	-	100%
Distribution System Expense		\$ 851,178	\$ 217,913	\$ 633,265	26%
Water Totals					
Totals		\$ 9,513,892	\$ 2,759,304	\$ 6,754,588	29%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
800	\$ -	100%
35,000	\$ (2,323)	107%
12,000	\$ 3,000	80%
-	\$ 2,000	0%
2,000	\$ 4,000	33%
85,000	\$ 9,500	90%
20,000	\$ 1,000	95%
16,000	\$ 59,000	21%
15,000	\$ (7,000)	188%
90,000	\$ (3,000)	103%
-	\$ -	0%
16,440	\$ 60	100%
62,000	\$ -	100%
7,000	\$ -	100%
15,000	\$ 35,000	30%
25,000	\$ 800	97%
60,000	\$ (2,708)	105%
21,332	\$ 2,742	89%
20,000	\$ (765)	104%
26,000	\$ (1,000)	104%
22,000	\$ -	100%
129,000	\$ (4,000)	103%
75,000	\$ -	100%
300	\$ -	100%
\$ 754,872	\$ 96,306	89%
\$ 9,450,749	\$ 51,604	99%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-01-5000-100	Director Fees	10,486.00	1,800	8,686.00	17%
01-01-5060-000	Taxes-Payroll	-	155	(154.94)	0%
01-01-5085-000	Workers' Compensation Ins	-	13	(12.72)	0%
Compensation and Benefits		10,486.00	1,967.66	8,518.34	19%
Gen'l and Admin Expenses					
01-01-5320-000	Conferences & Seminars	2,712.00	78	2,634.50	3%
01-01-5350-000	Misc Administration	2,264.00	165	2,099.33	7%
Gen'l and Admin Expenses		4,976.00	242.17	4,733.83	5%
Board - Water					
Totals		15,462.00	2,209.83	13,252.17	14%

Management Estimate		
Year End Expense	Budget Balance	% of Total Budget
\$ 7,000	\$ 3,486	67%
500	(500)	0%
50	(50)	0%
7,550	2,936	72%
\$ 2,000	\$ 712	74%
2,500	(236)	110%
4,500	476	90%
12,050	3,412	78%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-02-5000-300	Administrative Service - Labor	\$ 260,643	\$ 59,699	\$ 200,944	23%
01-02-5000-310	Administrative Service - OT	750	-	750	0%
01-02-5000-400	Maintenance Labor	356,447	\$ 91,126	265,321	26%
01-02-5000-410	Maintenance Labor OT	47,250	\$ 213	47,037	0%
01-02-5000-500	System Operations	357,409	\$ 87,461	269,948	24%
01-02-5000-510	System Operations OT	16,000	-	16,000	0%
01-02-5000-800	Standby Pay	47,852	\$ 13,559	34,293	28%
01-02-5050-000	Employer Portion of PERS	111,320	\$ 28,717	82,603	26%
01-02-5060-000	Taxes-Payroll	68,588	\$ 19,981	48,607	29%
01-02-5070-000	Sick Leave/Vacation	81,339	\$ 23,392	57,947	29%
01-02-5080-000	Health Dental Vision	161,036	\$ 46,873	114,163	29%
01-02-5082-000	Life and Disability Insurance	4,918	\$ 1,308	3,610	27%
01-02-5083-000	Self Insurance	1,800	\$ 342	1,458	19%
01-02-5084-000	Wellness Program	2,880	\$ 675	2,205	23%
01-02-5085-000	Workers' Compensation Ins	47,034	\$ 6,059	40,975	13%
Compensation and Benefits		\$ 1,565,266	\$ 379,407	\$ 1,185,859	24%
Gen'l and Admin Expenses					
01-02-5180-000	Office Supplies & Misc Exp	\$ 9,224	\$ 782	\$ 8,442	8%
01-02-5180-100	Misc Expense - COVID-19	\$ -	\$ 105	\$ (105)	0%
01-02-5320-000	Conferences & Seminars	1,884	\$ -	1,884	0%
01-02-5355-000	Memberships/Subscriptions	1,500	\$ -	1,500	0%
Gen'l and Admin Expenses		\$ 12,608	\$ 887	\$ 11,721	0%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 238,797	\$ 21,846	92%
\$ -	750	0%
\$ 364,506	(8,059)	102%
\$ 852	46,398	2%
\$ 349,846	7,563	98%
\$ -	16,000	0%
\$ 54,237	(6,385)	113%
\$ 114,870	(3,550)	103%
\$ 79,923	(11,335)	117%
\$ 93,568	(12,229)	115%
\$ 187,491	(26,455)	116%
\$ 5,232	(314)	106%
\$ 1,369	431	76%
\$ 2,700	180	94%
\$ 24,237	22,797	52%
\$ 1,517,627	\$ 47,639	97%
\$ 9,000	\$ 224	98%
300	1,584	16%
525	975	35%
\$ 9,825	\$ 2,783	78%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

1st Quarter Actuals					
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-02-5150-000	Building Maintenance-Plant	31,343	\$ 2,705	28,638	9%
01-02-5170-000	Landscaping Expenses-Plant	5,029	\$ 369	4,661	7%
01-02-5200-000	Utilities-Plant	14,850	\$ 4,537	10,313	31%
01-02-5300-000	Training-Plant	10,516	\$ 336	10,180	3%
01-02-5310-000	Operator Certifications-Educ	3,600	\$ 164	3,436	5%
01-02-5330-000	Safety & Security	20,553	\$ 5,733	14,821	28%
01-02-5340-000	Uniforms	14,647	\$ 2,286	12,361	16%
01-02-5350-000	Misc- Administration		\$ 48	(48)	0%
01-02-5360-000	Emergency Operations/Repairs	12,000	\$ 3,503	8,497	29%
01-02-5370-000	Permit & Assessment Fees		\$ -	-	0%
01-02-5380-000	Tools and Eq Maintenance	17,177	\$ 886	16,292	5%
01-02-5390-000	Nitrate Plant	82,500	\$ 7,844	74,656	10%
01-02-5441-000	Inventory Shrinkage/Overage	20,000	\$ -	20,000	0%
01-02-5442-000	Inventory Disposal		\$ -	-	0%
01-02-5445-000	Telemetry & Signal System		\$ 34	(34)	0%
01-02-5460-000	Water Treatment Expense	130,000	\$ 31,570	98,430	24%
Operation Expense		\$ 362,217	\$ 60,016	\$ 302,201	17%
Depreciation Expense					
01-02-5805-000	Depreciation-Pumping	\$ -	\$ -	\$ -	0%
01-02-5810-000	Depreciation-Distribution	-	\$ -	-	0%
01-02-5815-000	Depreciation-Nitrate Plant	-	\$ -	-	0%
Depreciation Expense		\$ -	\$ -	\$ -	0%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 27,000	\$ 4,343	86%
5,000	29	99%
16,000	\$ (1,150)	108%
11,000	(484)	105%
3,000	\$ 600	83%
23,000	(2,447)	112%
15,000	\$ (353)	102%
200		
12,000	-	100%
	\$ -	0%
17,000	177	99%
82,000	\$ 500	99%
20,000	-	100%
41	\$ (41)	0%
-	-	0%
126,281	\$ 3,719	97%
\$ 357,522	\$ 4,895	99%
\$ 496,100	\$ (496,100)	0%
739,400	(739,400)	0%
20,200	(20,200)	0%
\$ 1,255,700	\$ (1,255,700)	0%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

1st Quarter Actuals					
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Water System Expense					
01-02-5400-000	Water Usage Cost Exp Well 16	\$ 138,960	\$ 14,841	\$ 124,119	11%
01-02-5401-000	Purchased Water FMWD	3,108,762	\$ 1,085,957	2,022,805	35%
01-02-5402-000	Power Purchased - Pumping	801,800	\$ 221,949	579,851	28%
Water System Expense		\$ 4,049,522	\$ 1,322,746	\$ 2,726,776	33%
Distribution System Expense					
01-02-5423-100	Pipelines - Maintenance	\$ 32,677	\$ 9,034	\$ 23,643	28%
01-02-5423-300	Fire Hydrant Repair/Replace	15,000	\$ -	15,000	0%
01-02-5423-500	Pipelines-Trench Plate Rentals	2,000	\$ -	2,000	0%
01-02-5423-700	Pipelines - Valves	6,000	\$ -	6,000	0%
01-02-5424-100	Reservoir Maintenance	75,000	\$ 21,881	53,119	29%
01-02-5424-200	Reservoir Landscape	21,000	\$ 5,713	15,288	27%
01-02-5425-100	Meter Maintenance	75,000	\$ 958	74,042	1%
01-02-5425-300	Meter Repair/Replace/Upgrade	8,000	\$ 10,538	(2,538)	132%
01-02-5425-400	Lateral Leaks and Repairs	87,000	\$ 49,257	37,743	57%
01-02-5425-500	Meters - Trench Plate Rentals		\$ -	-	0%
01-02-5431-000	Land Lease Expense Well16		\$ 4,110	(4,110)	0%
01-02-5432-100	Well Site - Maintenance	62,000	\$ 26,542	35,458	43%
01-02-5432-200	Well Site - Landscape	7,000	\$ 2,346	4,654	34%
01-02-5433-000	Booster Pumps - Maintenance	15,000	\$ 374	14,626	2%
01-02-5434-000	Emergency Power Generators	25,800	\$ 2,725	23,075	11%
01-02-5440-100	Auto/Truck Maintenance	57,292	\$ 5,860	51,432	10%
01-02-5440-200	Auto/Truck Maintenance-Gas	24,074	\$ 3,542	20,532	15%
01-02-5440-300	Auto/Truck Maintenance-Diesel	19,235	\$ 3,788	15,447	20%
Distribution System Expense		\$ 532,078	\$ 146,667	\$ 385,411	28%
Operations - Water					
Totals		\$ 6,521,691	\$ 1,909,723	\$ 4,611,968	29%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 102,000	\$ 36,960	73%
3,393,615	(284,853)	109%
850,000	(48,200)	106%
\$ 4,345,615	\$ (296,093)	107%
\$ 35,000	\$ (2,323)	107%
12,000	3,000	80%
	\$ 2,000	0%
2,000	4,000	33%
65,000	\$ 10,000	87%
20,000	1,000	95%
15,000	\$ 60,000	20%
15,000	(7,000)	188%
90,000	\$ (3,000)	103%
	-	0%
	\$ -	0%
62,000	-	100%
7,000	\$ -	100%
15,000	-	100%
25,000	\$ 800	97%
60,000	(2,708)	105%
21,332	\$ 2,742	89%
20,000	(765)	104%
\$ 464,332	\$ 67,746	87%
\$ 6,694,921	\$ (173,030)	103%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-03-5000-000	Engineering Labor	\$ 304,965	\$ 73,787	\$ 231,178	24%
01-03-5000-010	Engineering Labor OT	3,300	\$ 634	2,666	19%
01-03-5045-000	Automobile Allowance	3,300	\$ 1,238	2,063	38%
01-03-5050-000	Employer Portion of PERS	61,623	\$ 16,912	44,711	27%
01-03-5060-000	Taxes-Payroll	26,990	\$ 9,283	17,707	34%
01-03-5070-000	Sick Leave/Vacation	38,380	\$ 17,845	20,535	46%
01-03-5080-000	Health Dental Vision	57,112	\$ 14,719	42,393	26%
01-03-5082-000	Life and Disability Insurance	2,430	\$ 549	1,881	23%
01-03-5083-000	Self Insurance	3,600	\$ -	3,600	0%
01-03-5084-000	Wellness Program	1,080	\$ -	1,080	0%
01-03-5085-000	Workers' Compensation Ins	4,135	\$ 776	3,359	19%
Compensation and Benefits		\$ 506,915	\$ 135,742	\$ 371,173	27%
Gen'l and Admin Expenses					
01-03-5130-000	Administrative Consultants	\$ 124,950	\$ 6,950	\$ 118,000	6%
01-03-5135-000	Interns	-	\$ 6,772	(6,772)	0%
01-03-5180-000	Office Supplies & Misc Exp	2,318	\$ 171	2,147	7%
01-03-5180-100	Misc Expense - COVID-19	-	\$ 315	(315)	0%
01-03-5260-000	Engineering Expense	10,821	\$ 2,817	8,004	26%
01-03-5300-000	Training	1,500	\$ -	1,500	0%
01-03-5320-000	Conferences & Seminars	4,671	\$ -	4,671	0%
01-03-5355-000	Memberships/Subscriptions	2,400	\$ -	2,400	0%
Gen'l and Admin Expenses		\$ 146,660	\$ 17,025	\$ 129,635	12%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 280,000	\$ 24,965	92%
2,535	765	77%
3,300	-	100%
67,648	(6,025)	110%
37,132	(10,142)	138%
40,000	(1,620)	104%
58,875	(1,763)	103%
2,197	233	90%
3,600	-	100%
1,080	-	100%
3,106	1,029	75%
\$ 499,474	\$ 7,441	99%
Gen'l and Admin Expenses		
\$ 120,000	\$ 4,950	96%
13,000	(13,000)	0%
2,000	318	86%
11,000	(179)	102%
1,000	500	67%
2,000	2,671	43%
2,500	(100)	104%
\$ 151,500	\$ (4,840)	103%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-03-5370-000	Permit & Assessment Fees		\$ -	\$ -	0%
Operation Expense		\$ -	\$ -	\$ -	0%
Distribution System Expense					
01-03-5410-000	Backflow Expense	\$ 800	\$ -	\$ 800	0%
01-03-5423-200	Pipelines - Paving	25,000	\$ 3,323	21,677	13%
01-03-5423-400	Pipelines - Leak Detect/Repair	22,000	\$ -	22,000	0%
01-03-5424-100	Reservoir Maintenance	19,500	\$ -	19,500	0%
01-03-5425-100	Meter Maintenance		\$ 891	(891)	0%
01-03-5425-200	Meters - Paving	125,000	\$ 46,271	78,729	37%
01-03-5425-700	D-Job Meters/Hydrants	75,000	\$ 20,462	54,538	27%
01-03-5431-000	Land Lease Well 16	16,500	\$ -	16,500	0%
01-03-5432-300	Well Site - Lease Payment	300	\$ 300	-	100%
01-03-5433-000	Booster Pumps - Maintenance	35,000	\$ -	35,000	0%
Distribution System Expense		\$ 319,100	\$ 71,246	\$ 247,854	22%
Engineering - Water					
Totals		\$ 972,675	\$ 224,013	\$ 748,662	23%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,000	\$ (3,000)	0%
\$ 3,000	\$ (3,000)	0%
\$ 800	\$ -	100%
26,000	(1,000)	104%
22,000	-	100%
20,000	(500)	103%
1,000	(1,000)	0%
129,000	(4,000)	103%
75,000	-	100%
16,440	60	100%
300	-	100%
-	35,000	0%
\$ 290,540	\$ 28,560	91%
\$ 944,513	\$ 28,162	97%

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)

				1st Quarter Actuals			
GL#	Description			Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits							
01-04-5000-300	5000-300	E10	Administrative Service - Labor	\$ 90,748	\$ 24,142	\$ 66,605	27%
01-04-5045-000	5045-000	E10	Automobile Allowance	1,500	\$ 563	938	38%
01-04-5050-000	5050-000	E10	Employer Portion of PERS	13,988	\$ 3,504	10,484	25%
01-04-5060-000	5060-000	E10	Taxes-Payroll	5,995	\$ 1,748	4,247	29%
01-04-5070-000	5070-000	E10	Sick Leave/Vacation	9,556	\$ 2,600	6,956	27%
01-04-5080-000	5080-000	E10	Health Dental Vision	11,549	\$ 2,749	8,800	24%
01-04-5082-000	5082-000	E10	Life and Disability Insurance	568	\$ 142	426	25%
01-04-5083-000	5083-000	E10	Self Insurance	1,800	\$ 283	1,517	16%
01-04-5084-000	5084-000	E10	Wellness Program	180	\$ 188	(8)	104%
01-04-5085-000	5085-000	E10	Workers' Compensation Ins	865	\$ 116	749	13%
Compensation and Benefits				\$ 136,749	\$ 36,034	\$ 100,714	26%
Gen'l and Admin Expenses							
01-04-5130-000	5130-000	E20	Administrative Consultants	\$ 22,827	\$ -	\$ 22,827	0%
01-04-5135-000	5135-000	E20	Interns	9,000	\$ 631	8,369	7%
01-04-5180-000	5180-000	E20	Office Supplies & Misc Expense	750	\$ 49	701	7%
01-04-5270-000	5270-000	E20	Water Conservation Expense	25,500	\$ 525	24,975	2%
01-04-5270-400	5270-400	E20	Water Conservation Rebates	5,000	\$ -	5,000	0%
01-04-5270-600	5270-600	E20	Community Outreach	20,000	\$ -	20,000	0%
01-04-5320-000	5320-000	E20	Conferences & Seminars	1,884	\$ -	1,884	0%
01-04-5355-000	5355-000	E20	Memberships/Subscriptions	-	\$ -	-	0%
Gen'l and Admin Expenses				\$ 84,961	\$ 1,205	\$ 83,756	1%
Operation Expense							
01-04-5450-100	5450-100	E35	Lab & Sampling Expense	\$ 100,000	\$ 13,232	\$ 86,768	13%
01-04-5450-200	5450-200	E35	Non-Lab & Sampling	15,000	\$ -	15,000	0%
Operation Expense				\$ 115,000	\$ 13,232	\$ 101,768	12%
Regulatory - Water							
Totals				\$ 336,710	\$ 50,471	\$ 286,238	15%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 87,700	\$ 3,048	97%
1,500	-	100%
14,000	(12)	100%
7,000	(1,005)	117%
10,500	(944)	110%
11,000	549	95%
560	8	99%
1,800	-	100%
180	-	100%
500	365	58%
\$ 134,740	\$ 2,009	99%
5,000	\$ 17,827	22%
3,000	6,000	33%
600	150	80%
17,000	8,500	67%
5,000	-	100%
19,000	1,000	95%
500	1,384	27%
164	(164)	0%
\$ 50,264	\$ 34,697	59%
\$ 90,000	\$ 10,000	90%
-	15,000	0%
\$ 90,000	\$ 25,000	78%
\$ 275,004	\$ 61,706	82%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-05-5000-300	Administrative Service - Labor		\$ -	\$ -	0%
01-05-5000-310	Administrative Service - OT		\$ -	-	0%
01-05-5045-000	Automobile Allowance		\$ -	-	0%
01-05-5050-000	Employer Portion of PERS		\$ -	-	0%
01-05-5060-000	Taxes-Payroll		\$ -	-	0%
01-05-5070-000	Sick Leave/Vacation		\$ -	-	0%
01-05-5080-000	Health Dental Vision		\$ -	-	0%
01-05-5082-000	Life and Disability Insurance		\$ -	-	0%
01-05-5083-000	Self Insurance		\$ -	-	0%
01-05-5085-000	Workers' Compensation Ins		\$ -	-	0%
Compensation and Benefits		\$ -	\$ -	\$ -	0%
Gen'l and Admin Expenses					
01-05-5130-000	Administrative Consultants	\$ 84,750	\$ -	\$ 84,750	0%
01-05-5180-000	Office Supplies & Misc Expense	-	\$ 24	(24)	0%
01-05-5190-000	Computers and Network	21,200	\$ 13,544	7,656	64%
01-05-5195-000	Computer Software	40,840	\$ 31,384	9,456	77%
01-05-5225-000	Enterprise Voice Com	7,950	\$ 2,644	5,306	33%
01-05-5226-000	Wireless Voice & Data	21,750	\$ 4,247	17,503	20%
01-05-5227-000	Data Communications - Fiber	56,475	\$ 12,697	43,778	22%
01-05-5300-000	Training	-	\$ -	-	0%
01-05-5320-000	Conferences & Seminars	-	\$ -	-	0%
01-05-5350-000	Memberships/Subscriptions	-	\$ -	-	0%
Gen'l and Admin Expenses		\$ 232,965	\$ 64,540	\$ 168,425	28%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ -	\$ -	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
\$ -	\$ -	0%
85,000	\$ (250)	100%
-	-	0%
21,000	200	99%
41,000	(160)	100%
8,000	(50)	101%
22,000	(250)	101%
56,000	475	99%
100	(100)	0%
-	-	0%
360	(360)	0%
\$ 233,460	\$ (495)	100%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-05-5445-100	Telemetry & Signal System	\$ 21,000	\$ 11,046	\$ 9,954	53%
01-05-5445-200	SCADA Hardware	3,750	\$ 10,670	(6,920)	285%
01-05-5445-300	SCADA Software	15,000	\$ -	15,000	0%
01-05-5445-400	SCADA Phone Lines	-	\$ -	-	0%
Operation Expense		\$ 39,750	\$ 21,715	\$ 18,035	55%
Technology - Water					
Totals		\$ 272,715	\$ 86,256	\$ 186,459	32%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
25,000	\$ (4,000)	119%
12,250	(8,500)	327%
20,000	(5,000)	133%
-	-	0%
57,250	\$ (17,500)	144%
\$ 290,710	\$ (17,995)	107%

Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)

1st Quarter Actuals					
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-06-5000-200	Officer Salaries	\$ 187,570	\$ 49,675	\$ 137,895	26%
01-06-5000-300	Administrative Service - Labor	194,492	\$ 55,436	139,056	29%
01-06-5000-310	Administrative Service - OT	5,000	\$ 483	4,517	10%
01-06-5045-000	Automobile Allowance	5,400	\$ 1,350	4,050	25%
01-06-5047-000	Phone Allowance	1,200	\$ 63	1,137	5%
01-06-5050-000	Employer Portion of PERS	253,137	\$ 235,988	17,149	93%
01-06-5060-000	Taxes-Payroll	32,877	\$ 5,841	27,036	18%
01-06-5070-000	Sick Leave/Vacation	45,089	\$ 8,874	36,216	20%
01-06-5080-000	Health Dental Vision	73,371	\$ 16,620	56,751	23%
01-06-5080-100	Retiree Health Care Expense	108,000	\$ -	108,000	0%
01-06-5082-000	Life and Disability Insurance	2,908	\$ 675	2,233	23%
01-06-5083-000	Self Insurance	7,200	\$ 496	6,704	7%
01-06-5084-000	Wellness Program	1,260	\$ 225	1,035	18%
01-06-5085-000	Workers' Compensation Ins	5,533	\$ 705	4,828	13%
Compensation and Benefits		\$ 923,037	\$ 376,432	\$ 546,605	41%
Gen'l and Admin Expenses					
01-06-5090-000	GL, Property, Fidelity Ins	\$ 76,500	\$ 16,204	\$ 60,296	21%
01-06-5100-000	Accounting	9,750	\$ 790	8,960	8%
01-06-5125-000	Legal	90,000	\$ 27,876	62,124	31%
01-06-5130-000	Administrative Consultants	22,458	\$ 14,218	8,240	63%
01-06-5135-000	Interns	-	\$ 37	(37)	0%
01-06-5140-000	Election Expense	40,000	\$ -	40,000	0%
01-06-5150-000	Building Maintenance	13,226	\$ 1,903	11,323	14%
01-06-5170-000	Landscaping Expense	6,328	\$ 1,318	5,010	21%
01-06-5180-000	Office Supplies & Misc Expense	3,000	\$ 244	2,756	8%
01-06-5180-100	Misc Expense - COVID-19	-	\$ 216	(216)	0%
01-06-5200-000	Utilities	24,027	\$ 4,921	19,106	20%
01-06-5230-000	Printing Postage Stationery	36,050	\$ 7,453	28,597	21%
01-06-5250-000	Water System Fees	60,000	\$ 8,966	51,034	15%
01-06-5300-000	Training	3,750	\$ 587	3,163	16%
01-06-5320-000	Conferences & Seminars	4,370	\$ (587)	4,957	-13%
01-06-5350-000	Misc Administration	3,649	\$ 531	3,118	15%
01-06-5355-000	Memberships/Subscriptions	22,500	\$ 23,738	(1,238)	106%
01-06-5365-000	Bank Charges	27,000	\$ 226	26,774	1%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 190,000	\$ (2,430)	101%
220,000	(25,508)	113%
3,000	2,000	60%
6,000	(600)	111%
252	948	21%
260,000	(6,863)	103%
24,000	8,877	73%
40,000	5,089	89%
67,000	6,371	91%
-	108,000	0%
2,800	108	96%
7,000	200	97%
1,260	-	100%
3,000	2,533	54%
\$ 824,312	\$ 98,725	89%
\$ 60,000	\$ 16,500	78%
6,500	3,250	67%
110,000	(20,000)	122%
21,000	1,458	94%
14,000	(774)	106%
6,000	328	95%
2,500	500	83%
22,800	1,227	95%
31,000	5,050	86%
60,000	-	100%
3,000	750	80%
3,239	1,131	74%
5,000	(1,351)	137%
22,000	500	98%
25,000	2,000	93%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
	Gen'l and Admin Expenses	\$ 442,608	\$ 108,640	\$ 333,968	25%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 392,039	\$ 10,569	89%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Depreciation Expense					
01-06-5800-000	Depreciation - Office	\$ -	\$ -	\$ -	0%
Depreciation Expense		\$ -	\$ -	\$ -	0%
Non-Operating Expense					
01-06-5910-000	Interest Expense - Notes		\$ 7,274	\$ (7,274)	0%
01-06-5920-100	Rental Expenses - PA House	1,071	\$ -	1,071	0%
01-06-5920-200	Rental Expenses - Sycamore	1,385	\$ -	1,385	0%
01-06-5920-300	Rental Expenses - Mills	11,538	\$ 1,874	9,664	16%
Non-Operating Expense		\$ 13,994	\$ 9,147	\$ 2,456	65%
Operation Expense					
01-06-5145-000	Taxes-Property	\$ 15,000	\$ -	\$ 15,000	0%
Operation Expense		\$ 15,000	\$ -	\$ 15,000	0%
Administration - Water					
Totals		\$ 1,394,639	\$ 494,220	\$ 898,029	35%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 25,000	\$ (25,000)	0%
\$ 25,000	\$ (25,000)	0%
\$ 248,500	\$ (248,500)	0%
2,200	(1,129)	205%
1,000	385	72%
\$ 251,700	\$ (249,244)	1799%
\$ 14,000	\$ 1,000	93%
\$ 14,000	\$ 1,000	93%
\$ 1,482,051	\$ (138,950)	106%

SUMMARY

Crescenta Valley Water District Wastewater Budget Variance Report Summary - As of September 30, 2020 (25% of Year)

Q1

1st Quarter Actuals					
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Revenue					
	Wastewater - User Charges	\$ 3,327,575	\$ 876,987	\$ 2,450,588	26%
	Interest Income Wastewater	500	600	(100)	120%
	Other Income Wastewater	7,500	2,453	5,047	33%
	Construction Revenue	29,000	6,453	22,547	22%
Revenue		\$ 3,364,575	\$ 886,493	\$ 2,478,082	26%
Expenses					
	Labor & Benefits	1,651,250	487,893	1,163,357	30%
	City of LA Sewer Services	1,849,900	514,930	1,334,970	28%
	Operating Cost	548,839	106,650	442,189	19%
Expenses		\$ 4,049,989	\$ 1,109,473	\$ 2,940,516	27%
	Infrastructure	175,000	35,854	139,146	20%
	Capital Outlays & Equip	64,500	23,698	40,802	37%
	OPEB	-		-	0%
Total CIP & OPEB		239,500	59,552	179,948	25%
Net Revenue minus Expenses		(924,914)	(282,532)		

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,400,000	\$ (72,425)	102%
1,000	(500)	200%
10,012	(2,512)	133%
28,000	1,000	97%
\$ 3,439,012	\$ (74,437)	102%
1,519,522	131,728	92%
1,849,900	-	100%
508,407	40,432	93%
\$ 3,877,829	\$ 172,160	96%
175,000	-	100%
64,500	-	100%
-	-	
\$ 239,500	\$ -	100%
(678,317)		

**Crescenta Valley Water District
Wastewater Budget Variance Report
Revenue - As of September 30, 2020 (25% of Year)**

1st Quarter Actuals					
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Revenue					
4010-000	Sewage Disposal Sales	\$ 3,327,575	\$ 876,987	\$ 2,450,588	26%
4220-000	Property Owner Assessments	25,000	6,453	18,547	26%
4225-000	Sewer Permits	4,000	-	4,000	0%
4230-000	Other Income	-	-	-	0%
4240-000	Interest Earned - Sewer	500	600	(100)	120%
4260-000	Unrealized Gain/Loss on Invest	-	-	-	0%
4265-000	Fair Value Adjustment	-	-	-	0%
4270-000	Gain/Loss Sale of Investments	-	-	-	0%
4271-000	Rental Income - PA House	3,000	900	2,100	30%
4275-001	Rental Income - Sycamore House	4,500	1,553	2,947	35%
4275-003	Rental Income - Mills House	-	2,512	(2,512)	0%
Revenue		\$ 3,364,575	\$ 889,005	\$ 2,478,082	26%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,400,000	\$ (72,425)	102%
26,000	(1,000)	104%
2,000	2,000	50%
200	(200)	0%
1,000	(500)	200%
-	-	0%
-	-	0%
-	-	0%
3,600	(600)	120%
6,212	(1,712)	138%
10,000	(10,000)	0%
\$ 3,439,012	\$ (74,437)	102%

Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of September 30, 2020 (25% of Year)

1st Quarter Actuals					
Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
5000-100	Director Fees	\$ 9,743	\$ 1,800	\$ 7,943	18%
5000-200	Officer Salaries	187,571	49,675	137,896	26%
5000-300	Administrative Service - Labor	296,244	69,166	227,078	23%
5000-310	Administrative Service - OT	4,750	483	4,267	10%
5000-350	Engineering Labor	143,322	24,595	118,727	17%
5000-360	Engineering Labor OT	1,100	211	889	19%
5000-400	Maintenance Labor	190,056	42,530	147,526	22%
5000-410	Maintenance Labor OT	22,000	-	22,000	0%
5000-800	Standby Pay	14,929	4,520	10,409	30%
5045-000	Automobile Allowance	10,200	1,951	8,249	19%
5047-000	Phone Allowance	1,200	63	1,137	5%
5050-000	Employer Portion of PERS	293,379	189,346	104,033	65%
5060-000	Taxes - Payroll	86,778	14,131	72,647	16%
5070-000	Sick Leave/Vacation	58,121	28,856	29,265	50%
5080-000	Health Dental Vision	202,045	52,560	149,485	26%
5080-100	Retiree Health Care Expense	72,000	-	72,000	0%
5082-000	Life and Disability Insurance	7,216	1,782	5,434	25%
5083-000	Self Insurance	9,600	748	8,852	8%
5084-000	Wellness Program	3,600	363	3,237	10%
5085-000	Workers' Compensation Ins	37,396	5,113	32,283	14%
Compensation and Benefits		\$ 1,651,250	\$ 487,893	\$ 1,163,357	30%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 7,500	\$ 2,243	77%
190,000	(2,429)	101%
274,200	22,044	93%
2,200	2,550	46%
100,000	43,322	70%
1,000	100	91%
175,000	15,056	92%
16,500	5,500	75%
18,000	(3,071)	121%
10,200	-	100%
1,200	-	100%
300,900	(7,521)	103%
56,200	30,578	65%
82,000	(23,879)	141%
211,300	(9,255)	105%
32,000	40,000	44%
7,000	216	97%
8,600	1,000	90%
3,480	120	97%
22,242	15,154	59%
\$ 1,519,522	\$ 131,728	92%

Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of September 30, 2020 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
5090-000	GL, Property, Fidelity Ins	76,500	16,204	60,296	21%
5100-000	Accounting	9,750	890	8,860	9%
5125-000	Legal	30,000	6,119	23,881	20%
5130-000	Administrative Consultants	66,514	2,912	63,602	4%
5135-000	Interns	-	2,257	(2,257)	0%
5150-000	Building Maintenance	15,031	1,470	13,561	10%
5170-000	Landscaping Expense	5,143	872	4,271	17%
5180-000	Office Supplies & Misc Expense	16,444	1,149	15,295	7%
5190-000	Computers and Network	7,067	4,277	2,790	61%
5195-000	Computer Software	13,613	-	13,613	0%
5200-000	Utilities	12,923	2,515	10,408	19%
5225-000	Enterprise Voice Communication	2,650	2,078	572	78%
5226-000	Wireless Voice & Data	7,250	1,269	5,981	18%
5227-000	Data Communications - Fiber	18,825	4,461	14,364	24%
5230-000	Printing Postage Stationery	36,050	7,229	28,821	20%
5260-000	Engineering Expense	3,579	733	2,846	20%
5300-000	Training	5,234	238	4,996	5%
5320-000	Conferences & Seminars	\$ 5,079	\$ 186	\$ 4,893	4%
5350-000	Misc Administration	2,287	223	2,064	10%
5355-000	Memberships/Subscriptions	8,800	638	8,162	7%
5365-000	Bank Charges	27,000	9,943	17,057	37%
Gen'l and Admin Expenses		\$ 369,739	\$ 65,663	\$ 304,076	18%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
65,000	11,500	85%
9,000	750	92%
29,000	1,000	97%
50,000	16,514	75%
5,500	(5,500)	0%
14,900	131	99%
5,100	43	99%
14,500	1,944	88%
7,000	67	99%
13,500	113	99%
11,500	1,423	89%
4,000	(1,350)	151%
5,000	2,250	69%
18,000	825	96%
35,000	1,050	97%
3,500	79	98%
4,534	700	87%
\$ 2,925	\$ 2,154	58%
1,656	631	72%
7,500	1,300	85%
35,000	(8,000)	130%
\$ 342,115	\$ 27,624	93%

Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of September 30, 2020 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Depreciation					
5805-000	Depreciation-Pumping	\$ -	\$ -	\$ -	0%
5820-000	Depreciation-Collection System	-	-	-	0%
5800-000	Depreciation-Office	-	-	-	0%
Depreciation		\$ -	\$ -	\$ -	0%
Non-Operating Expense					
5920-100	Rental Expenses - PA House	\$ 429	\$ -	\$ 429	0%
5920-200	Rental Expenses - Sycamore	415	-	415	0%
5920-300	#N/A	3,462	1,021	2,441	29%
Non-Operating Expense		\$ 4,306	\$ 1,021	\$ 3,285	24%
Operations Expense					
5145-000	Taxes-Property	\$ 1,500	\$ -	\$ 1,500	0%
5310-000	Operator Certifications-Educ	900	113	787	13%
5330-000	Safety & Security	7,447	8,098	(651)	109%
5340-000	Uniforms	5,153	439	4,714	9%
5360-000	Emergency Operations/Repairs	12,000	-	12,000	0%
5380-000	Tools and Eq Maintenance	18,323	3,398	14,925	19%
5402-000	Power Purchased - Lift Stn	-	159	(159)	0%
5445-100	Telemetry & Signal System	7,000	1,650	5,350	24%
5445-200	SCADA Hardware	1,250	2,885	(1,635)	231%
5445-300	SCADA Software	5,000	-	5,000	0%
5445-400	SCADA Phone Lines	-	-	-	0%
Operations Expense		\$ 58,573	\$ 16,742	\$ 41,831	29%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 73,418	\$ (73,418)	0%
588,482	(588,482)	0%
7,136	(7,136)	0%
\$ 669,036	\$ (669,036)	0%
\$ -	\$ 429	0%
-	415	0%
-	3,462	0%
\$ -	\$ 844	0%
\$ 1,500	\$ -	100%
900	-	100%
10,000	(2,553)	134%
5,000	153	97%
-	12,000	0%
18,000	323	98%
650	(650)	0%
6,600	400	94%
5,000	(3,750)	400%
-	5,000	0%
-	-	0%
\$ 47,650	\$ 10,923	81%

Crescenta Valley Water District
Wastewater Budget Variance Report
Expense - As of September 30, 2020 (25% of Year)

Description		Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Wastewater System Expense					
5434-000	Emergency Power Generators	\$ -	\$ -	\$ -	0%
5700-000	Wastewater System Expense	1,849,900	514,930	1,334,970	28%
Wastewater System Expense		\$ 1,849,900	\$ 514,930	\$ 1,334,970	28%
Collection System Expense					
5423-000	Pipelines - Maintenance	\$ -	\$ -	\$ -	0%
5423-100	Pipelines - Maintenance	12,323	6,086	6,237	49%
5440-100	Auto/Truck Maintenance	29,707	6,716	22,991	23%
5440-200	Auto/Truck Maintenance-Gas	7,526	1,058	6,468	14%
5440-300	Auto/Truck Maintenance-Diesel	6,665	1,339	5,326	20%
5621-000	Sewer Flow Monitoring Expense	15,000	4,050	10,950	27%
5624-000	Sewer Camera Van Inspection	10,000	-	10,000	0%
5625-000	Sewer Interceptor Maintenance	20,000	-	20,000	0%
5628-000	Sewer Lift Station Maintenance	15,000	3,975	11,025	27%
Collection System Expense		\$ 116,221	\$ 23,224	\$ 92,997	20%
Wastewater Totals					
Totals		\$ 4,049,989	\$ 1,109,473	\$ 2,940,516	27%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 1,742	\$ (1,742)	0%
1,849,900	-	100%
\$ 1,851,642	\$ (1,742)	100%
\$ -	\$ -	0%
12,400	(77)	101%
29,000	707	98%
7,000	526	93%
5,500	1,165	83%
18,000	(3,000)	120%
10,000	-	100%
20,000	-	100%
15,000	-	100%
\$ 116,900	\$ (679)	101%
\$ 3,877,829	\$ (1,988)	96%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Board - As of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-01-5000-100	Director Fees	\$ 9,743	\$ 1,800	\$ 7,943	18%
02-01-5060-000	Taxes - Payroll	-	155	(155)	-
02-01-5085-000	Workers' Compensation Ins	-	8	(8)	-
Compensation and Benefits		\$ 9,743	\$ 1,963	\$ 7,780	20%
Gen'l and Admin Expenses					
02-01-5320-000	Conferences & Seminars	\$ 888	\$ 48	\$ 840	5%
02-01-5350-000	Misc Administration	736	46	690	6%
Gen'l and Admin Expenses		\$ 1,624	\$ 94	\$ 1,530	6%
Board - Wastewater					
Totals		11,367.00	2,057.00	9,310.00	18%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 7,500	\$ 2,243	77%
600	(600)	0%
32	(32)	0%
\$ 8,132	\$ 1,611	83%
\$ 500	\$ 388	56%
200	536	27%
\$ 700	\$ 924	43%
8,832	2,535	78%

Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - September 30, 2020 (25% of Year)

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-02-5000-300	Administrative Service - Labor	\$ 71,503	\$ 18,473	\$ 53,030	26%
02-02-5000-310	Administrative Service - OT	250	-	250	0%
02-02-5000-400	Maintenance Labor	190,056	\$ 42,530	147,526	22%
02-02-5000-410	Maintenance Labor OT	22,000	-	22,000	0%
02-02-5000-800	Standby Pay	14,929	\$ 4,520	10,409	30%
02-02-5050-000	Employer Portion of PERS	74,213	\$ 19,145	55,068	26%
02-02-5060-000	Taxes-Payroll	42,865	\$ 4,458	38,407	10%
02-02-5070-000	Sick Leave/Vacation	27,113	\$ 7,967	19,146	29%
02-02-5080-000	Health Dental Vision	107,358	\$ 31,249	76,109	29%
02-02-5082-000	Life and Disability Insurance	3,278	\$ 872	2,406	27%
02-02-5083-000	Self Insurance	1,200	\$ 228	972	19%
02-02-5084-000	Wellness Program	1,920	\$ 225	1,695	12%
02-02-5085-000	Workers' Compensation Ins	30,374	\$ 4,039	26,335	13%
Compensation and Benefits		\$ 587,059	\$ 133,706	\$ 453,353	23%
Gen'l and Admin Expenses					
02-02-5180-000	Office Supplies & Misc Expense	\$ 10,376	\$ 733	\$ 9,643	7%
02-02-5320-000	Conferences & Seminars	616	-	616	0%
02-02-5355-000	Memberships/Subscriptions	500	-	500	0%
Gen'l and Admin Expenses		\$ 11,492	\$ 733	\$ 10,759	0%
Depreciation Expense					
02-02-5805-000	Depreciation-Pumping	\$ -	\$ -	\$ -	0%
02-02-5820-000	Depreciation-Collection System	-	-	-	0%
Depreciation Expense		\$ -	\$ -	\$ -	0%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 74,000	\$ (2,497)	103%
200	50	80%
175,000	15,056	92%
16,500	5,500	75%
18,000	(3,071)	121%
76,500	(2,287)	103%
17,000	25,865	40%
32,000	(4,887)	118%
125,000	(17,642)	116%
3,500	(222)	107%
1,200	-	100%
1,920	-	100%
17,000	13,374	56%
\$ 557,820	\$ 29,239	95%
\$ 9,000	\$ 1,376	87%
500	116	81%
500	-	100%
\$ 10,000	\$ 1,492	87%
\$ 73,418	\$ (73,418)	0%
588,482	(588,482)	0%
\$ 661,900	\$ (661,900)	0%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - September 30, 2020 (25% of Year)**

GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
02-02-5150-000	Building Maintenance-Plant	\$ 10,657	\$ 902	\$ 9,755	8%
02-02-5170-000	Landscaping Expense-Plant	2,971	\$ 302	2,669	10%
02-02-5200-000	Utilities-Plant	4,950	\$ 961	3,989	19%
02-02-5300-000	Training-Plant	3,484	\$ 100	3,384	3%
02-02-5310-000	Operator Certifications-Educ	900	\$ 113	787	13%
02-02-5330-000	Safety & Security	7,447	\$ 8,098	(651)	109%
02-02-5350-000	Misc Administration	-	\$ 14	(14)	0%
02-02-5340-000	Uniforms	5,153	\$ 439	4,714	9%
02-02-5360-000	Emergency Operations/Repairs	12,000	\$ -	12,000	0%
02-02-5380-000	Tools and Eq Maintenance	18,323	\$ 3,398	14,925	19%
02-02-5402-000	Power Purchased - Lift Stn	-	\$ 159	(159)	0%
Operation Expense		\$ 65,885	\$ 14,486	\$ 51,399	22%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 10,600	\$ 57	99%
2,900	71	98%
4,500	450	91%
3,500	(16)	100%
900	-	100%
10,000	(2,553)	134%
100	(100)	0%
5,000	153	97%
12,000	-	100%
18,000	323	98%
650	(650)	0%
\$ 68,150	\$ (2,265)	103%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Operations - September 30, 2020 (25% of Year)**

GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Collection System Expense					
02-02-5423-100	Pipelines - Maintenance	12,323	\$ 6,086	6,237	49%
02-02-5440-100	Auto/Truck Maintenance	29,707	\$ 6,716	22,991	23%
02-02-5440-200	Auto/Truck Maintenance-Gas	7,526	\$ 1,058	6,468	14%
02-02-5440-300	Auto/Truck Maintenance-Diesel	6,665	\$ 1,339	5,326	20%
02-02-5621-000	Sewer Flow Monitoring Expense	-	\$ 2,950	(2,950)	0%
02-02-5624-000	Sewer Camera Van Inspection	10,000	\$ -	10,000	0%
02-02-5625-000	Sewer Interceptor Maintenance	20,000	\$ -	20,000	0%
02-02-5628-000	Sewer Lift Station Maintenance	15,000	\$ 3,975	11,025	27%
Collection System Expense		\$ 101,221	\$ 22,124	\$ 79,097	22%
Wastewater System Expense					
02-02-5434-000	Emergency Power Generators	\$ -	\$ -	\$ -	0%
02-02-5700-000	Wastewater System Expense	1,849,900	\$ 514,930	1,334,970	28%
Wastewater System Expense		\$ 1,849,900	\$ 514,930	\$ 1,334,970	28%
Operations - Wastewater					
Totals		\$ 2,615,557	\$ 685,979	\$ 1,929,578	26%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 12,400	(77)	101%
29,000	707	98%
7,000	526	93%
5,500	1,165	83%
3,000	(3,000)	0%
10,000	-	100%
20,000	-	100%
15,000	-	100%
\$ 101,900	\$ (679)	101%
\$ 1,742	\$ (1,742)	0%
1,849,900	-	100%
\$ 1,851,642	\$ (1,742)	100%
\$ 2,589,512	\$ 26,045	99%

Crescenta Valley Water District
Wastewater Budget Variance Report
Engineering - As of September 30, 2020 (25% of Year)

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-03-5000-000	Engineering Labor	\$ 143,322	\$ 24,595	\$ 118,727	17%
02-03-5000-010	Engineering Labor OT	1,100	211	889	19%
02-03-5045-000	Automobile Allowance	3,300	413	2,887	13%
02-03-5050-000	Employer Portion of PERS	41,082	11,275	29,807	27%
02-03-5060-000	Taxes-Payroll	17,909	3,094	14,815	17%
02-03-5070-000	Sick Leave/Vacation	12,793	7,840	4,953	61%
02-03-5080-000	Health Dental Vision	38,074	9,813	28,261	26%
02-03-5082-000	Life and Disability Insurance	1,620	366	1,254	23%
02-03-5083-000	Self Insurance	2,400	-	2,400	0%
02-03-5084-000	Wellness Program	720	-	720	0%
02-03-5085-000	Workers' Compensation Ins	2,756	518	2,238	19%
Compensation and Benefits		\$ 265,076	\$ 58,125	\$ 206,951	22%
Gen'l and Admin Expenses					
02-03-5130-000	Administrative Consultants	\$ 22,050	\$ -	\$ 22,050	0%
02-03-5135-000	Interns	-	2,257	(2,257)	0%
02-03-5180-000	Office Supplies & Misc Expense	2,318	147	2,171	6%
02-03-5260-000	Engineering Expense	3,579	733	2,846	20%
02-03-5300-000	Training	500	-	500	0%
02-03-5320-000	Conferences & Seminars	1,529	-	1,529	0%
02-03-5355-000	Memberships/Subscriptions	800	-	800	0%
Gen'l and Admin Expenses		\$ 30,776	\$ 3,137	\$ 27,639	10%
Collection System Expense					
02-03-5621-000	Sewer Flow Monitoring Expense	\$ 15,000	\$ 1,100	\$ 13,900	7%
Collection System Expense		\$ 15,000	\$ 1,100	\$ 13,900	7%
Engineering - Wastewater					
Totals		\$ 310,852	\$ 62,362	\$ 248,490	20%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 100,000	\$ 43,322	70%
1,000	100	91%
3,300	-	100%
45,000	(3,918)	110%
13,000	4,909	73%
30,000	(17,207)	235%
40,000	(1,926)	105%
1,130	490	70%
1,800	600	75%
600	120	83%
2,900	(144)	105%
\$ 238,730	\$ 26,346	90%
Gen'l and Admin Expenses		
\$ 5,000	\$ 17,050	23%
5,500	(5,500)	0%
2,000	318	86%
3,500	79	98%
500	-	100%
800	729	52%
-	800	0%
\$ 17,300	\$ 13,476	56%
Collection System Expense		
15,000	-	100%
\$ 15,000	\$ -	100%
Engineering - Wastewater		
\$ 271,030	\$ 39,822	87%

Crescenta Valley Water District
Wastewater Budget Variance Report
Regulatory - As of September 30, 2020 (25% of Year)

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-04-5000-300	Administrative Service - Labor	\$ 30,249	\$ 8,122	\$ 22,127	27%
02-04-5045-000	Automobile Allowance	1,500	188	1,312	13%
02-04-5050-000	Employer Portion of PERS	9,325	2,336	6,989	25%
02-04-5060-000	Taxes-Payroll	3,997	583	3,414	15%
02-04-5070-000	Sick Leave/Vacation	3,185	1,235	1,950	39%
02-04-5080-000	Health Dental Vision	7,699	1,832	5,867	24%
02-04-5082-000	Life and Disability Insurance	379	94	285	25%
02-04-5083-000	Self Insurance	1,200	189	1,011	16%
02-04-5084-000	Wellness Program	120	63	57	53%
02-04-5085-000	Workers' Compensation Ins	577	78	499	14%
Compensation and Benefits		\$ 58,231	\$ 14,720	\$ 43,511	25%
Gen'l and Admin Expenses					
02-04-5130-000	Administrative Consultants	\$ 8,173	\$ -	\$ 8,173	0%
02-04-5135-000	Interns	\$ -	\$ 210	\$ (210)	0%
02-04-5180-000	Office Supplies & Misc Expense	750	49	701	7%
02-04-5320-000	Conferences & Seminars	616	#N/A	#N/A	0%
Gen'l and Admin Expenses		\$ 8,923	\$ 259	\$ 8,664	3%
Regulatory - Wastewater					
Totals		\$ 67,154	\$ 14,979	\$ 52,175	22%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 30,200	\$ 49	100%
1,500	-	100%
9,400	(75)	101%
2,300	1,697	58%
5,000	(1,815)	157%
7,300	399	95%
370	9	98%
1,200	-	100%
120	-	100%
310	267	54%
\$ 57,700	\$ 531	99%
\$ 5,000	\$ 3,173	61%
\$ 400	\$ (400)	0%
\$ 500	\$ 250	67%
\$ 300	\$ 316	49%
\$ 5,900	\$ 3,023	66%
\$ 63,600	\$ 3,554	95%

Crescenta Valley Water District
Wastewater Budget Variance Report
Technology - As of September 30, 2020 (25% of Year)

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-05-5000-300	Administrative Service - Labor	\$ -	\$ -	\$ -	0%
02-05-5000-310	Administrative Service - OT	-	\$ -	-	0%
02-05-5045-000	Automobile Allowance	-	\$ -	-	0%
02-05-5050-000	Employer Portion of PERS	-	\$ -	-	0%
02-05-5060-000	Taxes-Payroll	-	\$ -	-	0%
02-05-5070-000	Sick Leave/Vacation	-	\$ -	-	0%
02-05-5080-000	Health Dental Vision	-	\$ -	-	0%
02-05-5082-000	Life and Disability Insurance	-	\$ -	-	0%
02-05-5083-000	Self Insurance	-	\$ -	-	0%
02-05-5085-000	Workers' Compensation Ins	-	\$ -	-	0%
Compensation and Benefits		\$ -	\$ -	\$ -	0%
Gen'l and Admin Expenses					
02-05-5130-000	Administrative Consultants	\$ 28,250	\$ -	\$ 28,250	0%
02-05-5180-000	Office Supplies & Misc Expense	-	\$ -	-	0%
02-05-5190-000	Computers and Network	7,067	\$ 4,277	2,790	61%
02-05-5195-000	Computer Software	13,613	\$ -	13,613	0%
02-05-5225-000	Enterprise Voice Com	2,650	\$ 2,078	572	78%
02-05-5226-000	Wireless Voice & Data	7,250	\$ 1,269	5,981	18%
02-05-5227-000	Data Communications - Fiber	18,825	\$ 4,461	14,364	24%
02-05-5300-000	Training	-	\$ -	-	0%
02-05-5320-000	Conferences & Seminars	-	\$ -	-	0%
02-05-5355-000	Memberships/Subscriptions	-	\$ -	-	0%
Gen'l and Admin Expenses		\$ 77,655	\$ 12,085	\$ 65,570	16%
Operation Expense					
02-05-5445-100	Telemetry & Signal System	\$ 7,000	\$ 1,650	\$ 5,350	24%
02-05-5445-200	SCADA Hardware	1,250	\$ 2,885	(1,635)	231%
02-05-5445-300	SCADA Software	5,000	\$ -	5,000	0%
02-05-5445-400	SCADA Phone Lines	-	\$ -	-	0%
Operation Expense		\$ 13,250	\$ 4,535	\$ 8,715	34%
Technology - Wastewater					
Total Expense		\$ 90,905	\$ 16,620	\$ 74,285	18%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ -	\$ -	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
-	-	0%
\$ -	\$ -	0%
\$ 28,000	\$ 250	99%
-	-	0%
7,000	67	99%
13,500	113	99%
4,000	(1,350)	151%
5,000	2,250	69%
18,000	825	96%
-	-	0%
-	-	0%
-	-	0%
\$ 75,500	\$ 2,155	97%
\$ 6,600	\$ 400	94%
5,000	(3,750)	400%
-	5,000	0%
-	-	0%
\$ 11,600	\$ 1,650	88%
\$ 87,100	\$ 3,805	96%

**Crescenta Valley Water District
Wastewater Budget Variance Report
Administration - As of September 30, 2020 (25% of Year)**

		1st Quarter Actuals			
GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-06-5000-200	Officer Salaries	\$ 187,571	\$ 49,675	\$ 137,896	26%
02-06-5000-300	Administrative Service - Labor	194,492	\$ 42,571	151,921	22%
02-06-5000-310	Administrative Service - OT	4,500	\$ 483	4,017	11%
02-06-5045-000	Automobile Allowance	5,400	\$ 1,350	4,050	25%
02-06-5047-000	Phone Allowance	1,200	\$ 63	1,137	5%
02-06-5050-000	Employer Portion of PERS	168,759	\$ 156,590	12,169	93%
02-06-5060-000	Taxes-Payroll	22,007	\$ 5,841	16,166	27%
02-06-5070-000	Sick Leave/Vacation	15,030	\$ 11,814	3,216	79%
02-06-5080-000	Health Dental Vision	48,914	\$ 9,666	39,248	20%
02-06-5080-100	Retiree Health Care Expense	72,000	\$ -	72,000	0%
02-06-5082-000	Life and Disability Insurance	1,939	\$ 450	1,489	23%
02-06-5083-000	Self Insurance	4,800	\$ 331	4,469	7%
02-06-5084-000	Wellness Program	840	\$ 75	765	9%
02-06-5085-000	Workers' Compensation Ins	3,689	\$ 470	3,219	13%
Compensation and Benefits		\$ 731,141	\$ 279,379	\$ 451,762	38%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 190,000	\$ (2,429)	101%
170,000	24,492	87%
2,000	2,500	44%
5,400	-	100%
1,200	-	100%
170,000	(1,241)	101%
23,300	(1,293)	106%
15,000	30	100%
39,000	9,914	80%
32,000	40,000	44%
2,000	(61)	103%
4,400	400	92%
840	-	100%
2,000	1,689	54%
\$ 657,140	\$ 74,001	90%

Crescenta Valley Water District
Wastewater Budget Variance Report
Administration - As of September 30, 2020 (25% of Year)

GL#	Description	Annual Budget	1st Quarter Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
02-06-5090-000	GL, Property, Fidelity Ins	\$ 76,500	\$ 16,204	\$ 60,296	21%
02-06-5100-000	Accounting	9,750	890	8,860	9%
02-06-5125-000	Legal	30,000	6,119	23,881	20%
02-06-5130-000	Administrative Consultants	8,041	2,912	5,129	36%
02-06-5150-000	Building Maintenance	4,374	568	3,806	13%
02-06-5170-000	Landscaping Expense	2,172	570	1,602	26%
02-06-5180-000	Office Supplies & Misc Expense	3,000	220	2,780	7%
02-06-5200-000	Utilities	7,973	1,554	6,419	19%
02-06-5230-000	Printing Postage Stationery	36,050	7,229	28,821	20%
02-06-5300-000	Training	1,250	138	1,112	11%
02-06-5320-000	Conferences & Seminars	1,430	138	1,292	10%
02-06-5350-000	Misc Administration	1,551	163	1,388	11%
02-06-5355-000	Memberships/Subscriptions	7,500	638	6,862	9%
02-06-5365-000	Bank Charges	27,000	9,943	17,057	37%
Gen'l and Admin Expenses		\$ 216,591	\$ 47,286	\$ 169,305	22%
Depreciation Expense					
02-06-5800-000	Depreciation-Office	\$ -	\$ -	\$ -	0%
Depreciation Expense		\$ -	\$ -	\$ -	0%
Non-Operating Expense					
02-06-5920-100	Rental Expenses - PA House	\$ 429	\$ -	\$ 429	0%
02-06-5920-200	Rental Expenses - Sycamore	415	-	415	0%
02-06-5920-300	Rental Expenses - Mills	3,462	1,021	2,441	29%
Non-Operating Expense		\$ 4,306	\$ 1,021	\$ 3,285	24%
Operation Expense					
02-06-5145-000	Taxes-Property	\$ 1,500	\$ -	\$ 1,500	0%
Operation Expense		\$ 1,500	\$ -	\$ 1,500	0%
Administration - Wastewater					
Total Expense		\$ 953,538	\$ 327,686	\$ 625,852	34%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 65,000	\$ 11,500	85%
9,000	750	92%
29,000	1,000	97%
12,000	(3,959)	149%
4,300	74	98%
2,200	(28)	101%
3,000	-	100%
7,000	973	88%
35,000	1,050	97%
534	716	43%
825	605	58%
1,356	195	87%
7,000	500	93%
35,000	(8,000)	130%
\$ 211,215	\$ 5,376	98%
\$ 7,136	\$ (7,136)	0%
\$ 7,136	\$ (7,136)	0%
\$ -	\$ 429	0%
-	415	0%
3,000	462	87%
\$ 3,000	\$ 1,306	70%
\$ 1,500	\$ -	100%
\$ 1,500	\$ -	100%
\$ 872,855	\$ 80,683	92%

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

To: Honorable President and Members of the Board of Directors
From: Brook Yared, M.S., P.E. – Senior Engineer
Subject: Award of Contract - Water Main Replacement on the 2400-2500 blocks of Janet Lee Dr. and the 4300 block of Rosemont Ave., Project E-1008 & E-1019

Action Item No. 2
October 27, 2020

ACTION ITEM:

8-inch Water Main Replacement on the 2400-2500 blocks of Janet Lee Dr. and the 4300 Block of Rosemont Ave, Project E-1008 & E-1019

- a. Consideration and motion to authorize the General Manager to award a contract to the lowest responsible bidder Brkich Construction for the construction of 2,300 linear feet of pipeline replacement on the 2400-2500 blocks of Janet Lee Dr. and the 4300 block of Rosemont Ave. at a cost of \$626,300 and establish a contingency amount of \$62,630 (10% of contract) to cover the cost of unforeseen or additional work.
- b. Consideration and motion to authorize the General Manager to enter into an agreement with Wallace and Associates for construction management and inspection services for the pipeline replacement project at a cost not-to-exceed \$83,280.

BACKGROUND:

The District's goal is to replace a minimum of one (1) mile, or 5,280 linear feet, of pipeline which is 50 years or older, per year, which was included as part of the FY 20/21 CIP budget. One of the pipeline projects planned to be replaced this year is the 2400-2500 blocks of Janet Lee Dr. and the 4300 blocks of Rosemont Ave. These pipelines are undersized (6-inch and 8-inch pipe), located within the parkway, have had numerous leaks over the last 5 years, and were installed prior to the 1950s. The total amount of pipeline to be replaced will be 2,300 linear feet and is part of the overall pipeline replacement program, which is a four (4) phase program to replace the one (1) mile of pipe this year.

DISCUSSION:

On September 22, 2020, the Board authorized the General Manager to advertise for bids for the subject project. A mandatory pre-bid meeting was held on October 7, 2020 and was attended by nine (9) contractors. CVWD specifications indicate that only contractors who attend this meeting are allowed to bid on the project.

On October 21, 2020, at 2:00 PM, the District opened and read the following bid proposals:

	<u>Bidder</u>	<u>Total Bid Amount</u>
Low	Brkich Construction	\$626,300
2	Cedro Construction	\$629,448
3	J. DeSigio Construction	\$683,700
4	GRFCO Construction	\$699,800
5	E & R Construction	\$704,300
6	T.E. Roberts	\$707,460
7	J.A. Salazar	\$771,550
8	Dominguez General Engineering	\$935,500

Staff has reviewed the bids received and determined that Brkich Construction of Monrovia, CA was the lowest responsible bidder for the project. The engineer's estimate was \$704,000 and the low bid was \$626,300 or 11% less than the engineer's estimate.

Staff has worked with Brkich Construction on four (4) previous pipeline projects including the 4300 Blocks of Pennsylvania Ave. in 2015 and the 3100-3200 Blocks of Brookhill Ave. in 2018.

Construction Management & Inspection Services:

Staff requested a proposal from Wallace & Associates (Wallace) to provide construction management and inspection support (CM&I) services for this project. The proposal was based on the proposed construction schedule and CVWD's need for full-time inspection services. Wallace's proposed fee for the project is \$83,280, which covers the construction period from December 2020 to February 2021. Wallace also pointed out that they do not charge their clients a fee for travel time.

RECOMMENDATION:

It is staff's recommendation to award the contract for the subject project to the lowest responsible bidder, Brkich Construction at a cost of \$626,300 and establish a 10% contingency fund of \$62,630. It is also staff's recommendation to award a contract to Wallace & Associates at a cost not-to exceed \$83,280 for CM&I services.

A pre-construction meeting will be set as soon as the contract is awarded, the agreement is signed, and insurance documents have been delivered. Ms. Christina Olmedo will be the project manager and Wallace and Associates will provide field inspection. Staff will also hold two (2) community meetings on the 2400-2500 blocks of Janet Lee and the 4300 block of Rosemont prior to construction. The Community Meeting announcement with the dates and times will be sent to the residents and posted on CVWD's website at www.cvwd.com.

ENVIRONMENTAL REVIEW:

This project was previously approved to be exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines. This exemption covers the repair of existing facilities involving negligible or no expansion of existing use.

FUNDING AVAILABILITY:

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

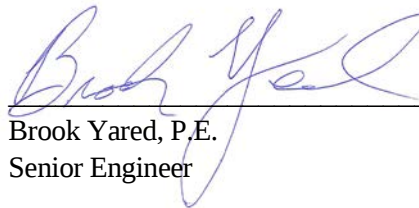
Account Description	Amount
FY 20/21 Water CIP- Water Distribution	\$818,000
Contractor Cost	<\$626,300>
Unforeseen or additional work (10% contingency)	<\$62,630>
Construction Management & Inspection Services	<\$83,280>
Additional costs such as material purchase by CVWD, soils engineer, engineering & inspection labor costs	<\$43,900>
Total Construction Cost	<\$816,110>
Amount Remaining in FY 20/21 Water CIP Water Distribution	\$1,890

Prepared by:



Christina Olmedo
Assistant Engineer

Submitted by:



Brook Yared, P.E.
Senior Engineer

Attachments:

1. Bid Summary
2. Project Location Map

CRESCENTA VALLEY WATER DISTRICT

Title: Construction of 8-inch Water Main on the 2400-2500 blks of Janet Lee
Dr. and the 4300 blks of Rosemont Ave, Project E-1008
E-Job No: E-1008
Engineer's Estimate: \$704,000
Project Manager: Christina Olmedo

BID LOCATION: CVWD's Office
TIME: 2:00 PM
DATE: 10/21/20
BY: CO CHECKED: DSG

			Engineers Estimate		Brkich Construction		Cedro Construction		J. DeSigio Construction		GRFCO Construction	
ITEM	DESCRIPTION	QUANTITY	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Excavation and backfill	3,763 LF	\$70.00	\$263,410.00	\$50.00	\$185,000.00	\$63.00	\$233,100.00	\$88.00	\$325,600.00	\$50.00	\$185,000.00
2	Resurfacing Trench	11,299 SF	\$10.00	\$112,990.00	\$15.00	\$169,500.00	\$8.10	\$91,530.00	\$11.00	\$124,300.00	\$6.00	\$67,800.00
3	8" CML & CMC Steel Pipe	2,300 LF	\$50.00	\$115,000.00	\$46.00	\$105,800.00	\$55.00	\$126,500.00	\$57.00	\$131,100.00	\$160.00	\$368,000.00
4	Install 6" Fire Hydrant Assembly	4 EA	\$4,800.00	\$19,200.00	\$3,200.00	\$12,800.00	\$4,900.00	\$19,600.00	\$3,200.00	\$12,800.00	\$5,000.00	\$20,000.00
5	New 1" Service	49 LS	\$3,400.00	\$166,600.00	\$2,800.00	\$137,200.00	\$3,005.00	\$147,245.00	\$1,600.00	\$78,400.00	\$1,000.00	\$49,000.00
6	Connection at Upper Terrace	1 LS	\$14,200.00	\$14,200.00	\$16,000.00	\$16,000.00	\$11,473.00	\$11,473.00	\$11,500.00	\$11,500.00	\$10,000.00	\$10,000.00
7	Traffic Control	1 EA	\$12,600.00	\$12,600.00	\$9,000.00	\$9,000.00	\$15,615.00	\$15,615.00	\$9,200.00	\$9,200.00	\$20,000.00	\$20,000.00
8	Replace Valve	2 EA	\$2,500.00	\$0.00	\$2,500.00	\$0.00	\$8,600.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00	\$0.00
			EE	\$704,000.00	LOW	\$626,300.00	2ND	\$629,448.00	3RD	\$683,700.00	4TH	\$699,800.00

Attachment 1

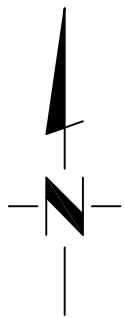
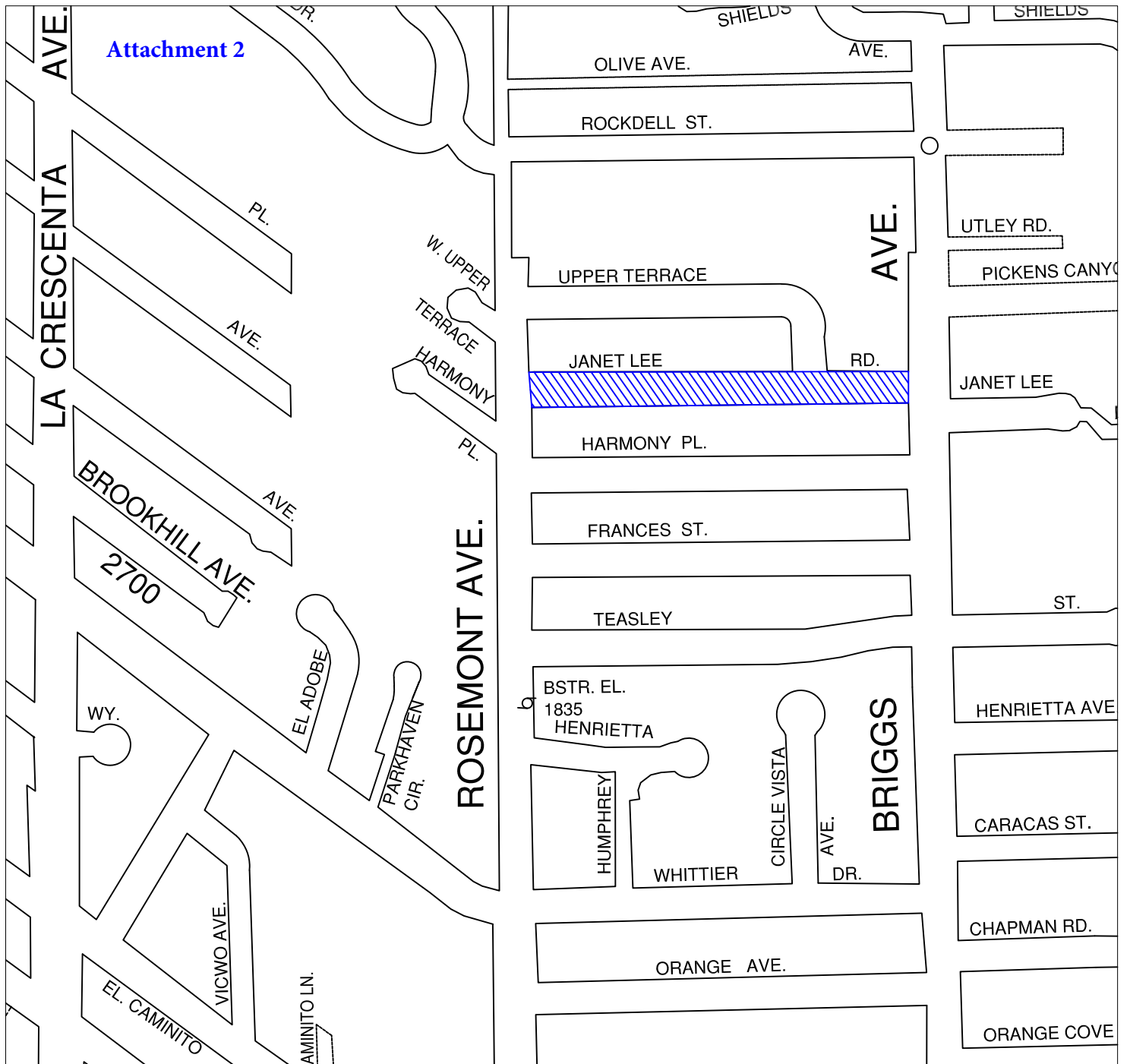
CRESCENTA VALLEY WATER DISTRICT

Title: Construction of 8-inch Water Main on the 2400-2500 blks of
Janet Lee Dr. and the 4300 blk of Rosemont Ave., Project E-1008
E-Job No: E-1008
Engineer's Estimate: \$704,000
Project Manager: Christina Olmedo

BID LOCATION: CVWD's Office
TIME: 2:00 PM
DATE: 10/21/20
BY: CO CHECKED: DSG

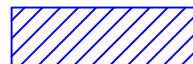
			E&R Construction		TE Roberts		J.A. Salazar		Dominguez Inc.	
ITEM	DESCRIPTION	QUANTITY	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT	UNIT	AMOUNT
1	Excavation and backfill	3,763 LF	\$92.00	\$340,400.00	\$70.50	\$260,850.00	\$60.00	\$222,000.00	\$90.00	\$333,000.00
2	Resurfacing Trench	11,299 SF	\$6.00	\$67,800.00	\$10.50	\$118,650.00	\$8.50	\$96,050.00	\$20.00	\$226,000.00
3	8" CML & CMC Steel Pipe	2,300 LF	\$84.00	\$193,200.00	\$61.50	\$141,450.00	\$130.00	\$299,000.00	\$90.00	\$207,000.00
4	Install 6" Fire Hydrant Assembly	4 0	\$7,500.00	\$30,000.00	\$14,914.00	\$59,656.00	\$11,500.00	\$46,000.00	\$10,000.00	\$40,000.00
5	New 1" Service	49 LS	\$1,300.00	\$63,700.00	\$2,295.00	\$112,455.00	\$2,000.00	\$98,000.00	\$2,500.00	\$122,500.00
6	Connection at Upper Terrace	1 LS	\$9,200.00	\$9,200.00	\$14,399.00	\$14,399.00	\$10,500.00	\$10,500.00	\$7,000.00	\$7,000.00
7	Traffic Control	1 EA	\$6,000.00	\$6,000.00	\$49,539.00	\$49,539.00	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00
8	Replace Valve	2 EA	\$4,800.00	\$0.00	\$6,519.00	\$0.00	\$5,000.00	\$0.00	\$2,000.00	\$0.00
			5TH	\$704,300.00	6TH	\$707,460.00	7TH	\$771,550.00	8TH	\$935,500.00

Attachment 2



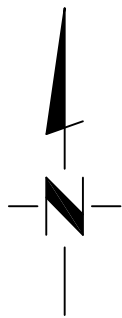
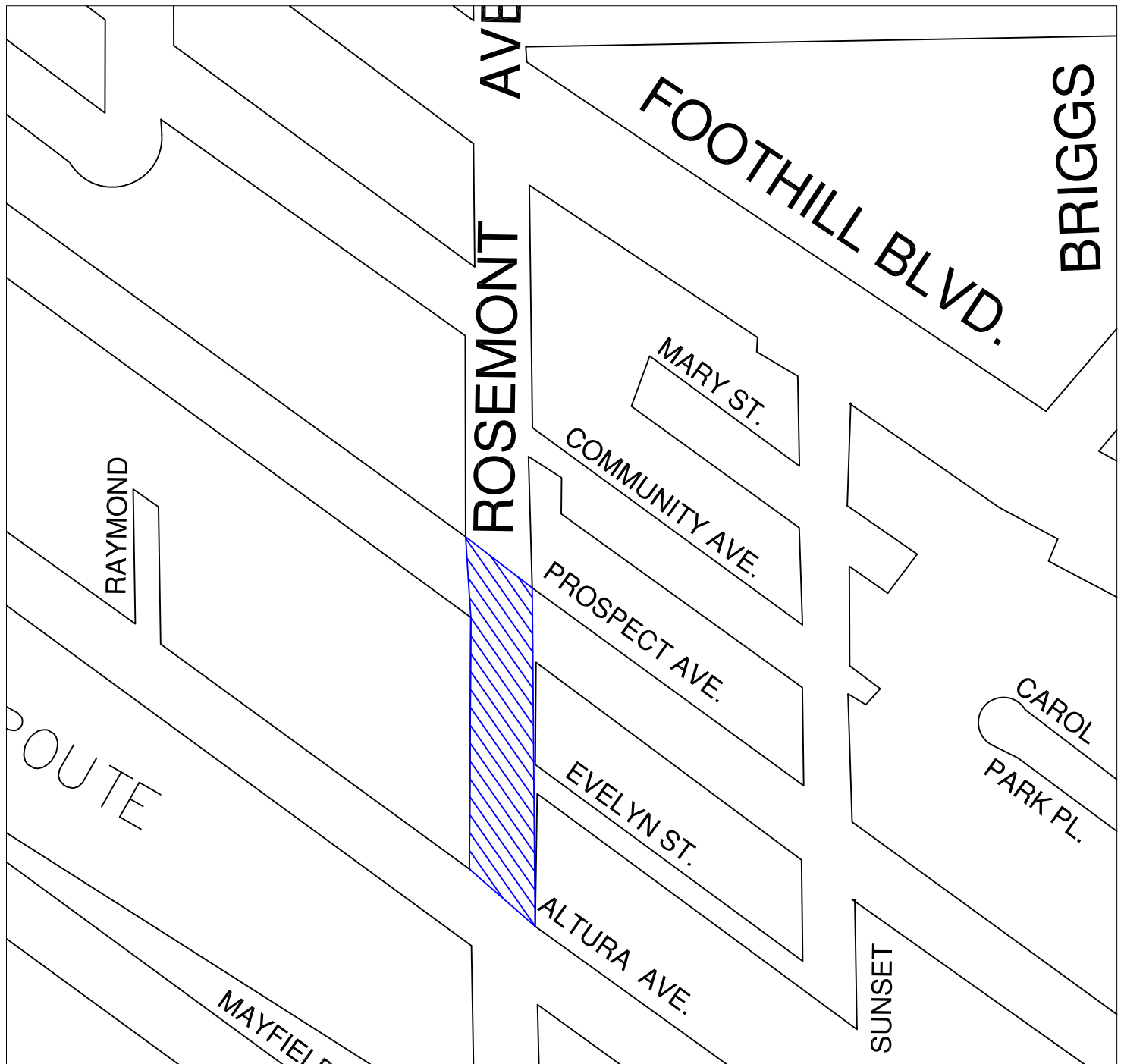
NOT TO SCALE

PROJECT LOCATION



CRESCENTA VALLEY WATER DISTRICT PROJECT LOCATION MAP

NEW 8-INCH WATER MAIN INSTALLATION ON THE 2400 AND 2500 BLOCKS OF JANET LEE
DR., PROJECT E-1008



NOT TO SCALE

PROJECT LOCATION



CRESCENTA VALLEY WATER DISTRICT PROJECT LOCATION MAP

NEW 8-INCH WATER MAIN INSTALLATION ON THE 4300 BLOCK OF ROSEMONT AVE.,
PROJECT E-1019

CRESCENTA VALLEY WATER DISTRICT

STAFF REPORT

Action Item No. 3
October 27, 2020

To: Honorable President and Members of the Board of Directors

From: Brook Yared, M.S., P.E. – Senior Engineer

Subject: Update on CVWD's Geographical Information System Program Implementation

ACTION ITEM:

Update on CVWD's Geographical Information System (GIS) Program: Presentation and discussion about the progress of CVWD's GIS and water hydraulic modeling programs.

BACKGROUND:

GIS is a powerful tool that can be used to meet the elements of the District's Goals and Objectives to provide *Reliable Water and Wastewater Service* through improved workforce planning and provide for a higher-level of asset management. GIS will also assist in enhancing CVWD's *Efficiency Through Technology* goal in the coming years.

Staff has been working with Miller Spatial (Miller) and Akel Engineering Group (Akel) to review and process the existing information previously held on old blueprints, spreadsheets, and project files. Staff now has an up-to-date geodatabase that stores geographically referenced data in one location. In addition, staff, with the help of Akel, now has an updated hydraulic model (previously updated in 2004) that is capable of evaluating complex operational decisions, capital improvements needed for new developments, and eventually, providing accurate virtual fire flows that will eliminate the need to waste water when flowing fire hydrants in the field.

DISCUSSION:

Staff has implemented a Small Utilities Enterprise Agreement (SUEA) with ESRI, Inc. the largest GIS platform globally, that will allow CVWD to deploy GIS software to handheld devices (i.e. phones, tablets, laptops) and begin utilizing cloud applications from ESRI including ESRI Workforce, Survey123, and Collector to further refine CVWD's field information and in the future, implement a work order tracking and CMMS system.

Upon entering the SUEA, staff was granted access to 50+ hours of free training tutorials that will provide the expertise needed to maintain CVWD's GIS records into the future.

SUMMARY:

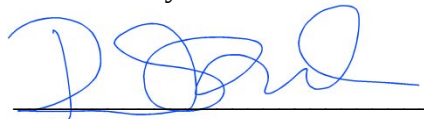
Staff will be doing a presentation as part of the Board meeting to show what has been accomplished to date and the future plans with the GIS platform.

Prepared by:



Brook Yared, M.S., P.E.
Senior Engineer

Submitted by:



David S. Gould, P.E.
District Engineer

Attachment: To be provided at Board Meeting

g:\management\board meeting staff reports\2020\10-27-20 board memo - gis update.docx

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

GM Report

October 27, 2020

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

General Managers Report Topics:

- GM Activities

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

- Blood Drive
- Chili Cook-off and Pumpkin Race
- Imagine a day without water
- New Spotlight employee of the month
- Town Council Meeting
- Office Reopening
- Grant for CSDA Training

STAFFING

2 employees have work anniversaries in October. Jim Halaszynski – 23 years, Jaysen Ortega – 7 years

As of October 22nd the District has gone 338 days without a lost time accident.

GENERAL MANAGER ACTIVITIES

Meetings:

Community Relations Committee Meeting	- October 13 th
Logistics Meeting with LifeStream	- October 15 th
Finance Committee Meeting	- October 20 th
Meeting for SCE Rate & Tariff Savings	- October 21 th
LHMP Core Planning Meeting	- October 22 nd
Management staff meetings	- October 19 th , October 26 th

Submitted by:



Nem Ochoa
General Manager



Crescenta Valley Water District – Finance, Administration & Public Outreach Report for September 2020

**Service
Requests**
318

**Meter
Downloads**
96

**Meter
Re-Reads**
659

**New
Sign-Ons**
47

Public Outreach Corner

- CV Weekly, Website & Email Outreach – “An Update Regarding Rates”
 - 6,217 successful email deliveries / 46% open rate
- Started the “Employee Spotlight” – Wendy Holloway, nearly 39 years
- 3 Facebook posts
- Website Traffic – 2,697 visits

Water Fund - revenues & operating expenses

YTD Proj. Revenue	\$12,773,226
YTD Budget	\$12,583,363

102%

YTD Proj. Expense	\$9,450,749
YTD Budget	\$9,513,892

99%

Wastewater Fund - revenues & operating expenses

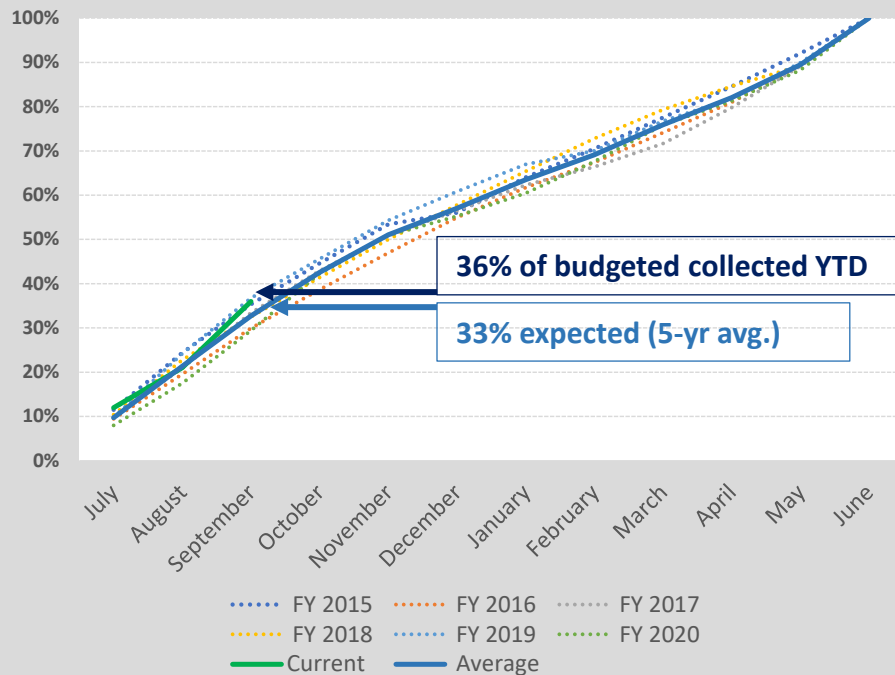
YTD Proj. Revenue	\$3,439,012
YTD Budget	\$3,364,575

102%

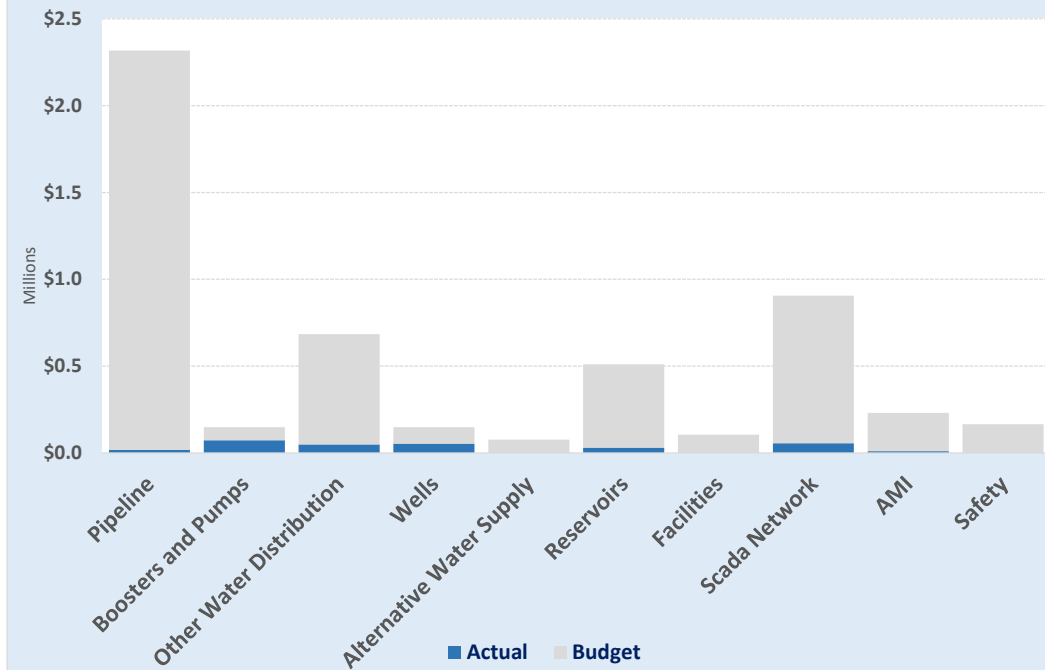
YTD Proj. Expense	\$3,877,829
YTD Budget	\$4,049,989

96%

5-Year Water Sales by Month



CIP Completed



Note: The supporting materials from the Finance Committee meeting held on October 20, 2020 have been included in this Board packet under Action Item #1 and the General Manager's Report.

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD LA CRESCENTA, CALIFORNIA

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

To be held on Tuesday, October 20, 2020 at 2:30 p.m.

Posted: Monday, October 19, 2020 at 2:00 p.m.

TELECONFERENCING NOTICE

[This meeting will be held by teleconference only.]

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom on March 18, 2020, the public may not attend the meeting in person.

Any member of the public may participate by listening or making comments using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 847 7583 0433

[Pursuant to the above Executive Order, the public may not attend the meeting in person.]

Those members of the public who are able to and would like to additionally participate with a computer through videoconference may access the Zoom videoconferencing tool available at the following link – <https://us02web.zoom.us/j/84775830433>.

Any person may make a request for a disability-related modification or accommodation needed for that person to be able to participate in the public meeting by contacting the District by phone or in writing at the above email address. Requests must specify the nature of the disability and the type of accommodation requested. A telephone number or other contact information should be included so that District staff may discuss appropriate arrangements. Persons requesting a disability-related accommodation should make the request with adequate time before the meeting for the District to provide the requested accommodation.

Call to Order

Adoption of Agenda

Public Comments

At this time, members of the public shall have an opportunity to address the Committee on items of interest that are within the subject matter jurisdiction of the Committee. This opportunity is non-transferable and speakers are limited to three (3) minutes each.

Action Item(s)

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

1. FY 2020-21 Budget Update
2. Q1 Budget Report
3. Introduce Finance & Administration Dashboard

Committee Members' Request for Future Agenda Items

Adjournment

Attachment(s):

1. *FY 2020-21 Budget Update*
2. *CIP Breakdown*
3. *Q1 Budget Report*
4. *Draft Finance & Administration Dashboard*