

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, April 22, 2025, at 7:00 p.m.

This meeting will be conducted in person at the address listed above. Members of the public may also participate virtually by using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 848 6212 0019

Those members of the public who are able to and would like to additionally participate through computer may access the Zoom audio & video conferencing tool available at the following link:

<https://us02web.zoom.us/j/84862120019>

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

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Emailed comments will be sent to the Board of Directors prior to the meeting and posted on the District's website. Comments may be sent to customer service, at (818) 248-3925 or customerservice@cvwd.com by 3pm on April 22, 2025.

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

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

Call to Order and Determination of Quorum

Pledge of Allegiance

Adoption of Agenda

Public Comments

At this time, the public shall have an opportunity to comment on any non-agenda item relevant to the subject matter jurisdiction of the Board. This opportunity is non-transferable, and speakers are limited to one three-minute (3) comment. Under the provisions of the Brown Act, the Board is prohibited from taking action on items not listed on the agenda, except under certain circumstances.

Foothill Municipal Water District Report

1. Report on activities at Foothill Municipal Water District.

Consent Calendar

1. Consideration and approval of the Minutes of the Regular Board Meeting on April 8, 2025.
2. New Position and Updated Position Descriptions for Cross Connection Specialist, Customer Service Field Representative, and CIP Project Manager

Action Calendar

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

1. **Wildfire After Action Report** - Receive and file the Wildfire After Action Report.
2. **Bond Fund Investment Strategy** - Consideration and possible motion to authorize the General Manager to reinvest the District's bond funds.
3. **District's Rules and Regulations, Appendix Q - Bid Procurement and Purchasing Policy** – Consideration and possible motion to adopt changes to the District's Rules and Regulations, Appendix Q - Bid Procurement and Purchasing Policy
4. **Proposition 218 Process** – Board discussion and possible direction associated with the Water and Wastewater Proposition 218 process.

Information Items

Written Communications to District/Board of Directors

General Manager's Report

Attorney Report

Reports of Committees

- Community Relations & Emergency Planning Committee
- Employee Relations Committee

- Engineering, Operations, & Technology Committee
- Executive Committee
- Finance & Policy Committee
- Ad Hoc Committee – PFAS

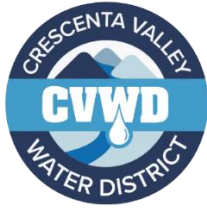
Directors' Oral Reports – Reports on issues, meetings, or activities attended by Directors

Board Members' Request for Future Agenda Items

Closed Session

Adjournment

g:\management\agenda\adjourn\24-25\04222025aa.doc



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

April 8, 2025

Pursuant to the order of the Board of Directors of the Crescenta Valley Water District made at the Adjourned Regular Meeting on March 25, 2025, a Regular Meeting was held on April 8, 2025, at 7:00 p.m. at the District office at 2700 Foothill Blvd., La Crescenta, California and through audio and video conference. A call-in number was clearly noted on the meeting Agenda, posted in accordance with the Brown Act, with Jeffery W. Johnson presiding.

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

Directors:

James D. Bodnar
Kerry D. Erickson (absent)
Jeffery W. Johnson
Sharon S. Raghavachary
Jennifer T. Valdez

Attorney:

Ryan Guiboa

General Manager:

James Lee

**Director of Engineering
and Operations:**

Carla Dillon

**Interim Director of Finance and
Administration:**

Arturo Montes (absent)

Staff Members:

Pam Leddy, Administrative Assistant
Arminé Sargsyan, Water Resources & Ext. Affairs Spec.
Adam Sutphin, Senior Management Analyst

Guests:

Sanjay Gaur, Water Resources Economics

PLEDGE OF ALLEGIANCE

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

ADOPTION OF AGENDA

It was moved by Director Bodnar, seconded by Director Raghavachary, and carried by a 4-0 vote that the Agenda for the Regular Meeting of April 8, 2025, be adopted.

PUBLIC COMMENTS – Mr. Wolfe inquired whether Crescenta Valley Water District shares the same water table with the Altadena burn area. The Board responded by assuring Mr. Wolfe that CVWD does not receive any water from the same water table as Altadena.

Mr. Colcord announced that the monthly restoration workday will take place at the Rosemont Preserve on Saturday, April 12, 2025.

FOOTHILL MUNICIPAL WATER DISTRICT REPORT – Mr. Colcord said that there have not been any significant changes to the water availability in Altadena. Mr. Colcord announced that a Special Meeting of the FMWD Board was held to discuss a proposal received from Las Flores Water District to assimilate their organization into FMWD for a fixed period of time in order for Las Flores Water District to recover from the devastation caused by the Eaton Fire.

CONSENT CALENDAR

It was moved by Director Raghavachary, seconded by Director Bodnar, and carried by a 4-0 vote to approve the Minutes of the Adjourned Regular Board Meeting held on March 25, 2025 with the correction to the roll call vote for the Proposition 218 Notice on the Action Calendar, and ratify the March 2025 Board Compensation.

ACTION CALENDAR

Appeal of High Water at 1901 Parkdale – Mr. Sutphin presented an appeal from Nancy Hwang, who is the owner of the property located at 1901 Parkdale for possible action to grant a request for relief from a high-water bill due to a leak on the property. Mr. Sutphin provided correspondence from Ms. Hwang requesting an adjustment to her water bills, the water bill generated relating to the leak involved, and documentation for the repairs made.

Following discussion:

It was moved by Director Bodnar, seconded by Director Valdez, and carried by a 3-0 vote to provide relief to the customer by recalculating the excess water usage at Tier 2 rates for this account to consistent with recent Board actions.

Water and Wastewater Rate Study – Mr. Gaur presented the highlights of the 2025 Water and Wastewater Study. Mr. Gaur noted the key policy directives; 1) Adoption of a Budget-Based water billing for single-family residents, 2) Default assignment for household size of four (4) for an indoor water budget, 3) Providing a variance appeal process regarding household size, 4) Allotment of 1/3 of the total lost size as a default for the outdoor water budget, 5) Continue recovery of pipeline replacement costs by fixed charges, 6) Adoption of a flat charge wastewater billing structure consistent with the “indoor” water budget.

Public comments – Mr. Colcord thanked the Board and staff for their diligence during the process of adopting the 2025 Water and Wastewater Rate Study.

Proposition 218 Process – Mr. Lee announced that the draft of the Proposition 218 Notice will be presented at the April 15, 2025 Board Workshop Meeting for final comments. Mr. Lee stated that the Public Hearing is scheduled to be held on June 10, 2025, and that if approved by the Board at the June 24, 2025 Board

Meeting, the proposed Budget-Based Water and Wastewater Rate Structure would go into effect on July 1, 2025.

INFORMATION ITEMS – CV Weekly articles dated March 27, 2025 “Service Lateral Maintenance”, April 3, 2025 “Residential Rebates”.

WRITTEN COMMUNICATIONS TO DISTRICT – None

GENERAL MANAGER – Ms. Dillon announced that Crescenta Valley Water District has been approved for Measure W funds by the Watershed Committee in the amount of \$400,000 for a water capture project at CV Park. Mr. Sutphin provided highlights of the March 2025 Administration and Finance Report, and Ms. Dillon provided highlights of the March 2025 Engineering Report. Ms. Telles provided highlights of the March 2025 Operations and Maintenance Report and provided highlights of the March 2025 System Operations Report. Mr. Lee thanked Arturo Montes for 7 years of service and announced Quinn Abbene as Employee Spotlight.

ATTORNEY REPORT – Mr. Guiboa reported on two bills, 1) SB 454 proposing to establish PFAS Mitigation Fund to help cities across California purify their drinking water from PFAS chemicals and 2) AB 259 proposing to preserve current teleconferencing guidelines. Mr. Guiboa provided Brown Act tips for Directors participating in field trips.

REPORTS OF COMMITTEES

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

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

Engineering, Operations & Technology Committee – Director Valdez reported that the Committee had not met; however, a meeting is scheduled on April 9, 2025. This Committee has been named as a “Standing Committee Meeting” and plans to meet the second Wednesday of every month.

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

Finance & Policy Committee – Director Raghavachary reported that the Committee had not met; however, a meeting is scheduled on April 17, 2025. This Committee has been named as a “Standing Committee Meeting” and plans to meet the third Thursday of every month.

Ad Hoc PFAS Committee – Director Johnson reported that the Committee had not met. A meeting is scheduled for April 11, 2025.

AdHoc Cyber Security Committee

DIRECTORS’ ORAL REPORTS

Director Bodnar – visited the Bioswale project at the Rosemont Preserve and that he is planning his retirement from Metropolitan Water District in July.

Director Erickson – Absent

Director Johnson – Shared highlights of an article on the public opinion of “Spending More on Water in Order to Get Better Quality”.

Director Raghavachary – No report

Director Valdez – No report

BOARD MEMBERS REQUESTS FOR FUTURE AGENDA ITEMS – Board discussion of Foothill Municipal Water District, AdHoc Committee formation, Board Compensation clarification

CLOSED SESSION – No reportable action

ADJOURNMENT

There being no other business to come before the Board, at 8:25 p.m., the meeting was adjourned to April 22, 2025, at 7:00 p.m.

APPROVED

Jeffery W. Johnson
Board President

Arturo Montes
Board Secretary

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

April 22, 2025

To: Honorable President and Members of the Board of Directors
From: James Lee – General Manager
Subject: **New Position and Updated Position Descriptions for Cross Connection Specialist, Customer Service Field Representative, and CIP Project Manager**

ACTION ITEM:

Consideration and motion to approve a new position and updated job descriptions associated with State cross connection control requirements and organizational needs: Cross Connection Control Specialist, Customer Service Specialist, and CIP Project Manager.

BACKGROUND:

The District's Strategic Plan goals include 'Reliable Water & Wastewater Service' and 'Exceptional Customer & Community Service', which are in turn supported by another goal, 'Employer & Workforce Excellence'. Part of 'Reliable Water & Wastewater Service' includes protecting the water system from infiltration and contamination from foreign materials. To protect water systems, the State has enacted revisions for cross connections (CCR Title 17) that became effective on July 1, 2024. The changes require water purveyors to adopt a Cross Connection Control Plan by July 1, 2025, and implement a more robust program requiring inspection and potential installation of additional backflow devices by customers. The regulatory changes also require at least one individual to perform the responsibilities of a Cross Connection Control Specialist. This role must be filled by a full-time equivalent (FTE) who holds the cross-connection control certification, which involves meeting extensive qualifications to obtain and maintain. It is proposed that this position be within the System Operations and Telemetry Department, where it can best support the technical and operational needs of the District.

Currently, the cross-connection function resides within the duties of the 'Customer Service and Inspection Field Representative' within Customer Service. With the function migrating to the System Operations and Telemetry Department, an updated job description is needed for the job function remaining within the Customer Service Department, and this updated job description is proposed as 'Customer Service Field Representative'.

In addition to the new FTE job description and the updated customer service job description, staff is proposing an update to the previously authorized position of CIP Project Manager. The vision for this position is to provide elevated project management and supervisory support within the Engineering Department. Additional qualifications, such as the Project Management Professional certification, have been added to reflect the project management needs more commensurate with today's needs than project design or specifications development.

The impacted job descriptions are enclosed for reference. The following illustrates a summary of adjusted primary functions of the departments –

Summary of Primary Functions

	<i>C u r r e n t</i>		<i>P r o p o s e d</i>	
	Finance & Administration	Sys Ops & Telemetry	Finance & Administration	Sys Ops & Telemetry
a				Production
b	Back Flow / Cross Connection			Back Flow / Cross Connection
d	Fire Flow			Fire Flow
c	Service Request		Service Request	
d	Meter Reading/Maint.		Meter Reading/Maint.	
f			AMI Tech Support & Maint.	

STEPS TAKEN AND PROPOSED NEXT STEPS

1. Employee Relations Committee – Discussed during the April 16, 2025 Employee Relations Committee meeting. The committee directed staff to place on the Consent Calendar for the April 22, 2025, Board meeting.
2. Board Meeting – Staff seeks Board authorization during the April 22, 2025, Board Meeting.
3. Meet and Confer with Bargaining Unit (AFSCME) – The District’s Memorandum of Understanding with the bargaining unit specifies a requirement to meet and confer with the union and seek authorization. If approved by the Board, staff plans to meet and confer with AFSCME on April 23, 2025, and will request approval by May 5, 2025.
4. If authorization is received, the District will post the Customer Service and Inspection Field Representative will be reclassified as the Cross Connection Control Specialist, and management will determine next steps for the CIP Project Manager and Customer Service Field Representative positions.

FISCAL IMPACT

Although this adds one FTE, there will be overall modest cost savings due to prior positions not being filled.

RECOMMENDATION

Staff recommends that the Board approve the proposed organizational plan updates and associated job descriptions.

Prepared and Submitted by:



James Lee
General Manager

Attachment(s):

1. Job descriptions
2. Salary Schedule



CRESCENTA VALLEY WATER DISTRICT

CIP PROJECT MANAGER

JOB DESCRIPTION

SUMMARY DESCRIPTION

The Capital Improvement Program (CIP) Project Manager is a non-supervisory position in the management unit (exempt) that reports directly to the Director of Engineering & Operations. The CIP Project Manager should have the ability to work independently and show sound engineering judgment. The CIP Project Manager will manage the planning, design, and construction of capital projects and other projects. The work requires significant management of consultants and contractors; planning, design, bid and construction phase management; commissioning and close-out; development and management of budgets and schedules; and environmental review. The incumbent will supervise and coordinate the work tasks of a team to implement projects.

This position requires a person who can work creatively, resourcefully, and independently. They will be deliberate about teamwork and professionalism, being flexible and a good listener, and being able to express ideas and exercise good judgement in analyzing situations and making decisions. They will have the strong technical and interpersonal skills and experience necessary to assist in implementing the Strategic Plan goals and objectives of the District, upholding CVWD's values statement, and promoting communication and collaboration across departments.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Coordination of planning, design and construction of water and sewer capital improvement projects and implementation of CIP.
- Coordination of professional consultants on the design and implementation of CIP.
- Construction administration and management for capital improvement projects including community outreach and coordination of contractors.
- Supervision and coordination of in-house and outside inspectors relative to construction activity, project scheduling, and documentation.
- Assist in preparation of the annual budget for the water and sewer capital improvement programs.
- Representation of the District with other governmental agencies, customers, developers, contractors, and consulting engineers; work with Director of Engineering & Operations on budget preparation and Department planning activities and other administrative work as assigned.

OTHER DUTIES AND FUNCTIONS

- Develop project plans, specifications and cost estimates for various water system, sewer system, and other infrastructure improvements.
- Prepare and design a variety of specialized and complex engineering projects such as pipelines, wells, reservoirs and pump stations.

- Coordinate with consultants including preparing RFP's/scopes of work, designs, studies, and selection of consultants and contract administration.
- Coordinate construction contracts including on-site inspection, contract administration, negotiating change orders, commissioning, final project close-out.
- Develop/coordinate cost estimates.
- Ensure that as-built information is properly recorded, O&M, manuals and training are completed, and any assets documented for asset management.
- Assist in preparing the annual budget for the water and sewer capital improvement programs.
- Prepare specialized engineering studies and reports as necessary.
- Provide project updates and utilize project management controls.
- Provide engineering and administrative support as necessary.
- Mentor junior staff in the Engineering Department
- Lead tasks and project teams in support of executing projects
- Ad hoc, complex analyses and other projects as needed.

QUALIFICATIONS

The successful candidate will reflect the District's core values as shown in the Strategic Plan. In addition, the following generally describes the knowledge and ability required to enter the job and/or be learned within a reasonable period of time in order to successfully contribute to the District's mission and vision.

Knowledge of:

- Principles of project scheduling, budgeting, and resource allocation;
- Methods and techniques for creating and managing project documentation;
- Principles and practices of project communication management, including crisis communication and managing sensitive information with stakeholders;
- Contract management and legal agreements, including project scope, terms of service, milestones, and vendor agreements to ensure alignment and compliance;
- Safety procedures and regulations, safe work practices, and safety equipment;
- Use of, and where applicable, implementation of new software and associated updates;
- District's Rules & Regulations as they pertain to customer service, public affairs, and where appropriate, operations and maintenance;
- Principles of business letter writing and report preparation;
- Principles and procedures of record keeping and file management;
- Pertinent Federal, State and local laws, codes, and regulations; and

Ability to:

- Be an effective team member and communicator who contributes constructively and cooperatively to solve project or team issues while working collaboratively on multi-disciplinary teams;
- Manage and supervise staff with direct and indirect reporting relationships in executing Strategic Plan goals and objectives;
- Identify project and program needs and exercise initiative in carrying out assignments;
- Represent the District with a combination of transparency, diplomacy, persuasiveness, discretion, and tact, as appropriate;

- Adjust workload changes to meet deadlines using best practices for organization, planning, and time management;
- Demonstrate flexibility in considering approaches to various issues;
- Effectively lead and collaborate in a team environment and amongst multiple stakeholders;
- Comply with, promote, and enforce CVWD's values statement.

Experience, Education, Licenses: *Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be considered qualifying. A typical way to obtain the knowledge and abilities would be:*

- **Education:** Bachelor of Science degree in Engineering, Construction Management or a closely related field.
- **Experience:** A minimum of seven (7) years of engineering, construction or technical administrative experience with a water or wastewater utility.
- **Driver License:** Possession of a valid California Class C Driver License may be required at the time of appointment.
- **Project Management Certification:** Professional Project Management Certification issued by the Project Management Institute is highly desirable.
- **State Resources Control Board, Division of Drinking Water - Water Treatment and Water Distribution Operators Certificates:** Possession of a D2 and/or T2 or higher is desirable.
- **Other Certifications:** Possession of a professional registration as a Civil Engineer in the State of California or Certified Construction Manager (CCM) certificate from the Construction Management Association of America (CMAA) are highly desirable.

Physical Demands and Working Environment:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- **Environment:** Standard office setting; exposure to computer screens; extensive interaction with District staff and the public. Up to 10% to 20% work time spent outside and exposed to the sun.
- **Physical:** Incumbents require sufficient mobility to work in an office setting; stand or sit for prolonged periods of time; operate office equipment including use of computer keyboard; pull, lift and/or carry light to moderate amounts of weight; bend, stoop, kneel, and crawl; ability to verbally communicate to exchange information.
- **Vision:** See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate assigned equipment.
- **Hearing:** Hear in the normal audio range with or without correction.
- **Hours:** Irregular or extended work hours are occasionally required.

The District is an Equal Opportunity Employer.



CRESCENTA VALLEY WATER DISTRICT CROSS CONNECTION CONTROL SPECIALIST JOB DESCRIPTION

SUMMARY DESCRIPTION

Under general supervision of the supervisor, the Cross Connection Control Specialist shall perform and execute the District's cross-connection control (backflow prevention) program (CCCP) in accordance with Title 17 & Title 22 of the California Code of Regulations, District's Rules and Regulations, and District's Procedural Guidelines to assure a safe drinking water supply. The Cross Connection Control Specialist classification performs annual and four-year recycled water inspections, along with duties related to operating the District's water systems. Responsibilities include inspecting, maintaining, and repairing equipment and facilities such as pumps, reservoirs, and SCADA systems; monitoring plant operations; maintaining chemical inventory; and ensuring water quality standards. This role requires making operational decisions during both routine and emergency situations.

This position requires a person who can work creatively, resourcefully, and independently. They will be deliberate about teamwork and professionalism, being flexible and a good listener, and being able to express ideas and exercise good judgement in analyzing situations and making decisions. They will have the strong technical and interpersonal skills and experience necessary to assist in implementing the Strategic Plan goals and objectives of the District, upholding CVWD's values statement, and promoting communication and collaboration across departments.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Regularly communicates with the supervisor regarding facility conditions, maintenance needs, daily activities, hazards, and repairs.
- Executes the District's CCCP, including maintaining an accurate cross-connection control database, providing timely notifications of required actions to customers and performing follow-up actions.
- Inspects customer premises to determine the presence of potential cross-connection control hazards and reports such hazards to the County Health Department and communicates to the customer any corrective measures needed to protect the water system including backflow protection.
- Maintains accurate records in the Backflow Program.
- Performs cross-connection testing every four years at recycled water user's sites and coordinates these inspections with the County Health Department.
- Provides other recycled water contracted services as needed.
- Answers public inquiries and complaints in a tactful and courteous manner.
- Maintains accurate and well-organized electronic records, including safety procedures and documentation.
- Schedules and performs fire-flow tests.
- Operates various hand and power tools and mechanical equipment.

- Assists in the preparation and completion of service orders and associated documentation.
- Prepares and maintains routine records and reports related to system operations.
- Assists in making field and job-related decisions using CVWD policies and procedures.
- Has authority to enforce compliance or to shut down non-complying facilities until deficiencies are corrected.
- Attends meetings and pursues continuing education to stay current with changing laws and regulations related to cross-connection control, water quality, and recycled water.
- Perform maintenance and testing on District owned backflow assemblies.
- Survey all new meter installations to ensure the proper installation of backflow prevention devices.
- First responder to water quality investigations.
- Inspection of water production projects and contractor oversight.
- Acts promptly in emergency situations.
- May direct, train, and oversee others in performing related tasks.
- Works weekends, holidays, overtime, and standby duty when required.
- Drives District's vehicles and helps maintain the cleanliness by keeping the vehicles organized and cleaned.
- Travels occasionally.
- Complies with all safety policies, practices, and procedures. Maintains safe working conditions.
- Reports all unsafe activities to the supervisor and manager.
- Performs various other duties within the Production Department as may be assigned by his or her supervisor or designated staff.
- Maintains logs, records, and data systems for required plant reports.
- Assist with telemetry, radio network, and low voltage wiring.
- Assists in production team projects which may include inspections. Serve as back-up for construction inspection.
- Establishes and maintains cooperative working relationships with co-workers, outside agencies, and the public.
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities.

OTHER DUTIES AND FUNCTIONS

- Group presentations i.e., safety, education, informational.
- Updates recording charts as needed.
- May operate a vehicle to travel to facilities for inspection and maintenance work.
- Receives delivered materials, recording shipments, and storing items.
- Assist in training other personnel.
- Performs related duties as assigned.
- Perform standby duties as assigned and respond to emergencies as required.

QUALIFICATIONS

The successful candidate will reflect the District's core values as shown in the Strategic Plan. In addition, the following generally describes the knowledge and ability required to enter the job and/or be learned within a reasonable period of time in order to successfully contribute to the District's mission and vision.

Knowledge of:

- Title 17 & Title 22 of the California Code of Regulations and the Uniform Plumbing Code;

- Methods, materials, procedures, and equipment used in water treatment plant operations and maintenance work;
- Understanding of water hydraulics;
- Water sampling methods, principles, and practices;
- Thorough understanding of safety topics & procedures;
- Methods and precautions for handling and storing potentially hazardous chemicals.
- Standard water quality tests;
- Operation and maintenance of pumping equipment;
- Plant measurement and recording equipment;
- Microsoft Excel, Word, PowerPoint, and Outlook;
- Reading and comprehending water mathematics and water related scenarios.
- Reading atlas, maps, and schematics;
- Proper work safety standards;
- Pertinent Federal, State and local laws, codes, and regulations; and

Ability to:

- Perform a variety of operations and maintenance assignments within operations;
- Operate automatic plant control systems;
- Read plant measurement and recording equipment, interpreting results to make adjustments to plant operations;
- Use proper safety precautions in working with plant chemicals;
- Perform standard water quality tests;
- Troubleshoot telemetry & communication issues;
- Communicate & work with telemetry integrators;
- Maintain and update plant records and logs;
- Read and interpret plant piping and distribution diagrams;
- Be an effective team member and communicator who contributes constructively and cooperatively to solve project or team issues while working collaboratively on multi-disciplinary teams;
- Identify project and program needs and exercise initiative in carrying out assignments;
- Represent the District with a combination of transparency, diplomacy, persuasiveness, discretion, and tact, as appropriate;
- Demonstrate flexibility in considering approaches to various issues; and
- Comply with, promote, and enforce CVWD's values statement.

Experience, Education, Licenses: *Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be considered qualifying. A typical way to obtain the knowledge and abilities would be:*

- Education: Completion of high school or a G.E.D. Coursework in water treatment and distribution.
- Experience: A minimum of seven (7) years of engineering, construction or technical administrative experience with a water or wastewater utility.
- Driver License: Possession of a valid California Class C Driver License may be required at the time of appointment.

- Cross Connection Specialist Certification: Must possess and maintain a valid Cross Connection Specialist Certification issued by the CA-NV American Water Works Association (AWWA) or the American Backflow Prevention Association (ABPA)
- State Resources Control Board, Division of Drinking Water - Water Treatment and Water Distribution Operators Certificates: Possession of or the ability to obtain within one (1) year from the date of employment, a valid distribution certificate level D2 and treatment certificate level T2.

Physical Demands and Working Environment:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Typical Physical Activities

- Must be able to carry, push, pull, reach, and lift equipment and parts weighing up to 50 pounds;
- Stoops, kneels, crouches, crawls, and climbs during field maintenance and repair work;
- Works in an environment with exposure to dust, dirt, and significant temperature changes between cold and heat;
- Communicates orally with District staff in face-to-face, one-to-one settings;
- Regularly uses a telephone for communication;
- Regularly uses handheld and other reading and metering devices;
- Uses office equipment such as computer terminals, copiers, and FAX machines;
- Stands and walks for extended time periods;
- Hearing and vision within normal ranges with or without correction;
- Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate assigned equipment; and
- Hearing: Hear in the normal audio range with or without correction.

Environmental Factors

- Exposure to the sun: 50% to 100% of work time spent outside a building and exposed to the sun;
- Work above floor level: Some work done on ladders or other surfaces from 4 to 12 feet above the ground;
- High temp: Considerable work time in hard manual labor in temperatures between 80-100 degrees;
- Humidity: Work in areas with unusually high humidity;
- Wetness: More than 10% of the work time getting part or all of the body and/or clothing wet;
- Noise: Occasionally there are unusually loud sounds;
- Slippery surfaces: Occasional work on unusually slippery surfaces;
- Oil: Some parts of the body may encounter oil or grease occasionally;
- Dust: Works in or around areas with minor amounts of dust; and
- Irregular or extended work hours: ability to change working hours and to work overtime.

The District is an Equal Opportunity Employer.



CRESCENTA VALLEY WATER DISTRICT CUSTOMER SERVICE FIELD REPRESENTATIVE JOB DESCRIPTION

SUMMARY DESCRIPTION

The Customer Service Field Representative reports to the Customer Service Lead. This is a mid-level position within the District's Customer Service series. This is a field/office position that is responsible for addressing and responding to the needs of the District's customers, including responding to consumer complaints, requests for information, and water and wastewater service repairs. The Customer Service Field Representative will help maintain and test water meters and the Automated Metering Infrastructure (AMI) assets and data. When sufficient experience and applicable certifications have been obtained, and an ability to work independently has been demonstrated, an incumbent may be eligible for promotion to this position.

This position serves as the liaison between customers and the Customer Service Department, requiring a person who can work creatively, resourcefully, and independently. They will be deliberate about teamwork and professionalism, being flexible and a good listener, and being able to express ideas and exercise good judgment in analyzing situations and making decisions. They will have the strong technical and interpersonal skills and experience necessary to assist in implementing the Strategic Plan goals and objectives of the District, upholding CVWD's values statement, and promoting communication and collaboration across departments. The position may perform other field/office duties as assigned.

REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices. The Customer Service & Inspection Field Representative will:

- Communicate with District customers in a professional manner to discuss and resolve problems and concerns regarding water and wastewater service;
- Work with the Customer Service Department on processing Work Orders including requests for turning on or off water service, checking for water leaks, water usage disputes, meter testing requests, water quality complaints, and other Work Order requests as assigned;
- Collect reads for meters not communicating on AMI.
- Retrofit and/or replace meters as part of the meter replacement program, clean in and around meter boxes, perform routine maintenance on meters and associated devices, repair meter leaks and other related repairs, and replace meter boxes and lids;
- Install, test and calibrate new or replacement water meters and ensure they are registering properly on the AMI system;
- Perform leak detection investigations and pressure and flow tests as requested on water services;
- Perform consumption investigations including computer downloads of data from the meter as requested on water services;
- Analyze meter data on Sensus Analytics or WaterSmart portals;
- Perform water quality investigations, including sampling and analysis per CVWD's form; coordinate results;

- Perform physical and/or virtual fire hydrant flow tests as requested and assisted by the Engineering Department, accurately complete and maintain corresponding forms;
- Perform testing of water meters in the field and at CVWD's water meter testing bench to ensure water meters are meeting the manufacturer's range of meter accuracy. Provide information to the Customer Service Department and CVWD's customers on results;
- Meet and discuss situations in the field relative to a customer's concern with the appropriate Management and System Operations staff;
- Establish and maintain cooperative working relationships with co-workers, outside agencies, and the public;
- Regular attendance and adherence to prescribed work schedule to perform job responsibilities and operate a District vehicle on a daily basis in a safe and effective manner;
- Represent the District in a professional, positive manner when interacting with the public; and
- Duties and responsibilities carried out with considerable independence within the framework of CVWD's policies.

OTHER DUTIES

- Respond to Underground Service Alerts (USA) to locate CVWD's water and wastewater mains and service laterals as needed;
- Assist field crews in emergency situations when requested by Management;
- Assist with Stand-By duties, when requested by Management;
- Perform general maintenance at the District office and other duties as assigned;
- Assist with answering customer service phone calls, assisting customers at the front counter, processing payments, processing customer turn-ons and turn-offs, and inputting data into the customer information system;
- Assist with ad-hoc analytical and other reports across departments; and
- Performs related duties as assigned.

QUALIFICATIONS

The successful candidate will reflect the District's core values as shown in the Strategic Plan. In addition, the following generally describes the knowledge and ability required to enter the job and/or be learned within a reasonable period of time in order to successfully contribute to the District's mission and vision.

Knowledge of:

- The District's water distribution systems and wastewater collection systems;
- General knowledge of water meters, pipelines, water services, valves, fire hydrants, sewer mains, sewer laterals and sewer manholes;
- Principles and methods used in reading, testing, and calibrating water meters;
- Water quality fundamentals and disinfection processes;
- Geography of the District and the location of District facilities;
- Use computer systems and software packages such as Microsoft Office, Excel, Word and Outlook;
- Standard construction specifications, codes, and special standards; methods, materials and equipment used in pipeline construction, structural concrete, finishes and earthwork; and special hazards associated with construction;
- Mathematics as applied to engineering, topography, construction, and design of structures, hydrology, drainage, and irrigation systems; and
- Codes, ordinances, regulations, and specifications pertaining to the work.

Ability to:

- Maintain considerate and professional relationships when working with the public regarding the District's services and handling of complaints;
- Work independently and cooperatively while conducting a variety of activities;
- Keep organized records;
- Perform light manual labor;
- Make arithmetic calculations quickly and accurately;
- Read, interpret, construction plans, specifications, and shop drawings;
- Develop and maintain detailed records and information;
- Effectively represent the District in contacts with the public, other government agencies, contractors, developers, and professional engineering consultants;
- Establish and maintain effective working relationships with contractors, consultant, District and other agency personnel, keep complete and concise records;
- Use computer systems and software packages related to utility billing, AMI, permit application, and project management; and
- Work independently with minimum supervision.

Experience, Education, Licenses: *Any combination equivalent to experience and education that could likely provide the required knowledge and abilities would be considered qualifying. A typical way to obtain the knowledge and abilities would be:*

- **Experience:** Completion of high school or a G.E.D. Coursework in water or wastewater courses is desirable and/or specialized training in maintenance and construction work.
- One (1) year of experience within any of the following: Field customer service work, meter reading, basic work experience in the installation, maintenance, and repair of water service systems and sewer collections systems at a helper level.
- **Driver License:** Possession of a valid California Class C Driver License may be required at the time of appointment. Failure to obtain or maintain such required license(s) may be cause for disciplinary action. Individuals who do not meet this requirement due to a physical disability will be considered for accommodation on a case-by-case basis. Possession and proof of a driving record free of multiple or serious traffic violations or accidents for two (2) consecutive years
- **State Resources Control Board, Division of Drinking Water - Water Treatment and Water Distribution Operators Certificates:** Possession of Water Distribution Certificate – D1 and obtain a level D2 no later than one (1) year from hire.

Physical Demands and Working Environment:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- **Environment:**
 - Exposure to the sun: 50% to 100% work time spent outside a building and exposed to the sun;
 - Work above floor level: Some work done on ladders or other surfaces from 4 to 12 feet above the ground;
 - High temp: Considerable work time in hard manual labor in temperatures between 80-100 degrees;

- Humidity: Work in areas with unusually high humidity;
- Wetness: More than 10% of the work time getting part or all of the body and/or clothing wet;
- Noise: Occasionally there are unusually loud sounds;
- Slippery surfaces: Occasional work on unusually slippery surfaces;
- Oil: Some parts of the body come in contact with oil or grease occasionally;
- Dust: Works in or around areas with minor amounts of dust; and
- Irregular or extended work hours; ability to change working hours and to work overtime.
- Physical:
 - Operates District vehicles and equipment for water system construction and wastewater collection systems, maintenance, and repair work;
 - Must be able to carry, push, pull, reach, and lift equipment and parts weighing up to 50 pounds;
 - Stoops, kneels, crouches, crawls, and climbs during field maintenance and repair work;
 - Works in an environment with exposure to dust, dirt, and significant temperature changes between cold and heat;
 - Communicates orally with District staff in face-to-face, one-to-one settings;
 - Regularly uses a telephone for communication;
 - Regularly uses handheld and other reading and metering devices;
 - Uses office equipment such as computer terminals, copiers, and FAX machines; and
 - Stands and walks for extended time periods.
- Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents and to operate assigned equipment.
- Hearing: Hear in the normal audio range with or without correction.



Crescenta Valley Water District
Pay Schedules (Monthly)

Effective 7/1/2024 to 6/30/2025 (Updated 4/22/25)

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	MAX
ACCOUNTING CLERK	\$4,923	\$5,046	\$5,172	\$5,301	\$5,434	\$5,570	\$5,709	\$5,852	\$5,998	\$6,148	\$6,302	\$6,617
ADMINISTRATIVE ASSISTANT	\$4,990	\$5,115	\$5,243	\$5,374	\$5,508	\$5,646	\$5,787	\$5,932	\$6,080	\$6,232	\$6,388	\$6,707
ASSISTANT ENGINEER	\$6,632	\$6,798	\$6,968	\$7,142	\$7,321	\$7,504	\$7,692	\$7,884	\$8,081	\$8,283	\$8,490	\$8,915
ASSOCIATE ENGINEER	\$8,098	\$8,300	\$8,508	\$8,721	\$8,939	\$9,162	\$9,391	\$9,626	\$9,867	\$10,114	\$10,367	\$10,885
CONSTRUCTION SUPERVISOR	\$7,087	\$7,264	\$7,446	\$7,632	\$7,823	\$8,019	\$8,219	\$8,424	\$8,635	\$8,851	\$9,072	\$9,526
CROSS CONNECTION CONTROL SPECIALIST	\$6,382	\$6,541	\$6,705	\$6,873	\$7,045	\$7,221	\$7,402	\$7,587	\$7,777	\$7,971	\$8,170	\$8,579
CUSTOMER SERVICE CLERK	\$4,186	\$4,291	\$4,398	\$4,508	\$4,621	\$4,737	\$4,855	\$4,976	\$5,100	\$5,228	\$5,359	\$5,627
CUSTOMER SERVICE & ADMIN GENERALIST	\$5,382	\$5,517	\$5,655	\$5,796	\$5,941	\$6,090	\$6,242	\$6,398	\$6,558	\$6,722	\$6,890	\$7,235
CUSTOMER SERVICE FIELD REP	\$6,382	\$6,542	\$6,706	\$6,874	\$7,046	\$7,222	\$7,403	\$7,588	\$7,778	\$7,972	\$8,171	\$8,580
CUSTOMER SERVICE LEAD	\$5,814	\$5,959	\$6,108	\$6,261	\$6,418	\$6,578	\$6,742	\$6,911	\$7,084	\$7,261	\$7,443	\$7,815
CUSTOMER SERVICE SUPERVISOR	\$6,261	\$6,418	\$6,578	\$6,742	\$6,911	\$7,084	\$7,261	\$7,443	\$7,629	\$7,820	\$8,016	\$8,417
CUST SERVICE FIELD REP / BACKFLOW INS	\$5,526	\$5,664	\$5,806	\$5,951	\$6,100	\$6,253	\$6,409	\$6,569	\$6,733	\$6,901	\$7,074	\$7,428
CUST SERVICE & INSPECTION FIELD REP	\$6,079	\$6,231	\$6,387	\$6,547	\$6,711	\$6,879	\$7,051	\$7,227	\$7,408	\$7,593	\$7,783	\$8,172
ELECTRICAL/TELEMETRY	\$7,818	\$8,013	\$8,213	\$8,418	\$8,628	\$8,844	\$9,065	\$9,292	\$9,524	\$9,762	\$10,006	\$10,506
SR. INSPECTION & DESIGN SPECIALIST	\$7,980	\$8,180	\$8,385	\$8,595	\$8,810	\$9,030	\$9,256	\$9,487	\$9,724	\$9,967	\$10,216	\$10,727
METER READER	\$4,623	\$4,739	\$4,857	\$4,978	\$5,102	\$5,230	\$5,361	\$5,495	\$5,632	\$5,773	\$5,917	\$6,213
OPERATIONS & MAINT. WORKER I	\$4,976	\$5,100	\$5,228	\$5,359	\$5,493	\$5,630	\$5,771	\$5,915	\$6,063	\$6,215	\$6,370	\$6,689
OPERATIONS & MAINT. WORKER II	\$5,539	\$5,677	\$5,819	\$5,964	\$6,113	\$6,266	\$6,423	\$6,584	\$6,749	\$6,918	\$7,091	\$7,446
OPERATIONS & MAINT. WORKER III	\$5,814	\$5,959	\$6,108	\$6,261	\$6,418	\$6,578	\$6,742	\$6,911	\$7,084	\$7,261	\$7,443	\$7,815
OPERATIONS & MAINT. WORKER IV	\$6,395	\$6,555	\$6,719	\$6,887	\$7,059	\$7,235	\$7,416	\$7,601	\$7,791	\$7,986	\$8,186	\$8,595
OPERATIONS & TELEMTRY TECH. I	\$5,324	\$5,457	\$5,593	\$5,733	\$5,876	\$6,023	\$6,174	\$6,328	\$6,486	\$6,648	\$6,814	\$7,155
OPERATIONS COORDINATOR I	\$5,539	\$5,677	\$5,819	\$5,964	\$6,113	\$6,266	\$6,423	\$6,584	\$6,749	\$6,918	\$7,091	\$7,446
OPERATIONS COORDINATOR II	\$6,092	\$6,244	\$6,400	\$6,560	\$6,724	\$6,892	\$7,064	\$7,241	\$7,422	\$7,608	\$7,798	\$8,188
PLANT MAINTENANCE SPEC	\$6,412	\$6,572	\$6,736	\$6,904	\$7,077	\$7,254	\$7,435	\$7,621	\$7,812	\$8,007	\$8,207	\$8,617
PROJECT COORDINATOR	\$5,876	\$6,023	\$6,174	\$6,328	\$6,486	\$6,648	\$6,814	\$6,984	\$7,159	\$7,338	\$7,521	\$7,897
PUBLIC AFFAIRS & CONSERVATION SPECIALIST	\$6,489	\$6,651	\$6,817	\$6,987	\$7,162	\$7,341	\$7,525	\$7,713	\$7,906	\$8,104	\$8,307	\$8,722
PUBLIC AFFAIRS & CONSERVATION SR. SPECIALIST	\$7,203	\$7,383	\$7,568	\$7,757	\$7,951	\$8,150	\$8,354	\$8,563	\$8,777	\$8,996	\$9,221	\$9,682
REGULATORY & PUBLIC AFFAIRS SPECIALIST	\$6,489	\$6,651	\$6,817	\$6,987	\$7,162	\$7,341	\$7,525	\$7,713	\$7,906	\$8,104	\$8,307	\$8,722
SENIOR ENG TECHNICIAN	\$7,143	\$7,322	\$7,505	\$7,693	\$7,885	\$8,082	\$8,284	\$8,491	\$8,703	\$8,921	\$9,144	\$9,601
SYSTEM OPERATOR I	\$6,226	\$6,382	\$6,542	\$6,706	\$6,874	\$7,046	\$7,222	\$7,403	\$7,588	\$7,778	\$7,972	\$8,371
SYSTEM OPERATOR II	\$6,537	\$6,700	\$6,868	\$7,040	\$7,216	\$7,396	\$7,581	\$7,771	\$7,965	\$8,164	\$8,368	\$8,786
WATER CONSERVATION SPECIALIST	\$4,990	\$5,115	\$5,243	\$5,374	\$5,508	\$5,646	\$5,787	\$5,932	\$6,080	\$6,232	\$6,388	\$6,707
WATER QUALITY & RESOURCES SPECIALIST	\$6,489	\$6,651	\$6,817	\$6,987	\$7,162	\$7,341	\$7,525	\$7,713	\$7,906	\$8,104	\$8,307	\$8,722
WATER QUALITY & RESOURCES SR. SPECIALIST	\$7,203	\$7,383	\$7,568	\$7,757	\$7,951	\$8,150	\$8,354	\$8,563	\$8,777	\$8,996	\$9,221	\$9,682

	MIN	MAX
ANALYST	\$4,559	\$6,916
SENIOR MANAGEMENT ANALYST	\$6,610	\$9,613
ASSOCIATE MANAGER	\$7,687	\$10,300
CIP PROJECT MANAGER	\$8,754	\$12,159
SENIOR ENGINEER	\$8,754	\$12,159
MANAGER	\$9,630	\$13,374
DIRECTOR OF ENGINEERING & OPERATIONS	\$12,218	\$18,106
DIRECTOR OF FINANCE & ADMINISTRATION	\$12,508	\$18,358
GENERAL MANAGER		\$22,856

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 1
April 22, 2025

To: Honorable President and Members of the Board of Directors
From: Carla Dillon – Director of Engineering & Operations
Subject: **Wildfire After Action Report**

ACTION ITEM:

Receive and file the Wildfire After Action Report.

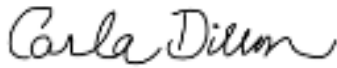
BACKGROUND:

This item is a placeholder for discussion of the Wildfire After Action Report.

RECOMMENDATION:

Discuss and receipt of Wildfire After Action Report.

Prepared and submitted by:



Carla Dillon
Director of Engineering & Operations

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 2
April 22, 2025

To: Honorable President and Members of the Board of Directors
From: Arturo Montes – Interim Director of Finance & Administration
Subject: **Bond Fund Investment Strategy**

ACTION ITEM:

Consideration and possible motion to authorize the General Manager to reinvest the District's bond funds.

BACKGROUND:

In 2024, the District issued bond debt to support the District's capital improvement goals. The funds were placed into laddered investments to provide cash flow as projects were completed. A reorganization of projects has led to maturities being held in high-liquidity money market accounts.

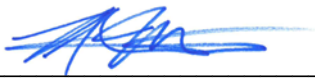
DISCUSSION:

The portion of the District's cash assets held in money market accounts had maintained an annual yield close to 4%. With increasing volatility in the investment market over recent months, money market account yields have declined. Staff developed an updated cashflow schedule, allowing for the reinvestment of funds, which would yield a projected \$46K of additional interest income compared to the current portfolio, while providing increased stability by locking in current rates.

RECOMMENDATION

Authorize the General Manager to reinvest \$5.8 million of the District's bond funds.

Prepared and submitted by:



Arturo Montes
Interim Director of Finance & Administration

Attachment(s):
None

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 3
April 22, 2025

To: Honorable President and Members of the Board of Directors
From: Arturo Montes – Interim Director of Finance & Administration
Subject: **District's Rules and Regulations, Appendix Q - Bid Procurement and Purchasing Policy**

ACTION ITEM:

Consideration and possible motion to adopt changes to the District's Rules and Regulations, Appendix Q - Bid Procurement and Purchasing Policy

BACKGROUND:

Appendix Q of the District's Rules and Regulations establishes procedures for procurement activities, including thresholds for formal bidding, purchasing authority, and change order approvals. Staff has reviewed the policy and provided suggested updates for consideration. Regular policy reviews help maintain strong internal controls, promote transparency, and support public confidence in the District's financial management. They also ensure the District's procurement practices remain in alignment with best practices, legal requirements, and audit standards.

DISCUSSION:

Staff has provided a redlined copy of the updated Bid Procurement and Purchasing Policy as an attachment for review. Several changes have been incorporated into the policy, updating purchasing thresholds, approval processes, and procedural clarifications to ensure the District's policies remain aligned with best practices, internal controls, and current operational needs. The suggested changes improve efficiency by reducing administrative burden and allowing staff to respond more quickly to routine purchasing and operational needs.

Key updates to the policy include:

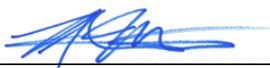
- An increase in the formal procurement threshold from the previous limit of \$25,000 to \$75,000.
- Clearer procedures for the Purchase Order Process, including approval levels.
- An increase in the General Manager's authority to approve change orders up to \$15,000 or 10% of the original contract amount, not to exceed \$75,000 cumulatively.

An increase in the threshold requiring Board approval for single expenditures, from \$25,000 to \$75,000.

RECOMMENDATION

Adopt the proposed changes to the District's Rules and Regulations, Appendix Q - Bid Procurement and Purchasing Policy.

Prepared and submitted by:



Arturo Montes
Interim Director of Finance & Administration

Attachment(s):

1. Rules and Regulations, Appendix Q - Bid Procurement and Purchasing Policy (redline)
2. Rules and Regulations, Appendix Q - Bid Procurement and Purchasing Policy (clean)

APPENDIX Q

CRESCENTA VALLEY WATER DISTRICT

BID PROCUREMENT AND PURCHASING

POLICY

APPENDIX Q

CRESCENTA VALLEY WATER DISTRICT

BID PROCUREMENT AND PURCHASING POLICY

I. Work Costing More Than \$~~72~~5,000

a. Except as otherwise provided in this statement of policy or by law, all contracts for any improvement, job, construction project or unit of work (herein referred to as work), and all acquisitions of material or equipment, estimated to cost or to have a value when completed in excess of ~~Twenty~~Seventy-Five Thousand Dollars (\$~~72~~5,000), shall be let to the lowest responsible bidder in the manner hereinafter provided.

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

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

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

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

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

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

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

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

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

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

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

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

II. Work or Acquisitions Costing Less Than \$275,000

All contracts for any work or unit of work, and all acquisitions of materials or equipment, estimated to cost or to have a value when completed that is less than ~~Twenty-Seven~~ Fifty Thousand Dollars (\$~~275,000~~), may be authorized by the District's General Manager or in his absence the Secretary-Treasurer, without compliance with any formal competitive bidding procedure or prior Board approval, and in any such case the General Manager or Secretary-Treasurer may authorize the work or unit of work or acquire the materials or equipment, by informal bidding or quotations or by purchase on the open market without advertising. These informal procurement processes shall, nevertheless contain adequate risk management controls as determined from time to time by the Attorney.

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

a) a. Any purchase under One Thousand Dollars (\$1,000.00) or purchased from ongoing suppliers with whom the District has an open account does not require a Purchase Order but must have approval from a supervisor on the original invoice.

b) An authorized employee ~~must~~ will fill out a Purchase Order for any purchase in the amount of or exceeding One Thousand Dollars (\$1,000). Purchase orders in the amount of or exceeding Five Thousand Dollars (\$5,000) require final approval, which is then submitted to their supervisor for preliminary approval. Final approval shall be upon the signature of the by the General Manager, or theirhis designee, with the exception that the Superintendent may approve Purchase Orders not greater than \$500. The account number to which the purchase should be charged must be included on the Purchase Order.

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

approval of the packing slip, the receiving person shall forward the shipment to the appropriate Supervisor or Plant Coordinator.

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

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

d)

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

e) ~~e.~~

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

f) ~~f.~~ Petty cash disbursements may be used for miscellaneous purchases not to exceed \$~~12~~200 when approved in ~~advanced~~advance by the Secretary-Treasurer or his designee.

III. Change Order Policy

All change orders occurring during the performance of a contract shall be reported to the Board. Change order amounts which are ~~FiveFifteen~~ Thousand Dollars (\$~~15~~15,000) or less or which are ten percent (10%) or less of the original contract amount up to a maximum amount of ~~TwentySeventy~~-Five Thousand Dollars (\$~~275~~275,000) may be authorized by the District's General Manager; however, change order amounts greater than ~~FiveFifteen~~ Thousand Dollars (\$~~15~~15,000) and greater than ten percent (10%) of the original contract amount up to a maximum or cumulative change order amount of ~~TwentySeventy~~-Five Thousand dollars (\$~~275~~275,000) shall be approved by the Board. The Board shall by a majority vote approve all change order amounts in excess of ~~TwentySeventy~~-Five Thousand Dollars (\$~~275~~275,000). In the case of contracts with unit prices, if the number of units of significant bid items increases by twenty percent (20%) or more, Board approval must be obtained.

IV. Exceptions to Statement of Policy

The Policy specified in this statement shall not apply in the following cases or circumstances, provided, however, that the policy with respect to approval of Purchase Orders and processing invoices for payment shall be observed in all events: and provided that the Board shall approve all single expenditures greater than \$~~275~~275,000 regardless of the procurement process:

- (1) A contract for the acquisition or disposal of any real property.
- (2) A contract for the leasing of any personal property or the acquisition of personal property other than materials and equipment for use in construction activities.
- (3) A contract for the purchase of water or water rights.

- (4) A contract for the repair of District equipment.
- (5) A contract for legal, engineering and other professional services.
- (6) A contract for the performance of work or acquisition of materials or equipment deemed by the Board to be of urgent necessity for the preservation of life, health or property, or in order to continue to provide water to the District's existing customers, and such action is authorized by a two-thirds vote of the District's Board.
- (7) The repair, alteration, addition, or the making of improvements, by force account.
- (8) Work related to and in furtherance of the purposes of the District, or materials or equipment acquired for such purposes, where such work is to be performed or such materials or equipment are to be acquired, for the account of other persons or entities, an example of such work or acquisition being the construction of a water transmission line or the installation of meters or other facilities for a developer and done at the developer's expense.
- (9) A contract for the performance of work or acquisition of materials in instances where work and materials are regularly and periodically required and work and materials are repairs or replacements of prior works or materials relating to the following:
 - (a) Asphalt and concrete patching;
 - (b) Janitorial supplies;
 - (c) Office supplies;
 - (d) Aggregate (sand, base and similar materials);
 - (e) Cold mix asphalt;
 - (f) Data mailers;
 - (g) Water meters.
 - (h) Water treatment chemicals and supplies;
 - (i) Sewer maintenance;
 - (j) Landscaping maintenance;
 - (k) Uniform service.
- (10) The provision of ongoing utility services to the District such as electricity, natural gas, or telecommunications.
- (11) A contract for the performance of work or acquisition of materials in instances where the work or materials is identified as a line item on an approved budget or as a necessary component of a line item in an approved budget.

V. Scope of Statement of Policy

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

APPENDIX Q

CRESCENTA VALLEY WATER DISTRICT BID PROCUREMENT AND PURCHASING POLICY

APPENDIX Q

CRESCENTA VALLEY WATER DISTRICT

BID PROCUREMENT AND PURCHASING POLICY

I. Work Costing More Than \$75,000

a. Except as otherwise provided in this statement of policy or by law, all contracts for any improvement, job, construction project or unit of work (herein referred to as work), and all acquisitions of material or equipment, estimated to cost or to have a value when completed in excess of Seventy-Five Thousand Dollars (\$75,000), shall be let to the lowest responsible bidder in the manner hereinafter provided.

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

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

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

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

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

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

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

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

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

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

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

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

II. Work or Acquisitions Costing Less Than \$75,000

All contracts for any work or unit of work, and all acquisitions of materials or equipment, estimated to cost or to have a value when completed that is less than Seventy-Five Thousand Dollars (\$75,000), may be authorized by the District's General Manager or in his absence the Secretary-Treasurer, without compliance with any formal competitive bidding procedure or prior Board approval, and in any such case the General Manager or Secretary-Treasurer may authorize the work or unit of work or acquire the materials or equipment, by informal bidding or quotations or by purchase on the open market without advertising. These informal procurement processes shall, nevertheless contain adequate risk management controls as determined from time to time by the Attorney.

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

- a) Any purchase under One Thousand Dollars (\$1,000.00) or purchased from ongoing suppliers with whom the District has an open account does not require a Purchase Order but must have approval from a supervisor on the original invoice.
- b) An authorized employee must fill out a Purchase Order for any purchase in the amount of or exceeding One Thousand Dollars (\$1,000). Purchase orders in the amount of or exceeding Five Thousand Dollars (\$5,000) require final approval by the General Manager, or their designee. The account number to which the purchase should be charged must be included on the Purchase Order.
- c) Upon receipt of the parts, supplies or materials ordered, the designated receiving person checks the goods to ensure they are in acceptable condition, and counts them against the packing slip. If everything is in proper order, the packing slip is then approved. If not in order, the shipment shall be refused and returned to the vendor for correction. Upon approval of the packing slip, the receiving person shall forward the shipment to the appropriate Supervisor or Plant Coordinator.

- d) The signed packing slip shall be noted with the corresponding Purchase Order and submitted to Accounts Payable to be processed for payment.
- e) Upon receipt of the original invoice from the vendor, Accounts Payable shall compare the original invoice to the approved Purchase Order and packing slip. If all is in order, the invoice shall be processed for payment.
- f) Petty cash disbursements may be used for miscellaneous purchases not to exceed \$200 when approved in advance by the Secretary-Treasurer or his designee.

III. Change Order Policy

All change orders occurring during the performance of a contract shall be reported to the Board. Change order amounts which are Fifteen Thousand Dollars (\$15,000) or less or which are ten percent (10%) or less of the original contract amount up to a maximum amount of Seventy-Five Thousand Dollars (\$75,000) may be authorized by the District's General Manager; however, change order amounts greater than Fifteen Thousand Dollars (\$15,000) and greater than ten percent (10%) of the original contract amount up to a maximum or cumulative change order amount of Seventy-Five Thousand dollars (\$75,000) shall be approved by the Board. The Board shall by a majority vote approve all change order amounts in excess of Seventy-Five Thousand Dollars (\$75,000). In the case of contracts with unit prices, if the number of units of significant bid items increases by twenty percent (20%) or more, Board approval must be obtained.

IV. Exceptions to Statement of Policy

The Policy specified in this statement shall not apply in the following cases or circumstances, provided, however, that the policy with respect to approval of Purchase Orders and processing invoices for payment shall be observed in all events: and provided that the Board shall approve all single expenditures greater than \$75,000 regardless of the procurement process:

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

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

V. Scope of Statement of Policy

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

CRESCENTA VALLEY WATER DISTRICT

BOARD OF DIRECTORS - STAFF REPORT

Action Item No. 4
April 22, 2025

To: Honorable President and Members of the Board of Directors
From: Arturo Montes – Interim Director of Finance and Administration
Subject: **Proposition 218 Process**

ACTION ITEM:

Board discussion and possible direction associated with the Water and Wastewater Proposition 218 process.

BACKGROUND:

This action item serves as a placeholder for any discussion related to the Proposition 218 process and related considerations.

RECOMMENDATION:

Discuss and provide directions for the District's Proposition 218 process.

Prepared and Submitted by:



Arturo Montes
Interim Director of Finance and Administration

By CV Weekly on April 10, 2025 · 0 Comments

Projects Completed and Rate Adjustments Coming

Your public utility's team has completed or virtually completed a pipeline replacement project on the 2300 block of Teasley Street (near Briggs Avenue). At 800 feet, this is our sixth and most ambitious project to date. For the past several weeks, our team has been excavating, laying and welding concrete-lined steel pipeline in challenging conditions. We've pulled 28-30 rocks/boulders. We've run into difficulties with other utility lines running over our water mains (because their plans and drawings were incorrect), leading to unplanned work stoppages.

For most of the world that contracts out this kind of work, these would have led to hundreds of thousands of dollars of what's called "change orders," which is what contractors charge for unanticipated hurdles that lead to higher costs on their end. This is why Crescenta Valley Water District committed to pursuing an in-house pipeline program. In a world of many uncontrollable factors, such as drought, the cost of purchased water, increasing energy costs and protecting you by proactively tackling water quality issues such as PFAS, pipeline replacement was one of the areas we identified where we might be able to control our costs. We can control change orders, get ahead of supply chain shocks by stockpiling materials, beat inflation, demand the highest work quality standards to prolong pipeline life, insulate ourselves from the impact of tariffs, etc.

We've shot a few videos (with in-house resources, of course) that you may find of interest. www.youtube.com/@crescentavalleywaterdistrict/videos. Have a watch!

We've had ongoing outreach to the community regarding our rate discussion with anticipated rate adjustments and increases by July of this year. Since last fall, we've held a series of meetings at the La Crescenta Library, we've met with HOAs, we've published ads and articles in this paper, and we've solicited input and feedback from the community through the above meetings and conversations with those who have engaged in dialogue frequently, and with a survey to the community. This input and feedback substantively shaped the

policy directives of our board of directors regarding our approach with rates. We will host additional town hall meetings during the weekday/end and AM/PM to accommodate as many schedules as possible.

The primary proposed change to rates is a significant one in that it's a change in the rate structure itself. The new rate structure, called a "budget-based" rate structure, is what it sounds like. Each household's budget for water will be individualized based on household size (indoor water usage) and the amount of lot size needing irrigation (outdoor water usage). The reason for this proposal is that a budget-based rate structure most appropriately promotes fairness and equity for various types of customers while aligning water usage targets with evolving California regulations. We are also proposing to shift more of your bill to the service charge. Most of our costs, such as infrastructure, power, treatment, etc., are fixed, and this shift will provide more stable and predictable revenue, which is important for a utility planning the community's short and long-term needs. Finally, based on years of feedback about a preference for monthly billing, we are planning to make the change away from the current practice of bi-monthly billing.

The overall level of rates will need to increase, as with most other costs in this world.

"I like increased costs," said nobody ever. That said, I hope you recognize the importance of reliable and safe water and wastewater service both for day-to-day or emergencies, such as fires and earthquakes. And though we are doing everything we can to operate outside of the box by controlling what we can, such as the above discussion on in-house pipeline or the grants, regional partnerships, stormwater capture, etc., our best effort (and I believe that it's an excellent effort) is to balance mitigating rate increases while providing the reliability and high level of customer service you should expect.

Thank you for your input. Please stay engaged and I am asking for your support in helping us help you.

In closing, I'd like to welcome Lilit Danelyan, our new project coordinator. She is a local and graduate of UCLA who brings a broad base of experience ranging from technical to customer service and stakeholder engagement. She will be responsible for a broad range of duties, including facilitating cross-functional teams at the District.

Thank you as always for taking the time to read and for continuing the dialogue.



ADVANCED METERING INFRASTRUCTURE

WHAT IS ADVANCED METERING INFRASTRUCTURE (AMI)?

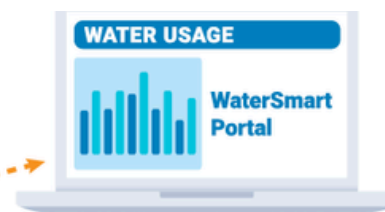
This technology allows water meters to be read remotely and the customer to:

- *Sign up for alerts to catch water leaks early*
- *Conveniently view your current bill and bill history*
- *Track and analyze usage by year, month, day, hour*

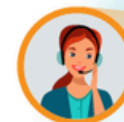
View your water usage online by creating a new account at **cvwd.watersmart.com** or scan the QR code.



Advanced water metering technology securely transmits encrypted hourly usage data wirelessly



WaterSmart portal showcases usage and assists customers to manage and understand seasonal and daily use



Utility staff use this data to access usage and improve utility efficiency



818-248-3925



customerservice@cvwd.com



www.cvwd.com



2700 Foothill Blvd, La Crescenta, CA 91214

CRESCENTA VALLEY WATER DISTRICT

General Manager Report

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

GM Report
April 22, 2025

General Manager's Report Topics:

- CVWD hosting Women in Water forum – June 26, 2025
- Hometown Country Fair – April 26, 2025
- Quarterly coordination meeting with City of Glendale Public Works Dept
- Meeting with CA Department of Drinking Water (division of SWRCB)
- CA NV AWWA Water Conference of the West
- Legislative update
- 3rd Quarter Financial Report
- Administration & Finance Report – March 2025
- Monthly Investment Holding Report – March 2025

STAFFING

Employees have work anniversaries in April: Arturo Montes – 7 years

Employee Spotlight: Quinn Abbene

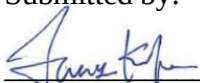
As of April 18th, the District has gone 80 days without a lost time incident.

GENERAL MANAGER ACTIVITIES

Meetings:

Managers Meeting(s)	- Apr 10 th ; Apr 17 th
PWAG Board Meeting	- April 8 th
Engineering, Operations, and Technology Committee	- April 9 th
Ad Hoc PFAS Committee	- April 11 th
CV Weekly Newspaper	- April 15 th
Foothill MWD	- April 15 th
Board Workshop	- April 15 th
CA Department of Drinking Water	- April 16 th
Employee Relations Committee	- April 17 th
All-Hands Staff Meeting	- April 18 th

Submitted by:



James Lee
General Manager



Gabriel Gomez III, System Operations & Telemetry Manager, representing the District at CA NV AWWA Water Conference of the West on a panel regarding the Los Angeles Wildfire (Lessons Learned)



My name is Quinn Abbene, and I have been with CVWD since December 2024 working as an Operations and Maintenance Worker. In my role I contribute to the mission of the District through hard work, dedication, and a commitment to ensuring smooth and reliable operations of our water distribution and sewer systems. Every day I am motivated by the opportunity to make a tangible impact on my community by maintaining and improving the essential services we provide. Outside of work my passion lies in both snowboarding and dirt bike riding, which gives me the chance to challenge myself and enjoy the outdoors.

SUMMARY

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Revenue					
	Water Sales - Fixed	\$ 3,910,000	\$ 3,041,704	\$ 868,296	78%
	Water Sales - Metered	9,500,000	8,142,444	1,357,556	86%
	Interest Income Water	410,000	195,234	(5,234)	48%
	Other Income Water	2,141,510	1,911,251	480,441	89%
	Construction Revenue	402,000	102,656	299,344	26%
	Revenue	\$ 16,363,510	\$ 13,393,289	\$ 3,000,403	82%
Expenses					
	Labor & Benefits	\$ 4,373,707	\$ 2,568,097	\$ 1,805,611	59%
	Imported Water (Foothill)	3,805,000	3,933,292	(128,292)	103%
	Imported Water (Glendale)	68,000	38,215	29,785	56%
	Power Cost	950,000	139,141	810,859	15%
	Operating Cost	4,177,490	2,021,978	2,155,512	48%
	Expenses	\$ 13,374,197	\$ 8,700,722	\$ 4,673,475	65%
	Debt Service	\$ 1,157,818	\$ 843,362	\$ 314,456	73%
	Infrastructure	\$ 1,766,000	\$ 1,749,642	\$ 16,358	99%
	***Bond Funded CIP	4,072,850	447,010	3,625,840	11%
	Capital Outlays & Equip	350,000	309,290	40,710	88%
	OPEB	-	-	-	0%
	Total CIP & OPEB	6,188,850	2,505,942	3,682,908	40%
	Net Revenue minus Expenses	(284,506)	1,790,273		

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,907,000	\$ 3,000	100%
10,500,000	(1,000,000)	111%
600,000	(190,000)	146%
2,157,198	(15,688)	101%
295,000	107,000	73%
\$ 17,459,198	\$ (1,095,688)	107%
4,270,921	102,786	98%
3,500,000	305,000	92%
50,000	18,000	74%
700,000	250,000	74%
3,397,653	779,837	81%
\$ 11,918,574	\$ 1,455,623	89%
\$ 1,157,818	\$ -	100%
\$ 2,032,000	(266,000)	115%
850,000	3,222,850	21%
350,000	-	100%
-	-	
\$ 3,232,000	\$ 2,956,850	52%
2,000,806		

REVENUE

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

		Annual		Remaining	% of
Description		Budget	Actual	Annual Budget	Total Budget
Revenue					
4010-000	Water Sales - Consumers	\$ 8,900,000	\$ 7,716,917	\$ 1,183,083	87%
4010-007	Irrigation	600,000	425,527	174,473	71%
4010-008	Water Sales- Service Charge	3,800,000	2,954,461	845,539	77.7%
4010-009	Water Sales - Fire Service	110,000	87,243	22,757	79%
4010-010	Capital Charge	1,898,611	1,533,733	364,878	
4020-000	Water Sales - Others	75,000	49,840	25,160	66%
4110-000	Meter Installation/Hydrant	50,000	-	50,000	0%
4220-000	Water Systems Connect Fee	140,000	101,296	38,704	72%
4230-000	Other Income - Misc	50,000	37,437	12,563	75%
4230-010	Other Income - Flood Meters	-	-	-	0%
4230-020	Other Income - Applications	20,000	13,760	6,240	69%
4230-030	Other Income - Cell Towers	30,000	-	30,000	0%
4240-000	Interest Earned - Water	180,000	195,234	(15,234)	108%
4245-000	Interest Earned-COPS	220,000	249,750	(29,750)	114%
4260-000	Unrealized Gain/Loss on Invest	-	-	-	0%
4265-000	Fair Value Adjustment	-	-	-	0%
4270-000	Gain/Loss on Sale of Assets	-	-	-	0%
4271-000	Gain/Loss Sale of Investments	10,000	-	10,000	0%
4275-001	Rental Income - PA House	12,737	6,623	6,114	52%
4275-002	Rental Income - Sycamore House	21,275	11,016	10,259	52%
4275-003	Rental Income - Mills House	33,887	8,660	25,227	26%
4280-000	MTBE Settlement	-	432	(432)	0%
4285-000	Grant Revenue - State	212,000	1,360	210,640	1%
4287-000	Capital Contributions - Local	-	-	-	0%
Revenue		\$ 16,363,510	\$ 13,393,289	\$ 2,970,221	82%

Management Estimate		
Projected Year- End Revenue	Projected Excess/ (Defecit)	% of Total Budget
\$ 10,000,000	\$ 1,100,000	112%
500,000	(100,000)	83%
3,800,000	-	100%
107,000	(3,000)	97%
1,898,611	-	100%
66,000	(9,000)	88%
50,000	-	100%
145,000	5,000	104%
100,000	50,000	200%
300	300	0%
20,000	-	100%
4,500	(25,500)	15%
290,000	110,000	161%
300,000	80,000	136%
-	-	0%
-	-	0%
-	-	0%
10,000	-	100%
12,700	(37)	100%
21,200	(75)	100%
33,887	-	100%
-	-	0%
100,000	(112,000)	47%
-	-	0%
\$ 17,459,198	\$ 1,095,688	107%

EXPENSE

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
5000-100	Director Fees	\$ 24,000	\$ 9,000	\$ 15,000	38%
5000-200	Officer Salaries	179,733	110,650	69,083	62%
5000-300	Administrative Service - Labor	625,464	401,611	223,853	64%
5000-310	Administrative Service - OT	14,000	19,044	(5,044)	136%
5000-350	Engineering Labor	380,276	296,624	83,652	78%
5000-360	Engineering Labor OT	14,000	11,342	2,658	81%
5000-400	Maintenance Labor	649,221	333,037	316,184	51%
5000-410	Maintenance Labor OT	64,922	79,195	(14,273)	122%
5000-500	System Operations	498,033	294,202	203,831	59%
5000-510	System Operations OT	18,540	34,978	(16,438)	189%
5000-800	Standby Pay	102,389	62,695	39,694	61%
5045-000	Automobile Allowance	10,800	6,800	4,000	63%
5047-000	Phone Allowance	1,663	777	886	47%
5050-000	Employer Portion of PERS	532,285	319,839	212,446	60%
5052-000	GASB 68 Adjustment - Water	-	-	-	0%
5052-001	GASB 75 Adjustment	-	-	-	0%
5060-000	Taxes-Payroll	308,109	142,893	165,216	46%
5070-000	Sick Leave/Vacation-Office	287,251	186,279	100,972	65%
5080-000	Health Dental Vision	384,137	174,930	209,208	46%
5080-055	Retiree Health Care Expense	-	-	-	0%
5080-100	Retiree Health Care Expense	144,792	-	144,792	0%
5082-000	Life and Disability Insurance	12,250	8,666	3,584	71%
5083-000	Self Insurance	18,220	6,191	12,029	34%
5084-000	Wellness Program	7,200	5,527	1,673	77%
5085-000	Workers' Compensation Ins	96,422	63,815	32,607	66%
Compensation and Benefits		\$ 4,373,707	\$ 2,568,097	\$ 1,805,611	59%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 15,000	\$ 9,000	63%
160,000	\$ 19,733	89%
642,000	\$ (16,536)	103%
25,000	\$ (11,000)	179%
430,000	\$ (49,724)	113%
17,700	\$ (3,700)	126%
525,000	\$ 124,221	81%
120,000	\$ (55,078)	185%
500,000	\$ (1,967)	100%
50,000	\$ (31,460)	270%
96,000	\$ 6,389	94%
9,600	\$ 1,200	89%
1,805	\$ (142)	109%
523,024	\$ 9,261	98%
-	\$ -	0%
-	\$ -	0%
230,200	\$ 77,909	75%
291,370	\$ (4,119)	101%
361,493	\$ 22,644	94%
-	\$ -	0%
144,792	\$ -	100%
12,147	\$ 103	99%
15,002	\$ 3,218	82%
6,880	\$ 320	96%
93,908	\$ 2,514	97%
\$ 4,270,921	\$ 102,786	98%

EXPENSE

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
5090-000	GL, Property, Fidelity Ins	\$ 105,000	\$ 132,086	\$ (27,086)	126%
5100-000	Accounting	28,000	-	28,000	0%
5125-000	Legal	210,000	92,678	117,322	44%
5130-000	Administrative Consultants	807,435	217,975	589,460	27%
5135-000	Interns	24,150	-	24,150	0%
5140-000	Election Expense	67,500	5,870	61,630	9%
5150-000	Building Maintenance-Office	81,750	13,339	68,411	16%
5160-000	Furniture & Fixtures Expense	-	-	-	0%
5170-000	Landscaping Expense	24,250	3,750	20,500	15%
5180-000	Office Supplies & Misc Expense	14,725	10,214	4,511	69%
5180-100	Misc Expense - COVID-19	1,500	-	1,500	0%
5190-000	Computers and Network	5,895	13,747	(7,852)	233%
5195-000	Computer Software	233,807	159,773	74,033	68%
5200-000	Utilities	38,650	20,383	18,267	53%
5225-000	Enterprise Voice Com	60,075	5,292	54,783	9%
5226-000	Wireless Voice & Data	-	2,461	(2,461)	0%
5227-000	Data Communications - Fiber	-	827	(827)	0%
5230-000	Printing Postage Stationery	100,000	40,183	59,817	40%
5240-000	Uncollectible Accounts	-	-	-	0%
5250-000	Water System Fees	65,000	75,503	(10,503)	116%
5260-000	Engineering Expense	3,780	1,117	2,663	30%
5300-000	Training-Office	17,625	15,888	1,737	90%
5311-000	Tuition Reimbursement	9,425	-	9,425	0%
5320-000	Conferences & Seminars	47,124	4,753	42,371	10%
5320-005	Conferences & Seminars-Board	-	-	-	0%
5350-000	Misc Administration	43,650	13,877	29,773	32%
5350-005	Misc Administration-Board	-	-	-	0%
5355-000	Memberships/Subscriptions	34,438	23,705	10,732	69%
5365-000	Bank Charges	45,000	18,012	26,988	40%
5270-000	Water Conservation Expense	7,500	845	6,655	11%
5270-400	Water Conservation Rebates	3,750	-	3,750	0%
5270-600	Community Outreach	30,000	14,051	15,949	47%
Gen'l and Admin Expenses		\$ 2,110,028	\$ 886,327	\$ 1,223,701	42%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
140,000	\$ (35,000)	133%
32,000	\$ (4,000)	114%
160,000	\$ 50,000	76%
525,500	\$ 281,935	65%
11,250	\$ 12,900	47%
67,500	\$ -	100%
63,500	\$ 18,250	78%
-	\$ -	0%
24,250	\$ -	100%
16,000	\$ (1,275)	109%
2,000	\$ (500)	133%
15,000	\$ (9,105)	254%
215,000	\$ 18,807	92%
38,650	\$ -	100%
35,000	\$ 25,075	58%
-	\$ -	0%
-	\$ -	0%
80,000	\$ 20,000	80%
-	\$ -	0%
72,000	\$ (7,000)	111%
1,600	\$ 2,180	42%
30,800	\$ (13,175)	175%
6,875	\$ 2,550	73%
45,425	\$ 1,699	96%
-	\$ -	0%
43,125	\$ 525	99%
-	\$ -	0%
33,849	\$ 589	98%
25,000	\$ 20,000	56%
7,000	\$ 500	93%
2,000	\$ 1,750	53%
30,000	\$ -	100%
\$ 1,723,324	\$ 386,704	82%

EXPENSE

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
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	29,000	16,972	12,028	59%
5920-100	Rental Expenses - PA House	1,500	278	1,223	19%
5920-200	Rental Expenses - Sycamore	1,500	128	1,373	9%
5920-300	Rental Expenses - Mills	4,500	128	4,373	3%
Non-Operating Expense		\$ 36,500	\$ 17,505	\$ 18,996	48%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
-	\$ -	0%
-	\$ -	0%
-	\$ -	0%
30,000	\$ (1,000)	103%
500	\$ 1,000	33%
500	\$ 1,000	33%
7,500	\$ (3,000)	167%
\$ 38,500	\$ (2,000)	105%

EXPENSE

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Operations Expense					
5145-000	Taxes-Property	\$ 16,500	\$ 10,945	\$ 5,555	66%
5310-000	Operator Certifications-Educ	12,310	2,735	9,575	22%
5330-000	Safety & Security	28,575	11,339	17,236	40%
5340-000	Uniforms	14,700	4,158	10,542	28%
5360-000	Emergency Operations/Repairs	29,744	21,372	8,372	72%
5370-000	Permit & Assessment Fees	3,750	(673)	4,423	-18%
5380-000	Tools and Eq Maintenance	40,875	28,841	12,034	71%
5390-000	Nitrate Plant	30,000	-	30,000	0%
5441-000	Inventory Shrinkage/Overage	2,000	84,062	(82,062)	4203%
5442-000	Inventory Disposal	-	261	(261)	0%
5445-000	Telemetry & Signal System	93,600	141,535	(47,935)	151%
5460-000	Water Treatment Expense	212,000	107,169	104,831	51%
5450-100	Lab & Sampling Expense	197,333	143,638	53,695	73%
5450-200	Non-Lab & Sampling	17,500	27,874	(10,374)	159%
5445-100	Telemetry & Signal System	-	-	-	0%
5445-200	SCADA Hardware	-	-	-	0%
5445-300	SCADA Software	-	-	-	0%
5445-400	SCADA Phone Lines	-	-	-	0%
5402-000	Power Purchased - Pumping	950,000	139,141	810,859	15%
Operations Expense		\$ 1,648,887	\$ 722,395	\$ 926,492	44%
Water System Expense					
5400-000	Water Usage Cost Exp Well 16	\$ 68,000	\$ 38,215	\$ 29,785	56%
5401-000	Purchased Water FMWD	3,805,000	3,933,292	(128,292)	103%
5401-002	Purchased Water Glend Well 16	-	-	-	0%
Water System Expense		\$ 3,873,000	\$ 3,971,507	\$ (98,507)	103%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
16,057	\$ 443	97%
6,300	\$ 6,010	51%
28,575	\$ -	100%
18,200	\$ (3,500)	124%
51,372	\$ (21,628)	173%
-	\$ 3,750	0%
41,375	\$ (500)	101%
-	\$ 30,000	0%
2,000	\$ -	100%
-	\$ -	0%
150,000	\$ (56,400)	160%
130,000	\$ 82,000	61%
230,000	\$ (32,667)	117%
30,000	\$ (12,500)	171%
-	\$ -	0%
-	\$ -	0%
-	\$ -	0%
-	\$ -	0%
700,000	\$ 250,000	74%
\$ 1,403,879	\$ 245,008	85%
Water System Expense		
50,000	\$ 18,000	74%
3,500,000	\$ 305,000	92%
-	\$ -	0%
\$ 3,550,000	\$ 323,000	92%

EXPENSE

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Distribution System Expense					
5410-000	Backflow Expense	\$ 750	\$ -	\$ 750	0%
5423-100	Pipelines - Maintenance	67,500	35,999	31,501	53%
5423-300	Fire Hydrant Repair/Replace	46,500	9,326	37,174	20%
5423-500	Pipelines-Trench Plate Rentals	-	-	-	0%
5423-700	Pipelines - Valves	76,000	13,472	62,528	18%
5424-100	Reservoir Maintenance	140,000	5,483	134,517	4%
5424-200	Reservoir Landscape	37,000	5,575	31,425	15%
5425-100	Meter Maintenance	26,000	6,624	19,376	25%
5425-300	Meter Repair/Replace/Upgrade	10,500	24,419	(13,919)	233%
5425-400	Lateral Maintenance	97,250	82,055	15,195	84%
5425-450	Lateral Leaks and Repairs	62,250	45,665	16,585	73%
5425-500	Meters - Trench Plate Rentals	-	-	-	0%
5431-000	Land Lease Cost Expense Well1	19,400	12,797	6,603	66%
5432-100	Well Site - Maintenance	55,000	28,829	26,171	52%
5432-200	Well Site - Landscape	12,500	24,290	(11,790)	194%
5433-000	Booster Pumps - Maintenance	101,000	14,325	86,675	14%
5434-000	Emergency Power Generators	25,500	2,559	22,941	10%
5440-100	Auto/Truck Maintenance	44,625	74,552	(29,927)	167%
5440-200	Auto/Truck Maintenance-Gas	36,000	17,669	18,331	49%
5440-300	Auto/Truck Maintenance-Diesel	33,000	24,476	8,524	74%
5423-200	Pipelines - Paving	-	-	-	0%
5423-400	Pipelines - Leak Detect/Repair	34,000	-	34,000	0%
5425-200	Meters - Paving	207,000	56,601	150,399	27%
5425-700	D-Job Meters/Hydrants	200,000	49,876	150,124	25%
5432-300	Well Site - Lease Payment	300	300	-	100%
Distribution System Expense		\$ 1,332,075	\$ 534,892	\$ 797,183	40%
Water Totals					
Totals		\$ 13,374,197	\$ 8,700,722	\$ 4,673,475	65%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
-	\$ 750	0%
67,500	\$ -	100%
19,000	\$ 27,500	41%
-	\$ -	0%
56,500	\$ 19,500	74%
140,000	\$ -	100%
20,000	\$ 17,000	54%
10,000	\$ 16,000	38%
29,000	\$ (18,500)	276%
97,250	\$ -	100%
-	\$ 62,250	0%
-	\$ -	0%
19,400	\$ 0	100%
55,000	\$ -	100%
20,000	\$ (7,500)	160%
70,000	\$ 31,000	69%
25,000	\$ 500	98%
91,000	\$ (46,375)	204%
25,000	\$ 11,000	69%
33,000	\$ -	100%
-	\$ -	0%
-	\$ 34,000	0%
80,000	\$ 127,000	39%
74,000	\$ 126,000	37%
300	\$ -	100%
\$ 931,950	\$ 400,125	70%
\$ 11,918,574	\$ 1,455,623	89%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of March 31, 2025 (75% of Year)**

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-01-5000-100	Director Fees	24,000.00	9,000.00	15,000.00	38%
01-01-5060-000	Taxes-Payroll	1,948.00	809.55	1,138.45	42%
01-01-5085-000	Workers' Compensation Ins	408.00	141.49	266.51	35%
Compensation and Benefits		26,356.00	9,951.04	16,404.96	38%
Gen'l and Admin Expenses					
01-01-5320-000	Conferences & Seminars	5,625.00	1,811.2	3,813.78	32%
01-01-5230-000	Printing Postage Stationery	-	-	-	0%
01-01-5140-000	Election Expense	67,500.00	5,869.5	61,630.48	9%
Gen'l and Admin Expenses		73,125.00	7,680.74	65,444.26	11%
Board - Water					
Totals		99,481.00	17,631.78	81,849.22	18%

Management Estimate		
Year End Expense	Budget Balance	% of Total Budget
\$ 15,000	\$ 9,000	63%
1,400	548	72%
408	-	100%
16,808	9,548	64%
\$ 5,625	\$ -	100%
67,500	-	100%
73,125	-	100%
89,933	9,548	90%

OPERATIONS

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-02-5000-300	Administrative Service - Labor	\$ 101,442	\$ 67,638	\$ 33,804	67%
01-02-5000-310	Administrative Service - OT	-	\$ -	-	0%
01-02-5000-400	Maintenance Labor	649,221	\$ 333,037	316,184	51%
01-02-5000-410	Maintenance Labor OT	64,922	\$ 79,195	(14,273)	122%
01-02-5000-800	Standby Pay	43,550	\$ 24,270	19,280	56%
01-02-5047-000	Phone Allowance		\$ -	-	0%
01-02-5050-000	Employer Portion of PERS	67,024	\$ 32,279	34,745	48%
01-02-5060-000	Taxes-Payroll	100,717	\$ 46,070	54,647	46%
01-02-5070-000	Sick Leave/Vacation	78,980	\$ 60,342	18,638	76%
01-02-5080-000	Health Dental Vision	112,493	\$ 51,882	60,611	46%
01-02-5082-000	Life and Disability Insurance	3,047	\$ 2,136	911	70%
01-02-5083-000	Self Insurance	2,102	\$ -	2,102	0%
01-02-5084-000	Wellness Program	1,620	\$ 1,732	(112)	107%
01-02-5085-000	Workers' Compensation Ins	42,953	\$ 27,876	15,077	65%
Compensation and Benefits		\$ 1,268,071	\$ 726,458	\$ 541,613	57%
Gen'l and Admin Expenses					
01-02-5180-000	Office Supplies & Misc Exp	\$ 5,250	\$ 771	\$ 4,479	15%
01-02-5180-100	Misc Expense - COVID-19	\$ 500	\$ -	\$ 500	0%
01-02-5320-000	Conferences & Seminars	\$ 3,120	\$ 1,026	2,094	33%
01-02-5355-000	Memberships/Subscriptions	\$ 2,250	\$ 87	2,163	4%
Gen'l and Admin Expenses		\$ 11,120	\$ 1,884	\$ 9,236	17%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 102,000	\$ (558)	101%
-	-	0%
525,000	124,221	81%
120,000	(55,078)	185%
38,000	5,550	87%
	-	0%
67,024	-	100%
75,000	25,717	74%
78,000	980	99%
112,493	-	100%
3,047	-	100%
2,102	-	100%
1,620	-	100%
42,000	953	98%
\$ 1,166,286	\$ 101,785	92%
Gen'l and Admin Expenses		
\$ 3,500	\$ 1,750	67%
-	\$ 500	0%
2,800	320	90%
1,500	750	67%
\$ 7,800	\$ 3,320	70%

OPERATIONS

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-02-5150-000	Building Maintenance-Plant	\$ 21,750	\$ 4,755	16,995	22%
01-02-5170-000	Landscaping Expenses-Plant	\$ 5,250	\$ 750	4,500	14%
01-02-5200-000	Utilities-Plant	\$ 10,650	\$ 2,608	8,042	24%
01-02-5300-000	Training-Plant	\$ 9,375	\$ 4,310	5,066	46%
01-02-5310-000	Operator Certifications-Educ	\$ 6,600	\$ 941	5,659	14%
01-02-5311-000	Tuition Reimbursement	\$ 3,375	\$ -	3,375	0%
01-02-5330-000	Safety & Security	\$ 28,575	\$ 11,339	17,236	40%
01-02-5340-000	Uniforms	\$ 13,500	\$ 3,975	9,525	29%
01-02-5350-000	Misc- Administration	\$ 1,500	\$ 3,817	(2,317)	254%
01-02-5360-000	Emergency Operations/Repairs	\$ -	\$ 21,372	(21,372)	0%
01-02-5380-000	Tools and Eq Maintenance	\$ 36,375	\$ 26,150	10,225	72%
01-02-5441-000	Inventory Shrinkage/Overage	\$ 2,000	\$ 84,062	(82,062)	4203%
01-02-5442-000	Inventory Disposal	\$ -	\$ 261	(261)	0%
Operation Expense		\$ 138,950	\$ 164,339	\$ (25,389)	118%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 13,500	\$ 8,250	62%
5,250	-	100%
10,650	-	100%
8,800	575	94%
3,500	3,100	53%
3,375	-	100%
28,575	-	100%
17,000	(3,500)	126%
1,500	-	100%
21,372	(21,372)	0%
36,375	-	100%
2,000	-	100%
-	-	0%
\$ 151,897	\$ (12,947)	109%

OPERATIONS

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Distribution System Expense					
01-02-5423-100	Pipelines - Maintenance	\$ 67,500	\$ 35,999	\$ 31,501	53%
01-02-5423-300	Fire Hydrant Repair/Replace	\$ 46,500	\$ 9,326	37,174	20%
01-02-5423-500	Pipelines-Trench Plate Rentals	\$ -	\$ -	-	0%
01-02-5423-700	Pipelines - Valves	\$ 40,000	\$ 2,215	37,785	6%
01-02-5425-100	Meter Maintenance	\$ 26,000	\$ 6,624	19,376	25%
01-02-5425-300	Meter Repair/Replace/Upgrade	\$ 10,500	\$ 24,419	(13,919)	233%
01-02-5425-400	Lateral Maintenance	\$ 97,250	\$ 82,055	15,195	84%
01-02-5425-450	Lateral Leaks and Repairs	\$ 62,250	\$ 45,665	16,585	73%
01-02-5425-500	Meters - Trench Plate Rentals	\$ -	\$ -	-	0%
01-02-5440-100	Auto/Truck Maintenance	\$ 44,625	\$ 74,552	(29,927)	167%
01-02-5440-200	Auto/Truck Maintenance-Gas	\$ 36,000	\$ 17,669	18,331	49%
01-02-5440-300	Auto/Truck Maintenance-Diesel	\$ 33,000	\$ 24,476	8,524	74%
Distribution System Expense		\$ 463,625	\$ 323,000	\$ 140,625	70%
Operations - Water					
Totals		\$ 1,881,766	\$ 1,215,681	\$ 666,085	65%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 67,500	\$ -	100%
19,000	27,500	41%
-	\$ -	0%
6,500	33,500	16%
10,000	\$ 16,000	38%
29,000	(18,500)	276%
97,250	\$ -	100%
62,250	\$ -	100%
-	-	0%
91,000	(46,375)	204%
25,000	\$ 11,000	69%
33,000	-	100%
\$ 440,500	\$ 23,125	95%
\$ 1,766,483	\$ 115,283	94%

SYSTEMS OPERATIONS

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-07-5000-500	System Operations	\$ 498,033	\$ 294,202	203,831	59%
01-07-5000-510	System Operations OT	18,540	\$ 34,978	(16,438)	189%
01-07-5000-800	Standby Pay	58,839	\$ 38,426	20,413	65%
01-07-5047-000	Phone Allowance	-	\$ -	-	0%
01-07-5050-000	Employer Portion of PERS	78,813	\$ 37,320	41,493	47%
01-07-5060-000	Taxes-Payroll	82,152	\$ 35,388	46,764	43%
01-07-5070-000	Sick Leave/Vacation	48,370	\$ 41,594	6,775	86%
01-07-5080-000	Health Dental Vision	101,853	\$ 50,447	51,406	50%
01-07-5082-000	Life and Disability Insurance	3,079	\$ 2,252	827	73%
01-07-5083-000	Self Insurance	3,504	\$ 795	2,709	23%
01-07-5084-000	Wellness Program	1,500	\$ 415	1,085	28%
01-07-5085-000	Workers' Compensation Ins	36,419	\$ 24,429	11,990	67%
Compensation and Benefits		\$ 931,102	\$ 560,247	\$ 370,855	60%
Gen'l and Admin Expenses					
01-07-5310-000	Operator Certifications-Educ	1,710	\$ 344	1,366	20%
01-07-5311-000	Tuition Reimbursement	3,050	\$ -	3,050	0%
01-07-5320-000	Conferences & Seminars	11,160	\$ -	11,160	0%
01-07-5340-000	Uniforms	1,200	\$ 183	1,017	15%
01-07-5355-000	Memberships/Subscriptions	-	\$ 330	(330)	0%
Gen'l and Admin Expenses		\$ 17,120	\$ 857	\$ 16,263	5%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 500,000	(1,967)	100%
\$ 50,000	(31,460)	270%
\$ 58,000	839	99%
\$ -	-	0%
\$ 78,000	813	99%
\$ 60,000	22,152	73%
\$ 48,370	(0)	100%
\$ 99,000	2,853	97%
\$ 3,000	79	97%
\$ 3,000	504	86%
\$ 1,200	300	80%
\$ 35,000	1,419	96%
\$ 935,570	\$ (4,468)	100%
Gen'l and Admin Expenses		
1,800	(90)	105%
3,500	(450)	115%
12,000	(840)	108%
1,200	-	100%
224	(224)	0%
\$ 18,724	\$ (1,604)	109%

SYSTEMS OPERATIONS

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-07-5350-000	Misc- Administration	2,500	\$ -	2,500	0%
01-07-5380-000	Tools and Eq Maintenance	4,500	\$ 2,691	1,809	60%
01-07-5390-100	Nitrate Plant	15,000	\$ 380	14,620	3%
01-07-5390-200	Nitrate Plant - Aronite	15,000	\$ -	15,000	0%
01-07-5445-000	Telemetry & Signal System	93,600	\$ 141,535	(47,935)	151%
01-07-5460-000	Water Treatment Expense	212,000	\$ 107,169	104,831	51%
Operation Expense		\$ 342,600	\$ 251,774	\$ 123,351	73%
Water System Expense					
01-07-5400-000	Water Usage Cost Exp Well 16	\$ 68,000	\$ 38,215	\$ 29,785	56%
01-07-5401-000	Purchased Water FMWD	3,805,000	\$ 3,933,292	(128,292)	103%
01-07-5402-000	Power Purchased - Pumping	950,000	\$ 139,141	810,859	15%
Water System Expense		\$ 4,823,000	\$ 4,110,648	\$ 712,352	85%
Distribution System Expense					
01-07-5423-700	Pipeline - Valve	36,000	\$ 11,257	24,743	31%
01-07-5424-100	Reservoir Maintenance	140,000	\$ 5,483	134,517	4%
01-07-5424-200	Reservoir Landscape	37,000	\$ 5,575	31,425	15%
01-07-5432-100	Well Site - Maintenance	55,000	\$ 28,829	26,171	52%
01-07-5432-200	Well Site - Landscape	12,500	\$ 24,290	(11,790)	194%
01-07-5433-000	Booster Pumps - Maintenance	70,000	\$ 14,325	55,675	20%
01-07-5434-000	Emergency Power Generators	25,500	\$ 2,559	22,941	10%
Distribution System Expense		\$ 376,000	\$ 92,318	\$ 283,682	25%
Operations - Water					
Totals		\$ 6,489,822	\$ 5,015,843	\$ 1,506,503	77%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
2,500	-	100%
5,000	(500)	111%
5,319	9,681	35%
-	15,000	0%
150,000	(56,400)	160%
130,000	82,000	61%
\$ 292,819	\$ 49,781	85%
\$ 50,000	\$ 18,000	74%
3,500,000	305,000	92%
700,000	250,000	74%
\$ 4,250,000	\$ 573,000	88%
50,000	\$ (14,000)	139%
140,000	\$ -	100%
20,000	17,000	54%
55,000	-	100%
20,000	\$ (7,500)	160%
70,000	-	100%
25,000	\$ 500	98%
\$ 380,000	\$ (4,000)	101%
\$ 5,877,113	\$ 612,709	91%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of March 31, 2025 (75% of Year)**

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-03-5000-000	Engineering Labor	\$ 380,276	\$ 296,624	\$ 83,652	78%
01-03-5000-010	Engineering Labor OT	14,000	\$ 11,342	2,658	81%
01-03-5045-000	Automobile Allowance	3,600	\$ 2,600	1,000	72%
01-03-5047-000	Phone Allowance	907	\$ -	907	0%
01-03-5050-000	Employer Portion of PERS	86,152	\$ 39,250	46,902	46%
01-03-5060-000	Taxes-Payroll	59,493	\$ 27,441	32,051	46%
01-03-5070-000	Sick Leave/Vacation	39,961	\$ 43,839	(3,878)	110%
01-03-5080-000	Health Dental Vision	63,562	\$ 23,145	40,417	36%
01-03-5082-000	Life and Disability Insurance	2,158	\$ 1,522	636	71%
01-03-5083-000	Self Insurance	4,205	\$ 1,183	3,022	28%
01-03-5084-000	Wellness Program	900	\$ 1,255	(355)	139%
01-03-5085-000	Workers' Compensation Ins	5,816	\$ 3,522	2,294	61%
Compensation and Benefits		\$ 661,029	\$ 451,722	\$ 209,307	68%
Gen'l and Admin Expenses					
01-03-5130-000	Administrative Consultants	\$ 425,500	\$ 66,967	\$ 358,533	16%
01-03-5135-000	Interns	12,900	\$ -	12,900	0%
01-03-5180-000	Office Supplies & Misc Exp	1,350	\$ 598	752	44%
01-03-5180-100	Misc Expense - COVID-19	-	\$ -	-	0%
01-03-5260-000	Engineering Expense	3,780	\$ 1,117	2,663	30%
01-03-5300-000	Training	3,750	\$ 1,570	2,180	42%
01-03-5310-000	Certifications-Educ	3,000	\$ 700	2,300	23%
01-03-5311-000	Tuition Reimbursement	3,000	\$ -	3,000	0%
01-03-5320-000	Conferences & Seminars	12,000	\$ 356	11,644	3%
01-03-5350-000	Misc- Administration	1,650	\$ 564	1,086	34%
01-03-5355-000	Memberships/Subscriptions	10,125	\$ 1,808	8,318	18%
Gen'l and Admin Expenses		\$ 477,055	\$ 73,678	\$ 403,377	15%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 430,000	\$ (49,724)	113%
17,700	(3,700)	126%
3,600	-	100%
605	302	67%
80,000	6,152	93%
40,000	19,493	67%
60,000	(20,039)	150%
50,000	13,562	79%
2,100	58	97%
3,600	605	86%
1,080	(180)	120%
5,000	816	86%
\$ 693,685	\$ (32,656)	105%
Gen'l and Admin Expenses		
\$ 167,500	\$ 258,000	39%
11,250	1,650	87%
1,500	(150)	111%
-	-	0%
1,600	2,180	42%
2,000	1,750	53%
1,000	2,000	33%
-	3,000	0%
12,000	-	100%
1,125	525	68%
10,125	-	100%
\$ 208,100	\$ 268,955	44%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of March 31, 2025 (75% of Year)**

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
01-03-5370-000	Permit & Assessment Fees	\$ 3,750	\$ (673)	\$ 4,423	-18%
Operation Expense		\$ 3,750	\$ (673)	\$ 4,423	-18%
Distribution System Expense					
01-03-5410-000	Backflow Expense	\$ 750	\$ -	\$ 750	0%
01-03-5423-200	Pipelines - Paving	-	-	-	0%
01-03-5423-400	Pipelines - Leak Detect/Repair	34,000	-	34,000	0%
01-03-5424-100	Reservoir Maintenance	-	-	-	0%
01-03-5425-100	Meter Maintenance	-	-	-	0%
01-03-5425-200	Meters - Paving	207,000	\$ 56,601	150,399	27%
01-03-5425-700	D-Job Meters/Hydrants	200,000	\$ 49,876	150,124	25%
01-03-5431-000	Land Lease Well 16	19,400	\$ 12,797	6,603	66%
01-03-5432-300	Well Site - Lease Payment	300	\$ 300	-	100%
01-03-5433-000	Booster Pumps - Maintenance	31,000	-	31,000	0%
Distribution System Expense		\$ 492,450	\$ 119,574	\$ 372,876	24%
Engineering - Water					
Totals		\$ 1,634,284	\$ 644,301	\$ 989,983	39%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ -	\$ 3,750	0%
\$ -	\$ 3,750	0%
\$ -	\$ 750	0%
-	-	0%
-	34,000	0%
-	-	0%
-	-	0%
80,000	127,000	39%
74,000	126,000	37%
19,400	0	100%
300	-	100%
-	31,000	0%
\$ 173,700	\$ 318,750	35%
\$ 1,075,485	\$ 558,799	66%

REGULATORY

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-04-5000-300	Administrative Service - Labor	\$ 174,223	\$ 83,215	\$ 91,008	48%
01-04-5045-000	Automobile Allowance	1,800	\$ 600	1,200	33%
01-04-5050-000	Employer Portion of PERS	10,831	\$ 5,350	5,481	49%
01-04-5060-000	Taxes-Payroll	13,539	\$ 5,760	7,779	43%
01-04-5070-000	Sick Leave/Vacation	23,437	\$ 5,066	18,371	22%
01-04-5080-000	Health Dental Vision	20,958	\$ 10,050	10,908	48%
01-04-5082-000	Life and Disability Insurance	973	\$ 646	326	66%
01-04-5083-000	Self Insurance	2,102	\$ -	2,102	0%
01-04-5084-000	Wellness Program	360	\$ -	360	0%
01-04-5085-000	Workers' Compensation Ins	1,938	\$ 712	1,226	37%
Compensation and Benefits		\$ 250,162	\$ 111,400	\$ 138,762	45%
Gen'l and Admin Expenses					
01-04-5130-000	Administrative Consultants	\$ 116,250	\$ 40,268	\$ 75,982	35%
01-04-5135-000	Interns	11,250	\$ -	11,250	0%
01-04-5180-000	Office Supplies & Misc Expense	1,125	\$ 343	782	30%
01-04-5270-000	Water Conservation Expense	7,500	\$ 845	6,655	11%
01-04-5270-400	Water Conservation Rebates	3,750	\$ -	3,750	0%
01-04-5270-600	Community Outreach	30,000	\$ 14,051	15,949	47%
01-04-5320-000	Conferences & Seminars	4,219	\$ -	4,219	0%
01-04-5355-000	Memberships/Subscriptions	2,063	\$ 224	1,838	11%
Gen'l and Admin Expenses		\$ 176,156	\$ 55,731	\$ 120,425	32%
Operation Expense					
01-04-5450-100	Lab & Sampling Expense	\$ 197,333	\$ 143,638	\$ 53,695	73%
01-04-5450-200	Non-Lab & Sampling	17,500	\$ 27,874	(10,374)	159%
Operation Expense		\$ 214,833	\$ 171,512	\$ 43,321	80%
Regulatory - Water					
Totals		\$ 641,151	\$ 338,643	\$ 302,509	53%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 165,000	\$ 9,223	95%
600	1,200	33%
8,000	2,831	74%
9,000	4,539	66%
9,000	14,437	38%
15,000	5,958	72%
1,000	(27)	103%
-	2,102	0%
180	180	50%
1,500	438	77%
\$ 209,280	\$ 40,882	84%
\$ 80,000	\$ 36,250	69%
-	11,250	0%
1,000	125	89%
7,000	500	93%
2,000	1,750	53%
30,000	-	100%
2,000	2,219	47%
2,000	63	97%
\$ 124,000	\$ 52,156	70%
\$ 230,000	\$ (32,667)	117%
30,000	(12,500)	171%
\$ 260,000	\$ (45,167)	121%
\$ 593,280	\$ 47,871	93%

**Crescenta Valley Water District
Water Budget Variance Report
Actuals as of March 31, 2025 (75% of Year)**

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
01-05-5130-000	Administrative Consultants	\$ 128,685	\$ -	\$ 128,685	0%
01-05-5190-000	Computers and Network	5,895	\$ 13,747	(7,852)	233%
01-05-5195-000	Computer Software	233,807	\$ 159,773	74,033	68%
01-05-5225-000	Enterprise Voice Com	60,075	\$ 5,292	54,783	9%
01-05-5226-000	Wireless Voice & Data	-	\$ 2,461	(2,461)	0%
01-05-5227-000	Data Communications - Fiber	-	\$ 827	(827)	0%
Gen'l and Admin Expenses		\$ 428,462	\$ 182,099	\$ 246,362	43%
Operation Expense					
01-05-5445-100	Telemetry & Signal System	\$ -	\$ -	\$ -	0%
01-05-5445-200	SCADA Hardware	-	\$ -	-	0%
01-05-5445-300	SCADA Software	-	\$ -	-	0%
01-05-5445-400	SCADA Phone Lines	-	\$ -	-	0%
Operation Expense		\$ -	\$ -	\$ -	0%
Technology - Water					
Totals		\$ 428,462	\$ 182,099	\$ 246,362	43%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
128,000	\$ 685	99%
15,000	(9,105)	254%
215,000	18,807	92%
35,000	25,075	58%
-	-	0%
-	-	0%
\$ 393,000	\$ 35,462	92%
-	\$ -	0%
-	-	0%
-	-	0%
-	-	0%
\$ 393,000	\$ 35,462	92%

ADMINISTRATION

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
01-06-5000-200	Officer Salaries	\$ 179,733	\$ 110,650	\$ 69,083	62%
01-06-5000-300	Administrative Service - Labor	349,799	\$ 250,758	99,041	72%
01-06-5000-310	Administrative Service - OT	14,000	\$ 19,044	(5,044)	136%
01-06-5045-000	Automobile Allowance	5,400	\$ 3,600	1,800	67%
01-06-5047-000	Phone Allowance	756	\$ 777	(21)	103%
01-06-5050-000	Employer Portion of PERS	289,465	\$ 205,641	83,824	71%
01-06-5060-000	Taxes-Payroll	50,260	\$ 27,423	22,837	55%
01-06-5070-000	Sick Leave/Vacation	96,503	\$ 35,438	61,065	37%
01-06-5080-000	Health Dental Vision	85,271	\$ 39,405	45,866	46%
01-06-5080-100	Retiree Health Care Expense	144,792	\$ -	144,792	0%
01-06-5082-000	Life and Disability Insurance	2,994	\$ 2,110	884	70%
01-06-5083-000	Self Insurance	6,307	\$ 4,213	2,094	67%
01-06-5084-000	Wellness Program	2,820	\$ 2,125	695	75%
01-06-5085-000	Workers' Compensation Ins	8,888	\$ 7,135	1,753	80%
Compensation and Benefits		\$ 1,236,988	\$ 708,319	\$ 528,668	57%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 160,000	\$ 19,733	89%
375,000	(25,201)	107%
25,000	(11,000)	179%
5,400	-	100%
1,200	(444)	159%
290,000	(535)	100%
44,800	5,460	89%
96,000	503	99%
85,000	271	100%
144,792	-	100%
3,000	(6)	100%
6,300	7	100%
2,800	20	99%
10,000	(1,112)	113%
\$ 1,249,292	\$ (12,304)	101%

ADMINISTRATION

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
01-06-5090-000	GL, Property, Fidelity Ins	\$ 105,000	\$ 132,086	\$ (27,086)	126%
01-06-5100-000	Accounting	28,000	\$ -	28,000	0%
01-06-5125-000	Legal	210,000	\$ 92,678	117,322	44%
01-06-5130-000	Administrative Consultants	137,000	\$ 110,740	26,260	81%
01-06-5140-000	Election Expense	-	\$ -	-	0%
01-06-5150-000	Building Maintenance	60,000	\$ 8,584	51,416	14%
01-06-5170-000	Landscaping Expense	19,000	\$ 3,000	16,000	16%
01-06-5180-000	Office Supplies & Misc Expense	7,000	\$ 8,502	(1,502)	121%
01-06-5180-100	Misc Expense - COVID-19	1,000	\$ -	1,000	0%
01-06-5200-000	Utilities	28,000	\$ 17,775	10,225	63%
01-06-5230-000	Printing Postage Stationery	100,000	\$ 40,183	59,817	40%
01-06-5250-000	Water System Fees	65,000	\$ 75,503	(10,503)	116%
01-06-5300-000	Training	4,500	\$ 10,008	(5,508)	222%
01-06-5310-000	Certifications-Educ	1,000	\$ 750	250	75%
01-06-5311-000	Tuition Reimbursement	-	\$ -	-	0%
01-06-5320-000	Conferences & Seminars	11,000	\$ 1,560	9,440	14%
01-06-5350-000	Misc Administration	38,000	\$ 9,496	28,504	25%
01-06-5355-000	Memberships/Subscriptions	20,000	\$ 21,256	(1,256)	106%
01-06-5360-000	Emergency Operations/Repairs	29,744	\$ -	29,744	0%
01-06-5365-000	Bank Charges	45,000	\$ 18,012	26,988	40%
Gen'l and Admin Expenses		\$ 909,244	\$ 550,134	\$ 359,110	61%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 140,000	\$ (35,000)	133%
32,000	(4,000)	114%
160,000	50,000	76%
150,000	(13,000)	109%
-	-	
50,000	10,000	83%
19,000	-	100%
10,000	(3,000)	143%
2,000	(1,000)	200%
28,000	-	100%
80,000	20,000	80%
72,000	(7,000)	111%
20,000	(15,500)	444%
-	1,000	0%
-	-	0%
11,000	-	100%
38,000	-	100%
20,000	-	100%
30,000	(256)	101%
25,000	20,000	56%
\$ 887,000	\$ 22,244	98%

ADMINISTRATION

Crescenta Valley Water District Water Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Non-Operating Expense					
01-06-5910-000	Interest Expense - Notes	\$ 29,000	\$ 16,972	\$ 12,028	59%
01-06-5920-100	Rental Expenses - PA House	1,500	\$ 278	1,223	19%
01-06-5920-200	Rental Expenses - Sycamore	1,500	\$ 128	1,373	9%
01-06-5920-300	Rental Expenses - Mills	4,500	\$ 128	4,373	3%
Non-Operating Expense		\$ 36,500	\$ 17,505	\$ 6,968	48%
Operation Expense					
01-06-5145-000	Taxes-Property	\$ 16,500	\$ 10,945	\$ 5,555	66%
Operation Expense		\$ 16,500	\$ 10,945	\$ 5,555	66%
Administration - Water					
Totals		\$ 2,199,232	\$ 1,286,902	\$ 900,302	59%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 30,000	\$ (1,000)	103%
500	1,000	33%
500	1,000	33%
7,500	(3,000)	167%
\$ 38,500	\$ (2,000)	105%
\$ 16,057	\$ 443	97%
\$ 16,057	\$ 443	97%
\$ 2,190,849	\$ 8,383	100%

SUMMARY

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Revenue				
Wastewater - User Charges	\$ 3,900,000	\$ 2,889,783	\$ 1,010,217	74%
Interest Income Wastewater	-	-	-	0%
Other Income Wastewater	27,454	17,518	5,401	64%
Construction Revenue	39,000	24,356	14,644	62%
Revenue	\$ 3,966,454	\$ 2,931,657	\$ 1,030,262	74%
Expenses				
Labor & Benefits	1,795,900	1,013,233	782,667	56%
City of LA Sewer Services	1,440,000	1,128,318	311,682	78%
Operating Cost	1,220,487	373,937	846,550	31%
Expenses	\$ 4,456,387	\$ 2,515,488	\$ 1,940,898	56%
Infrastructure	-	-	-	0%
Capital Outlays & Equip	-	-	-	0%
OPEB	-	-	-	0%
Total CIP & OPEB	-	-	-	0%
Net Revenue minus Expenses	(489,933)	416,169		

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,850,000	\$ 50,000	99%
-	-	0%
27,427	27	100%
36,000	3,000	92%
\$ 3,913,427	\$ 53,027	99%
1,748,218	47,682	97%
1,440,000	-	100%
927,950	292,537	76%
\$ 4,116,168	\$ 340,219	92%
-	-	0%
-	-	0%
-	-	0%
\$ -	\$ -	0%
(202,741)		

REVENUE

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Sewage Disposal Sales	\$ 3,900,000	\$ 2,889,783	\$ 1,010,217	74%
Property Owner Assessments	35,000	\$ 24,356	10,644	70%
Sewer Permits	4,000	\$ -	4,000	0%
Other Income	5,000	\$ -	5,000	0%
Interest Earned - Sewer	-	\$ -	-	0%
Unrealized Gain/Loss on Invest	-	\$ -	-	0%
Fair Value Adjustment	-	\$ -	-	0%
Gain/Loss Sale of Investments	-	\$ -	-	0%
Rental Income - PA House	4,223	\$ 2,750	1,473	65%
Rental Income - Sycamore House	7,004	\$ 8,076	(1,072)	115%
Rental Income - Mills House	11,227	\$ 6,692	4,535	60%
	\$ 3,966,454	\$ 2,931,657	\$ 1,030,262	74%

Management Estimate		
Projected Year- End Expense	Projected Remaining Budget	% of Total Budget
\$ 3,850,000	\$ 50,000	99%
\$ 32,000	3,000	91%
\$ 4,000	-	100%
\$ 5,000	-	100%
\$ -	-	0%
\$ -	-	0%
\$ -	-	0%
\$ -	-	0%
\$ 4,200	23	99%
\$ 7,000	4	100%
\$ 11,227	-	100%
\$ 3,913,427	\$ 53,027	99%

EXPENSE

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
5000-100	Director Fees	\$ 24,000	\$ 9,000	\$ 15,000	38%
5000-200	Officer Salaries	179,733	77,966	101,767	43%
5000-300	Administrative Service - Labor	291,760	221,200	70,560	76%
5000-310	Administrative Service - OT	14,000	16,179	(2,179)	116%
5000-350	Engineering Labor	168,425	98,876	69,549	59%
5000-360	Engineering Labor OT	3,500	3,781	(281)	108%
5000-400	Maintenance Labor	216,407	112,719	103,688	52%
5000-410	Maintenance Labor OT	21,641	26,398	(4,757)	122%
5000-800	Standby Pay	14,517	8,090	6,427	56%
5045-000	Automobile Allowance	10,800	6,800	4,000	63%
5047-000	Phone Allowance	1,361	777	584	57%
5050-000	Employer Portion of PERS	345,036	199,324	145,712	58%
5060-000	Taxes - Payroll	81,915	54,657	27,258	67%
5070-000	Sick Leave/Vacation	75,318	59,946	15,372	80%
5080-000	Health Dental Vision	188,189	82,060	106,129	44%
5080-100	Retiree Health Care Expense	96,528	-	96,528	0%
5082-000	Life and Disability Insurance	6,115	4,275	1,840	70%
5083-000	Self Insurance	9,812	3,598	6,214	37%
5084-000	Wellness Program	3,800	1,703	2,097	45%
5085-000	Workers' Compensation Ins	43,041	25,884	17,157	60%
Compensation and Benefits		\$ 1,795,900	\$ 1,013,233	\$ 782,667	56%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 14,000	\$ 10,000	58%
130,000	49,733	72%
335,000	(43,240)	115%
25,000	(11,000)	179%
150,000	18,425	89%
5,000	(1,500)	143%
180,000	36,407	83%
40,000	(18,359)	185%
13,000	1,517	90%
9,600	1,200	89%
1,300	61	96%
377,000	(31,964)	109%
65,120	16,795	79%
78,500	(3,182)	104%
172,000	16,189	91%
96,528	-	100%
6,000	115	98%
7,600	2,212	77%
3,640	160	96%
38,930	4,111	90%
\$ 1,748,218	\$ 47,682	97%

EXPENSE

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
5090-000	GL, Property, Fidelity Ins	105,000	62,775	42,225	60%
5100-000	Accounting	8,000	-	8,000	0%
5125-000	Legal	70,000	30,893	39,107	44%
5130-000	Administrative Consultants	443,645	65,186	378,459	15%
5135-000	Interns	8,050	-	8,050	0%
5140-000	Election Expense	22,000	-	22,000	0%
5150-000	Building Maintenance	27,250	4,842	22,408	18%
5170-000	Landscaping Expense	8,150	2,750	5,400	34%
5180-000	Office Supplies & Misc Expense	4,908	1,996	2,912	41%
5190-000	Computers and Network	1,965	4,582	(2,617)	233%
5195-000	Computer Software	77,936	43,265	34,671	56%
5200-000	Utilities	12,883	6,794	6,089	53%
5225-000	Enterprise Voice Communication	20,025	1,764	18,261	9%
5226-000	Wireless Voice & Data	-	820	(820)	0%
5227-000	Data Communications - Fiber	-	255	(255)	0%
5230-000	Printing Postage Stationery	33,000	13,876	19,124	42%
5260-000	Engineering Expense	1,260	372	888	30%
5300-000	Training	5,875	4,196	1,679	71%
5310-000	Operator Certifications	3,290	947	2,343	29%
5311-000	Tuition Reimbursment	2,125	-	2,125	0%
5320-000	Conferences & Seminars	\$ 18,421	\$ 1,552	\$ 16,869	8%
5350-000	Misc Administration	15,050	4,389	10,661	29%
5355-000	Memberships/Subscriptions	13,313	37,712	(24,399)	283%
5365-000	Bank Charges	45,000	5,882	39,118	13%
Gen'l and Admin Expenses		\$ 947,147	\$ 294,848	\$ 652,299	31%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
84,000	21,000	80%
8,750	(750)	109%
70,000	-	100%
388,500	55,145	88%
3,750	4,300	47%
-	22,000	0%
19,250	8,000	71%
6,750	1,400	83%
4,000	908	81%
9,000	(7,035)	458%
50,000	27,936	64%
11,550	1,333	90%
20,000	25	100%
-	-	0%
-	-	0%
20,000	13,000	61%
1,275	(15)	101%
3,875	2,000	66%
\$ 8,000	\$ 10,421	43%
7,050	8,000	47%
2,625	10,688	20%
42,000	3,000	93%
\$ 760,375	\$ 181,357	80%

EXPENSE

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Non-Operating Expense					
5920-100	Rental Expenses - PA House	\$ 500	\$ -	\$ 500	0%
5920-200	Rental Expenses - Sycamore	500	-	500	0%
5920-300	Rental Expense - Mills	3,000	43	2,957	1%
Non-Operating Expense		\$ 4,000	\$ 43	\$ 3,957	1%
Operations Expense					
5145-000	Taxes-Property	\$ 5,500	\$ 3,648	\$ 1,852	66%
5330-000	Safety & Security	9,525	3,216	6,309	34%
5340-000	Uniforms	4,500	1,325	3,175	29%
5360-000	Emergency Operations/Repairs	9,915	4,127	5,788	42%
5380-000	Tools and Eq Maintenance	12,125	7,718	4,407	64%
5402-000	Power Purchased - Lift Stn	5,000	636	4,364	13%
5445-100	Telemetry & Signal System	10,400	-	10,400	0%
5445-200	SCADA Hardware	-	-	-	0%
5445-300	SCADA Software	-	-	-	0%
5445-400	SCADA Phone Lines	-	-	-	0%
Operations Expense		\$ 56,965	\$ 20,670	\$ 36,295	36%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 450	\$ 50	90%
450	50	90%
2,300	700	77%
\$ 3,200	\$ 100	80%
\$ 5,500	\$ -	100%
7,525	2,000	79%
7,500	(3,000)	167%
-	9,915	0%
12,125	-	100%
5,000	-	100%
-	10,400	0%
-	-	0%
-	-	0%
-	-	0%
\$ 37,650	\$ 19,315	66%

EXPENSE

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

Description		Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Wastewater System Expense					
5434-000	Emergency Power Generators	\$ -	\$ 177	\$ (177)	0%
5700-000	Wastewater System Expense	1,440,000	1,128,318	311,682	78%
Wastewater System Expense		\$ 1,440,000	\$ 1,128,495	\$ 311,505	78%
Collection System Expense					
5423-000	Pipelines - Maintenance	\$ -	\$ -	\$ -	0%
5423-100	Pipelines - Maintenance	67,500	9,762	57,738	14%
5440-100	Auto/Truck Maintenance	14,875	17,277	(2,402)	116%
5440-200	Auto/Truck Maintenance-Gas	12,000	5,890	6,110	49%
5440-300	Auto/Truck Maintenance-Diesel	10,500	8,159	2,341	78%
5621-000	Sewer Flow Monitoring Expense	57,000	15,559	41,441	27%
5624-000	Sewer Camera Van Inspection	10,000	1,328	8,672	13%
5625-000	Sewer Interceptor Maintenance	23,500	224	23,276	1%
5628-000	Sewer Lift Station Maintenance	17,000	-	17,000	0%
Collection System Expense		\$ 212,375	\$ 58,199	\$ 154,176	27%
Wastewater Totals					
Totals		\$ 4,456,386	\$ 2,515,488	\$ 1,940,898	56%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ -	\$ -	0%
1,440,000	-	100%
\$ 1,440,000	\$ -	100%
\$ -	\$ -	0%
50,000	17,500	74%
25,375	(10,500)	171%
12,000	-	100%
10,500	-	100%
19,500	37,500	34%
2,850	7,150	29%
2,500	21,000	11%
4,000	13,000	24%
\$ 126,725	\$ 85,650	60%
\$ 4,116,168	\$ 164,300	92%

Crescenta Valley Water District
Wastewater Budget Variance Report
Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-01-5000-100	Director Fees	\$ 24,000	\$ 9,000	\$ 15,000	38%
02-01-5060-000	Taxes - Payroll	1,948	810	1,138	0
02-01-5085-000	Workers' Compensation Ins	408	94	314	0
Compensation and Benefits		\$ 26,356	\$ 9,904	\$ 16,452	38%
Gen'l and Admin Expenses					
02-01-5320-000	Conferences & Seminars	\$ 1,875	\$ 604	\$ 1,271	32%
02-01-5140-000	Misc Administration	22,000	-	22,000	0%
Gen'l and Admin Expenses		\$ 23,875	\$ 604	\$ 23,271	3%
Board - Wastewater					
Totals		50,231.00	10,508.00	39,723.00	21%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 14,000	\$ 10,000	58%
1,120	828	57%
130	278	32%
\$ 15,250	\$ 11,106	58%
Gen'l and Admin Expenses		
\$ 1,875	\$ -	100%
20,000	2,000	91%
\$ 21,875	\$ 2,000	92%
Board - Wastewater		
37,125	13,106	74%

OPERATIONS

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-02-5000-300	Administrative Service - Labor	\$ 33,814	\$ 22,554	\$ 11,260	67%
02-02-5000-310	Administrative Service - OT	-	\$ -	-	0%
02-02-5000-400	Maintenance Labor	216,407	\$ 112,719	103,688	52%
02-02-5000-410	Maintenance Labor OT	21,641	\$ 26,398	(4,757)	122%
02-02-5000-800	Standby Pay	14,517	\$ 8,090	6,427	56%
02-02-5047-000	Phone Allowance	-	\$ -	-	0%
02-02-5050-000	Employer Portion of PERS	22,341	\$ 22,023	318	99%
02-02-5060-000	Taxes-Payroll	22,439	\$ 15,357	7,082	68%
02-02-5070-000	Sick Leave/Vacation	26,327	\$ 17,381	8,946	66%
02-02-5080-000	Health Dental Vision	74,995	\$ 34,179	40,816	46%
02-02-5082-000	Life and Disability Insurance	2,032	\$ 1,424	608	70%
02-02-5083-000	Self Insurance	1,402	\$ -	1,402	0%
02-02-5084-000	Wellness Program	1,080	\$ 577	503	53%
02-02-5085-000	Workers' Compensation Ins	27,583	\$ 18,466	9,117	67%
Compensation and Benefits		\$ 464,578	\$ 279,168	\$ 185,410	60%
Gen'l and Admin Expenses					
02-02-5180-000	Office Supplies & Misc Expense	\$ 1,750	\$ 211	\$ 1,539	12%
02-02-5180-100	Misc Expense - COVID-19	\$ -	\$ -	\$ -	0%
02-02-5320-000	Conferences & Seminars	5,900	\$ 342	5,558	6%
02-02-5355-000	Memberships/Subscriptions	2,250	\$ 29	2,221	1%
Gen'l and Admin Expenses		\$ 9,900	\$ 582	\$ 9,318	6%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 33,000	\$ 814	98%
-	-	0%
180,000	36,407	83%
40,000	(18,359)	185%
13,000	1,517	90%
-	-	0%
40,000	(17,659)	179%
22,000	439	98%
25,000	1,327	95%
72,000	2,995	96%
2,000	32	98%
1,200	202	86%
1,200	(120)	111%
27,000	583	98%
\$ 456,400	\$ 8,178	98%
\$ 500	\$ 1,250	29%
\$ -	\$ -	0%
1,500	4,400	25%
1,500	750	67%
\$ 3,500	\$ 6,400	35%

OPERATIONS

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Operation Expense					
02-02-5150-000	Building Maintenance-Plant	\$ 7,250	\$ 1,957	\$ 5,293	27%
02-02-5170-000	Landscaping Expense-Plant	1,750	\$ 250	1,500	14%
02-02-5200-000	Utilities-Plant	3,550	\$ 869	2,681	24%
02-02-5300-000	Training-Plant	3,125	\$ 337	2,788	11%
02-02-5310-000	Operator Certifications-Educ	2,200	\$ 714	1,486	32%
02-02-5311-000	Tuition Reimbursement	1,125	\$ -	1,125	0%
02-02-5330-000	Safety & Security	9,525	\$ 3,216	6,309	34%
02-02-5350-000	Misc Administration	1,500	\$ 665	835	44%
02-02-5340-000	Uniforms	4,500	\$ 1,325	3,175	29%
02-02-5360-000	Emergency Operations/Repairs	9,915	\$ 4,127	5,788	42%
02-02-5380-000	Tools and Eq Maintenance	12,125	\$ 7,718	4,407	64%
02-02-5402-000	Power Purchased - Lift Stn	5,000	\$ 636	4,364	13%
02-02-5441-000	Inventory Shrinkage/Overage	2,000	\$ -	2,000	0%
02-02-5445-100	Telemetry & Signal System	-	\$ -	-	0%
Operation Expense		\$ 63,565	\$ 21,814	\$ 41,751	34%
Collection System Expense					
02-02-5423-100	Pipelines - Maintenance	67,500	\$ 9,762	57,738	14%
02-02-5440-100	Auto/Truck Maintenance	14,875	\$ 17,277	(2,402)	116%
02-02-5440-200	Auto/Truck Maintenance-Gas	12,000	\$ 5,890	6,110	49%
02-02-5440-300	Auto/Truck Maintenance-Diesel	10,500	\$ 8,159	2,341	78%
02-02-5621-000	Sewer Flow Monitoring Expense	-	\$ 1,995	(1,995)	0%
02-02-5624-000	Sewer Camera Van Inspection	10,000	\$ 1,328	8,672	13%
02-02-5625-000	Sewer Interceptor Maintenance	23,500	\$ 224	23,276	1%
02-02-5628-000	Sewer Lift Station Maintenance	17,000	\$ -	17,000	0%
Collection System Expense		\$ 155,375	\$ 44,635	\$ 110,740	29%
Wastewater System Expense					
02-02-5434-000	Emergency Power Generators	\$ -	\$ 177	\$ (177)	0%
02-02-5700-000	Wastewater System Expense	1,440,000	\$ 1,128,318	311,682	78%
Wastewater System Expense		\$ 1,440,000	\$ 1,128,495	\$ 311,505	78%
Operations - Wastewater					
Totals		\$ 2,133,418	\$ 1,474,694	\$ 658,724	69%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 4,250	\$ 3,000	59%
1,750	-	100%
3,550	-	100%
1,500	1,625	48%
2,000	200	91%
-	1,125	0%
7,525	2,000	79%
1,500	-	100%
7,500	(3,000)	167%
6,900	3,015	70%
12,125	-	100%
5,000	-	100%
2,000	-	100%
-	-	0%
\$ 55,600	\$ 7,965	87%
Collection System Expense		
\$ 50,000	17,500	74%
25,375	(10,500)	171%
12,000	-	100%
10,500	-	100%
-	-	0%
2,850	7,150	29%
2,500	21,000	11%
4,000	13,000	24%
\$ 107,225	\$ 48,150	69%
Wastewater System Expense		
\$ -	\$ -	0%
1,440,000	-	100%
\$ 1,440,000	\$ -	100%
Operations - Wastewater		
\$ 2,062,725	\$ 70,693	97%

SYSTEM OPERATIONS

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
02-07-5310-000	Operator Certifications-Educ	90	\$ -	90	0%
02-07-5320-000	Conferences & Seminars	1,240	\$ -	1,240	0%
Operation Expense		\$ 1,330	\$ -	\$ 1,330	0%
Collection System Expense					
02-07-5445-100	Telemetry & Signal System	10,400	\$ -	10,400	0%
Collection System Expense		\$ 10,400	\$ -	\$ 10,400	0%
Operations - Wastewater					
Totals		\$ 11,730	\$ -	\$ 11,730	0%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
90	-	100%
1,240	-	100%
\$ 1,330	\$ -	100%
10,400	-	100%
\$ 10,400	\$ -	100%
\$ 11,730	\$ -	100%

ENGINEERING

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-03-5000-000	Engineering Labor	\$ 168,425	\$ 98,876	\$ 69,549	59%
02-03-5000-010	Engineering Labor OT	3,500	\$ 3,781	(281)	108%
02-03-5045-000	Automobile Allowance	3,600	\$ 2,600	1,000	72%
02-03-5047-000	Phone Allowance	605	\$ -	605	0%
02-03-5050-000	Employer Portion of PERS	28,717	\$ 26,167	2,550	91%
02-03-5060-000	Taxes-Payroll	15,270	\$ 9,147	6,123	60%
02-03-5070-000	Sick Leave/Vacation	13,320	\$ 12,370	950	93%
02-03-5080-000	Health Dental Vision	42,375	\$ 15,388	26,987	36%
02-03-5082-000	Life and Disability Insurance	1,439	\$ 1,014	425	70%
02-03-5083-000	Self Insurance	2,803	\$ 789	2,014	28%
02-03-5084-000	Wellness Program	600	\$ 418	182	70%
02-03-5085-000	Workers' Compensation Ins	3,877	\$ 2,348	1,529	61%
Compensation and Benefits		\$ 284,531	\$ 172,898	\$ 111,633	61%
Gen'l and Admin Expenses					
02-03-5130-000	Administrative Consultants	\$ 323,500	\$ 33,961	\$ 289,539	10%
02-03-5135-000	Interns	4,300	\$ -	4,300	0%
02-03-5180-000	Office Supplies & Misc Expense	450	\$ -	450	0%
02-03-5180-100	Misc Expense - COVID-19	-	\$ -	-	0%
02-03-5260-000	Engineering Expense	1,260	\$ 372	888	30%
02-03-5300-000	Training	1,250	\$ 523	727	42%
02-03-5310-000	Operator Certifications-Educ	1,000	\$ 233	767	23%
02-03-5320-000	Conferences & Seminars	4,000	\$ 119	3,881	3%
02-03-5311-000	Tuition Reimbursement	1,000	\$ -	1,000	0%
02-03-5355-000	Memberships/Subscriptions	3,375	\$ 603	2,772	18%
02-03-5350-000	Misc Administration	550	\$ 73	477	13%
Gen'l and Admin Expenses		\$ 340,685	\$ 35,884	\$ 304,801	11%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 150,000	\$ 18,425	89%
5,000	(1,500)	143%
4,000	(400)	111%
-	605	0%
50,000	(21,283)	174%
14,000	1,270	92%
15,000	(1,680)	113%
35,000	7,375	83%
1,500	(61)	104%
2,800	3	100%
600	-	100%
4,000	(123)	103%
\$ 281,900	\$ 2,631	99%
Gen'l and Admin Expenses		
\$ 287,500	\$ 36,000	89%
3,750	550	87%
500	(50)	111%
-	-	0%
1,275	(15)	101%
875	375	70%
500	500	50%
1,000	3,000	25%
1,000	-	100%
375	3,000	11%
550	-	100%
\$ 297,325	\$ 43,360	87%

ENGINEERING

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Collection System Expense					
02-03-5621-000	Sewer Flow Monitoring Expense	\$ 57,000	\$ 13,564	\$ 43,436	24%
02-03-5410-000	Backflow Expense	\$ -	\$ -	\$ -	0%
Collection System Expense		\$ 57,000	\$ 13,564	\$ 43,436	24%
Engineering - Wastewater					
Totals		\$ 682,216	\$ 222,346	\$ 459,870	33%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
19,500	\$ 37,500	34%
-	\$ -	0%
\$ 19,500	\$ 37,500	34%
Engineering - Wastewater		
\$ 598,725	\$ 83,491	88%

REGULATORY

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-04-5000-300	Administrative Service - Labor	\$ 58,074	\$ 20,868	\$ 37,206	36%
02-04-5045-000	Automobile Allowance	1,800	\$ 600	1,200	33%
02-04-5050-000	Employer Portion of PERS	4,513	\$ 3,567	946	79%
02-04-5060-000	Taxes-Payroll	5,457	\$ 1,920	3,537	35%
02-04-5070-000	Sick Leave/Vacation	3,503	\$ 1,581	1,922	45%
02-04-5080-000	Health Dental Vision	13,972	\$ 6,671	7,301	48%
02-04-5082-000	Life and Disability Insurance	648	\$ 431	217	66%
02-04-5083-000	Self Insurance	1,402	\$ -	1,402	0%
02-04-5084-000	Wellness Program	240	\$ -	240	0%
02-04-5085-000	Workers' Compensation Ins	1,292	\$ 475	817	37%
Compensation and Benefits		\$ 90,902	\$ 36,113	\$ 54,789	40%
Gen'l and Admin Expenses					
02-04-5130-000	Administrative Consultants	\$ 38,750	\$ 3,606	\$ 35,144	9%
02-04-5135-000	Interns	\$ 3,750	\$ -	\$ 3,750	0%
02-04-5180-000	Office Supplies & Misc Expense	375	\$ -	375	0%
02-04-5320-000	Conferences & Seminars	1,406	\$ -	1,406	0%
02-04-5355-000	Memberships/Subscriptions	688	\$ -	688	0%
Gen'l and Admin Expenses		\$ 44,969	\$ 3,606	\$ 39,269	8%
Regulatory - Wastewater					
Totals		\$ 135,871	\$ 39,719	\$ 94,058	29%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 35,000	\$ 23,074	60%
600	1,200	33%
7,000	(2,487)	155%
4,000	1,457	73%
3,500	3	100%
13,000	972	93%
500	148	77%
-	1,402	0%
240	-	100%
1,000	292	77%
\$ 64,840	\$ 26,062	71%
Regulatory - Wastewater		
\$ 86,715	\$ 48,437	64%

TECHNOLOGY

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
02-05-5130-000	Administrative Consultants	\$ 35,395	\$ -	\$ 35,395	0%
02-05-5180-000	Office Supplies & Misc Expense	-	\$ -	-	0%
02-05-5190-000	Computers and Network	1,965	\$ 4,582	(2,617)	233%
02-05-5195-000	Computer Software	77,936	\$ 43,265	34,671	56%
02-05-5225-000	Enterprise Voice Com	20,025	\$ 1,764	18,261	9%
02-05-5226-000	Wireless Voice & Data	-	\$ 820	(820)	0%
02-05-5227-000	Data Communications - Fiber	-	\$ 255	(255)	0%
Gen'l and Admin Expenses		\$ 135,321	\$ 50,686	\$ 84,635	37%
Operation Expense					
02-05-5445-100	Telemetry & Signal System	\$ -	\$ -	\$ -	0%
02-05-5445-200	SCADA Hardware	-	\$ -	-	0%
02-05-5445-300	SCADA Software	-	\$ -	-	0%
02-05-5445-400	SCADA Phone Lines	-	\$ -	-	0%
Operation Expense		\$ -	\$ -	\$ -	0%
Technology - Wastewater					
Total Expense		\$ 135,321	\$ 50,686	\$ 84,635	37%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 35,000	\$ 395	99%
-	-	0%
9,000	(7,035)	458%
50,000	27,936	64%
20,000	25	100%
-	-	0%
-	-	0%
\$ 114,000	\$ 21,321	84%
-	-	-
-	-	-
\$ -	\$ -	0%
-	-	-
\$ 114,000	\$ 21,321	84%

ADMINISTRATION

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Compensation and Benefits					
02-06-5000-200	Officer Salaries	\$ 179,733	\$ 77,966	\$ 101,767	43%
02-06-5000-300	Administrative Service - Labor	199,872	\$ 177,778	22,094	89%
02-06-5000-310	Administrative Service - OT	14,000	\$ 16,179	(2,179)	116%
02-06-5045-000	Automobile Allowance	5,400	\$ 3,600	1,800	67%
02-06-5047-000	Phone Allowance	756	\$ 777	(21)	103%
02-06-5050-000	Employer Portion of PERS	289,465	\$ 147,567	141,898	51%
02-06-5060-000	Taxes-Payroll	36,801	\$ 27,423	9,378	75%
02-06-5070-000	Sick Leave/Vacation	32,168	\$ 28,614	3,554	89%
02-06-5080-000	Health Dental Vision	56,847	\$ 25,822	31,025	45%
02-06-5080-100	Retiree Health Care Expense	96,528	\$ -	96,528	0%
02-06-5082-000	Life and Disability Insurance	1,996	\$ 1,406	590	70%
02-06-5083-000	Self Insurance	4,205	\$ 2,809	1,396	67%
02-06-5084-000	Wellness Program	1,880	\$ 708	1,172	38%
02-06-5085-000	Workers' Compensation Ins	9,881	\$ 4,501	5,380	46%
Compensation and Benefits		\$ 929,532	\$ 515,150	\$ 414,382	55%

Management Estimate		
Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 130,000	\$ 49,733	72%
267,000	(67,128)	134%
25,000	(11,000)	179%
5,000	400	93%
1,300	(544)	172%
280,000	9,465	97%
24,000	12,801	65%
35,000	(2,832)	109%
52,000	4,847	91%
96,528	-	100%
2,000	(4)	100%
3,600	605	86%
1,600	280	85%
6,800	3,081	69%
\$ 929,828	\$ (296)	100%

ADMINISTRATION

Crescenta Valley Water District Wastewater Budget Variance Report Actuals as of March 31, 2025 (75% of Year)

GL#	Description	Annual Budget	Actual	Remaining Annual Budget	% of Total Budget
Gen'l and Admin Expenses					
02-06-5090-000	GL, Property, Fidelity Ins	\$ 105,000	\$ 62,775	\$ 42,225	60%
02-06-5100-000	Accounting	8,000	\$ -	8,000	0%
02-06-5125-000	Legal	70,000	\$ 30,893	39,107	44%
02-06-5130-000	Administrative Consultants	46,000	\$ 27,619	18,381	60%
02-06-5150-000	Building Maintenance	20,000	\$ 2,885	17,115	14%
02-06-5170-000	Landscaping Expense	6,400	\$ 2,500	3,900	39%
02-06-5180-000	Office Supplies & Misc Expense	2,333	\$ 1,785	548	77%
02-06-5180-100	Misc Expense - COVID-19	333	\$ -	333	0%
02-06-5200-000	Utilities	9,333	\$ 5,925	3,408	63%
02-06-5230-000	Printing Postage Stationery	33,000	\$ 13,876	19,124	42%
02-06-5300-000	Training	1,500	\$ 3,336	(1,836)	222%
02-06-5310-000	Certifications-Educ	-	\$ -	-	0%
02-06-5311-000	Tuition Reimbursement	-	\$ -	-	0%
02-06-5320-000	Conferences & Seminars	4,000	\$ 487	3,513	12%
02-06-5350-000	Misc Administration	13,000	\$ 3,651	9,349	28%
02-06-5355-000	Memberships/Subscriptions	7,000	\$ 37,080	(30,080)	530%
02-06-5365-000	Bank Charges	45,000	\$ 5,882	39,118	13%
Gen'l and Admin Expenses		\$ 370,900	\$ 198,694	\$ 172,206	54%
Non-Operating Expense					
02-06-5920-100	Rental Expenses - PA House	\$ 500	\$ -	\$ 500	0%
02-06-5920-200	Rental Expenses - Sycamore	500	\$ -	500	0%
02-06-5920-300	Rental Expenses - Mills	3,000	\$ 43	2,957	1%
Non-Operating Expense		\$ 4,000	\$ 43	\$ 3,957	1%
Operation Expense					
02-06-5145-000	Taxes-Property	\$ 5,500	\$ 3,648	\$ 1,852	66%
Operation Expense		\$ 5,500	\$ 3,648	\$ 1,852	66%
Administration - Wastewater					
Total Expense		\$ 1,309,932	\$ 717,535	\$ 592,397	55%

Projected Year-End Expense	Projected Remaining Budget	% of Total Budget
\$ 84,000	\$ 21,000	80%
8,750	(750)	109%
70,000	-	100%
46,000	-	100%
15,000	5,000	75%
5,000	1,400	78%
2,500	(167)	107%
-	333	0%
8,000	1,333	86%
20,000	13,000	61%
1,500	-	100%
-	-	0%
-	-	0%
3,000	1,000	75%
5,000	8,000	38%
-	7,000	0%
42,000	3,000	93%
\$ 310,750	\$ 60,150	84%
\$ 450	\$ 50	90%
450	50	90%
2,500	500	83%
\$ 3,400	\$ 600	85%
\$ 5,500	\$ -	100%
\$ 5,500	\$ -	100%
\$ 1,249,478	\$ 60,454	95%



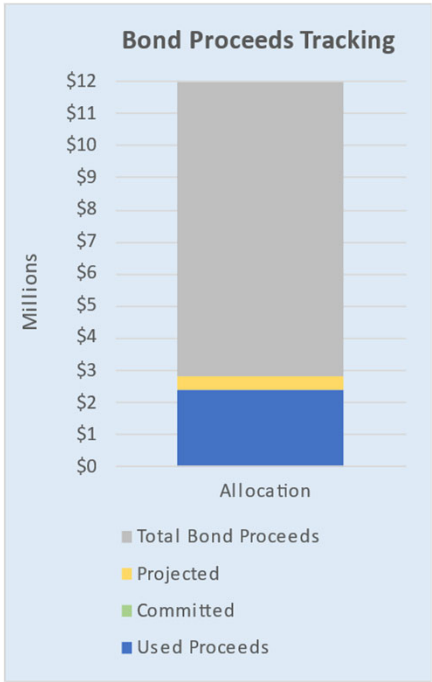
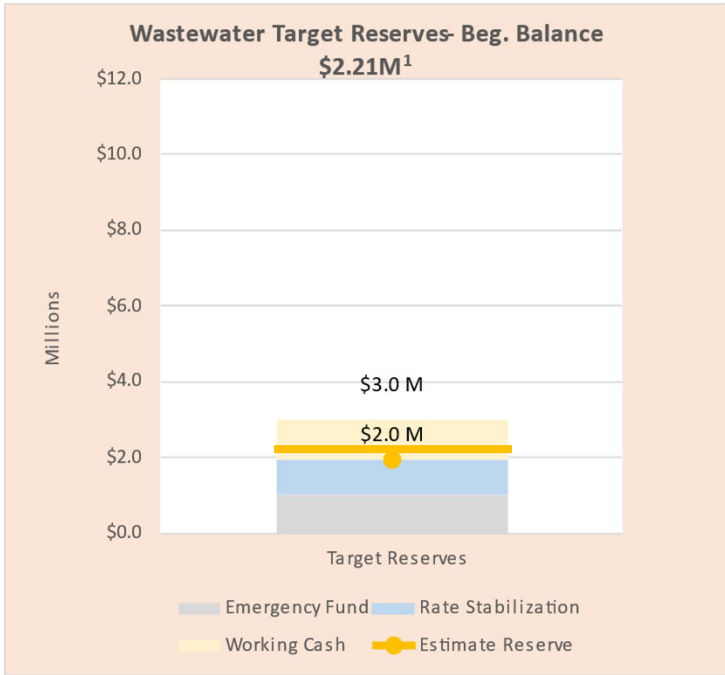
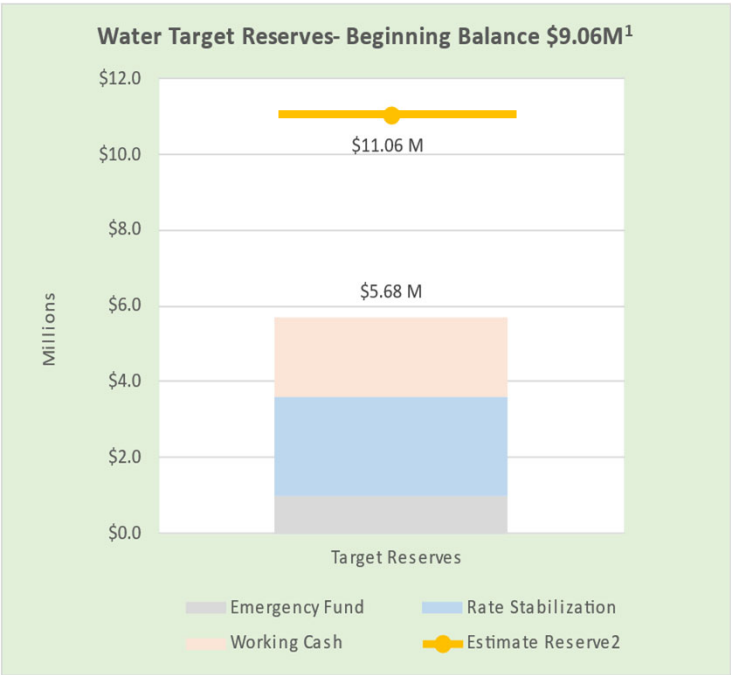
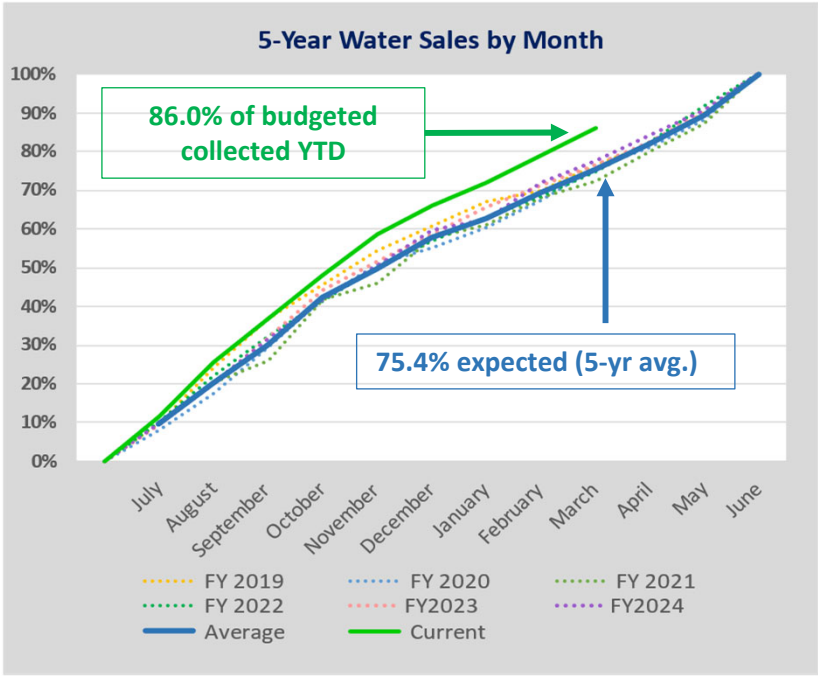
Crescenta Valley Water District –Administration & Finance Report for < Mar 2024 >

Water Fund - revenues & operating expenses

Proj. Revenue	\$17,459,198		Proj. Expense	\$11,918,574	
Budget	\$16,363,510	107%	Budget	\$13,374,197	89%

Wastewater Fund - revenues & operating expenses

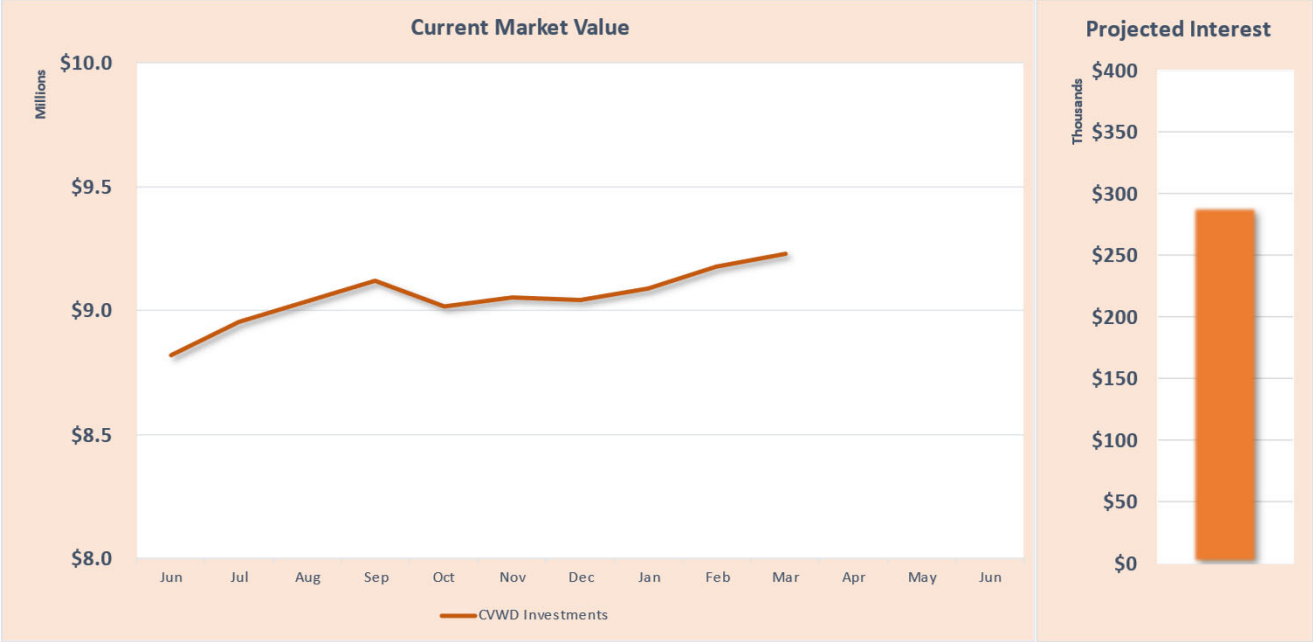
Proj. Revenue	\$3,913,427		Proj. Expense	\$4,116,168	
Budget	\$3,966,454	99%	Budget	\$4,456,386	92%



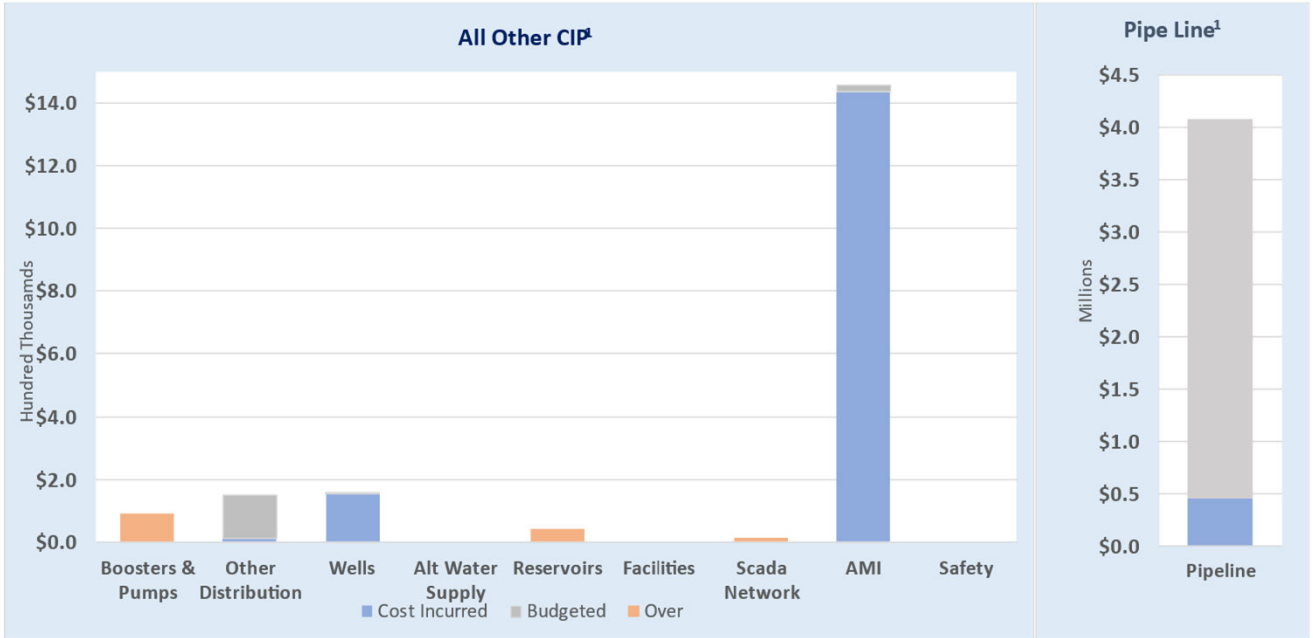
1. CVWD Reserve Policy reviewed on 8/18/23
2. Estimate reserves do not include \$5.5M of "restricted cash" from bond issuance



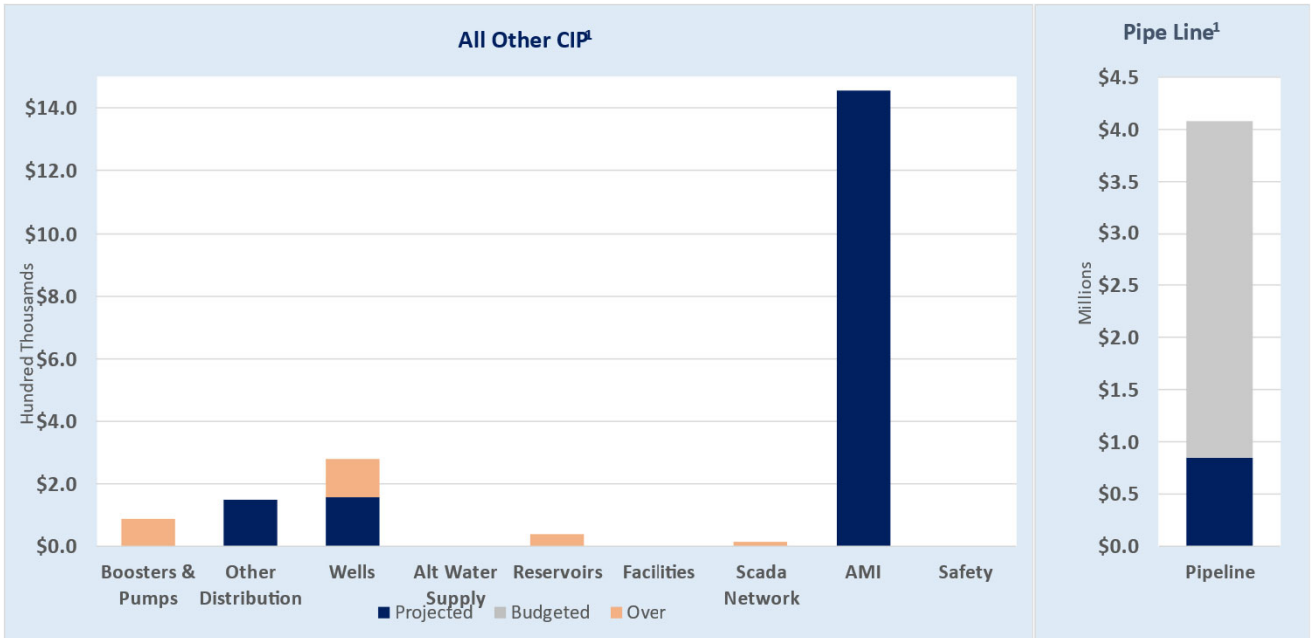
CVWD
Investments
Chandler



CIP Costs
Incurred to
Date



CIP
Projected
vs.
Budgeted



1. Pipelines CIP reported separately to preserve scale of the graph



Crescenta Valley Water District
Investment Portfolio Report
as of March 31, 2025

Investment Type	Acct. No	Purchase Date	Face Value	Investment Cost	% of total	Market Value	Maturity Date	Earned to Date	Yield to Maturity
Wells Fargo Sweeps	5246		\$ 344,603	\$ 344,603	1.66%	\$ 344,603		\$ 41,286	4.22%
Subtotal			\$ 344,603	\$ 344,603	1.66%	\$ 344,603		\$ 41,286	
Local Area Investment Fund	90-19-007		\$ 1,660,913	\$ 1,660,913	7.99%	\$ 1,660,913		\$ 59,389	4.48%
Subtotal			\$ 1,660,913	\$ 1,660,913	7.99%	\$ 1,660,913		\$ 59,389	
Chandler									
Cash	CCYUSD	---	\$ 289	\$ 289	0.00%	\$ 289	1/31/2025	\$ -	0.00%
Money Market Fund	31846V203	---	\$ 22,402	\$ 22,402	0.11%	\$ 22,402	2/28/2025	\$ -	3.97%
Agency - Farm Credit System	3133ELVQ4	8/24/2021	\$ 202,640	\$ 200,000	0.96%	\$ 200,000	4/1/2025	\$ 950	0.58%
Corporate - Bank of Montreal	06367WB85	8/24/2021	\$ 103,354	\$ 100,075	0.48%	\$ 99,770	5/1/2025	\$ 771	0.93%
Supranational - Inter-American Development Bank	4581X0DN5	9/23/2021	\$ 199,154	\$ 199,936	0.96%	\$ 197,822	7/15/2025	\$ 264	0.74%
Supranational - International Bank for Recon and Dev	459058JL8	8/30/2021	\$ 198,550	\$ 199,800	0.96%	\$ 195,730	10/28/2025	\$ 425	0.68%
Corporate - National Rural Utilities Cooperative	637432NG6	5/25/2022	\$ 110,037	\$ 110,004	0.53%	\$ 109,173	11/1/2025	\$ 1,490	3.24%
ABS - Honda Auto Receivables Owner Trust	43815GAC3	11/16/2021	\$ 1,535	\$ 1,535	0.01%	\$ 1,530	1/21/2026	\$ 0	0.89%
US Treasury - Government of The United States	91282CBH3	8/5/2021	\$ 197,508	\$ 199,536	0.96%	\$ 193,916	1/31/2026	\$ 124	0.66%
Corporate - Berkshire Hathaway Inc.	084670BS6	10/27/2021	\$ 118,328	\$ 111,457	0.54%	\$ 108,815	3/15/2026	\$ 153	1.21%
US Treasury - Government of The United States	91282CBT7	7/30/2021	\$ 200,836	\$ 200,178	0.96%	\$ 193,598	3/31/2026	\$ 4	0.66%
ABS - Toyota Auto Receivables Owner Trust	89238JAC9	11/9/2021	\$ 1,434	\$ 1,434	0.01%	\$ 1,430	4/15/2026	\$ 0	0.95%
Corporate - Morgan Stanley	6174468Q5	7/27/2022	\$ 127,930	\$ 134,801	0.65%	\$ 134,733	4/28/2026	\$ 1,255	4.31%
Corporate - UnitedHealth Group Incorporated	91324PEC2	7/28/2021	\$ 100,873	\$ 100,194	0.48%	\$ 96,564	5/15/2026	\$ 434	0.96%
ABS - Honda Auto Receivables Owner Trust	43815BAC4	2/15/2022	\$ 8,263	\$ 8,264	0.04%	\$ 8,220	5/15/2026	\$ 7	0.28%
Corporate - Toyota Motor Corporation	89236TJK2	6/28/2021	\$ 99,630	\$ 99,910	0.48%	\$ 96,286	6/18/2026	\$ 322	1.20%
Corporate - Bank of America Corporation	06051GJD2	7/16/2021	\$ 100,163	\$ 100,010	0.48%	\$ 99,285	6/19/2026	\$ 374	1.27%
Agency - Federal Home Loan Mortgage Corp	3134GXHY3	9/30/2022	\$ 105,450	\$ 115,214	0.55%	\$ 115,194	6/23/2026	\$ 245	4.28%
US Treasury - Government of The United States	91282CCJ8	8/5/2021	\$ 201,625	\$ 200,413	0.96%	\$ 192,445	6/30/2026	\$ 440	0.71%
US Treasury - Government of The United States	91282CCP4	8/24/2021	\$ 198,523	\$ 199,602	0.96%	\$ 191,359	7/31/2026	\$ 207	0.78%
ABS - John Deere Owner Trust	47787JAC2	3/10/2022	\$ 6,725	\$ 6,726	0.03%	\$ 6,692	9/15/2026	\$ 7	2.34%
ABS - Toyota Auto Receivables Owner Trust	89238FAD5	4/7/2022	\$ 8,154	\$ 8,154	0.04%	\$ 8,118	9/15/2026	\$ 11	3.09%
ABS - GM Financial Securitized Term	362554AC1	10/13/2021	\$ 2,062	\$ 2,062	0.01%	\$ 2,052	9/16/2026	\$ 1	0.68%
Corporate - Walmart Inc.	931142ER0	---	\$ 89,937	\$ 96,284	0.46%	\$ 95,764	9/17/2026	\$ 41	3.84%
Corporate - Target Corporation	87612EBM7	---	\$ 106,541	\$ 108,690	0.52%	\$ 105,875	1/15/2027	\$ 453	2.66%
Agency - Federal Home Loan Banks	3130AYPN0	1/29/2024	\$ 179,815	\$ 179,888	0.87%	\$ 180,812	1/15/2027	\$ 1,568	4.16%
Corporate - The Procter & Gamble Company	742718FV6	1/27/2022	\$ 109,844	\$ 109,943	0.53%	\$ 105,980	2/1/2027	\$ 348	1.93%

Investment Type	Acct. No	Purchase Date	Face Value	Investment Cost	% of total	Market Value	Maturity Date	Earned to Date	Yield to Maturity
ABS - John Deere Owner Trust	47800AAC4	7/12/2022	\$ 15,714	\$ 15,715	0.08%	\$ 15,655	2/16/2027	\$ 26	3.77%
Corporate - State Street Corporation	857477CL5	4/1/2024	\$ 99,930	\$ 99,954	0.48%	\$ 101,305	3/18/2027	\$ 180	5.02%
Agency - Farm Credit System	3133EP6K6	4/1/2024	\$ 199,618	\$ 199,746	0.96%	\$ 202,070	3/26/2027	\$ 125	4.57%
ABS - Toyota Auto Receivables Owner Trust	89231CAD9	8/8/2022	\$ 44,237	\$ 44,242	0.21%	\$ 44,058	4/15/2027	\$ 74	3.80%
ABS - Hyundai Auto Receivables Trust	448979AD6	4/4/2023	\$ 29,077	\$ 29,079	0.14%	\$ 29,070	4/15/2027	\$ 59	5.14%
Corporate - Northern Trust Corporation	665859AW4	---	\$ 141,595	\$ 140,689	0.68%	\$ 139,365	5/10/2027	\$ 2,193	3.73%
ABS - John Deere Owner Trust	47800BAC2	10/12/2022	\$ 36,091	\$ 36,092	0.17%	\$ 36,204	6/15/2027	\$ 82	3.29%
ABS - Mercedes-Benz Auto Receivables Trust	58768PAC8	11/15/2022	\$ 46,392	\$ 46,396	0.22%	\$ 46,536	8/16/2027	\$ 107	5.27%
Agency - Federal Home Loan Banks	3130ATU54	12/27/2022	\$ 166,713	\$ 165,931	0.80%	\$ 166,418	12/10/2027	\$ 2,162	4.01%
ABS - GM Financial Securitized Term	362583AD8	4/4/2023	\$ 26,910	\$ 26,910	0.13%	\$ 26,897	2/16/2028	\$ 50	4.51%
ABS - GM Financial Automobile Leasing Trus	36271VAD9	2/5/2025	\$ 39,995	\$ 39,995	0.19%	\$ 40,186	2/21/2028	\$ 57	4.66%
Corporate - Prologis, Inc.	74340XCG4	3/22/2024	\$ 105,362	\$ 105,273	0.51%	\$ 106,170	6/15/2028	\$ 1,507	4.78%
US Treasury - Government of The United States	91282CHK0	5/28/2024	\$ 195,641	\$ 196,537	0.95%	\$ 200,672	6/30/2028	\$ 2,011	4.13%
Corporate - JPMorgan Chase & Co.	46647PDG8	4/1/2024	\$ 98,938	\$ 99,257	0.48%	\$ 100,639	7/25/2028	\$ 889	5.20%
US Treasury - Government of The United States	91282CHQ7	4/1/2024	\$ 197,969	\$ 198,435	0.95%	\$ 201,414	7/31/2028	\$ 1,367	4.29%
US Treasury - Government of The United States	91282CJA0	5/28/2024	\$ 190,356	\$ 190,287	0.92%	\$ 194,423	9/30/2028	\$ 24	4.58%
US Treasury - Government of The United States	91282CJF9	---	\$ 172,647	\$ 172,344	0.83%	\$ 175,412	10/31/2028	\$ 3,480	4.45%
Corporate - Duke Energy Corporation	26442CAX2	3/22/2024	\$ 106,456	\$ 107,232	0.52%	\$ 108,419	11/15/2028	\$ 1,641	4.73%
US Treasury - Government of The United States	9128285M8	3/22/2024	\$ 190,688	\$ 192,730	0.93%	\$ 194,719	11/15/2028	\$ 2,365	4.24%
Agency - Federal Home Loan Banks	3130AXQK7	1/29/2024	\$ 185,459	\$ 184,145	0.89%	\$ 184,959	12/8/2028	\$ 2,684	4.05%
Corporate - Deere & Company	24422EXH7	4/1/2024	\$ 98,542	\$ 98,845	0.48%	\$ 100,473	1/16/2029	\$ 938	4.84%
Corporate - PACCAR Inc	69371RS80	4/1/2024	\$ 98,976	\$ 99,187	0.48%	\$ 100,662	1/31/2029	\$ 779	4.84%
US Treasury - Government of The United States	91282CJW2	3/22/2024	\$ 198,133	\$ 198,525	0.95%	\$ 200,547	1/31/2029	\$ 1,326	4.21%
Supranational - Inter-American Development Bank	4581X0EN4	3/22/2024	\$ 198,528	\$ 198,834	0.96%	\$ 200,832	2/15/2029	\$ 1,054	4.29%
Corporate - Cisco Systems, Inc.	17275RBR2	2/27/2024	\$ 100,052	\$ 100,040	0.48%	\$ 101,784	2/26/2029	\$ 472	4.84%
ABS - BMW Vehicle Owner Trust	096919AD7	6/4/2024	\$ 39,994	\$ 39,995	0.19%	\$ 40,495	2/26/2029	\$ 35	5.24%
Corporate - Caterpillar Inc.	14913UAI9	4/29/2024	\$ 113,935	\$ 114,138	0.55%	\$ 116,836	2/27/2029	\$ 527	5.07%
US Treasury - Government of The United States	91282CKD2	5/28/2024	\$ 197,609	\$ 198,032	0.95%	\$ 202,344	2/28/2029	\$ 739	4.53%
Agency - Federal Home Loan Banks	3130AVBD3	4/1/2024	\$ 200,988	\$ 200,789	0.97%	\$ 203,882	3/9/2029	\$ 550	4.39%
Corporate - Duke Energy Corporation	26442UAH7	5/28/2024	\$ 93,071	\$ 94,286	0.45%	\$ 96,332	3/15/2029	\$ 153	5.10%
ABS - Hyundai Auto Receivables Trust	44934QAD3	7/16/2024	\$ 24,996	\$ 24,997	0.12%	\$ 25,181	3/15/2029	\$ 54	4.90%
ABS - Honda Auto Receivables Owner Trust	43813YAC6	8/9/2024	\$ 54,991	\$ 54,993	0.26%	\$ 55,229	3/21/2029	\$ 70	4.68%
US Treasury - Government of The United States	91282CKG5	5/28/2024	\$ 196,469	\$ 197,082	0.95%	\$ 201,461	3/31/2029	\$ 23	4.53%
US Treasury - Government of The United States	91282CKP5	10/29/2024	\$ 214,430	\$ 214,017	1.03%	\$ 215,471	4/30/2029	\$ 4,078	4.11%
Agency - Farm Credit System	3133ERDH1	4/29/2024	\$ 200,548	\$ 200,447	0.96%	\$ 205,349	4/30/2029	\$ 3,985	4.69%
ABS - Bank of America Credit Card Trust	05522RDJ4	6/6/2024	\$ 44,997	\$ 44,998	0.22%	\$ 45,589	5/15/2029	\$ 99	4.93%
US Treasury - Government of The United States	91282CKT7	6/13/2024	\$ 202,234	\$ 201,876	0.97%	\$ 204,336	5/31/2029	\$ 3,016	4.25%
Agency - Federal Home Loan Banks	3130B1BC0	7/30/2024	\$ 163,651	\$ 163,149	0.78%	\$ 163,942	6/8/2029	\$ 2,323	4.10%
US Treasury - Government of The United States	91282CLC3	8/29/2024	\$ 202,727	\$ 202,400	0.97%	\$ 200,523	7/31/2029	\$ 1,326	4.30%
Corporate - Eli Lilly and Company	532457CQ9	8/12/2024	\$ 64,858	\$ 64,876	0.31%	\$ 64,621	8/14/2029	\$ 356	4.25%

Investment Type	Acct. No	Purchase Date	Face Value	Investment Cost	% of total	Market Value	Maturity Date	Earned to Date	Yield to Maturity
Corporate - Chubb Limited	171239AL0	3/27/2025	\$ 70,351	\$ 70,350	0.34%	\$ 70,590	8/15/2029	\$ 416	4.52%
US Treasury - Government of The United States	91282CFJ5	9/26/2024	\$ 156,675	\$ 157,019	0.76%	\$ 154,781	8/31/2029	\$ 435	3.59%
ABS - John Deere Owner Trust	47800DAD6	3/4/2025	\$ 44,997	\$ 44,997	0.22%	\$ 44,965	9/17/2029	\$ 122	5.09%
ABS - BMW Vehicle Owner Trust	096924AD7	2/4/2025	\$ 59,994	\$ 59,994	0.29%	\$ 60,281	9/25/2029	\$ 46	4.56%
US Treasury - Government of The United States	91282CFL0	10/29/2024	\$ 207,720	\$ 207,914	1.00%	\$ 209,409	9/30/2029	\$ 22	4.50%
ABS - Hyundai Auto Receivables Trust	44935CAD3	3/4/2025	\$ 54,992	\$ 54,992	0.26%	\$ 54,935	10/15/2029	\$ 125	4.84%
ABS - WF Card Issuance Trust	92970QAE5	10/17/2024	\$ 49,993	\$ 49,993	0.24%	\$ 49,989	10/15/2029	\$ 95	4.58%
US Treasury - Government of The United States	91282CLR0	1/30/2025	\$ 198,398	\$ 198,454	0.95%	\$ 201,469	10/31/2029	\$ 3,464	4.38%
US Treasury - Government of The United States	91282CMA6	12/23/2024	\$ 222,091	\$ 222,249	1.07%	\$ 226,740	11/30/2029	\$ 3,111	4.42%
ABS - American Express Credit Master Trust	02582JKM1	2/4/2025	\$ 99,978	\$ 99,978	0.48%	\$ 100,764	12/17/2029	\$ 203	4.57%
US Treasury - Government of The United States	91282CMG3	2/25/2025	\$ 150,838	\$ 150,822	0.73%	\$ 151,922	1/31/2030	\$ 1,057	4.12%
ABS - Verizon Master Trust, Series 2025-3	92348KDY6	3/25/2025	\$ 69,997	\$ 69,997	0.34%	\$ 69,997	3/20/2030	\$ 9	4.51%
Subtotal			\$ 9,117,147	\$ 9,136,057	43.94%	\$ 9,150,180		\$ 61,976	
Stifel									
Money Market Fund	31846V401		\$ 5,735,670	\$ 5,735,670	27.58%	\$ 5,735,670	3/31/2025	\$ -	3.86%
US Treasury - US Treasury	9128284M9		\$ 431,000	\$ 423,496	2.04%	\$ 430,487	4/30/2025	\$ 5,169	4.33%
US Treasury - US Treasury	912828ZT0		\$ 444,000	\$ 421,171	2.03%	\$ 441,028	5/31/2025	\$ 369	4.28%
US Treasury - US Treasury	912828ZW3		\$ 302,000	\$ 285,750	1.37%	\$ 298,988	6/30/2025	\$ 188	4.22%
US Treasury - US Treasury	91282CAB7		\$ 305,000	\$ 287,752	1.38%	\$ 300,899	7/31/2025	\$ 124	4.19%
US Treasury - US Treasury	91282CAJ0		\$ 306,000	\$ 287,842	1.38%	\$ 301,025	8/31/2025	\$ 64	4.18%
US Treasury - US Treasury	91282CJB8		\$ 525,000	\$ 532,171	2.56%	\$ 526,920	9/30/2025	\$ -	4.14%
US Treasury - US Treasury	9128285J5		\$ 530,000	\$ 520,391	2.50%	\$ 526,373	10/31/2025	\$ 6,632	4.09%
US Treasury - US Treasury	91282CAZ4		\$ 231,000	\$ 216,202	1.04%	\$ 225,310	11/30/2025	\$ 288	4.05%
US Treasury - US Treasury	91282CJS1		\$ 227,000	\$ 227,922	1.10%	\$ 227,186	12/31/2025	\$ 2,399	4.03%
US Treasury - US Treasury	91282CBH3		\$ 499,000	\$ 464,683	2.23%	\$ 483,808	1/31/2026	\$ 305	4.00%
US Treasury - US Treasury	91282CBQ3		\$ 267,000	\$ 248,718	1.20%	\$ 258,416	2/28/2026	\$ 112	3.97%
Subtotal			\$ 9,802,670	\$ 9,651,767	46.42%	\$ 9,756,110		\$ 15,650	
Total Investments			\$ 20,925,333	\$ 20,793,340	100.00%	\$ 20,911,806		\$ 178,302	3.81%
						\$ 118,466	Unrealized Gain/(Loss)		

I certify that this report accurately reflects all pooled investments and is in compliance with California Government Code; are currently in conformity with the investment policy as stated in Resolution 791. As Treasurer of the Crescenta Valley Water District, I, Arturo Montes hereby certify that sufficient investment liquidity and anticipated revenues are available to meet one year of estimated expenditures for the Operations of Crescenta Valley Water District.



Arturo Montes, Secretary-Treasurer, CVWD

April 19, 2025

Date

CRESCENTA VALLEY WATER DISTRICT

2700 Foothill Boulevard
La Crescenta, California

Agenda for the
Board Workshop

To be held on April 15, 2025 at 6:00 p.m. at the

Crescenta Valley Water District Board Room
2700 Foothill Blvd
La Crescenta, CA 91214

Posted: April 14, 2025 at 6:00 pm.

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

Call to Order

Adoption of Agenda

Action Calendar

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

1. Follow-up discussion regarding cost analysis for the District's In-House Pipeline initiative
2. Consideration and motion to approve the District's Proposition 218 Notice
3. Discussion regarding FMWD and member agencies and current discussion regarding consolidation of one or more agencies

Closed Session - None

Adjournment

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be *held* on
April 16, 2025 at 3:30 PM

Agenda for the Meeting of the Employee Relations Committee of the Crescenta Valley Water District

This meeting will be conducted in person at the address listed above. Members of the public may also participate virtually by using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 879 9228 6293

Those members of the public who are able to and would like to additionally participate through a computer may access the Zoom audio & video conferencing tool available at the following link:

<https://us02web.zoom.us/j/87992286293>

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

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Comments emailed to customerservice@cvwd.com by 1pm on April 16, 2025, will be sent to the Committee prior to the meeting.

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

Public Comments

At this time, the public shall have an opportunity to comment on any item listed or not listed on the agenda that is relevant to the subject matter jurisdiction of the Committee. This opportunity is non-transferable, and speakers are limited to one three-minute comment unless further time is granted by the Presiding Officer.

Adoption of Agenda

Discussion Item(s)

1. Discussion on the job descriptions for the following – Cross Connection Control Specialist; Customer Service Field Representative; CIP Project Manager

Committee Members' Request for Future Agenda Items

Closed Session - None

Adjournment

CRESCENTA VALLEY WATER DISTRICT

2700 FOOTHILL BOULEVARD
LA CRESCENTA, CALIFORNIA

To be held on
April 17, 2025 at 4:00 PM

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

This meeting will be conducted in person at the address listed above. Members of the public may also participate virtually by using a touchtone phone. You may select any of the following phone numbers (there are more than one for increased reliability during this time of increased phone traffic)

(669) 900-6833

(346) 248-7799

(929) 205-6099

(253) 215-8782

(301) 715-8592

(312) 626-6799

Then, enter Access Code: 893 2081 1592

Those members of the public who are able to and would like to additionally participate through a computer may access the Zoom audio & video conferencing tool available at the following link:

<https://us02web.zoom.us/j/89320811592>

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

Public comment may be made either by emailing comments ahead of the meeting or by speaking over the phone. Comments emailed to customerservice@cvwd.com by 1pm on April 17, 2025, will be sent to the Committee prior to the meeting.

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

Public Comments

At this time, the public shall have an opportunity to comment on any item listed or not listed on the agenda that is relevant to the subject matter jurisdiction of the Committee. This opportunity is non-transferable, and speakers are limited to one three-minute comment unless further time is granted by the Presiding Officer.

Adoption of Agenda

Discussion Item(s)

1. Discussion of updated Bond Fund Investment Plan
2. Follow-up discussion on Employee Handbook
3. Discussion on possible updates to the District's Rules and Regulations "Article 4.04 Director Fees"
4. Presentation of 3rd Quarter Variance Report

Committee Members' Request for Future Agenda Items

Closed Session - None

Adjournment