

CALAVERAS PUBLIC UTILITY DISTRICT
506 W. Saint Charles Street, San Andreas, CA 95249

Regular Meeting

7:00pm

TUESDAY, July 16, 2019

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at 209-754-9442. Notification in advance of the meeting will enable CPUD to make reasonable arrangements to ensure accessibility to this meeting. Any documents that are made available to the Board before or at the meeting, not privileged or otherwise protected from disclosure, and related to agenda items, will be made available at CPUD for review by the public.

- 1. Roll Call and Pledge of Allegiance**
- 2. Elect and Nominate Board President for Fiscal Year 2019/20**
- 3. Public Comment (Limit: 3 min/person)**
At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work with staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda. Comments are limited to 3 minutes per person.
- 4. Approval of Consent Calendar**
 - a. Minutes for Regular Meeting of June 11, 2019
 - b. Minutes for Special Meeting of June 18, 2019
 - c. Directors Report for June 2019
 - d. Monthly Maintenance Report for June 2019
- 5. Financial Business**
 - a. Approval of Claim Summary #729
- 6. Discussion: COLA and Merit Based Wage Increases (R. Blood)**
- 7. Water Education Foundation Membership Updates**
- 8. Report: Specialized Utility Services Program (SUSP) Median Household Income (MHI) Survey**
- 9. Monthly Water Usage Report**
- 10. Managers Comments**
 - a. Monthly Report
- 11. Directors Comments**
 - a. LAFCO – Meeting Report 7/15/19 – Director Lavaroni
 - b. CAMRA – Meeting Report 6/19/19
 - c. CAMRA – Special Meeting Reminder 7/17/19
 - d. UMRWA – Meeting Reminder 7/26/19 – Director Blood
- 12. Closed Session**
- 13. Approval to Reschedule August 13, 2019 Regular Board Meeting to August 20, 2019**
- 14. Adjournment** (Public Hearing August 13, 2019 at the San Andreas Town Hall, 24 Churchill Rd, San Andreas, CA 95249)

Elect and Nominate Board President for Fiscal Year 2019/20

In accordance to Section 2.03 of the Board of Directors Handbook:

2.03 Officers of the Board

At the regular Board of Directors meeting in July, the Directors shall elect one of their members as Board Chair and another member as Vice Chair. Term of office for each shall be one year. The elected Board Chair and Vice Chair may succeed him or herself in office for a maximum of two terms, upon being duly re-elected by the Board each term. Should the Board Chair or Vice Chair vacate his/her term, a replacement shall be appointed at the next regular or special meeting by a majority vote of the Board to complete the term of the replaced officer.

Recommended Action: Recommendation to nominate a Chairperson for fiscal year 2019/20.

AGENDA ITEM 3

Public Comments (Limit 3 min/person)

AGENDA ITEM 4

Approval of Consent Calendar

- a. Minutes for Regular Meeting of June 11, 2019
- b. Minutes for Special Meeting of June 18, 2019
- c. Directors Report for June 2019
- d. Monthly Maintenance Report for June 2019

Recommended Action: Approval of Consent Calendar

Motion 1st _____, 2nd _____, Carried: _____

Discussion:

CALAVERAS PUBLIC UTILITY DISTRICT

June 11, 2019

Regular Meeting

7:00 P.M.

MEMBERS PRESENT: Clifford Overmier
J.W. Dell'Orto
Richard Blood
Alan (Bill) Claudino

MEMBERS ABSENT: John Lavaroni *

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant
Carissa Bear, Customer Service Representative
Christopher Williams, Legal Counsel

OTHERS PRESENT: Dan Balsley Bev Blakely
T.M. Moran Sharon Fischer
Tammy Hebrard Antonie Wurster
Charlie Hebrard Gina Kathan
Kathryn Reeves Tracy Zellers
Bob Blakely Daryl Zellers

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Director Overmier at 7:05pm. Director Overmier, Dell'Orto, Blood, and Claudino were present. Director Lavaroni was absent.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None

*Director Lavaroni arrived at 7:07pm

3. APPROVAL OF CONSENT CALENDAR:
- a. Minutes for Regular Meeting of May 14, 2019
 - b. Minutes for Special Meeting of June 5, 2019
 - c. Directors Report for May 2019
 - d. Monthly Maintenance Report for May 2019

Director Blood expressed his concerns regarding the motion made on item 3(b) regarding the minutes from the June 5, 2019 Special meeting. He stated that the motion was not a unanimous decision and the statement was ambiguous. Director Blood inquired to Legal Counsel, Christopher Williams, who stated that the motion was accurate. The Manager also verified that the motion passed by a vote of 4-0-1. Director Blood requested that future Board meetings be recorded. A motion was made by Director Claudino, seconded by Director Dell'Orto to approve the Consent Calendar as mailed. Motion carried 5-0.

4. FINANCIAL BUSINESS:

- a. Approval of Claim Summary #728: Director Blood suggested that the Bill Payments report include the general ledger account number assigned to each payment. A motion was made by Director Claudino, seconded by Director Lavaroni to approve the Claim Summary #728 in the amount of \$173,905.02 as presented. Motion carried 5-0.

5. RESOLUTION 2019-7: TERMINATION OF AGRICULTURAL AGREEMENT (Metzger, Grant and Susan): The Manager stated that the Metzger's entered into an ag water agreement in 2002 and requested to terminate the agreement on April 22, 2019. A motion was made by Director Lavaroni, seconded by Director Claudino to approve Resolution 2019-7: Termination of Agricultural Agreement as presented. Director Overmier, Dell'Orto, Blood, Claudino and Lavaroni voted yes. Motion carried 5-0.

6. INSURANCE CLAIM FOR DAMAGES

a. Ruth, Ana (Acct #832) – 212 Pixley Avenue, San Andreas

The Manager reported that the District received a claim for damages to the customer's water softening system. The claim form, letter and invoice were presented to the Board for review. After a brief discussion and inquiry by Director Blood regarding claim handling policy, a motion was made by Director Lavaroni, seconded by Director Claudino to deny the claim and send a claim rejection letter in accordance with District policy. Motion carried 5-0.

7. MOUNTAIN COUNTIES WATER RESOURCE ASSOCIATION MEMBERSHIP UPDATES:

An invitation for a Meet, Greet and Welcome reception on June 21, 2019 was given to the Board. Director Overmier stated he may be interested in attending. MCWRA is expanding their Board from seven to nine members. If interested in soliciting for a Board position, contact the Board Secretary for further information. A save-the-date for the November 14, 2019 event hosted by CCWD and TUD at the Murphy's Historical Hotel was provided to the Board.

8. RESOLUTION 2019-8: APPROVAL OF GUIDELINES FOR THE SUBMISSION AND TABULATION OF PROTESTS IN CONNECTION WITH RATE HEARINGS CONDUCTED PURSUANT TO ARTICLE XIII D, SECTION 6 OF THE CALIFORNIA CONSTITUTION: Resolution 2018-9 is being presented to supersede Resolution 2019-4. Resolution 2018-9 amends the guidelines to allow protests by tenants to be submitted in connection with rate hearings. A motion was made by Director Lavaroni, seconded by Director Claudino to approve Resolution 2019-8: Approval of Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIII D, Section 6 of the California Constitution.

Tammy Hebrard requested to comment that the Board packet being available on the District website and also requested a copy of the resolution be emailed to her. Director Blood expressed concern regarding the lack of time to review and suggested a Special meeting be scheduled to allow further time to review. Director Dell'Orto also stated that there was not much time for review however, understood the revisions and are fine with amendments. President Overmier tabled the item to schedule a Special meeting to allow further review of the resolution.

9. DISCUSSION/ACTION: SETTING OF PUBLIC HEARING FOR PROPOSED RATE INCREASE: At the Special meeting on June 5, 2019, the Public Hearing scheduled for June 11, 2019 was cancelled and will require to be re-noticed. Tammy Hebrard expressed concerns regarding the decision to table item 8 Resolution 2019-8 and continue with setting the Public Hearing. Antonie Wurster suggested that the District host another informational meeting and allow for questions from the public. Director Overmier thanked the public for their comments. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to direct Staff to re-notice and set a public hearing for August 13, 2019 at 7:00pm to be held at the San Andreas Town Hall. Motion carried 5-0.

10. REPORT: JEFF DAVIS WATER TREATMENT PLANT SCADA PROJECT: Staff and the District Engineer continue to work with Technical Systems, Inc. (TSI) through the design submittals. The Manager also reported that on June 5, 2019, the eurotherm system (current SCADA) had crashed. Staff has developed a back-up plan for daily operations which will require the field staff to manual operate,

record and monitor the treatment plant operations seven days a week. Additionally, the State Water Board has been notified of the project and modified operating conditions.

11. REPORT: SPECIALIZED UTILITY SERVICES PROGRAM (SUSP) MEDIAN HOUSEHOLD INCOME (MHI) SURVEY: On June 10, 2019, the District mailed a letter to all residential customers notifying them of the upcoming income survey and SUSP will be mailing the survey within two days of District notification. A summary of the results will be submitted to the District and the State when complete. Sharon Fischer asked for clarification on who the surveys would be mailed to. Gina Kathan inquired about the process for tenants submitting the survey and if extra copies would be available in the District office; the Manager would follow up with SUSP. Tammy Hebrard asked for clarification on whether the District would be applying for a loan or a grant; the Manager clarified stating that it would be determined upon the survey results.

12. MONTHLY WATER USAGE REPORT:

a. Water and Rainfall Report: The water usage and rainfall figures for the month of May 2019 were presented for review and discussion. Rainfall for May was recorded as 7.96 inches and a total of 60.74 inches for the season. The Manager stated that there will be presentation on the concerns of water loss at an upcoming Board meeting.

13. MANAGERS COMMENTS:

a. Monthly Report: A report of current and pending projects was provided to the Board for review and discussion.

b. Rate Code Adjustment Request (Hooton, Karen Acct #1806): The District received a letter from Ms. Hooton regarding concerns of the multiple unit rate. Staff investigated and replied to Ms. Hooton stating the rate code had been changed to a single-family rate effective the May 26, 2019 billing cycle. No further action is needed.

14. DIRECTORS COMMENTS:

a. LAFCO – Meeting Report 5/20/19 – Director Lavaroni: Nothing to report.

b. CAMRA – Meeting Reminder 6/19/19 – Meeting is Wednesday.

c. UMRWA – Meeting Reminder 7/26/19 – Director Blood: Director Blood will attend.

Director Blood expressed concerns regarding the lack of Committee sign-ups at the informational meetings in May. He also was concerned about requests for agenda items; the Manager reported that the request would be placed on the July agenda. Director Blood asked that the requested documents be available to allow for review before the July meeting; the Manager requested more time considering the work effort of the proposed rate increase.

15. CLOSED SESSION: None

16. ADJOURNMENT (Next Regular Meeting July 16, 2019): As there was no further business to come before the Board, the meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

CALAVERAS PUBLIC UTILITY DISTRICT

June 18, 2019

Special Meeting

7:00 P.M.

MEMBERS PRESENT: Clifford Overmier
Richard Blood
Alan (Bill) Claudino
John Lavaroni

MEMBERS ABSENT: J.W. Dell'Orto

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant
Christopher Williams, Legal Counsel

OTHERS PRESENT: Tammy and Charlie Hebrard

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Director Overmier at 7:10pm. Director Overmier, Claudino, Blood and Lavaroni were present. Director Dell'Orto was absent.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): Tammy Hebrard thanked the Board for doing the Pledge of Allegiance.

3. RESOLUTION 2019-8: APPROVAL OF GUIDELINES FOR THE SUBMISSION AND TABULATION OF PROTESTS IN CONNECTION WITH RATE HEARINGS CONDUCTED PURSUANT TO ARTICLE XIII D, SECTION 6 OF THE CALIFORNIA CONSTITUTION: At the June 11, 2019 regular meeting the Board tabled the resolution for further time to review. This resolution amends the guidelines to allow protests by tenants to be submitted in connection with rate hearings. A motion was made by Director Claudino. Tammy Hebrard requested to comment on the number of protests needed; the Manager did not have the exact number available. Director Overmier discussed the number of active parcels as of the May 2019 Directors Report. Director Blood suggested providing the number when available. Director Claudino further commented that a motion is usually followed by a second then discussion. Director Lavaroni seconded the motion to approve Resolution 2019-8: Approval of Guidelines for the Submission and Tabulation of Protests in Connection with Rate Hearings Conducted Pursuant to Article XIII D, Section 6 of the California Constitution as presented. A roll call vote was taken. Director Overmier, Blood, Claudino and Lavaroni voted yes. Motion carried 4-0-1 absent.

4. CLOSED SESSION: None

5. ADJOURNMENT (Next regular meeting July 16, 2019): As there was no further business to come before the Board, the meeting was adjourned at 7:24 p.m.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

Directors Report

Calaveras P.U.D.

Water Sold This Month

24,600,022 Gallons

	Amount (\$)	# Of Accounts
Total Water	125,754.02	1,905
Total Late Charge	1,680.00	56
Total Adjustments	102.56	13
Total New Acct Fee	315.00	9
Total Service Call Out	140.00	4
Total Current Charges	127,991.58	1,907
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Amount Past Due 1-30 Days	11,006.33	179
Amount Past Due 31-60 Days	423.08	9
Amount Past Due Over 60 Days	5,175.94	5
Amount Of Overpayments/Prepayments	-25,932.69	330
Total Receivables	118,664.24	1,878
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Total Receipts On Account	112,336.83	1,590
Net Change in Memberships	0.00	0
Amount of All Memberships	0.00	
Turned Off Accounts (Amount Owed)	4,926.70	149
Collection Accounts (Amount Owed)	4,926.70	149
Number Of Unread (Turned On) Meters		5
Average Usage For Active Meters	12,866	1,912
Average Water Charge For Active Meters	66.01	1,905

Usage Groups	Gallons	# Of Accounts	Usage	Gallons	% Of Usage	% Of Sales
Over 50,000		59	7,898,773		32.11	21.76
40,001-50,000		25	1,103,152		4.48	2.96
30,001-40,000		46	1,569,049		6.38	4.04
20,001-30,000		136	3,221,241		13.09	8.81
10,001-20,000		385	5,390,619		21.91	18.38
8,001-10,000		152	1,363,455		5.54	6.24
6,001-8,000		216	1,502,941		6.11	7.76
4,001-6,000		276	1,382,558		5.62	9.32
2,001-4,000		307	916,922		3.73	10.53
1-2,000		267	251,308		1.02	8.81
Zero Usage		43	0		0.00	1.39
<hr style="border-top: 1px dashed black;"/>						
Total Meters		1,912	24,600,018		100.00	100.00

Monthly Maintenance Report

June 2019

LOCATION	DESCRIPTION OF WORK	Follow-up Req. or Complete
Jeff Davis WTP	Monthly operation and maintenance	Complete
	Routine water sampling and State reporting, WTP in compliance	Complete
	Treated Water 41,146,184 gallons	
	Monthly Emergency Generator check	Complete
	Vegetation clearing and fire clearance(Cal Fire)	Ongoing
	12' culvert install at reservoir	Complete
	Painting	In Progress
	Flow meter install	Complete
	Fence repair	Complete
	Facility Herbicide Application	Complete
Warehouse Shop	Fence repair	Complete
South Fork Pump Station	Weekly routine operation checks	Complete
	Pumping water to Jeff Davis weather permitting	Ongoing
	Pump rebuild	Pending
	Road clean up	Complete
Schaads Reservoir	Weekly checks - routine operations	Complete
	Oil leak repair	Complete
Glencoe Pump station	Weekly checks - routine monitoring	Complete
Ponderosa PRV Hydro	Weekly checks - routine monitoring	Complete
	Ground fault investigation Don Moss/PG&E	In Progress
MCV PRV Hydro	Weekly checks - routine monitoring	Complete
Garamendi's PRV Hydro	Weekly checks - routine monitoring	Complete
	High voltage line vegetation clearing	Ongoing
San Andreas Distribution	Routine operations, sampling	Complete
	Valve exercise and flushing	In Progress
	632 Florence Circle 1" Poly line repair	Complete
	Toma Ct. air valve repair	Complete
Moke Hill Distribution	Routine operations, sampling	Complete
	8220 Main St. service line repair	Complete
	8316 & 8320 Main St. service upgrade and meter adjustment	Complete
Glencoe Distribution	Routine operations	Complete
Paloma Distribution	Routine operations, sampling	Complete
Rail Road Flat Distribution	Routine operations, sampling	Complete
Safety	Build a Construction Site Safely, Don't Be Shocked by Charged Pipes!, Know Your Colors, and Call Before You Dig, and Take a Load Off: Tips for Safe Lifting	Complete
Training		
Spray Program	Spring spray Program	In-Progress

Monthly Maintenance Report

June 2019

Vehicle Maintenance		
Other Maintenance	41 USA tags completed	Complete
	47 Customer service/work orders	Ongoing
	Monthly meter reading	Complete
	Install No Trespassing signs throughout the district	Complete
	Office irrigation repair	Complete
	Cemetery PSI hatch repair	Complete
Information		
	Updating MSDS to new SDS for chemicals	Ongoing
	Develop tank inspection-JHA	In Progress
	District SOP review	Ongoing

Financial Business

a. Approval of Claim Summary #729

Discussion:

The Claim Summary #729 submitted of \$212,537.09 reflects payments through end of fiscal year 2018/19 with descriptions showing on the Bill Payments for All Vendors report.

Additional claims for payment received after the close of fiscal year included for payment. Total of payments through July 15, 2019 are \$34,574.77.

Action: Approval of Claim Summary #729 \$212,537.09

Motion 1st _____, 2nd _____, Carried: _____

CALAVERAS PUBLIC UTILITY DISTRICT

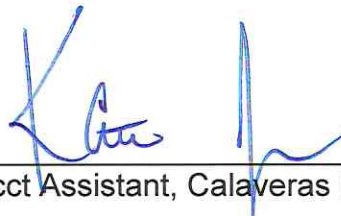
CLAIM SUMMARY # 729

DATE: June 2019

The claims listed on the schedules attached to this summary have been examined and found to be correct and proper demands against the Calaveras Public Utility District.

Claims Submitted	\$150,301.80
Payroll Submitted	\$42,009.18
P/R Tax Deposits	\$20,226.11
Sub-total	\$212,537.09

Net Additions	
Net Deductions	
Claim Summary Approved for	\$212,537.09



Admin Acct Assistant, Calaveras Public Utility District

Calaveras Public Utility District
Bill Payments for All Vendors
June 2019

Name	Num	Date	Amount	Amount	GL #
A-1 Sharpening	21664	06/30/2019	4.02	Materials & supplies	5421
American Fidelity Assurance	21665	06/30/2019	256.90	125 Caferia Plan	5646
American Fidelity Assurance Co.(Flex)	21666	06/30/2019	282.50	125 Caferia Plan	5646
AT & T	21667	06/30/2019	64.64	Utilities	5432
Blood, Richard	21697	06/30/2019	69.00	Director compensation	5680/5681
Brawner Automotive Repair	21668	06/30/2019	186.50	Vehicle maintenance (Truck 006)	5424
Cal PERS	21663	06/24/2019	64,500.00	2018/19 CERBT Year End Contribution	5647
Cal PERS	EFT	06/30/2019	12,632.15	Health insurance (June)	5643
Calaveras Lumber Company	21669	06/30/2019	277.73	TP Materials & supplies	5322
Calaveras Public Power Agency	21670	06/30/2019	13,493.53	Utilities (June)	5432/5621/5230
Carbon Copy Inc.	21671	06/30/2019	154.20	Printer/copier contact	5623
Care Free Lawns	21652	06/18/2019	150.00	Landscaping contract (May)	5623
Claudino, Bill	21698	06/30/2019	50.00	Director compensation	5680
Comcast	21672	06/30/2019	283.81	Office utilities	5621
Computer Firemen	21673	06/30/2019	150.00	IT services	5623
De Lage Landen Financial Services Inc.	21674	06/30/2019	87.85	Printer/copier contact	5683
Dell'Orto, J.W.	21699	06/30/2019	34.00	Director compensation	5680/5681
Foxcroft Equipment & Service	21675	06/30/2019	461.00	TP Materials & supplies (chlorine analyzer)	5322
Grainger	21676	06/30/2019	271.88	Materials & supplies	5421
Hach Chemical	21677	06/30/2019	76.26	TP Materials & supplies	5322
Herd's Machine Shop	21678	06/30/2019	18.48	Materials & supplies	5421
Hobgood's Cleaning Service	21679	06/30/2019	160.00	Office housekeeping contract	5623
Hunt & Sons Inc.	21653	06/18/2019	1,404.48	Fuel	5424
Hunt & Sons Inc.	21680	06/30/2019	1,083.03	Fuel	5424
Kevin's Crane Company LLC	21654	06/18/2019	480.00	Hydro maintenance (Ponderosa)	5200
Larocca, Lance	21624	06/04/2019	17.65	Overpayment reimbursement	1371
Lavaroni, John	21700	06/30/2019	50.00	Director compensation	5680
Lehigh Hanson	21655	06/18/2019	199.53	Materials & supplies	5421
Lehigh Hanson	21681	06/30/2019	221.14	TP Materials & supplies	5322
Mead and Hunt, Inc.	21682	06/30/2019	2,391.50	Engineering (Jeff Davis EAP, DSSMR/DSOD reports)	5430/5684
NTU Technologies, Inc.	21683	06/30/2019	11,910.78	TP Materials & supplies	5322
Overmier, Clifford	21701	06/30/2019	50.00	Director compensation	5680
Pace Supply	21684	06/30/2019	1,698.11	Materials & supplies	5421
Pacific Gas & Electric	21656	06/18/2019	553.14	Utilities	5200/5201/5432/5621
Pacific Gas & Electric	21685	06/30/2019	172.85	Utilities	5200/5432
Pando Public Relations	21657	06/18/2019	2,207.25	Public Relations contract (Rate increase)	5623
PAPA	21658	06/18/2019	100.00	Crew training (Pesticide)	5429
Postmaster	21702	06/30/2019	700.00	Postage	5622
Progressive Print Solutions	21686	06/30/2019	971.13	Printing/mailing (MHI notification letter)	5620
Public Employees Retirement System	EFT	06/30/2019	12,045.28	Retirement (June)	5645/5647
Safe T Lite	21659	06/18/2019	1,623.03	Materials & supplies	5421
Safe T Lite	21687	06/30/2019	199.20	Materials & supplies	5421
SWRCB-DWOCF	21660	06/18/2019	130.00	Crew D3 Cert fee	5429
TD Ameritrade Trust Company	21661	06/18/2019	500.00	457 Plan	2317
TD Ameritrade Trust Company	21688	06/30/2019	500.00	457 Plan	2317
USA Blue Book	21689	06/30/2019	2,654.87	Materials & supplies	5322/5421
VALIC	21662	06/18/2019	75.00	457 Plan	2317
VALIC	21690	06/30/2019	75.00	457 Plan	2317
Verizon Wireless	21691	06/30/2019	169.42	Utilities	5432
Weber, Ghio & Associates	21692	06/30/2019	9,176.00	Engineering (Rate Study, SCADA, Court St, Main St MH)	5684/1190/1117/5430

Calaveras Public Utility District
Bill Payments for All Vendors
June 2019

Name	Num	Date	Amount	Amount	GL #
Wells Fargo Bank (DL)	21693	06/30/2019	227.15	Office materials & supplies, contract services	5620/5623
Wells Fargo Bank (BB)	21694	06/30/2019	165.40	Vehicle maintenance, contract services	5424/5623
Wells Fargo Bank (BB)	EFT	06/14/2019	352.53	CWRA Conference	5429
Wells Fargo Bank (DL)	21695	06/30/2019	734.46	CSDA Conference, contract services	5429/5623
Wells Fargo Bank (KJ)	EFT	06/14/2019	219.42	Materials & supplies, safety training, postage	5322/5429/5622
Williams, Christopher	21696	06/30/2019	3,580.00	Legal services	5682
			<u>150,301.80</u>		

Calaveras Public Utility District
Summary Balance Sheet
As of June 30, 2019

	<u>Jun 30, 19</u>
ASSETS	
Current Assets	
Checking/Savings	30,211.86
Other Current Assets	4,280,180.41
Total Current Assets	<u>4,310,392.27</u>
Fixed Assets	8,372,430.75
Other Assets	635,356.72
TOTAL ASSETS	<u>13318179.74</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	195,598.56
Other Current Liabiliti...	1,225,178.17
Total Current Liabilities	<u>1,420,776.73</u>
Long Term Liabilities	108,484.17
Total Liabilities	<u>1,529,260.90</u>
Equity	<u>11788918.84</u>
TOTAL LIABILITIES & EQU...	<u>13318179.74</u>

PAYROLL JOURNAL

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS			
*** 10 MAINTENANCE Cunningham, John L 1	Salary	40:9500		2,385.76		Social Security 206.06	Direct Deposit # 20673
	Overtime		2:150	880.43		Medicare 48.19	Check Amt 0.00
	CPUD Ins		M8:00	77.38		Fed Income Tax 269.66	Chkg 0017 2,592.27
	Vacation					CA Income Tax 74.15	
	EMPLOYEE TOTAL		29.50	3,323.57		CA Disability 33.24	Net Pay 2,592.27
Moe, James G 8	Salary	39:6300		2,381.60		Social Security 159.01	Direct Deposit # 20674
	Overtime		4:00	158.52		Medicare 37.19	Check Amt 0.00
	CPUD Ins			24.63		Fed Income Tax 252.60	Chkg 5056 2,010.49
		EMPLOYEE TOTAL		4.00	2,564.75		CA Income Tax 79.81
	EMPLOYEE TOTAL		4.00	2,564.75		CA Disability 25.65	Net Pay 2,010.49
Roberts, Mathew A 10	Salary	37:6350		2,174.87		Social Security 154.68	Direct Deposit # 20675
	Overtime		8:50	319.90		Medicare 36.17	Check Amt 0.00
	Sick		M2:50			Fed Income Tax 37.81	Chkg 3506 1,964.21
	Vacation		M4:300			CA Income Tax 57.86	
	EMPLOYEE TOTAL		54.00	2,494.77		CA Disability 24.95	Net Pay 1,964.21
Rovera, Wyatt N 13	Salary	34:1250		2,072.20		Social Security 157.19	Direct Deposit # 20676
	Overtime		0:50	17.06		Medicare 36.77	Check Amt 0.00
	CPUD Ins			446.12		Fed Income Tax 284.31	Chkg 9965 1,806.50
		EMPLOYEE TOTAL		0.50	2,535.38		CA Income Tax 99.81
	EMPLOYEE TOTAL		0.50	2,535.38		CA Disability 25.35	Net Pay 1,806.50
*** 20 MANAGER Leatherman, Donna M 7	Salary			4,708.21		Social Security 312.30	Direct Deposit # 20677
	CPUD Ins			328.86		Medicare 73.03	Check Amt 0.00
	Sick		M8:00			Fed Income Tax 876.17	Chkg 2134 1,000.00
		EMPLOYEE TOTAL		8.00	5,037.07		CA Income Tax 384.66
	EMPLOYEE TOTAL		8.00	5,037.07		CA Disability 50.37	Net Pay 3,110.54
*** 30 METERS Duke, Kelly 9	Hourly	26:4000		1,056.00		Social Security 65.47	Direct Deposit # 1939800100
			40:00			Medicare 15.31	Check Amt 749.11
						Fed Income Tax 149.64	
		EMPLOYEE TOTAL		40.00	1,056.00		CA Income Tax 65.91
	EMPLOYEE TOTAL		40.00	1,056.00		CA Disability 10.56	Net Pay 749.11

PAYROLL JOURNAL

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS		
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS	
**** 40 SECRETARY Bear, Carlissa C 12	Salary			1,337.21		Social Security	137.83		
	Overtime	23.1450	4.00	92.58		Medicare	32.23	79.40	Retirement
	CPUD Ins			793.25		Fed Income Tax	182.07		Check Amt
	Sick		M3:00			CA Income Tax	80.04		Chkg 6990
	EMPLOYEE TOTAL		7.00	2,223.04		CA Disability	22.23		Savg 3547
							454.40	79.40	Net Pay
									1,689.24
**** 50 WATER TREATMENT Estrada, Andrew 2	Salary			2,720.41		Social Security	195.57	25.00	Direct Deposit # 20679
	CPUD Ins			433.90		Medicare	45.73		Check Amt
	Vacation		M40:00			Fed Income Tax	481.05		Chkg 4990
		EMPLOYEE TOTAL		40.00	3,154.31		CA Income Tax	175.48	
						CA Disability	31.54	25.00	Net Pay
									2,199.94
**** 60 EXTRA CLERICAL Jesus, Kate E 5	Salary			1,724.77		Social Security	128.59	50.00	Direct Deposit # 20680
	Overtime	29.8500	10:00	298.50		Medicare	30.08		Check Amt
	CPUD Ins			50.81		Fed Income Tax	155.29	103.63	Chkg 0650
	Sick		M1:50			CA Income Tax	31.47		
	EMPLOYEE TOTAL		11.50	2,074.08		CA Disability	20.74	153.63	Net Pay
									1,554.28
**** 70 SUPERINTENDENT Baudreau, Bret A 11	Salary			4,502.53		Social Security	329.65	100.00	Direct Deposit # 20681
	CPUD Ins			814.28		Medicare	77.09		Check Amt
	Vacation		M3:00			Fed Income Tax	971.31		Chkg 0608
		EMPLOYEE TOTAL		3.00	5,316.81		CA Income Tax	389.04	
						CA Disability	53.17	100.00	Net Pay
									3,396.55
COMPANY TOTALS 10 Person(s) 10 Transaction(s)	Hourly		40.00	1,056.00		Social Security	1,846.55	575.00	Check Amt
	Salary			23,987.56		Medicare	431.79	168.09	Dir Dep
	Overtime		48.50	1,766.99		Fed Income Tax	3,659.91	308.38	
	CPUD Ins			2,969.23		CA Income Tax	1,418.23		
	Sick		13.00			CA Disability	297.80		
	Vacation		94.00						
	COMPANY TOTAL		197.50	29,779.78			7,654.98	1,052.47	Net Pay
									21,073.23

PAYROLL JOURNAL

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS			
*** 10 MAINTENANCE Cunningham, John L 1	Salary			2,365.76	Social Security 151.48	Direct Deposit # 20682
	CPUD Ins			77.38	Medicare 36.43	Check Amt 0.00
	Vacation		M0:50		Fed Income Tax 164.01	Chkg 0017 1,936.61
					CA Income Tax 31.18	
	EMPLOYEE TOTAL		0.50	2,443.14	CA Disability 24.43	Net Pay 1,936.61
Moe, James G 3	Salary			2,381.60	Social Security 188.05	Direct Deposit # 20683
	Overtime	39.6300	15.00	594.45	Medicare 43.51	Check Amt 0.00
	CPUD Ins			24.63	Fed Income Tax 304.92	Chkg 5056 2,333.82
	Sick		M5:00		CA Income Tax 102.37	
	EMPLOYEE TOTAL		20.00	3,000.68	CA Disability 30.01	Net Pay 2,333.82
Roberts, Mathew A 10	Salary			2,174.87	Social Security 134.84	Direct Deposit # 20684
					Medicare 31.54	Check Amt 0.00
					Fed Income Tax 5.82	Chkg 3506 1,732.13
					CA Income Tax 29.70	
	EMPLOYEE TOTAL		20.00	2,174.87	CA Disability 21.75	Net Pay 1,732.13
Rovera, Wyatt N 13	Salary			2,072.20	Social Security 206.92	Direct Deposit # 20685
	Overtime	34.1250	24.00	819.00	Medicare 48.39	Check Amt 0.00
	CPUD Ins			446.12	Fed Income Tax 460.74	Chkg 9965 2,282.87
					CA Income Tax 179.68	
	EMPLOYEE TOTAL		24.00	3,337.32	CA Disability 33.37	Net Pay 2,282.87
*** 20 MANAGER Leatherman, Donna M	Salary			4,708.21	Social Security 312.30	Direct Deposit # 20686
	CPUD Ins			328.86	Medicare 73.04	Check Amt 0.00
	Sick		M3:00		Fed Income Tax 876.17	Chkg 2134 1,000.00
	Vacation		M8:00		CA Income Tax 364.66	Chkg 8258 2,110.53
	EMPLOYEE TOTAL		11.00	5,037.07	CA Disability 50.37	Net Pay 3,110.53
*** 30 METERS Juke, Kelly	Hourly	26.4000	16.00	422.40	Social Security 26.19	Readychex # 1939800101
					Medicare 6.13	Check Amt 259.45
					Fed Income Tax 76.41	
					CA Income Tax 50.00	Net Pay 259.45
	EMPLOYEE TOTAL		16.00	422.40	CA Disability 4.22	

PAYROLL JOURNAL

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS				
	DESCRIPTION	RATE	HOURS				EARNINGS	REIMB & OTHER PAYMENTS		
**** 40 SECRETARY Bear, Carissa C 12	Retro Pay			71.51		140.67	Retirement	83.59	Direct Deposit # 20687	0.00
	Salary			1,404.08		32.90			Check Amt	1,518.23
	CPUD Ins			793.25		187.06			Chkg 6990	200.00
	Sick		M14.00			83.70			Savg 3547	
	EMPLOYEE TOTAL		14.00	2,268.84		467.02		83.59	Net Pay	1,718.23
**** 50 WATER TREATMENT Estrada, Andrew 2	Salary			2,720.41		253.95		25.00	Direct Deposit # 20688	0.00
	Overtime	47.0850	20.00	941.70		59.40			Check Amt	2,748.57
	CPUD Ins			433.90		696.31			Chkg 4990	
	Sick		M8.00			271.82				
	EMPLOYEE TOTAL		28.00	4,096.01		1,322.44		25.00	Net Pay	2,748.57
**** 60 EXTRA CLERICAL Jesus, Kate E 5	Salary			1,724.77		117.49		50.00	Direct Deposit # 20689	0.00
	Overtime	29.8500	4.00	119.40		27.48			Check Amt	1,417.19
	CPUD Ins			50.81		133.80			Chkg 0650	
	Sick		M1.50			26.44				
	EMPLOYEE TOTAL		7.00	1,894.98		324.16		153.63	Net Pay	1,417.19
**** 70 SUPERINTENDENT Beaudreau, Bret A 11	Salary			4,502.53		329.64		100.00	Direct Deposit # 20690	0.00
	CPUD Ins			814.28		77.10			Check Amt	3,396.55
	Vacation		M40.00			971.31			Chkg 0608	
						389.04				
	EMPLOYEE TOTAL		40.00	5,316.81		1,820.26		100.00	Net Pay	3,396.55
COMPANY TOTALS '0 Person(s) '0 Transaction(s)	Hourly		16.00	422.40		1,859.53		576.00	Check Amt	259.45
	Retro Pay			71.51		434.92		169.09	Dir Dep	20,676.50
	Salary			24,054.43		3,876.55		312.57		
	Overtime		63.00	2,474.55		1,528.59				
	CPUD Ins			2,968.23		298.92				
	Sick		31.50							
	Vacation		50.00							
COMPANY TOTAL			160.50	29,992.12		7,999.51		1,056.66	Net Pay	20,935.95

Discussion: COLA and Merit Based Water Increases (R. Blood)

An agenda item request at the request of Director Blood for a review and discussion of the process for granting COLA and merit-based wage increases for the staff and management.

With reference to merit based increases the Employee Handbook Policy Section 2 M. Compensation Plan, explained the guidelines for step/merit increases.



Calaveras Public Utility District
506 W. Saint Charles St.
P.O. Box 666
San Andreas, CA 95249
Ph: 209/754-9442 Fax: 209/754-9432
www.epud.org

AGENDA REQUEST FORM

DATE: June 7, 2019 MEETING DATE: June 11, 2019
REQUESTER: Richard Blood
ADDRESS: 9033 Old Toll Rd. Mokelumne Hill
PHONE NUMBER: 209 815-3746
E-MAIL: rbcpud@gmail.com

CIRCLE ONE: BOARD MEMBER PUBLIC OTHER _____

ITEM TITLE: COLA and merit based wage increases

REASON (Circle one):

Item on previous agenda

New item

Discussion only

Special Meeting

DESCRIPTION OR HISTORY: (Use additional pages if needed)

A review and discussion of the process for granting COLA and merit based wage increases for the staff and management. Prior to the meeting provide all Board members copies of the Districts policies and procedures related to granting of COLA and merit based wage increases to staff and management.

RESOLUTION 2014-3

**A RESOLUTION OF THE CALAVERAS PUBLIC UTILITY DISTRICT ADOPTING A
NEW EMPLOYEE HANDBOOK**

WHEREAS, The Calaveras Public Utility District personnel policies and procedures are contained within the Employee Handbook, last updated and adopted on July 13, 1999, and

WHEREAS, The Employee Handbook serves as an important guideline and communication tool between the employees of the District, Management, the Board of Directors and Community, and

WHEREAS, The Employee Handbook has been updated to reflect changes in laws, current industry practices and the operational needs of the District, and

WHEREAS, The Employee Handbook further establishes codes of conduct, employee performance expectations and performance evaluation criteria to ensure the efficient operation, transparency and accountability of the District, and

WHEREAS, All previous Employee Handbooks are hereby superseded, and

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Calaveras Public Utility District does hereby approve and adopt the Employee Handbook dated May 13, 2014, attached hereto and incorporated herein by reference as Exhibit A

Passed and adopted this 13, day of May, 2014 by the following vote:

AYES: Directors: Moore, Lavaroni, Overmier, Jaich and Ortegel

NOES: Directors: None


ABSENT: Directors: None

ABSTAIN: Directors: None



John Lavaroni, President
Board of Directors

ATTEST:



Ashley Lancaster, District Secretary

I hereby certify that the foregoing is a true and correct copy of a Resolution passed and adopted by the Board of Directors of Calaveras Public Utility District.

Ashley Lancaster, Secretary date

Exhibit A

Employee Handbook is available at
Calaveras Public Utility District Office,

506 W. Saint Charles St., San Andreas, CA
95249

RESOLUTION 2014-4

A RESOLUTION OF THE CALAVERAS PUBLIC UTILITY DISTRICT ADOPTING A BOARD OF DIRECTORS HANDBOOK

WHEREAS, The Calaveras Public Utility District, Board of Directors policies and procedures are contained within an Board of Directors Handbook, and

WHEREAS, The Board of Directors Handbook serves as an important guideline and communication tool between the District, Management, the Board of Directors and Community, and

WHEREAS, The Board Policy Handbook further establishes Codes of Conduct, Rules of Order and various important policies and procedures to ensure the efficient operation, transparency and accountability of the District and its' Board of Directors, and

WHEREAS, The Board Policy Handbook has been created to reflect Board practices and the operational needs of the District,

NOW THEREFORE, Be it resolved that the Board of Directors of the Calaveras Public Utility District does hereby approve and adopt the Board of Directors Handbook dated May 13, 2014 and attached hereto.

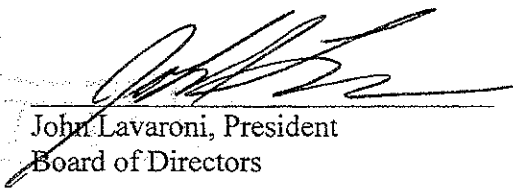
Passed and adopted this 13, day of May, 2014 by the following vote:

AYES: Directors: Moore, Lavaroni, Jaich, Overmier and Ortegel

NOES: Directors: None

ABSENT: Directors: None

ABSTAIN: Directors: None


John Lavaroni, President
Board of Directors

ATTEST:


Ashley Lancaster, District Secretary

I hereby certify that the foregoing is a true and correct copy of a Resolution passed and adopted by the Board of Directors of Calaveras Public Utility District.

Ashley Lancaster, Secretary date

INCOME
2018/19 Preliminary Budget

	2017/18	2017/18	2018/19	%	
	Budget	3rd Quarter	Budget	Difference	2018/19 Comments
Operating					
4110 · Water Sales-Residential	1,139,751	930,769	1,551,440	36%	
4112 · Water Sales-Commercial	270,691	249,049	331,100	22%	
4170 · Water Sales-Agriculture	14,246	6,573	9,460	-34%	
4180 · Temp Water Program	25,000	18,892	15,000	-40%	
4230 · Installation Fees	17,500	2,200	10,000	-43%	
4970 · Other Income- T&D Proj. Income	5,000	63,389	5,000	0%	
4995 · Miscellaneous	5,000	11,715	5,000	0%	
4996 · Work Done for Others	6,000	4,221	6,000	0%	
Operating Sub-total	1,483,188	1,286,808	1,933,000	30%	
Non-Operating					
4200 · Pipeline Hydro Revenue	60,000	43,822	60,000	0%	
4210 · Schaads Hydro Revenue	20,000	10,518	20,000	0%	
4240 · Cellular Site Leases	17,900	14,582	17,900	0%	
4923 · Interest from LAIF	25,000	24,821	25,000	0%	
4932 · County Taxes	100,000	64,745	109,000	9%	
4975 · MHSD Revenue	9,300	6,750	10,200	10%	
Non-Operating Sub-Total	232,200	165,238	242,100	4%	
Total Operating/Non-Operating Income	1,715,388	1,452,046	2,175,100	27%	
Other Income					
Reserves for Capital Outlay	300,000	300,000	0	-100%	
Capital Outlay Projects	1,007,500	632,109	770,000	-24%	
TOTAL INCOME	3,022,888	2,384,155	2,945,100	-3%	

EXPENSES
2018/19 Preliminary Budget

	2017/18	2017/18	2018/19	%	
	Budget	3rd Quarter	Budget	Difference	2018/19 Comments
Operation & Maintenance					
5230 · Utilites Pumping Power	125,000	128,488	130,000	4%	
5231 · Pump Station Supplies	20,000	12,620	20,000	0%	
5320 · Water System Superintendent	100,500	87,870	109,000	8%	Step / COLA
5321 · Water Treatment Wages	63,500	50,757	66,000	4%	
5322 · Water Treatment Supplies	90,000	52,567	100,000	11%	
5323 · Lab Fees	15,000	2,165	15,000	0%	
5411 · T & D Spec. Maintenance Labor	213,000	148,536	285,000	34%	3% plus additional staff
5412 · T & D - Overtime Labor	40,000	30,104	40,000	0%	
5421 · T & D Maint. Mat. & Supp.	80,000	54,868	85,000	6%	
5422 · T & D Contract Services	10,000	3,328	10,000	0%	
5424 · T & D Equip. Repair & Oper.	40,000	44,003	40,000	0%	
5425 · T & D Equipment Rental	5,000	16,835	10,000	100%	
5426 · T & D Fees & Permits	10,000	5,492	10,000	0%	
5427 · T & D Taxes	1,100	977	1,000	-9%	
5428 · T & D Insurance	55,000	48,039	55,000	0%	
5429 · T & D Safety & Education	15,000	11,378	25,000	67%	
5430 · T & D Engineering	40,000	27,888	60,000	50%	
5431 · T & D State Dam Fees	44,000	0	55,000	25%	8% increase
5432 · T & D Misc. Maint. Utilities	22,000	17,063	23,000	5%	
5434 · T & D State Fees	10,000	0	15,000	50%	
5510 · Meter Wages	25,000	15,447	15,000	-40%	
	1,024,100	758,426	1,169,000	14%	
Administration & General					
	2017/18	2017/18	2018/19	%	
	Budget	3rd Quarter	Budget	Difference	Comments
5611 · Manager	110,000	87,639	118,000	7%	10 year
5612 · Customer Service Rep	31,000	25,311	34,000	10%	Step / COLA
5614 · Admin. Account Assistant	41,000	32,199	44,000	7%	Step / Merit
5615 · O/T Office	4,000	1,509	3,000	-25%	
5620 · Materials & Supplies	25,000	14,343	25,000	0%	
5621 · Office Utilities	12,000	6,494	12,000	0%	
5622 · Postage & Box Rent	17,000	6,660	17,000	0%	
5623 · Contract Services	25,000	23,469	30,000	20%	
5641 · FICA	63,000	39,563	68,000	8%	
5642 · Unemployment	2,500	0	2,500	0%	
5643 · Medical Insurance	235,000	143,156	255,000	9%	Additional staff
5645 · Retirement-PERS (Admin)	150,000	107,276	150,000	0%	Additional staff
5647 · OPEB - Retirement	140,000	28,923	110,000	-21%	Additional staff
5680 · Director's Fees	2,500	1,425	2,500	0%	
5681 · Director's Mileage	1,000	250	1,000	0%	
5682 · Audit & Legal	40,000	18,800	40,000	0%	
5683 · Dues, Subscriptions, Fees	35,000	23,125	37,000	6%	
5684 · Engineering-Admin.	30,000	48,528	50,000	67%	Innundation / Spillway / FERC
5685 · Election Expense	6,000	0	6,000	0%	
	970,000	608,671	1,005,000	4%	
TOTAL EXPENSES	1,994,100	1,367,097	2,174,000	9%	

CAPITAL OUTLAY
2018/19 Preliminary Budget

	2017/18	2017/18	2018/19	
	Budget	3rd Quarter	Budget	2018/19 Comments
<u>Treatment Plant Improvements</u>				
Waste to Recycle Water	0	0	30,000	Planning Grant / Implementation
Filter Surveillance	20,000	19,322	25,000	
So. Fork Pump Station	0	0	50,000	Motor rebuild
Other Improvements - In house	25,000	31,040	25,000	Storage building
Filter Cla Val Replacement	25,000	11,472	0	
Electronic Communication (SCADA)	25,000	11,378	40,000	Planning / Implement
On-Site Chlorine Generation Project	130,000	8,899	75,000	
	225,000	82,110	245,000	
<u>Pipeline / Schaads Hvdros</u>				
Schaads	50,000	10,477	40,000	
Pipeline Hydros	65,000	23,754	60,000	
	115,000	34,231	100,000	
<u>Transmission & Distribution</u>				
Vehicle Replacment	75,000	0	50,000	
Meter updates/Handheld communications	5,000	0	10,000	
Tank Maintenance per 2014 Inspections	20,000	0	0	
System Evaluation - Leak Detection Program	25,000	0	10,000	
Project Trailer	10,000	0	0	
Fill Station Project (complete)		54,843		
	135,000	54,843	70,000	
<u>Line Replacement/System Improvements</u>				
In house - Line Replacement Projects	150,000	79,140	80,000	
Sunset LRP - Cust Service Replacement				
Outsource Projects	250,000	10,430	250,000	Pixley LRP
Sunset LRP		319,562	0	
Emergency Repair	20,000	0	0	
	420,000	409,132	330,000	
<u>Studies</u>				
Schaads - FERC requirements	50,000	50,090	0	
Drought Awareness /Emergency Preparness	7,500	0	0	
Update District Standards & Specs.	10,000	0	0	
Water and Connection Rate Study	30,000	1,702	0	
	97,500	51,792	0	Note: \$50k to Engineer Expense
<u>General & Administration</u>				
Office Improvements	10,000	0	20,000	Office upgrades / Software review
Contingency	5,000	0	5,000	
	15,000	0	25,000	
<u>TOTAL CAPITAL OUTLAY</u>	1,007,500	632,109	770,000	

**CALAVERAS PUBLIC UTILITY DISTRICT
SALARY STRUCTURE**

Fiscal Year 2018/2019

	Step A		Step B		Step C		Step D		Step E	
1	\$2,420.38	\$13.96	\$2,541.49	\$14.66	\$2,667.94	\$15.39	\$2,801.51	\$16.16	\$2,942.21	\$16.97
3	\$2,541.49	\$14.66	\$2,667.94	\$15.39	\$2,801.51	\$16.16	\$2,942.21	\$16.97	\$3,090.04	\$17.83
4	\$2,667.94	\$15.39	\$2,801.51	\$16.16	\$2,942.21	\$16.97	\$3,090.04	\$17.83	\$3,244.98	\$18.72
5	\$2,801.51	\$16.16	\$2,942.21	\$16.97	\$3,090.04	\$17.83	\$3,244.98	\$18.72	\$3,407.05	\$19.66
6	\$2,942.21	\$16.97	\$3,090.04	\$17.83	\$3,244.98	\$18.72	\$3,407.05	\$19.66	\$3,578.03	\$20.64
7	\$3,090.04	\$17.83	\$3,244.98	\$18.72	\$3,407.05	\$19.66	\$3,578.03	\$20.64	\$3,756.13	\$21.67
8	\$3,244.98	\$18.72	\$3,407.05	\$19.66	\$3,578.03	\$20.64	\$3,756.13	\$21.67	\$3,943.13	\$22.75
9	\$3,407.05	\$19.66	\$3,578.03	\$20.64	\$3,756.13	\$21.67	\$3,943.13	\$22.75	\$4,144.39	\$23.91
10	\$3,578.03	\$20.64	\$3,756.13	\$21.67	\$3,943.13	\$22.75	\$4,144.39	\$23.91	\$4,350.98	\$25.10
11	\$3,756.13	\$21.67	\$3,943.13	\$22.75	\$4,144.39	\$23.91	\$4,350.98	\$25.10	\$4,568.27	\$26.36
12	\$3,943.13	\$22.75	\$4,144.39	\$23.91	\$4,350.98	\$25.10	\$4,568.27	\$26.36	\$4,796.23	\$27.67
13	\$4,144.39	\$23.91	\$4,350.98	\$25.10	\$4,568.27	\$26.36	\$4,796.23	\$27.67	\$5,036.67	\$29.06
14	\$4,350.98	\$25.10	\$4,568.27	\$26.36	\$4,796.23	\$27.67	\$5,036.67	\$29.06	\$5,287.79	\$30.51
15	\$4,568.27	\$26.36	\$4,796.23	\$27.67	\$5,036.67	\$29.06	\$5,287.79	\$30.51	\$5,551.38	\$32.03
16	\$4,796.23	\$27.67	\$5,036.67	\$29.06	\$5,287.79	\$30.51	\$5,551.38	\$32.03	\$5,829.21	\$33.63
17	\$5,036.67	\$29.06	\$5,287.79	\$30.51	\$5,551.38	\$32.03	\$5,829.21	\$33.63	\$6,121.30	\$35.32
18	\$5,287.79	\$30.51	\$5,551.38	\$32.03	\$5,829.21	\$33.63	\$6,121.30	\$35.32	\$6,427.63	\$37.08
19	\$5,551.38	\$32.03	\$5,829.21	\$33.63	\$6,121.30	\$35.32	\$6,427.63	\$37.08	\$6,748.21	\$38.93
20	\$5,829.21	\$33.63	\$6,121.30	\$35.32	\$6,427.63	\$37.08	\$6,748.21	\$38.93	\$7,084.82	\$40.87
21	\$6,121.30	\$35.32	\$6,427.63	\$37.08	\$6,748.21	\$38.93	\$7,084.82	\$40.87	\$7,433.26	\$44.42
22	\$6,427.63	\$37.08	\$6,748.21	\$38.93	\$7,084.82	\$40.87	\$7,433.26	\$44.42	\$7,825.78	\$46.64
23	\$6,748.21	\$38.93	\$7,084.82	\$40.87	\$7,433.26	\$44.42	\$7,825.78	\$46.64	\$8,257.37	\$48.97
24	\$7,084.82	\$40.87	\$7,433.26	\$44.42	\$7,825.78	\$46.64	\$8,257.37	\$48.97	\$8,712.12	\$51.42
25	\$7,433.26	\$44.42	\$7,825.78	\$46.64	\$8,257.37	\$48.97	\$8,712.12	\$51.42	\$9,197.37	\$53.98
26	\$7,825.78	\$46.64	\$8,257.37	\$48.97	\$8,712.12	\$51.42	\$9,197.37	\$53.98	\$9,705.78	\$56.69
27	\$8,257.37	\$48.97	\$8,712.12	\$51.42	\$9,197.37	\$53.98	\$9,705.78	\$56.69	\$10,237.33	\$59.52
28	\$8,712.12	\$51.42	\$9,197.37	\$53.98	\$9,705.78	\$56.69	\$10,237.33	\$59.52	\$10,803.82	\$62.50
29	\$9,197.37	\$53.98	\$9,705.78	\$56.69	\$10,237.33	\$59.52	\$10,803.82	\$62.50	\$11,375.25	\$65.63
30	\$9,705.78	\$56.69	\$10,237.33	\$59.52	\$10,803.82	\$62.50	\$11,375.25	\$65.63	\$11,943.39	\$68.90
31	\$10,237.33	\$59.52	\$10,803.82	\$62.50	\$11,375.25	\$65.63	\$11,943.39	\$68.90	\$12,540.02	\$72.35

Board approved effective date: 7.1.18

CPUD Salary Structure by Job Title

Job Title	Pay Range	Step A		Step B		Step C		Step D		Step E	
		Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly
Customer Service Representative (Part-time)	1	\$2,242.93	\$12.94	\$2,355.60	\$13.59	\$2,471.73	\$14.26	\$2,596.53	\$14.98	\$2,726.53	\$15.73
Account Clerk I / Cust. Service Rep.	3	\$2,355.60	\$13.59	\$2,471.73	\$14.26	\$2,596.53	\$14.98	\$2,726.53	\$15.73	\$2,863.47	\$16.52
Account Clerk II	5	\$2,596.53	\$14.98	\$2,726.53	\$15.73	\$2,863.47	\$16.52	\$3,009.07	\$17.36	\$3,159.87	\$18.23
Account Clerk III / Admin Account Assistant	6	\$2,726.53	\$15.73	\$3,009.07	\$16.52	\$3,159.87	\$17.36	\$3,317.60	\$18.23	\$3,484.00	\$19.14
Water Utility Worker I	10	\$3,317.60	\$19.14	\$3,317.60	\$20.10	\$3,484.00	\$21.10	\$3,659.07	\$22.16	\$3,841.07	\$23.27
Water Utility Worker II	12	\$3,659.07	\$21.11	\$3,659.07	\$22.16	\$3,841.07	\$23.27	\$4,033.47	\$24.43	\$4,234.53	\$25.65
Water Utility Worker III	14	\$3,841.07	\$23.27	\$4,033.47	\$24.43	\$4,234.53	\$25.65	\$4,446.00	\$26.93	\$4,667.87	\$28.28
Treatment Plant Operator I	14	\$4,033.47	\$23.27	\$4,234.53	\$24.43	\$4,446.00	\$25.65	\$4,667.87	\$26.94	\$4,901.87	\$28.28
Treatment Plant Operator II	15	\$3,841.07	\$22.16	\$4,033.12	\$23.27	\$4,234.78	\$24.43	\$4,446.51	\$25.65	\$4,668.84	\$26.94
Chief Treatment Plant Operator	17	\$4,667.87	\$26.93	\$4,901.87	\$28.28	\$5,146.27	\$29.69	\$5,404.53	\$31.18	\$5,673.20	\$32.73
Water System Superintendent	26	\$5,957.47	\$43.23	\$6,255.60	\$45.39	\$6,567.60	\$47.66	\$7,136.13	\$50.04	\$7,493.20	\$52.55
District Manager	28	\$8,261.07	\$47.66	\$7,867.60	\$50.04	\$8,261.07	\$52.55	\$8,673.60	\$53.31	\$9,106.93	\$55.98
Engineer	n/a	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Administrative Assistant	n/a	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Chief Water Distribution Operator	n/a										

effective 7/1/2018

pending Board Approval

Regular Meeting

7:00 P.M.

MEMBERS PRESENT: Clifford Overmier
John Lavaroni
J.W. Dell'Orto
Richard Blood

MEMBERS ABSENT: None

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant
Chris Williams, Legal Counsel

OTHERS PRESENT: None

1. ROLL CALL: The regular meeting was called to order by Director Overmier at 7:00pm. Director Overmier, Dell'Orto, Lavaroni, and Blood were present.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None

3. APPROVAL OF CONSENT CALENDAR:

- a. Minutes for Regular Meeting of April 10, 2018
- b. Directors Report for April 2018
- c. Monthly Maintenance Report for April 2018

A motion was made by Director Lavaroni, seconded by Director Dell'Orto to approve the Consent Calendar as mailed. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

4. FINANCIAL BUSINESS:

a. Approval of Claim Summary #715: Directors Lavaroni and Blood inquired about certain payments; the Manager clarified. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to approve the Claim Summary #715 in the amount of \$184,703.37 as presented. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

b. 3rd Quarter Investment Report: The Manager reviewed the report and the interest earned by the District. A motion was made by Director Dell'Orto, seconded by Director Lavaroni to approve the 3rd Quarter Investment Report. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

c. 3rd Quarter Budget Report: The Board reviewed the budget report. A motion was made by Director Dell'Orto, seconded by Director Lavaroni to approve the 3rd Quarter Investment Report. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

5. UPDATE: NOTICE OF BOARD VACANCY: The Manager stated that the District received an application for appointment but the applicant did not reside within the District boundaries. The vacancy would remain open through the June Board meeting. The Notice of Vacancy will continue to be posted on the District's website and other public locations within the District.

6. DISCUSSION/ACTION: MOKELUMNE RIVER WILD AND SCENIC RIVER REPORT (AB 142): The Manager stated that the final report was released on April 18th by the California Natural Resources Agency (CNRA) which included the special provisions for the water agencies in both counties. The Manager recommended sending a letter of support for AB 142 process including special provision

language that protects current and future needs. A motion was made by Director Lavaroni, seconded by Director Blood to send a letter of support for AB 142 process with the necessary special provisions. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

7. ~~REVIEW: PRELIMINARY 2018/19 BUDGET~~: The preliminary budget was presented to the Board and highlighted changes and capital outlay projects scheduled for the upcoming fiscal year. Director Lavaroni inquired about the water treatment wages line item and the cost of the Pixley line replacement project; the Manager clarified. A final budget will be presented at the June Board meeting.

8. DISCUSSION/ACTION: CROWN CASTLE CONSENT FOR SUB-LEASE: The Manager requested approval from the Board to continue negotiations with Crown Castle regarding installation of an additional antenna. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to continue discussion with Crown Castle. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

9. RESOLUTION 2018-4: A RESOLUTION CALLING GENERAL DISTRICT ELECTION: The Calaveras Elections office will be consolidating the District's election with the County election on November 6, 2018. Directors Lavaroni, Blood, and Dell'Orto terms will expire at the end of this term. The filing period is between July 16th and August 10th. A motion was made by Director Dell'Orto, seconded by Director Lavaroni to approve Resolution 2018-4: A Resolution Calling General District Election. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

10. DISCUSSION/POSSIBLE ACTION: DONATION OF ALUM TANK TO CENTRAL CALAVERAS FIRE AND RESCUE: The District Manager has been in contact with Chief Jeff Stone of Central Calaveras Fire and Rescue regarding the donation of the surplus alum tank that has been removed from the Treatment Plant. Chief Stone and the Rancho Loma Serena Homeowners Association are interested in using the tank as an alternate fire suppressant. The area currently does not have fire protection or hydrant service. The Board reviewed a letter from Chief Stone requesting donation of the tank. Director Lavaroni inquired about the cost to the District of transporting the tank; the Manager reported the cost to transport the tank to San Andreas. The Board discussed other options for disposal of the tank and the future location of the tank in relation to the District's main line. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to authorize the donation of the alum tank to Central Calaveras Fire and Rescue for the purpose of providing alternative fire suppressant to the area of Rancho Loma Serena. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

11. STATUS REPORT: ON-SITE CHLORINE GENERATION PROJECT: The Manager updated the Board on the status of the project including the permit amendment to the State, new waterline and electrical installation, and the alternative chlorine system. The new unit is in production and scheduled for installation in June. A grant application through Calaveras Public Power Agency will be submitted for electrical upgrades including lighting and HVAC. The Manager stated the project schedule is on task to be complete by the end of June.

12. DISCUSSION/ACTION – 2018 DRAFT RATE STUDY: The Manager reviewed proposed rate options that were developed by the District Engineer. It was recommended that an Ad Hoc Committee be formed to discuss the 2018 Rate Study. The Board discussed the need for clarification with the development of the calculations of the proposed rate structures. Director Overmier and Director Blood were appointed to the 2018 Rate Study Ad Hoc Committee. The Committee will meet to make a recommendation at the June meeting.

13. MONTHLY WATER USAGE REPORT: The Board reviewed the water usage for the month of April. The Jeff Davis reservoir level is at 2 inches below spill and pumping is continuing. Director Blood inquired about the timeframe for pumping; the Manager clarified.

14. MANAGERS COMMENTS:

a. ACWA/JPIA RPA Stabilization Fund Report: The Manager reported on the refund received from ACWA/JPIA. Also mentioned was the sudden passing of long-time safety trainer of ACWA/JPIA, Scott Wood.

b. CPPA Power Rates FY 2018/19: The CPPA reported that power rates will be reduced by one-half of a cent per kWh for the fiscal year 2018/19.

The District is currently working on the implementation of a Tree Mortality Plan for the removal of dead trees near the Treatment Plant and Schaad's Reservoir. The line replacement project on Fixley Avenue is scheduled for fiscal year 2018/19. The District has notified Mokolumne Hill Sanitary of an increase to the monthly accounting effective July 1, 2018.

15. DIRECTORS COMMENTS:

a. LAFCO – Meeting Reminder 5/16/18 – Director Lavaroni: Director Lavaroni will attend the next meeting on 5/21/18.

b. CAMRA – Meeting Report 4/18/18: The Manager informed the CAMRA members of the resignation of Director Ortegel.

- Appoint replacement CAMRA member: A replacement member would be appointed at a future Board meeting.

c. UMRWA – Meeting Report 4/27/18 – Director Blood: Director Blood reported on status of current UMRWA projects and stated that Executive Director, Rob Alcott would be retiring soon. The Manager reported that the UMRWA budget was presented for review by agencies and reporting of annual membership dues.

16. CLOSED SESSION: At 9:49pm the Board convened to a closed session. The Board reconvened at 10:00pm. No action was taken.

17. ADJOURNMENT (Next meeting 6/12/18): As there was no further business to come before the Board, the meeting was adjourned at 10:01pm.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

**RESOLUTION 2018-6
BUDGET FOR FISCAL YEAR 2018-2019**

WHEREAS, the Calaveras Public Utility District Board of Directors has reviewed the Preliminary Budget for Fiscal Year 2018-2019; and

WHEREAS, The District Manager has prepared a final budget for approval by the Board of Directors; and

NOW, THEREFORE, the Calaveras Public Utility District Board of Directors has reviewed the attached Final Budget for Fiscal Year 2018-2019.

PASSED AND ADOPTED by the Calaveras Public Utility District at a Regular Meeting of the Board of Directors on June 12, 2018 by the following vote:

AYES: Directors: Overmier, Dell'Orto, Blood, Claudino, Lavaroni

NOES: Directors: None

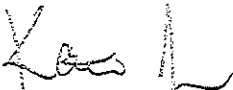
ABSENT: Directors: None

ABSTAIN: Directors: None



President, Board of Directors

ATTEST:



Kate Jesus, Admin Acct Assistant

I hereby certify the foregoing resolution is a true and accuracy copy of the Resolution passed by the Board of Directors of the Calaveras Public Utility District.

Kate Jesus, Admin Acct Assistant

Date

2018/19 Budget
RECAP

REVENUE	<u>2018/19</u>
OPERATING INCOME	
WATER SALES	2,291,000
Water Sales-Temp Water Prog.	15,000
FEES	10,000
OTHER OPERATING INCOME	16,000
OPERATING INCOME SUB-TOTAL	2,332,000
NON-OPERATING INCOME	
HYDRO REVENUE	80,000
TAXES (M&O)	109,000
INTEREST	25,000
CELL TOWER LEASES	17,900
MHSD REVENUE	10,200
NON-OPERATING SUB-TOTAL	242,100
 TOTAL OPERATING REVENUE	 2,574,100
OTHER INCOME	
RESERVES - CAPITAL OUTLAY PROJ.	370,000
 TOTAL OPERATING INCOME	 <u>2,944,100</u>
 EXPENSES	
	<u>2018/19</u>
ADMINISTRATION & GENERAL	1,169,100
MAINTENANCE & OPERATION	1,005,000
CAPITAL OUTLAY	770,000
 TOTAL EXPENSES	 <u>2,944,100</u>

Budget 2018/19
INCOME

	<u>2018/19</u>
Operating	
4110 · Water Sales-Residential	1,878,440
4112 · Water Sales-Commercial	401,100
4170 · Water Sales-Agriculture	11,460
Water Sales-Temp Water Prog.	15,000
4230 · Installation Fees	10,000
4970 · Other Income- T&D Proj. Income	5,000
4995 · Miscellaneous	5,000
4996 · Work Done for Others	6,000
Operating Sub-total	2,332,000
Non-Operating	
4200 · Pipeline Hydro Revenue	60,000
4210 · Schaads Hydro Revenue	20,000
4240 · Cellular Site Leases	17,900
4923 · Interest from LAIF	25,000
4932 · County Taxes	109,000
4975 · MHSD Revenue	10,200
Non-Operating Sub-total	242,100
Total Operating / Non-Operating Income	2,574,100
Other Income	
Reserves for Capital Outlay	370,000
TOTAL INCOME	<u>2,944,100</u>

Budget 2018/19

EXPENSES

	<u>2018/19</u>
Operation & Maintenance	
5230 · Utilites Pumping Power	130,000
5231 · Pump Station Supplies	20,000
5320- Water System Super.	109,000
5321 · Water Treatment Wages	66,000
5322 · Water Treatment Supplies	100,000
5323 · Lab Fees	15,000
5411 · T & D Spec. Maintenance Labor	285,000
5412 · T & D - Overtime Labor	40,000
5421 · T & D Maint. Mat. & Supp.	85,000
5422 · T & D Contract Services	10,000
5424 · T & D Equip. Repair & Oper.	40,000
5425 · T & D Equipment Rental	10,000
5426 · T & D Fees & Permits	10,000
5427 · T & D Taxes	1,100
5428 · T & D Insurance	55,000
5429 · T & D Safety & Education	25,000
5430 · T & D Engineering	60,000
5431 · T & D State Dam Fees	55,000
5432 · T & D Misc. Maint. Utilities	23,000
5434 · T & D CDPH Fees	15,000
5510 · Meter Wages	15,000
O&M Sub-total	1,169,100

	<u>2018/19</u>
Administration & General	
5611 · Manager	118,000
5612 · Customer Service Rep	34,000
5614 · Admin Account Assistant	44,000
5615 · Extra Clerical-OT	3,000
5620 · Materials & Supplies	25,000
5621 · Office Utilities	12,000
5622 · Postage & Box Rent	17,000
5623 · Contract Services	30,000
5641 · SS FICA	68,000
5642 · Unemployment	2,500
5643 · Medical Insurance	255,000
5645 · Retirement-PERS (Admin)	150,000
5647 · OPEB - Retirement	110,000
5680 · Director's Fees	2,500
5681 · Director's Mileage	1,000
5682 · Audit & Legal	40,000
5683 · Dues, Subscriptions, Fees	37,000
5684 · Engineering-Admin.	50,000
5685 · Election Expense	6,000
Administrantion Sub-total	1,005,000

Total	2,174,100
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CALAVERAS PUBLIC UTILITY DISTRICT

June 12, 2018

Regular Meeting

7:00 P.M.

MEMBERS PRESENT: Clifford Overmier
John Lavaroni
J.W. Dell'Orto
Richard Blood

MEMBERS ABSENT: None

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant
Chris Williams, Legal Counsel

OTHERS PRESENT: Alan (Bill) Claudino

1. ROLL CALL: The regular meeting was called to order by Director Overmier at 7:00pm. Director Overmier, Dell'Orto, Lavaroni, and Blood were present.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None

3. APPROVAL OF CONSENT CALENDAR:

- a. Minutes for Regular Meeting of May 15, 2018
- b. Directors Report for May 2018
- c. Monthly Maintenance Report for May 2018

Director Lavaroni inquired about the progress of the spray program. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to approve the Consent Calendar as mailed. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

4. FINANCIAL BUSINESS:

a. Approval of Claim Summary #716: A motion was made by Director Dell'Orto, seconded by Director Lavaroni to approve the Claim Summary #716 in the amount of \$168,415.74 as presented. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

5. DISCUSSION/ACTION: BOARD VACANCY APPOINTMENT: The District received one application of interest from Mr. Alan (Bill) Claudino which was presented to the Board for review. A motion was made by Director Lavaroni, seconded by Director Dell'Orto appointing Mr. Alan (Bill) Claudino to the Board of Directors by Resolution 2018-7 Appointment of Board Member to Board of Directors Vacancy. Directors Lavaroni, Overmier, Dell'Orto, and Blood voted yes, no nays. Motion carried 4-0.

*Director Claudino took his place at the Board table.

6. DISCUSSION/ACTION – DRAFT WATER RATE COST OF SERVICES SUTDY – JUNE 2018:

The Manager stated that the Ad Hoc Committee had met to discuss the proposed rate structures and would report their findings to the Board. Gary Ghio, District Engineer, reviewed a PowerPoint presentation highlighting the study. The Board reviewed the two options of rate structures and agreed to proceed with the option to use a portion of the District reserves to assist with maintaining lower rates. A Public Outreach meeting will be held on July 10, 2018 and the Proposition 218 Public Hearing on August 14, 2018. The Board discussed the location for the meetings; the Manager would follow up. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to proceed with setting a Proposition 218

Public Hearing for consideration of a proposed rate adjustment on Tuesday, August 14, 2018 at 7:00 pm at the District Office. Directors Lavaroni, Overmier, Dell'Orto, Blood and Claudino voted yes, no nays. Motion carried 5-0.

7. RESOLUTION 2018-5: NOTICE TO PROCEED TREE MORTALITY MITIGATION PLAN: The Manager stated that one bid was received from Trees, Inc. in the amount of \$23,859.96 which was reviewed and meets the requirements of the Tree Mortality Plan. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to approve Resolution 2018-5: Notice to Proceed Tree Mortality Mitigation Plan. Directors Lavaroni, Overmier, Dell'Orto, Blood and Claudino voted yes, no nays. Motion carried 5-0.

8. RESOLUTION 2018-6: BUDGET FOR FISCAL YEAR 2018-2019: The preliminary budget was presented to the Board at the May meeting. The Board discussed the capital outlay projects planned for next fiscal year. Director Overmier suggested that the water sales line items be increased to show the proposed rate increase figures; the Manager will adjust the budget. A motion was made by Director Dell'Orto, seconded by Director Lavaroni to approve as amended Resolution 2018-6: Budget for Fiscal Year 2018-2019. Directors Lavaroni, Overmier, Dell'Orto, Blood and Claudino voted yes, no nays. Motion carried 5-0.

9. STATUS REPORT: ON-SITE CHLORINE GENERATION PROJECT:

- a. Progress Report: Staff has successfully transitioned from gas chlorine to using the alternative chlorine system until the on-site generation system is installed which is scheduled for completion by mid-July.
- b. Advertise for Storage Building: The District Engineer is preparing a Request for Proposal (RFP) for construction of a storage building that is required for the salt storage of the new OSG unit. Director Blood inquired about the projected cost and the advertising of the RFP; the Manager clarified.

10. DISCUSSION: MOKELUMNE RIVER WILD AND SCENIC RIVER REPORT (AB 142): A letter has been submitted to Assemblyman Bigelow thanking him for the continued efforts in the support of AB 142. Amador Water Agency has approached the District to enter into a Cost Sharing Agreement for lobbying efforts by the Gaulco Group, Inc regarding the AB 142 Study recommendations. A motion was made by Director Lavaroni, seconded by Director Claudino to authorize the Manager to enter into a Cost Sharing Agreement with Amador Water Agency for lobbying efforts by the Gaulco Group, Inc regarding the AB 142 Study recommendations not to exceed \$5,250.00. Directors Lavaroni, Overmier, Dell'Orto and Claudino voted yes. Director Blood abstained. Motion carried 4-1-0.

11. MONTHLY WATER USAGE REPORT: The Board reviewed the water usage for the month of May and a spreadsheet showing the bulk water usage comparison for 2017 and 2018.

12. MANAGERS COMMENTS:

a. Reminder: Candidate Filing Period July 16th through August 10th: A reminder was given to the Board.

b. Letter (Oppose Unless Amended): SB 623 (Monning): The Manager reviewed the bill and the letter was presented to the Board. Director Overmier suggested removing the words "unless amended" and take a position of opposition to SB 623 (Monning). The letter would be amended per the recommendations.

The District will be participating in a conference call on June 28th to discuss possible Prop 1 funding opportunities for District improvements. The Manager asked if a Director would be available to participate in the call due to scheduling conflicts. Director Blood is available; the Manager will email the information.

13. DIRECTORS COMMENTS:

a. LAFCO – Meeting Report 5/16/18 – Director Lavaroni: Director Lavaroni did not attend the meeting. The Manager received a request from LAFCO for updates to the Municipal Service Review (MSR).

b. CAMRA – Meeting Reminder 6/20/18: The Manager will attend. The Board will consider appointing a new member to replace Director Ortegel at the July meeting.

c. UMRWA – Meeting Reminder 7/27/18 – Director Blood: Director Blood will attend.

14. CLOSED SESSION: At 9:07 pm the Board convened to a closed session.

a. Conference with Real Property Negotiators Government Code § 54956.8:

Negotiating Parties: Donna Leatherman and Chris Williams

Under negotiation: Crown Castle Consent for Sub-Lease

A motion was made by Director Lavaroni, seconded by Director Claudino to authorize the Manager to sign a planning application regarding Crown and Castle. Directors Lavaroni, Overmier, Blood, Dell'Orto and Claudino voted yes, no nays. Motion carried 5-0.

b. Conference with Legal Counsel – Anticipated Litigation Government Code § 54956.9(d)(3):

No action taken.

The Board reconvened at 9:30 pm

15. ADJOURNMENT (Next meeting 7/10/18): As there was no further business to come before the Board, the meeting was adjourned at 9:31 pm.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

Water Education Foundation Membership Updates

Discussion:

The Manager reported on Water Education Foundation annual updates which include a report on annual tours offered and membership updates. A copy of information is included in the Board packet.

Discussion/Action: None discussion only.

WATER EDUCATION FOUNDATION'S 36TH ANNUAL WATER SUMMIT



Now celebrating its 36th anniversary, the Water Summit is the go-to event of the year!

Meet other water professionals, policymakers, farmers, environmentalists and concerned citizens to learn about and discuss the most pressing water issues facing California and the West.

At this year's Summit:

- Hear the most current water news and views from top policymakers, environmentalists, farmers and more
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- Enjoy a gourmet lunch and evening wine & appetizer reception along the beautiful Sacramento River
- Bid on fun multiday tours, lunch with key water policy wonks, sporting events, meals at top restaurants, artwork and more during the Water Leaders silent auction



WATER EDUCATION
FOUNDATION

Wednesday, October 30, 2019

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For more information, visit: www.watereducation.org/WEFSummit2019



Central Valley Tour



Lower Colorado River Tour



Headwaters Tour



Bay-Delta Tour



Northern California Tour



Central Coast Tour



WATER EDUCATION
FOUNDATION

The Water Education Foundation's tours are field trips that offer participants a firsthand look at the water facilities, rivers and regions critical in the debate about the future of water resources. Issues of water supply, water quality, environmental restoration, flood management, groundwater and conservation are addressed by a wide range of speakers representing different viewpoints.

Our tours are praised for being balanced, thorough and fun. Participants learn about local, state and federal issues from experts on all sides. Time for socializing and networking is included in the action-packed itineraries.

Six tours will be offered in 2019. Tour registration fee includes transportation, materials, lodging and all meals during the tour. Foundation staff make all lodging arrangements for attendees while on the tour. More tours may be added in 2019; sign up for Foundation announcements at www.watereducation.org/SignUp to receive updates to our tour schedule.

Lower Colorado River Tour – This 3-day, 2-night tour follows the course of the lower Colorado River through Nevada, Arizona and California, and includes a private tour of Hoover Dam. Tour stops include Lake Mead National Recreation Area, Lake Havasu, the Mark Wilmer Pumping Plant, MWD's Gene Village, farms in the Imperial and Coachella valleys and the Salton Sea. Issues discussed include water needs in the Lower Basin, drought management, Lake Mead shortage criteria and endangered species. The tour begins in Las Vegas and ends at California's Ontario International Airport.

Central Valley Tour – This 3-day, 2-night tour travels the length of the San Joaquin Valley, giving participants a clear understanding of the State Water Project and Central Valley Project. Stops include San Luis Reservoir, San Luis National Wildlife Refuge, Mendota Pool, Tulare Lake Basin, Kern Water Bank, local farms and Friant Dam. Issues of water supply for farms, water project operations, groundwater, wetlands, flood control and agricultural drainage are discussed. The tour begins and ends at Sacramento International Airport.

Bay-Delta Tour – This 3-day, 2-night tour takes participants to the heart of California water policy – the Sacramento-San Joaquin Delta and San Francisco Bay. Stops include the historic town of Clarksburg, Delta islands, Big Break Regional Shoreline, Los Vaqueros Reservoir, the Bay Model in Sausalito and Rush Ranch in the Suisun Marsh. Participants learn about the critical role the Delta plays in California's water supply, Delta planning initiatives, water project operations, fish passage, ecosystem restoration, levees and flood management, Delta agriculture and water supply reliability. The tour begins and ends at Sacramento International Airport and includes a ferry ride across San Francisco Bay.

NEW ROUTE! Headwaters Tour – This 2-day, 1-night tour travels through the Sierra Nevada foothills, into the mountains and around the Lake Tahoe Basin to explore the impact of fires on California water supply and quality in the American and Yuba watersheds, as well as forest management and tree mortality, meadow restoration and climate change. Tour stops include the Yuba and American rivers, Tahoe and El Dorado national forests, meadow and river restoration sites and Lake Tahoe. The tour begins and ends in the Sacramento area.

Northern California Tour – This 3-day, 2-night tour travels the length of the Sacramento Valley, a primary source of water for much of California. Stops include Oroville and Shasta dams, Red Bluff Fish Passage Improvement Project, a rice farm, Feather River Fish Hatchery, Clear Creek restoration site, Glenn-Colusa Irrigation District and Sacramento National Wildlife Refuge. Another highlight is a houseboat cruise on Shasta Lake. Speakers talk about farming, water supply, flood management, groundwater and salmon restoration. The tour begins and ends at Sacramento International Airport.

NEW! Central Coast Tour – This 2-day, 1-night tour offers participants the opportunity to learn about water issues affecting California's Central Coast and the solutions that are being applied. Topics include ocean desalination, water recycling, groundwater, dam removal and farming. Tour stops include Santa Clara Valley Water District, Pure Water Monterey, San Clemente Dam and the Salinas Valley. The tour begins and ends in San Jose.

NOTE: Tour stops are subject to change due to adjustment to include topical issues and the possibility of limited access because of security concerns.

Report: Specialized Utility Service Program (SUPS) Median Household Information (MHI) Survey

Discussion:

Per the guidelines, SUPS sought a 13% response rate (214 survey responses), and have received 241 completed survey responses. They are currently receiving a steady flow of completed responses and will either conclude the project in the middle of July or when the rate of responses slows down significantly, whichever comes first.

SUPS will complete the tabulations at the conclusion of the survey. A summary of the results will be submitted to the District and State. The District is seeking to establish disadvantaged community DAC determination in an effort to assist with current and future grant opportunities.

Discussion Only:

Monthly Water Usage Report

Report:

Water production for June 46,146,184 gallons from the water treatment plant.

The reservoir level at Jeff Davis is 8.35' below spill.

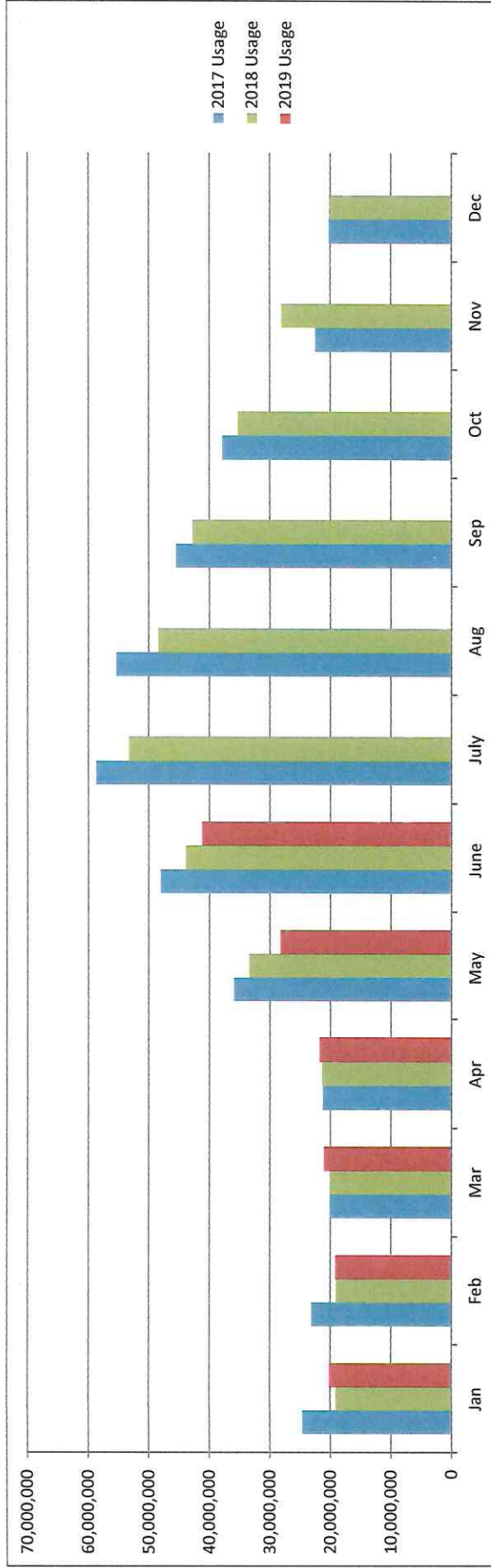
The rainfall shown for the season beginning September 1, 2018 is 60.74 inches.

There was no recorded rainfall for month of June 2019.

Discussion:

Calaveras Public Utility District (Water Treated)

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
2017	24,611,922	23,098,904	20,125,148	21,227,187	35,913,669	48,072,674	58,679,090	55,357,766	45,507,994	37,826,944	22,452,397	20,215,187	413,088,882
2018	19,108,441	19,065,573	20,080,877	21,366,553	33,416,282	43,899,147	53,269,367	48,484,590	42,798,952	35,303,288	28,030,638	20,062,841	384,886,549
2019	20,141,357	19,112,339	21,010,138	21,734,882	28,179,029	41,146,184	0	0	0	0	0	0	151,323,929
% difference	-18.16%	-17.26%	4.40%	2.39%	-21.54%	-14.41%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-63.37%



Managers Comments

- a. Monthly Report (attached)** Review and discussion of report updates.

Manager's Comments

July 2019

Items listed below are work in progress that are presently not Agenized however open for status reports and/or comments and discussion.

1. **LAFCO – MSR review** – Met with John of Lafco to review the District draft MSR and discussed additions based on the recent proposed increase and results of the MHI survey. Items will be sent when available. LAFCO is scheduled to review and approve at their October 2019 meeting.
2. **FERC Inspections** - FERC will conduct two inspections this month. They will be conducting their annual inspection and an additional security inspection which is usually conducted every 5-10 years. Most of the District security documents will most likely require updating upon completion of the inspection.
3. **ACWA/JPIA Insurance Inspection** - The annual insurance inspection will be conducted in July by ACWA/JPIA of all District facilities, including recent updates at the water treatment plant.
4. **2019-20 Annual Budget** - The District Manager is working with staff to prepare a draft of the Annual Operating budget forecast for FY 2019/20.
5. **Annual CCR Report** – Was mailed to all District customers on June 28, 2019 and certification sent to the state by July 1, 2019.
6. **Update on Legal Counsel Review** - Legal counsel review of proposals is still pending. The Manager and Chris Williams will resume the review next week.
7. **Rebuild of Unit #1 @ So. Fork Pump Station** – The return of the pump is pending final testing and scheduled for installation.
8. **Schaads Large unit** – Staff is still working on contact with vendors to determine the repair or replacement of the actuator at Schaads.
9. **February Storms State of Emergency** – Staff has met the FEMA to conduct the Recovery Scoping Meeting (RSM) to review damages to District facilities related to the February 2019 storms in Calaveras County.
10. **Red Hawk Reservoir Repairs – Repairs pending fall 2019.** This project is included in the February Storm damage list of projects. The DSOD inspection also recommended the removal and repair of the area for repairs.
11. **EAP - Jeff Davis – July nothing to report.** California OES has responded to the EAP submittal for Jeff Davis Reservoir and Middle Fork Dams, both EAP will require some revisions prior to acceptance.
12. **EAP - Middle Fork** - Save the dates for the Annual event were sent out at the beginning of June. The District will conduct the Annual Orientation for Middle Fork Dam with w/EBMUD & JVID on November 20, 2019 at Pardee Center.

13. **Court Street/Foley Line Extension** – The District received notification that the sewer line separation application request was approved by the State. The District will continue to work on the line replacement project scheduled for Fall of 2019.
14. **Calaveras County Public Work** - Dig once policy a workshop scheduled for July 16 has been postponed. Public Works is updating the policy as a result of comments received.

Other items under Reviewed

- Review – Calaveras County coordination w/Main Street, Mokelumne Hill
- Community Workshop Pope Street Study (July 29, 2019)

AGENDA ITEM 11

Director's comments are comments by Directors concerning District business, which may be of interest to the Board. This is placed on the agenda to enable individual Board members to convey information to the Board and to the public. There is to be no discussion or action taken by the Board of Directors unless the item is noticed as part of the meeting agenda.

Directors Comments

- a. LAFCO – Meeting Report 7/15/19 – Director Lavaroni
- b. CAMRA – Meeting Report 6/19/19
- c. CAMRA – Special Meeting Reminder 7/17/19
- d. UMRWA – Meeting Reminder 7/26/19 – Director Blood

AGENDA ITEM 12

Closed Session:

Convened: _____

Reconvened: _____

Action:

Report to Secretary

AGENDA ITEM 13

Approval to Reschedule August 13, Regular Board Meeting to August 20, 2019

AGENDA ITEM 14

Adjournment (Public Hearing August 13, 2019 at the San Andreas Town Hall, 24 Churchill Rd, San Andreas, CA 95249)