



## **AGENDA**

**REGULAR MEETING OF THE BOARD OF DIRECTORS  
LA PUENTE VALLEY COUNTY WATER DISTRICT  
112 N. FIRST STREET, LA PUENTE, CALIFORNIA  
MONDAY, SEPTEMBER 13, 2021 AT 5:30 PM**

**TELECONFERENCE ACCESS:** Pursuant to Executive Order N-29-20 issued by Governor Newsom in response to the COVID-19 pandemic as a precaution to protect staff, our constituents, and elected officials, the La Puente Valley County Water District will hold its Board meeting via teleconference or the most rapid means of communication available at the time.

**WEBSITE: WWW.ZOOM.COM**

**MEETING ID: 824 3561 8620**

**DIRECT MEETING LINK:**

**[HTTPS://US02WEB.ZOOM.US/J/82435618620](https://us02web.zoom.us/j/82435618620)**

### **JOIN BY PHONE**

**PHONE NUMBER: (669) 900-9128**

**ACCESS CODE: 824 3561 8620#**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL OF BOARD OF DIRECTORS**

President Rojas\_\_\_\_ Vice President Barajas\_\_\_\_ Director Argudo\_\_\_\_

Director Escalera\_\_\_\_ Director Hernandez\_\_\_\_

**4. PUBLIC COMMENT**

Anyone wishing to discuss items on the agenda or pertaining to the District may do so now. The Board may allow additional input during the meeting. A five-minute limit on remarks is requested.

**5. ADOPTION OF AGENDA**

Each item on the Agenda shall be deemed to include an appropriate motion, resolution or ordinance to take action on any item. Materials related to an item on this agenda submitted after distribution of the agenda packet are available for public review at the District office, located at the address listed above.

**6. APPROVAL OF CONSENT CALENDAR**

There will be no separate discussion of Consent Calendar items as they are considered to be routine by the Board of Directors and will be adopted by one motion. If a member of the Board, staff, or public requests discussion on a particular item, that item will be removed from the Consent Calendar and considered separately.

- A. Approval of Minutes of the Regular Meeting of the Board of Directors held on August 23, 2021.

- B. Approval of District's Expenses for the Month of August 2021.
- C. Approval of City of Industry Waterworks System Expenses for the Month of August 2021.
- D. Receive and File the District's Water Sales Report for August 2021.
- E. Receive and File the City of Industry Waterworks System's Water Sales Report for August 2021.

## **7. ACTION / DISCUSSION ITEMS**

- A. Discussion of the District's Nitrate Treatment Project.

**Recommendation:** Board Discretion

- B. Consideration of Proposal from Civiltec Engineering, Inc. for Professional Services for the Assistance and Design of the Customer Retrofit Conversion Phase for the District's Recycled Water Project.

**Recommendation:** Authorize the General Manager to secure a professional services agreement from Civiltec Engineering, Inc. for Professional Services.

## **8. GENERAL MANAGER'S REPORT**

## **9. OTHER ITEMS**

- A. Upcoming Events.
- B. Information Items.

## **10. ATTORNEY'S COMMENTS**

## **11. CLOSED SESSION**

- A. Conference with legal counsel – Existing Litigation  
Subdivision (a) of Government Code Section 54956.9.

**Name of Case:** *La Puente Valley County Water District v. Jeanette and David Hwang Family Limited Partnership, et al.*, Los Angeles Superior Court Case No. 21STCV24404.

## **12. CLOSED SESSION REPORT**

## **13. BOARD MEMBER COMMENTS**

- A. Report on Events Attended.
- B. Other Comments.

## **14. FUTURE AGENDA ITEMS**

## **15. ADJOURNMENT**

**POSTED:** Friday, September 10, 2021

President William R. Rojas, Presiding.

Any qualified person with a disability may request a disability-related accommodation as needed to participate fully in this public meeting. In order to make such a request, please contact Mr. Roy Frausto, Board Secretary, at (626) 330-2126 in sufficient time prior to the meeting to make the necessary arrangements.

**Note:** Agenda materials are available for public inspection at the District office or visit the District's website at [www.lapuentewater.com](http://www.lapuentewater.com).



**MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
LA PUENTE VALLEY COUNTY WATER DISTRICT  
FOR MONDAY, AUGUST 23, 2021 AT 5:30 PM**

**1. CALL TO ORDER**

President Rojas called the meeting to order at 5:30 p.m.

**2. PLEDGE OF ALLEGIANCE**

President Rojas led the meeting in the Pledge of Allegiance.

**3. ROLL CALL OF THE BOARD OF DIRECTORS**

President Rojas	Vice President Barajas	Director Argudo	Director Escalera	Director Hernandez
Present Via Teleconference	Absent	Absent	Present Via Teleconference	Present Via Teleconference

**OTHERS PRESENT**

**Staff and Counsel:** General Manager & Board Secretary, Roy Frausto; Office Manager, Gina Herrera; Customer Service and Accounting Clerk, Vanessa Koyama; Operations & Maintenance Superintendent, Paul Zampietro; Water Treatment & Supply Supervisor, Cesar Ortiz and District Counsel, Jim Ciampa all present via teleconference.

**Public:** Mr. Ed Chavez, Board President from the Upper San Gabriel Valley Municipal Water District.

**4. PUBLIC COMMENTS**

Mr. Chavez reported that he and Mr. Frausto gave a presentation on regional water supply and conservation efforts at the August 10, 2021, City of La Puente Council meeting.

Director Argudo entered the meeting at 5:32 p.m.

**5. ADOPTION OF AGENDA**

Motion: Adopt Agenda as Presented.

1st: President Rojas

2nd: Director Hernandez

	<b>Rojas</b>	<b>Barajas</b>	<b>Argudo</b>	<b>Escalera</b>	<b>Hernandez</b>
<b>Vote</b>	Yes	Absent	Yes	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

**6. APPROVAL OF CONSENT CALENDAR**

Motion: Approve Consent Calendar as Presented.

1st: President Rojas  
2nd: Director Escalera

	<b>Rojas</b>	<b>Barajas</b>	<b>Argudo</b>	<b>Escalera</b>	<b>Hernandez</b>
<b>Vote</b>	Yes	Absent	Yes	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

## **7. FINANCIAL REPORTS**

### **A. Summary of the District's and IPU's Cash and Investments as of July 31, 2021.**

Mr. Frausto provided a summary of the balances in each account provided in the Summary of Cash and Investments as of July 31, 2021.

Motion: Receive and File the Summary of Cash and Investments as of July 31, 2021.

1st: Director Argudo  
2nd: Director Hernandez

	<b>Rojas</b>	<b>Barajas</b>	<b>Argudo</b>	<b>Escalera</b>	<b>Hernandez</b>
<b>Vote</b>	Yes	Absent	Yes	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

### **B. Statement of District's Revenue and Expenses as of July 31, 2021.**

Mrs. Herrera provided a summary of the Statement of Revenues and Expenses for the District as of July 31, 2021.

Motion: Receive and File the Statement of the District's Revenue and Expenses as of July 31, 2021.

1st: President Rojas  
2nd: Director Hernandez

	<b>Rojas</b>	<b>Barajas</b>	<b>Argudo</b>	<b>Escalera</b>	<b>Hernandez</b>
<b>Vote</b>	Yes	Absent	Yes	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

### **C. Statement of the Industry Public Utilities' Water Operations Revenue and Expenses as of July 31, 2021.**

Mrs. Herrera provided a summary of the Statement of Revenues and Expenses for the Industry Public Utilities' Water Operations.

Motion: Receive and File the Statement of the Industry Public Utilities Water Operations' Revenue and Expenses as of July 31, 2021.

1st: President Rojas  
2nd: Director Escalera

	<b>Rojas</b>	<b>Barajas</b>	<b>Argudo</b>	<b>Escalera</b>	<b>Hernandez</b>
<b>Vote</b>	Yes	Absent	Yes	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

**8. ACTION / DISCUSSION ITEMS**

**A. Consideration of Purchase of UV Lamps for the Trojan UV Treatment System Located at the District’s Groundwater Treatment Facility.**

Mr. Ortiz presented to the Board the cost proposal given by Trojan Technologies for the replacement of the UV Lamps at the Treatment Plant.

Motion: Authorize the General Manager to Purchase UV Lamps from Trojan Technologies for a Price of \$51,004.22.

1st: President Rojas

2nd: Director Argudo

	<b>Rojas</b>	<b>Barajas</b>	<b>Argudo</b>	<b>Escalera</b>	<b>Hernandez</b>
<b>Vote</b>	Yes	Absent	Yes	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

**B. Consideration of Resolution 272 Adopting a Methodology for imposing Capacity Fees on Certain Qualifying Accessory Dwelling Units, Adopting a Policy for Providing Water to Accessory Dwelling Units, and Taking Certain Other Actions Relating Thereto.**

Mr. Frausto summarized Resolution 272 and the methodology that was used for imposing capacity fees on ADU’s (Accessory Dwelling Units).

Motion: Adopt Resolution 272.

1st: President Rojas

2nd: Director Escalera

	<b>Rojas</b>	<b>Barajas</b>	<b>Argudo</b>	<b>Escalera</b>	<b>Hernandez</b>
<b>Vote</b>	Yes	Absent	Abstain	Yes	Yes

Motion carried by a vote of: 3 Yes, 0 No, 1 Abstain, 1 Absent.

**9. OPERATIONS AND MAINTENANCE SUPERINTENDENT’S REPORT**

Mr. Zampielo summarized his report to the Board provided in the Board Packet.

Motion: Receive and File the Operations and Maintenance Superintendent’s Report.

1st: President Rojas

2nd: Director Argudo

	<b>Rojas</b>	<b>Barajas</b>	<b>Argudo</b>	<b>Escalera</b>	<b>Hernandez</b>
<b>Vote</b>	Yes	Absent	Yes	Yes	Yes

Motion carried by a vote of: 4 Yes, 0 No, 0 Abstain, 1 Absent.

**10. GENERAL MANAGER’S REPORT**

Mr. Frausto updated the Board on the AWIA program and on Industry Public Utilities’ Prop 218 notice.

**11. OTHER ITEMS**

**A. Upcoming Events.**

Mrs. Herrera reported that there are no upcoming events.

**B. Information Items.**

Included in Board Packet

**12. ATTORNEY’S COMMENTS**

Mr. Ciampa addressed and updated the Board on some of the current water supply issues.

**13. CLOSED SESSION 6:19 p.m.**

- A. Conference with legal counsel – anticipated litigation  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of government code section 54956.9. One case.

**14. CLOSED SESSION REPORT 6:22 p.m.**

Board met in closed session and the Board was briefed on the facts and circumstances of the matter and no reportable action was taken.

**15. BOARD MEMBERS COMMENTS**

**A. Report on Events Attended.**

President Rojas reported that he attended 1 event: (1) A Welcome Breakfast hosted by Upper San Gabriel Valley MWD.

**B. Other Comments.**

Director Escalera closed the meeting in memory of his brother, David Escalera. David was a longtime resident of La Puente. He recently celebrated his 88<sup>th</sup> Birthday along with 65 years of marriage to his wife Emma.

**16. FUTURE AGENDA ITEMS**

None

**17. ADJOURNMENT**

President Rojas adjourned the meeting at 6:23 p.m.

Attest:

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William R. Rojas, President

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Roy Frausto, Secretary

## La Puente Water District August 2021 Disbursements

Check #	Payee	Amount	Description
9058	Petty Cash	\$ 222.50	Office/Field Expense
9059	ACWA/JPIA	\$ 524.83	Property Program Insurance
9060	Alexandra Guevara	\$ 140.00	Cleaning Service
9061	CCSInteractive	\$ 54.40	Monthly Website Hosting
9062	Cell Business Equipment	\$ 26.28	Office Expense
9063	CUEMA JPIA	\$ 1,098.00	Conference Registration
9064	Eurofins Eaton Analytical Inc	\$ 80.00	Water Sampling
9065	Highroad IT	\$ 402.00	Technical Support
9066	Industry Business Council	\$ 225.00	Membership Dues
9067	Industry Tire Service Inc	\$ 1,067.46	Truck Maintenance
9068	Jiffy Lube My Fleet Center	\$ 88.55	Truck Maintenance
9069	Lagerlof LLP	\$ 3,647.00	Attorney Fee's
9070	Los Angeles County Fire Dept	\$ 924.00	Hazmat Program
9071	Merritt's Hardware	\$ 196.03	Field Supplies
9072	Public Water Agencies Group	\$ 578.25	Emergency Preparedness Program
9073	RMG Communications	\$ 3,250.00	Summer Newsletter
9074	SC Edison	\$ 11,334.39	Power Expense
9075	Tetra Tech Inc	\$ 630.00	Recycled Water Project
9076	Underground Service Alert	\$ 115.67	Line Notifications
9077	Wesco Security Systems Inc	\$ 282.00	Security Monitoring
9078	Western Water Works	\$ 3,077.54	Field Supplies - Inventory
9079	Measurment Control Systems	\$ 696.06	Hydrant Meter
9080	Eurofins Eaton Analytical Inc	\$ 340.00	Water Sampling
9081	Grainger Inc	\$ 30.17	Field Supplies
9082	McMaster-Carr Supply Co	\$ 449.98	Air Stripper Maintenance
9083	Northstar Chemical	\$ 8,751.62	Chemicals Expense
9084	RC Foster Corporation	\$ 1,383.72	Carbon Changeout Expense
9085	Stetson Engineers Inc	\$ 97.24	Engineering Support
9086	Trojan UV	\$ 27,170.00	UV Maintenance
9087	Weck Laboratories Inc	\$ 5,267.75	Water Sampling
9088	Weck Laboratories Inc	\$ 2,042.15	Water Sampling
9089	Arturo B Briseno Jr	\$ 200.00	Truck Damage Reimbursement
9090	Edward Fierro	\$ 320.00	Educational Reimbursement
9091	Edward Fierro	\$ 280.00	Educational Reimbursement
9092	ACP Publications & Marketing	\$ 1,393.00	Summer Newsletter
9093	Answering Service Care	\$ 155.75	Answering Service
9094	Chevron	\$ 3,183.47	Truck Fuel
9095	Cintas	\$ 521.21	Uniform Service
9096	County Sanitation Dists of LA County	\$ 70.60	Refuse Fee's
9097	Coverall North America Inc	\$ 255.00	Cleaning Service
9098	Geosyntec Consultants	\$ 26,716.05	Nitrate System
9099	InfoSend	\$ 920.33	Billing Expense
9100	S & J Supply Co Inc	\$ 273.40	Hydrant Valve
9101	SC Edison	\$ 157.64	Power Expense
9102	Time Warner Cable	\$ 288.25	Telephone Service
9103	Valley Vista Services	\$ 343.90	Trash Service
9104	Western Water Works	\$ 121.50	Field Supplies
9105	ACP Publications & Marketing	\$ 290.40	Summer Newsletter
9106	County Sanitation Dists of LA County	\$ 156.52	Wastewater Treatment Surcharge
9107	Time Warner Cable	\$ 692.45	Telephone Service



## La Puente Water District August 2021 Disbursements - continued

Check #	Payee	Amount	Description
9108	United Site Services of Calif Inc	\$ 511.06	Restroom Service @ Treatment Plant
9109	Gabriel Morales	\$ 250.00	Customer Reimbursement
9110	Cintas	\$ 35.47	Uniform Service
9111	CUEMA JPIA	\$ 549.00	Conference Registration
9112	Eurofins Eaton Analytical Inc	\$ 40.00	Water Sampling
9113	Jack Henry & Associates	\$ 62.25	Web E-Check Fee's
9115	Main SG Basin Watermaster	\$ 327,296.00	Production Assessments
9116	McMaster-Carr Supply Co	\$ 123.41	Safety Supplies
9117	Peck Road Gravel	\$ 210.00	Asphalt & Concrete Disposal
9118	Robinsons Flowers	\$ 179.30	Administrative Expense
9119	S & J Supply Co Inc	\$ 3,106.79	Field Supplies - Inventory
9120	San Gabriel Valley Water Company	\$ 165.36	Water Service
9121	Time Warner Cable	\$ 317.97	Telephone Service
9122	Western Water Works	\$ 2,337.73	Field Supplies - Inventory
9123	Doug Martin Contracting	\$ 3,072.95	Construction Meter Refund
9124	ACWA/JPIA	\$ 33,783.73	Health Benefits
9125	Cell Business Equipment	\$ 38.91	Office Expense
9126	Citi Cards	\$ 1,350.12	Administrative Expense
9127	Eurofins Eaton Analytical Inc	\$ 40.00	Water Sampling
9128	Intellicom Communications Inc	\$ 318.75	Administrative Support
9129	Lagerlof LLP	\$ 3,594.03	Attorney Fee's
9130	Lincoln National Life Insurance Company	\$ 714.43	Disability Insurance
9131	MetLife	\$ 216.53	Life Insurance
9132	Peck Road Gravel	\$ 630.00	Asphalt & Concrete Disposal
9133	Premier Access Insurance Co	\$ 2,873.14	Dental Insurance
9134	Registrar-Recorder	\$ 290.00	Filing Fee's
9135	S & J Supply Co Inc	\$ 8,472.41	Field Supplies - Inventory
9136	San Gabriel Basin WQA	\$ 6,782.40	Pumping Rights Assessments
9137	Verizon Wireless	\$ 76.02	Cellular Service
9138	Verizon Wireless	\$ 95.00	Cellular Service
9139	Vulcan Materials Company	\$ 1,136.51	Field Supplies - Asphalt
9140	Weck Laboratories Inc	\$ 151.50	Water Sampling
9141	SC Edison	\$ 44,425.74	Power Expense
9142	Verizon Wireless	\$ 114.03	Cellular Service
9143	Waste Management of SG Valley	\$ 235.14	Trash Service
9144	Blaine Tech Services Inc	\$ 1,053.20	Water Sampling
9145	Pacific Premier Bank	\$ 78,536.16	Loan Repayment
9146	O'Reilly Auto Parts	\$ 3.85	Truck Maintenance
Online	Home Depot	\$ 507.79	Field Supplies
Autodeduct	Bluefin Payment Systems	\$ 1,191.07	Web Merchant Fee's
Autodeduct	Wells Fargo	\$ 364.85	Bank Fee's
Autodeduct	Wells Fargo	\$ 50.37	Merchant Fee's
Autodeduct	First Data Global Leasing	\$ 44.00	Credit Card Machine Lease - Monthly
Online	Lincoln Financial Group	\$ 7,011.66	Deferred Comp
Online	CalPERS	\$ 7,200.52	Retirement Program
Online	Employment Development Dept	\$ 4,577.74	California State & Unemployment Taxes
Online	United States Treasury	\$ 26,036.28	Federal, Social Security & Medicare Taxes
<b>Total Payables</b>		<b>\$ 680,705.23</b>	

**La Puente Valley County Water District**  
**Payroll Summary**  
August 2021

	<b>August 2021</b>
Employee Wages, Taxes and Adjustments	
Gross Pay	
Total Gross Pay	106,118.66
Deductions from Gross Pay	
Total Deductions from Gross Pay	<u>-9,678.26</u>
Adjusted Gross Pay	96,440.40
Taxes Withheld	
Federal Withholding	-9,773.00
Medicare Employee	-1,541.31
Social Security Employee	-6,590.33
CA - Withholding	-4,569.00
Medicare Employee Addl Tax	0.00
Total Taxes Withheld	<u>-22,473.64</u>
<b>Net Pay</b>	<b><u>73,966.76</u></b>
Employer Taxes and Contributions	
Medicare Company	1,541.31
Social Security Company	6,590.33
CA - Unemployment	8.19
CA - Employment Training Tax	0.55
Total Employer Taxes and Contributions	<u>8,317.38</u>

## La Puente Water District August 2021 Disbursements

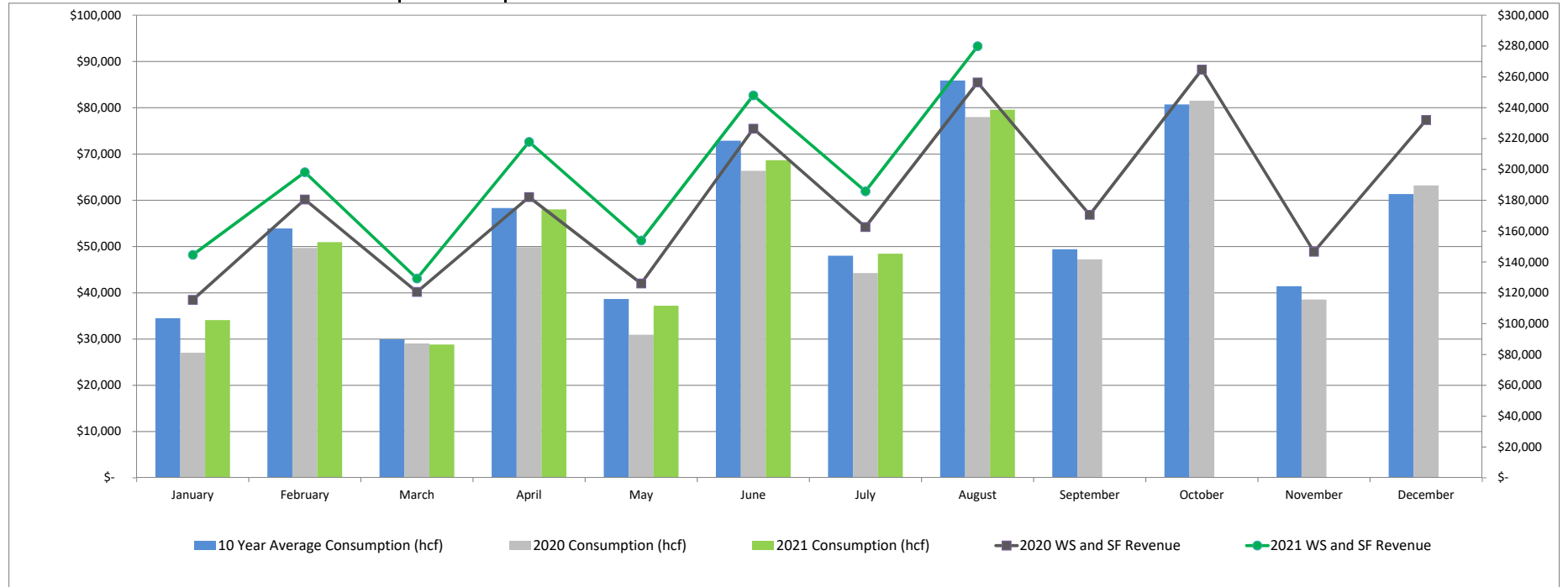
Total Vendor Payables	\$ <u>680,705.23</u>
Total Payroll	\$ <u>73,966.76</u>
Total August 2021 Disbursements	\$ <u>754,671.99</u>

## Industry Public Utilities August 2021 Disbursements

Check #	Payee	Amount	Description
4707	Measurment Control Systems	\$ 696.05	Hydrant Meter
4708	CCSInteractive	\$ 13.60	Monthly Website Hosting
4709	Cell Business Equipment	\$ 26.28	Office Expense
4710	Highroad IT	\$ 268.00	Technical Support
4711	La Puente Valley County Water District	\$ 66,431.87	Labor Costs July 2021
4712	Los Angeles County Fire Dept	\$ 1,015.00	Hazmat Program
4713	Merritt's Hardware	\$ 51.66	Field Supplies
4714	RMG Communications	\$ 2,500.00	Prop 218 Notices
4715	Underground Service Alert	\$ 115.65	Line Notifications
4716	Weck Laboratories Inc	\$ 107.50	Water Sampling
4717	Answering Service Care	\$ 155.75	Answering Service
4718	Cintas	\$ 521.19	Uniform Service
4719	InfoSend	\$ 685.97	Billing Expense
4720	Resource Building Materials	\$ 17.41	Field Supplies - Concrete
4721	S & J Supply Co Inc	\$ 273.39	Hydrant Valve
4722	SC Edison	\$ 18,704.61	Power Expense
4723	SoCal Gas	\$ 18.85	Gas Expense
4724	Time Warner Cable	\$ 82.38	Telephone Service
4725	Time Warner Cable	\$ 288.25	Telephone Service
4726	Western Water Works	\$ 121.49	Field Supplies
4727	ACP Publication & Marketing	\$ 667.96	Prop 218 Notices
4728	Cintas	\$ 35.47	Uniform Service
4729	Janus Pest Management Inc	\$ 65.00	Rodent Control
4730	La Puente Valley County Water District	\$ 182.42	Bank Fee Reimbursement
4731	Lagerlof LLP	\$ 93.00	Attorney Fee's
4732	Main SG Basin Watermaster	\$ 265,646.00	Production Assessments
4733	McMaster-Carr Supply Co	\$ 123.40	Safety Supplies
4734	Peck Road Gravel	\$ 210.00	Field Supplies - Asphalt
4735	Cell Business Equipment	\$ 38.91	Office Expense
4736	Citi Cards	\$ 217.92	Administrative & Field Expenses
4737	Industry Public Utility Commission	\$ 1,154.56	Industry Hills Power Expense
4738	Intellicom Communications Inc	\$ 318.75	Administrative Support
4739	La Puente Valley County Water District	\$ 31,906.46	Truck, Vehicle & Equipment Reimbursement
4740	Peck Road Gravel	\$ 630.00	Asphalt & Concrete Disposal
4741	San Gabriel Basin WQA	\$ 6,618.00	Pumping Rights Assessments
4742	San Gabriel Valley Water Company	\$ 1,247.23	Water Service
4743	SoCal Gas	\$ 14.30	Gas Expense
4744	Verizon Wireless	\$ 76.02	Cellular Service
4745	Verizon Wireless	\$ 95.00	Cellular Service
4746	Vulcan Materials Company	\$ 1,136.51	Field Supplies - Asphalt
4747	Weck Laboratories Inc	\$ 107.50	Cellular Service
4748	Raftelis Financial Consultants	\$ 3,591.25	Water Rate Study
4749	Raftelis Financial Consultants	\$ 4,192.50	Water Rate Study
Online	Home Depot Credit Services	\$ 223.90	Field Supplies
Autodeduct	Wells Fargo Merchant Fee's	\$ 82.82	Merchant Fee's
Autodeduct	Bluefin Payment Systems	\$ 1,047.87	Web Merchant Fee's
Autodeduct	Jack Henry & Associates	\$ 33.95	Web E-Check Fee's
Autodeduct	First Data Global Leasing	\$ 44.00	Credit Card Machine Lease - Monthly
<b>Total August 2021 Disbursements</b>		<b>\$ 411,895.60</b>	

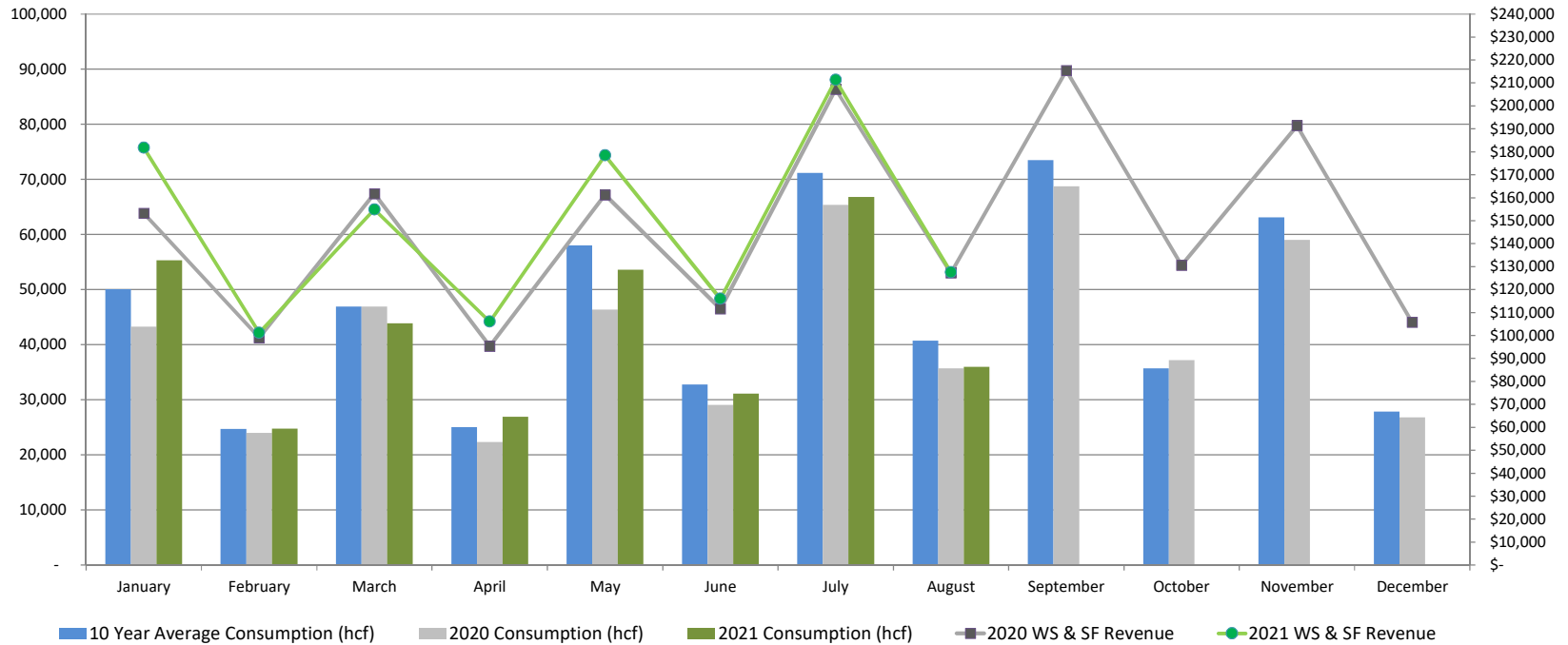
WATER SALES REPORT LPVCWD 2021

LPVCWD	January	February	March	April	May	June	July	August	September	October	November	December	YTD
No. of Customers	1,234	1,225	1,232	1,226	1,230	1,228	1,236	1,228	-	-	-	-	9,839
2021 Consumption (hcf)	34,084	50,947	28,808	58,010	37,202	68,657	48,432	79,580	-	-	-	-	405,720
2020 Consumption (hcf)	27,032	49,681	29,037	49,852	30,940	66,359	44,248	77,980	47,229	81,509	38,530	63,201	605,598
2021 Water Sales	\$ 85,585	\$ 128,510	\$ 70,352	\$ 147,969	\$ 95,018	\$ 178,069	\$ 126,837	\$ 210,040	\$ -	\$ -	\$ -	\$ -	\$ 1,042,381
2020 Water Sales	\$ 60,668	\$ 115,912	\$ 65,851	\$ 117,505	\$ 71,375	\$ 161,813	\$ 108,033	191,782	\$ 115,906	\$ 199,904	\$ 91,717	\$ 162,205	\$ 1,462,671
2021 Service Fees	\$ 59,080	\$ 69,688	\$ 58,930	\$ 69,968	\$ 58,920	\$ 69,979	\$ 59,000	\$ 69,888	\$ -	\$ -	\$ -	\$ -	\$ 515,455
2020 Service Fees	\$ 54,774	\$ 64,568	\$ 54,738	\$ 64,626	\$ 54,693	\$ 64,589	\$ 54,645	\$ 64,640	\$ 54,709	\$ 64,820	\$ 54,888	\$ 69,808	\$ 721,498
2021 Hyd Fees	\$ 950	\$ 700	\$ 950	\$ 700	\$ 950	\$ 700	\$ 950	\$ 700	\$ -	\$ -	\$ -	\$ -	\$ 6,600
2021 DC Fees	\$ 330	\$ 9,330	\$ 264	\$ 9,423	\$ 264	\$ 9,423	\$ 264	\$ 9,423	\$ -	\$ -	\$ -	\$ -	\$ 38,723
2021 System Revenue	\$ 145,946	\$ 208,228	\$ 130,497	\$ 228,060	\$ 155,153	\$ 258,172	\$ 187,052	\$ 290,051	\$ -	\$ -	\$ -	\$ -	\$ 1,603,159



**WATER SALES REPORT CIWS 2021**

<b>CIWS</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>YTD</b>
<b>No. of Customers</b>	966	894	967	893	967	890	967	<b>892</b>	-	-	-	-	<b>7,436</b>
<b>2021 Consumption (hcf)</b>	55,295	24,763	43,880	26,923	53,588	31,100	66,822	<b>35,958</b>	-	-	-	-	<b>338,329</b>
<b>2020 Consumption (hcf)</b>	43,254	24,004	46,914	22,357	46,359	29,062	65,359	<b>35,705</b>	68,741	37,218	58,995	26,821	<b>504,789</b>
<b>10 Year Average Consumption (hcf)</b>	50,066	24,735	46,923	25,058	58,020	32,753	71,192	<b>40,731</b>	73,504	35,684	63,128	27,867	<b>549,662</b>
<b>2021 Water Sales</b>	\$ 125,336	\$ 54,667	\$ 98,449	\$ 59,444	\$ 121,979	\$ 69,264	\$ 154,746	<b>\$ 81,024</b>	\$ -	\$ -	\$ -	\$ -	<b>\$ 764,909</b>
<b>2020 Water Sales</b>	\$ 96,852	\$ 52,599	\$ 105,435	\$ 48,866	\$ 104,787	\$ 64,969	\$ 150,971	<b>\$ 80,727</b>	\$ 159,074	\$ 84,148	\$ 134,962	\$ 59,181	<b>\$ 1,142,572</b>
<b>2021 Service Fees</b>	\$ 56,462	\$ 46,526	\$ 56,401	\$ 46,557	\$ 56,402	\$ 46,714	\$ 56,572	<b>\$ 46,465</b>	\$ -	\$ -	\$ -	\$ -	<b>\$ 412,100</b>
<b>2020 Service Fees</b>	\$ 56,384	\$ 46,449	\$ 56,335	\$ 46,480	\$ 56,477	\$ 46,618	\$ 56,244	<b>\$ 46,491</b>	\$ 56,308	\$ 46,479	\$ 56,450	\$ 46,546	<b>\$ 617,263</b>
<b>2021 Hyd Fees</b>	\$ 1,550	\$ 300	\$ 1,550	\$ 300	\$ 1,600	\$ 350	\$ 1,500	<b>\$ 300</b>	\$ -	\$ -	\$ -	\$ -	<b>\$ 7,450</b>
<b>2021 DC Fees</b>	\$ 11,820	\$ 3,617	\$ 11,727	\$ 3,735	\$ 11,727	\$ 3,899	\$ 11,727	<b>\$ 3,899</b>	\$ -	\$ -	\$ -	\$ -	<b>\$ 62,151</b>
<b>2021 System Revenues</b>	\$ 195,168	\$ 105,110	\$ 168,127	\$ 110,036	\$ 191,708	\$ 120,227	\$ 224,545	<b>\$ 131,688</b>	\$ -	\$ -	\$ -	\$ -	<b>\$ 1,246,610</b>



# STAFF REPORT



Meeting Date: September 13, 2021

To: Honorable Board of Directors

Subject: Consideration of Proposal from Civiltec Engineering Inc. for Professional Services for the Assistance and Design of the Customer Retrofit Conversion Phase for the District's Recycled Water Project.

**Purpose -** *To secure professional services for the Assistance and Design of the Customer Retrofit Conversion Phase for the District's Recycled Water Project.*

**Recommendation -** *Authorize the General Manager to secure professional services agreement from Civiltec Engineering Inc for Professional Services for the Assistance and Design of the Customer Retrofit Conversion Phase for the District's Recycled Water Project.*

**Procurement Analysis -** *In accordance with The District's Purchasing Policy, Section E – Contractual Services Standards and Procedures, District staff received 3 proposals through a request for proposal process.*

**Fiscal Impact -** *The District's 2021 Budget appropriates \$310,400 for the Phase 1 Recycled Water Project under Capital Improvements. The 2021 year to date total for this expense category is \$22,603. The proposed cost for design services is \$66,500, which is within Budget appropriation.*

## **Summary**

In December 2019, the Board of Directors awarded a contract to W.A. Rasic Construction for the construction of the District's Recycled Water Project. In July 2020, the construction of the new booster pump station, pipeline and water service lines was completed.

The second phase of the Recycled Water Project is to perform the necessary conversion retrofits to the customer's plumbing to separate the potable drinking water system from the recycled water irrigation system. This task requires field assessment of each location, the design of each system, and obtaining approval from the Los Angeles County Department of Public Health (LACDPH) and the Sanitation Districts of Los Angeles County (LACSD). Staff identified the need for consultant support services to assist staff with preparing the required recycled water site retrofit drawings for submittal to the LACDPH and LACSD.

The drawings require approval to use recycled water in place of existing potable water. In preparation of the drawings, a site assessment will be performed at each location to determine the number of connections to the existing irrigation system and its alignment. The consultant will also prepare aerial map drawings comprised of the potable, fire protection, and recycled water systems, including the proposed point of connections. These drawings will consist of sufficient details for LACDPH to review

and approve the conversions to recycled water for landscape irrigation. In addition, they will coordinate the submittal to LACDPH for review, approval and finalize the recycled water drawings for submittal to LPVCWD for bidding. The consultant will also prepare construction oversight of recycled water conversions, coordinate with LPVCWD staff, and document progress with field notes and photographs. They will perform a cross-connection test to obtain final project approval. Once the retrofits are completed, the staff work on the preparation and submittal of the Metropolitan Water District (MWD) Accelerated Recycled Water Retrofit applications for available rebates.

The scope of services for the project will consist of the design, regulatory approval and construction management to convert the landscape irrigation system for **ten (10) customers** from potable water to recycled water. This effort will include the following:

- Site Assessment
- Recycled Water Conversion Drawings
- Obtain Regulatory Approval
- Construction Oversight
- Final Cross-Connection Test
- Prepare Record Drawings
- MWD Accelerated Recycled Water Retrofit Application

***Discussion***

Staff was able procured three proposals with respect to their qualifications, project approach, past performance, and costs. After the evaluation, Civiltec Engineering, Inc was selected as the recommended consultant to perform the professional services for the assistance and design of the customer retrofit conversion phase for the District’s Recycled Water Project.

<b>Consultant Firm Name</b>	<b>Proposal Amount</b>
Civiltec Engineering, Inc.	\$66,500.00
John Robinson Consulting, Inc.	\$103,025.00
Tetra Tech	\$110,000.00

***Fiscal Impact***

The District’s 2021 Budget appropriates \$310,400 for the Phase 1 Recycled Water Project under Capital Improvements. The 2021 year to date total for this expense category is \$22,603. The proposed cost for design services is \$66,500, which is within Budget appropriation.

***Recommendation***

Authorize the General Manager to secure professional services agreement from Civiltec Engineering, Inc. for Professional Services for the Assistance and Design of the Customer Retrofit Conversion Phase for the District’s Recycled Water Project.



Respectfully Submitted,



Paul Zampiello

Operations & Maintenance Superintendent

***Enclosure(s)***

- *Civiltec Engineering, Inc. Proposal*