

**TUESDAY, July 14, 2020**

**7:00pm**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the 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.

Based on guidance from the California Governor's Office, social distancing measures are imposed, Board Room capacity will be limited to 4 persons during public meetings. Social distancing and cloth facemasks are required.

**1. Roll Call and Pledge of Allegiance**

**2. Public Comment (Limit: 3 min/person)**

*At this time, members of the public may address the Board on any matter within its jurisdiction which is not on the agenda. 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.*

**3. Approval of Consent Calendar**

- a. Minutes for Regular Meeting of June 9, 2020
- b. System Totals Report for June 2020
- c. Maintenance Report for June 2020
- d. Water Report for June 2020
- e. Bulk Water Report for 2020

**4. Financial Business**

- a. Approval of Claim Summary #741

**5. Consideration for Approval: Resolution 2020-12: Budget for Fiscal Year 2020/21**

**6. State Revolving Fund (SRF) Planning Grant Application Package for Water Treatment Plant Improvement Projects**

- a. Project Planning Workshop (August 5, 2020 from 9:00am – 11:00am)

**7. Update: Court Street Line Replacement Project**

**8. Mountain Counties Water Resources Association: Consideration of Annual Membership for Fiscal Year 2020/21**

**9. Consideration for Approval: Proposal for Water Tank Inspections – Coating Specialists and Inspection Services, Inc. (CSI)**

**10. Consideration for Approval: District Modeling and System Mapping Proposal – KASL Engineering**

**11. Staff Reports**

- a. General Manager's Report
- b. Legal Counsel Report
- c. Engineer's Report

**12. Board Members Report**

- a. Director Lavaroni – LAFCO Meeting Reminder (7/20/20)
- b. Director Blood – UMRWA Meeting Reminder (7/24/20)

**13. Adjournment (Next Regular Meeting on August 11, 2020 at 7:00pm)**

**Approval of Consent Calendar**

*If an item is requested for removal from the Consent Calendar, it should be reflected prior to action being taken. The items will be discussed independently upon approval of remaining Consent Calendar items.*

- a. Minutes for Regular Meeting of June 9, 2020
- b. System Totals Report for June 2020
- c. Maintenance Report for June 2020
- d. Water Report for June 2020
- e. Bulk Water Report for 2020

**Recommended Action:** Approval of Consent Calendar

**Motion 1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_, Carried \_\_\_\_\_**

Regular Meeting

7:00 P.M.

MEMBERS PRESENT: J.W. Dell’Orto  
Clifford Overmier  
Richard Blood  
Scott Speer

MEMBERS ABSENT: John Lavaroni\*

STAFF PRESENT: Donna Leatherman, General Manager  
Kate Jesus, Administrative Account Assistant  
Adam Brown, Legal Counsel  
Matt Ospital, District Engineer, Weber, Ghio & Associates

OTHERS PRESENT: Stan Dell’Orto

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by President Dell’Orto at 7:00pm. Directors Dell’Orto, Overmier, Blood and Speer were present. Director Lavaroni was absent.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): Stan Dell’Orto spoke on behalf of the owner of the property at Red Hawk Reservoir. He stated that a tree had fallen on the dam due to the winter storms in 2019, which the General Manager reported the work was completed on June 8, 2020. He then expressed concerns with the low level of the reservoir and asked if the District would be interested in selling the dam and water rights. The General Manager gave a brief recap of the tree issue and the requirements from the Division of Safety of Dams (DSOD). She also stated that there had been no prior discussion between the District and the property owner regarding the sale of the dam and water rights, and recommended the owners to contact the District directly to discuss the matter further.

\*Director Lavaroni arrived at 7:08pm.

- 3. APPROVAL OF CONSENT CALENDAR:
  - a. Minutes for Regular Meeting of May 12, 2020
  - b. Minutes for Special Meeting of May 27, 2020
  - c. Minutes from Special Meeting of June 1, 2020
  - d. Directors Report for May 2020
  - e. Maintenance Report for May 2020
  - f. Water Report for May 2020

Director Blood inquired about the Maintenance Report including the water leak repair and boil water notice in Mokelumne Hill in May; the General Manager clarified. He also stated that he had a hard time finding information regarding the outage on the District website. The General Manager stated that staff had updated the website and social media during the repair to keep residents informed. President Dell’Orto asked if the Mokelumne Hill Fire District had assisted in the notification process; the General Manager confirmed and stated that the staff and support from Mokelumne Hill Fire did an excellent job throughout the repair. Director Speer inquired about the two leak repairs on Toyanza Drive in San Andreas; the General Manager stated the service line would need replacement in the future due to its condition. A motion was made by Director Overmier, seconded by Director Lavaroni, to approve the consent calendar as presented. Motion carried 5-0.

President Dell’Orto moved to agenda item 5, 6 and 11c.

5. STATE REVOLVING FUND (SRF) PLANNING GRANT APPLICATION PACKAGE FOR WATER TREATMENT PLANT IMPROVEMENT PROJECTS



a. Consideration of Resolution 2020-10: Authorizing Resolution: The General Manager summarized the resolution stating it was a requirement of the SRF Planning Grant application process. Director Blood inquired about Resolutions 2019-2: Pledged Revenues and Funds and Resolution 2019-3: Reimbursement Resolution which were associated with the previous SRF application for the SCADA project in January 2019. He recommended Legal Counsel review the resolutions and rescind them as they are no longer relevant and allow the General Manager the ability to pursue funding for projects. Legal Counsel clarified the current process and application requirements from the State. The General Manager stated that the previous resolutions could be rescinded by resolution at the July Board meeting however, and recommended that Resolution 2020-10 be approved to continue with the Planning Grant application. Director Blood also recommended the Board President be added as an "Authorized Representative" in the resolution along with the General Manager to prevent the General Manager from expending or pursuing use of District funds. Legal Counsel again explained that any type of financial agreement regarding funding would be presented to the Board for approval prior to submission, which is also stated in the Public Utility Code. A motion was made by Director Lavaroni, seconded by Director Speer, to approve Resolution 2020-10 Authorizing Resolution as presented. A roll call vote was taken. Directors Dell'Orto, Overmier, Speer, Lavaroni and Blood voted yes. Motion carried 5-0.

b. Workshop Preparation: The General Manager's recommendation at the May Board meeting was to conduct workshops to educate the Board, prioritize, and evaluate the Water Treatment Plant Improvement Projects for the SRF Planning Grant application. Director Blood's request to form an ad hoc committee for capital improvement projects was also acknowledged. Staff and the District Engineer requested to continue the planning of the workshops for August and September. Director Blood inquired about his request for an agenda item to address the forming of an ad hoc committee; Mr. Brown clarified the timeframe of agenda requests per newly adopted District policy. He also clarified that ad hoc committees are appointed by the President per District policy. Since it is not an action of the Board, an ad hoc committee may be appointed by the President in connection with any agenda item, and does not need to be separately agendized. The Board discussed the options of forming the committee or continuing with the workshops. The General Manager explained that the goal of the workshop would be to include and educate the Board as a whole for SRF Water Treatment Plant improvement projects. Matt Ospital, District Engineer, reiterated the General Manager's recommendation and suggested a committee be considered after the workshops. Director Blood continued to advocate for the forming of the committee; the General Manager stated that if the Board President is considering a committee, she recommends to appoint Directors not currently serving on another committee, explaining the reasoning. Director Lavaroni felt that Director Blood was going against the General Manager and District Engineer's recommendation and that an ad hoc committee was not needed at this time. President Dell'Orto stated the workshops would be used as a starting point and the ad hoc committee for capital improvement projects could be established at a later time. The General Manager stated the project list would be emailed to the Board and requested direction for moving forward on the workshops.

## 6. COURT STREET LINE REPLACEMENT PROJECT

a. Consideration of Resolution 2020-11: A Resolution Authorizing the General Manager to Execute a Construction Agreement for the Court Street Line Replacement Project: The General Manager reported the bid opening was on June 2<sup>nd</sup> and the District received three bids as follows:

- Campbell Construction - \$178,387
- Ford Construction - \$208,650
- Cole Tiscornia Construction - \$240,849

The General Manager and District Engineer recommended to award the contact to the low bidder, Campbell Construction. Director Speer inquired if the District had worked with Campbell Construction in the past and if project change orders were common; the General Manager stated that the District had not worked with the contractor in the past. Matt Ospital, District Engineer, confirmed previous work with Campbell Construction and experienced no issues with change orders on previous projects. The General Manager stated if awarded, the project is expected to start at the end of June. A motion was made by Director Overmier, seconded by Director Lavaroni, to approve Resolution 2020-11: A Resolution Authorizing the General Manager to Execute a Construction Agreement for the Court Street Line Replacement Project. A roll call vote was taken. Directors Dell'Orto, Overmier, Speer, Lavaroni and Blood voted yes. Motion carried 5-0.



## 11. STAFF REPORT

c. Engineer's Report (attached): Mr. Ospital reviewed the Project Status Update which included the status of the Mountain Ranch Road/Pope Street realignment, 2019 FEMA storm damage, and water loss control project. The Board discussed the status of the Paloma fire station and the inquiry for additional work.

## 4. FINANCIAL BUSINESS:

a. Approval of Claim Summary #740: Director Blood commented on a discrepancy in the general ledger (GL) numbers for the payments to Hill Rivkins Brown & Associates; the Board Secretary clarified it was an error and both payments were applied to Audit & Legal (GL 5682). Director Overmier inquired about the payment to Pace Supply; the General Manager reported on an upcoming project for a pressure station, hydrant and service line improvements on Gold Strike Road (San Andreas) and quarterly inventory restock. A motion was made by Director Overmier, seconded by Director Speer, to approve Claim Summary #740 in the amount of \$167,670.61 as presented. Motion carried 5-0

b. FY 2020/21 Preliminary Budget Report: The General Manager reviewed the report and explained that additional general ledger accounts were included that were not shown in previous budgets as requested. Also as requested, selected expense accounts will be renamed upon the presentation of the final budget. The staff wages and benefits are pending the negotiations with SEIU Local 1021. The water revenue and capital improvement figures are reflective of the amounts shown in the 2019 Rate Study. Director Blood stated that the budget should include general ledger accounts for the District's assets such as reservoirs and tanks to better monitor the costs associated with them. He also expressed concerns with the costs related to treatment and distribution and recommended they be separated. The General Manager clarified several general ledger accounts and explained that the treatment and distribution costs are all included in the Operations & Maintenance budget for the District.

7. UPDATE: COVID-19 PANDEMIC: The General Manager provided an update on the District's response to the pandemic including the financial impact from waiving late charges and possible impact to the District regarding the County property tax disbursement for the fiscal year ending 2019/20. The District will also continue to monitor legislation for Special Districts related to the pandemic.

8. CONSIDERATION FOR APPROVAL: AUDITOR SERVICES CONTRACT WITH LARRY BAIN, CPA FOR FY 2019/20: The General Manager explained that a new services contract was requested for FY 2019/20 due to the District's Auditor using their partner, Susan Tang, CPA, to comply with audit rotation per Government Code 26909. A contract for \$8,100 was submitted for consideration. A motion was made by Director Lavaroni, seconded by Director Overmier, to approve the Auditor Services Contract with Larry Bain, CPA for FY 2019/20. Motion carried 5-0.

9. CALIFORNIA RURAL WATER ASSOCIATION (CRWA) PROP 1 LEAK DETECTION PROGRAM REPORT: The General Manager reviewed the timeline and process of the Leak Detection Program provided by California Rural Water Association (CRWA). The CRWA representative and a District staff member evaluated twenty-one areas in San Andreas that are presented in the report. The District will use the report as an educational tool and assess the recommendations for possible line replacement projects. The General Manager reviewed the recommendations with the Board which include a full leak detection program and possible AMI meter upgrades. The Board discussed the recommendations from the report.

10. UPDATE: 2019 FEMA STORM DAMAGE REPAIR PROJECTS: The General Manager reported on the status of the projects. Currently, permitting from Cal Trans and Department of Fish and Wildlife are pending prior to bidding the projects. Further information will be presented at the July Board meeting.

## 11. STAFF REPORTS

a. General Manager's Report: The General Manager gave a recap of the report which included the status of the Operations Plan update, Policies and Procedures Ad Hoc Committee with the next meeting

scheduled for June 24, 2020, South Fork Pump Station pump and motor repair, continuing negotiations with SEIU Local 1021, hazard tree removal at Garamendi's hydro, completed repair to Red Hawk reservoir and pending inspection from DSOD on June 10, 2020, Jeff Davis and Middle Fork EAP's, status of the repair of Schaads hydro, District mapping and modeling, billing and accounting software updates, continued progress with Diamond Maps and Cal Fire Fuels Reduction Grant updates.

b. Legal Counsel Report: Adam Brown, District Legal Counsel, reported he was assisting the General Manager with the SEIU Local 1021 negotiations and new employment matters. He is also working with staff on the policy reviews to prepare for the next Ad Hoc Committee meeting.

## 12. BOARD MEMBERS REPORT

a. Director Lavaroni – LAFCO Meeting Reminder (7/20/20) – Director Lavaroni reported that LAFCO had appointed a new President at the previous meeting.

b. Director Blood – UMRWA Meeting Reminder (7/24/20) – Director Blood had nothing to report. The General Manager reported on the retirement of EBMUD's General Manager and appointment being made on June 9, 2020.

The Board briefly discussed the costs associated with Red Hawk and the history of the reservoir and water rights.

13. ADJOURNMENT (Next Regular Meeting on July 14, 2020): As there was no further business to come before the Board, a motion was made by Director Speer, seconded by Director Overmier, to adjourn the meeting at 9:28 p.m. Motion carried 5-0.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant



# System Totals Report

Calaveras P.U.D.

Water Sold This Month

34,221,415 Gallons

	Amount (\$)	# Of Accounts
Total Water	188,607.55	1,908
Total Late Charge	2,160.00	72
Total Adjustments	-459.64	76
Total New Acct Fee	280.00	8
<b>Total Current Charges</b>	<b>190,587.91</b>	<b>1,909</b>
<hr/>		
Amount Past Due 1-30 Days	17,475.44	198
Amount Past Due 31-60 Days	1,503.99	35
Amount Past Due Over 60 Days	6,690.96	20
Amount Of Overpayments/Prepayments	-22,633.10	278
<b>Total Receivables</b>	<b>193,625.20</b>	<b>1,853</b>

Total Receipts On Account	157,515.02	1,678
Net Change in Deposits	0.00	0
Amount of All Deposits	0.00	
Turned Off Accounts (Amount Owed)	5,333.56	150
Collection Accounts (Amount Owed)	5,333.56	150
Number Of Unread (Turned On) Meters		2
Average Usage For Active Meters	17,870	1,915
Average Water Charge For Active Meters	98.85	1,908

Usage Groups	Gallons	# Of Accounts	Usage Gallons	% Of Usage	% Of Sales
Over 50,000		93	12,543,962	36.66	24.42
40,001-50,000		42	1,883,465	5.50	3.23
30,001-40,000		100	3,480,812	10.17	7.25
20,001-30,000		209	5,076,916	14.84	11.39
10,001-20,000		469	6,750,996	19.73	21.12
8,001-10,000		156	1,403,868	4.10	5.78
6,001-8,000		180	1,244,926	3.64	6.05
4,001-6,000		209	1,028,496	3.01	6.37
2,001-4,000		206	618,221	1.81	6.44
1-2,000		214	189,749	0.55	6.85
Zero Usage		37	0	0.00	1.10
<hr/>					
<b>Total Meters</b>		<b>1,915</b>	<b>34,221,411</b>	<b>100.00</b>	<b>100.00</b>

# Monthly Maintenance Report

## June 2020

LOCATION	DESCRIPTION OF WORK	STATUS
<b>Jeff Davis WTP</b>	Monthly operation and maintenance	Complete
	Routine water sampling and State reporting, WTP in compliance	Complete
	Treated Water - 38,085,265 gallons	
	Old Compressor #2 Rebuild	Pending
	Repair air leaks throughout WTP	Pending
	Compressor Replacement with new Quincy	Complete
<b>Warehouse Shop</b>	Leak in office building	Pending
	Bid CPPA Project	Pending
	Dumpster cleanup	Complete
<b>South Fork Pump Station</b>	Weekly routine checks	Complete
	Pump and motor rebuild (RF MacDonald)	Complete
<b>Schaads Reservoir</b>	Weekly checks	Complete
	Pull turbine/motor; evaluate actuators (Martech)	Complete
<b>Glencoe Pump Station</b>	Weekly checks - routine monitoring	Complete
<b>Ponderosa PRV Hydro</b>	Weekly checks - routine monitoring	Complete
<b>MCV PRV Hydro</b>	Weekly checks - routine monitoring	Complete
	Road maintenance required	Pending
<b>Garamendi's PRV Hydro</b>	Weekly checks - routine monitoring	Complete
	PG&E, ACRT tree/vegetation removal	Pending
<b>San Andreas Distribution</b>	Routine operations, sampling	Complete
	Gold Strike pressure station rebuild	Pending
	Repair #3 on 3/4" steel service line at 511 Toyanza Drive	Complete
	San Andreas Tank Smartman replacement	Complete
	Diamond Place Apartments 2" meter changeout	Complete
	4" steel water main repair at 102 W. St. Charles St.	Complete
	Leak repair on service line to meter at 496 Gold Ct. & meter changeout	Complete
	Leak repair on riser at 2075 Beverlynn Lane & meter changeout	Complete
	Leak repair on service line to meter at 352 Market St. & meter changeout	Complete
	3/8" copper tubing repair on SAE Pressure Station	Complete
	GPS and meter checks (Diamond Maps)	Ongoing
	Pre-Construction meeting for Court St. Project	Complete
	<b>Moke Hill Distribution</b>	Routine operations, sampling
2" steel line repair at 8307 Prospect St.		Complete
Meter upsize at 7619 Andrew Lane		Complete
Line repair at Andrew Lane (Contractor hit line)		Complete
PG&E site visit got pole set		Complete
<b>Glencoe Distribution</b>	Routine operations	Complete
<b>Paloma Distribution</b>	Routine operations, sampling	Complete
	Installed road crossing and new service at 6666 Gwin St.	Pending
	6" water main repair at 6125 Hwy 26	Complete
<b>Rail Road Flat Distribution</b>	Routine operations, sampling	Complete
	Red Hawk drawdown for Dam repair and tree removal (CTC)	Complete



# Monthly Maintenance Report

## June 2020

	DSOD Inspections at Red Hawk	Complete
<b>Safety</b>	COVID-19	Ongoing
	Safety Talks: Build a Construction Site Safely, Don't Be Shocked by Charged Pipes!, Know Your Colors, and Call Before You Dig, Take a Load Off: Tips for Safe Lifting, Keep Trouble Out and Let Help In With Access Control	
<b>Training</b>	COVID-19	Ongoing
<b>Spray Program</b>	Routine spraying	Pending
<b>Vehicle Maintenance</b>		
<b>Other Maintenance</b>	51 USA tags completed	Complete
	56 Customer service/work orders	Ongoing
	Monthly meter reading	Complete
	6 Complaints-1 color/5 pressure	Complete
<b>Other</b>	Revision of Operations Plan	Pending





**Financial Business**

- a. Approval of Claim Summary #741

**Discussion**

The Claim Summary #741 submitted in the amount of \$202,423.15 reflects payments with descriptions showing on the Bill Payments for All Vendors report.

**Recommended Action:** Approval of Claim Summary #741: \$202,423.15

**Motion 1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_, Carried \_\_\_\_\_**

**CALAVERAS PUBLIC UTILITY DISTRICT**

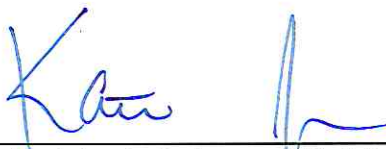
**CLAIM SUMMARY # 741**

**DATE: June 2020**

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	\$148,194.12
Payroll Submitted	\$37,956.80
P/R Tax Deposits	\$16,272.23
<b>Sub-total</b>	<b>\$202,423.15</b>

Net Additions	
Net Deductions	
Claim Summary Approved for	<b>\$202,423.15</b>



Admin Acct Assistant, Calaveras Public Utility District



**Calaveras Public Utility District**  
**Summary Balance Sheet**  
As of June 30, 2020

	<u>Jun 30, 20</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	-46,776.18
Other Current Assets	4,491,797.48
Total Current Assets	4,445,021.30
Fixed Assets	8,230,055.75
Other Assets	658,941.40
<b>TOTAL ASSETS</b>	<u><u>13334018.45</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	51,308.76
Other Current Liabiliti...	1,722,328.40
Total Current Liabilities	1,773,637.16
Long Term Liabilities	82,098.31
Total Liabilities	1,855,735.47
Equity	11478282.98
<b>TOTAL LIABILITIES &amp; EQU...</b>	<u><u>13334018.45</u></u>

**Calaveras Public Utility District**  
**Bill Payments for All Vendors**  
 June 2020

Name	Num	Date	Amount	GL #	Amount
Adventist Health Sonora	22391	06/30/2020	145.00	5429	Pre-employment physical / drug screen
Alpha Analytical Labs, Inc.	22392	06/30/2020	720.00	5323	Lab fees (May)
American Fidelity Assurance	22393	06/30/2020	228.82	5646	125 Cafeteria Plan (June)
American Fidelity Assurance Co.(Flex)	22394	06/30/2020	287.50	5646	125 Flex Plan (June)
AT & T	22395	06/30/2020	655.65	5432	Utilities
AT &T	22396	06/30/2020	62.10	5421/5432	Utilities
Cal PERS	22389	06/24/2020	40,000.00	5647	2019/20 CERBT contribution
Calaveras Enterprise	22397	06/30/2020	468.00	1117/5620	Court St LRP bid ad / Water System Superintendent ad
Calaveras Public Power Agency	22398	06/30/2020	8,353.66	5432/5621/5230	Utilities
California Waste Recovery Systems	22399	06/30/2020	907.24	5422	Dumpster rental (Shop clean up)
Capital Machine	22400	06/30/2020	8,585.51	1119	Schaads turbine project
Carbon Copy Inc.	22401	06/30/2020	107.14	5623	Printer/copier contract
Care Free Lawns	22402	06/30/2020	150.00	5623	Landscaping contract
Comcast	22403	06/30/2020	306.80	5621	Utilities
De Lage Landen Financial Services Inc.	22404	06/30/2020	87.85	5623	Printer/copier contract
Department of Fish & Game	22359	06/02/2020	609.25	5426	Permit (2019 Storm Damage project)
Dresser, Michael	22390	06/24/2020	109.99	5429	Annual boot allowance reimbursement
ERS Industrial Services, Inc.	22405	06/30/2020	5,990.00	5322	WTP maintenance
GEI Consultants, Inc.	22406	06/30/2020	297.00	5430	Engineering services (Red Hawk dam)
Grainger	22407	06/30/2020	97.62	5322	WTP supplies
Henwood Associates, Inc.	22408	06/30/2020	6,286.10	1119/5322	Schaads turbine project / Ponderosa hydro project / WTP compressor
Herold & Mielenz, Inc.	22409	06/30/2020	5,687.62	1119	Ponderosa hydro project
Hill Rivkins Brown & Associates	22410	06/30/2020	4,366.00	5682	Legal services (May)
Hobgood's Cleaning Service	22411	06/30/2020	160.00	5623	Janitorial contract (June)
Hunt & Sons Inc.	22412	06/30/2020	1,218.76	5424	Fuel
Kevin's Crane Company LLC	22413	06/30/2020	600.00	1119	Ponderosa hydro project
Lehigh Hanson	22414	06/30/2020	693.34	5421	Materials & supplies
Lowe's	22415	06/30/2020	635.94	5322	WTP supplies (compressor)
Matrix Trust Company	22388	06/09/2020	350.00	2317	457 Plan (replacement of check #22356 for 5/31/20 payroll)
Matrix Trust Company	22416	06/30/2020	900.00	2317	457 Plan (June payroll)
Mead and Hunt, Inc.	22417	06/30/2020	562.00	5430	Engineering services (Middle Fork EAP)
Motherlode Answering Service	22418	06/30/2020	208.04	5623	Answering service contract (May)
Pace Supply	22419	06/30/2020	11,620.83	1190/5421	Gold Strike PS project / Materials & supplies
Pacific Gas & Electric	22420	06/30/2020	1,094.97	5200/5201/5432/5621	Utilities
Progressive Print Solutions	22421	06/30/2020	123.61	5620	Office materials & supplies (business cards)
Quincy Compressor	22422	06/30/2020	1,651.18	5322	WTP compressor
RVS Software	22423	06/30/2020	2,998.00	5620	Office materials & supplies (handhelds x 2)
Sender's Market Inc.	22424	06/30/2020	145.99	5322	WTP supplies
Treat's General Store	22425	06/30/2020	131.55	5421/5322	Materials & supplies
USA Blue Book	22426	06/30/2020	1,300.63	5322	WTP supplies
Verizon Wireless	22427	06/30/2020	264.75	5432	Utilities
Volcano Telephone	22428	06/30/2020	522.38	5322/5201/5230/5200	Utilities
Weber, Ghio & Associates	22429	06/30/2020	21,998.05	5684/1117	April (Court St LRP / Storm Damage / Water Loss Program)
Weber, Ghio & Associates	22429	06/30/2020	16,084.25	5684/1117	May (Court St LRP / Storm Damage / Water Loss Program / SRF App)
Wells Fargo Bank	22430	06/30/2020	350.25	5421/5623/5424/5620	Materials & supplies / Contract services / Fuel
Wells Fargo Bank (KJ)	22431	06/30/2020	70.75	5424*5623	Fuel / Contract services
			<b>148,194.12</b>		



# PAYROLL JOURNAL

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS			
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS		
**** 10 MAINTENANCE Cunningham, John L 1	Salary	42:3900	16:00	2,449:20		Social Security Medicare	198:66 46:46	100:00	Direct Deposit # 20888 Check Amt Chkg 0017	0:00 2,370:87
	Overtime			678:24		Fed Income Tax	393:86			
	CPUD Ins			76:86		CA Income Tax CA Disability	62:41 32:04			
	<b>EMPLOYEE TOTAL</b>		16:00	3,204:30			733:43	100:00	Net Pay	2,370:87
Dresser, Michael R 16	Salary			1,971:67		Social Security Medicare	172:39 40:32	128:97	Retirement	1939800121
	CPUD Ins			808:86		CA Income Tax CA Disability	122:13 27:81		Check Amt	2,288:91
	<b>EMPLOYEE TOTAL</b>		16:00	2,780:53			362:65	128:97	Net Pay	2,288:91
	Moe, James G 8	Salary			2,464:96		Social Security Medicare	194:74 43:21		Direct Deposit # 20889 Check Amt
Overtime		42:6600	11:50	490:59		Fed Income Tax	301:60		Chkg 5056	2,322:92
CPUD Ins				24:12		CA Income Tax CA Disability	97:40 29:80			
<b>EMPLOYEE TOTAL</b>			11:50	2,979:67			656:75	166:67	Net Pay	2,322:92
Roberts, Mathew A 10	Salary			3,374:11		Social Security Medicare	241:78 56:55		Health Ins Pst tax Check Amt	0:00
	Overtime	56:3950	9:00	525:56		Fed Income Tax	198:50		Chkg 3506	2,997:69
	Sick		M3:00			CA Income Tax CA Disability	199:48 39:00			
	<b>EMPLOYEE TOTAL</b>		12:00	3,899:67			735:31	166:67	Net Pay	2,997:69
**** 20 MANAGER Leatherman, Donna M 7	Salary			4,708:21		Social Security Medicare	311:98 72:96		457 EE Pretax	20891
	CPUD Ins			323:77		Fed Income Tax	764:99		Check Amt	0:00
						CA Income Tax CA Disability	354:37 56:32		Chkg 2134 Chkg 8258	1,000:00 2,177:36
	<b>EMPLOYEE TOTAL</b>		12:00	5,031:98			1,554:62	300:00	Net Pay	3,177:36
**** 30 METERS Duke, Kelly 9	Hourly	26:4000	20:00	528:00		Social Security Medicare	32:74 7:66		Readychex # 1939800122 Check Amt	345:35
						Fed Income Tax	86:97			
						CA Income Tax CA Disability	50:00 5:28		Net Pay	345:35
	<b>EMPLOYEE TOTAL</b>		20:00	528:00			182:65			

0085 A850-4915 Calaveras Public Utility District  
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Period Start - End Date  
06/01/20 - 06/15/20  
Check Date  
06/15/20

# PAYROLL JOURNAL

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS			
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS		
**** 40 CUSTOMER SERV. REP. Jesus, Kate E	Salary			1,794.00		Social Security	125.90	Direct Deposit # 20892	50.00	0.00
	Overtime	31.0500	6.00	186.30		Medicare	29.45	Check Amt	116.57	0.00
	CPUD Ins			50.30		Fed Income Tax	153.45	Chkg 0650		1,506.14
	Vacation		M16.00			CA Income Tax	28.78			
						CA Disability	20.31			
	EMPLOYEE TOTAL		22.00	2,030.60			357.89	Net Pay	166.57	1,506.14
**** 50 WATER TREATMENT Rovera, Wyatt N	Salary			2,593.93		Social Security	239.02	Direct Deposit # 20893	170.59	0.00
	Overtime	44.8950	15.00	673.43		Medicare	56.90	Check Amt		0.00
	CPUD Ins			587.74		Fed Income Tax	560.93	Chkg 9965		2,566.57
						CA Income Tax	223.54			
						CA Disability	38.55			
	EMPLOYEE TOTAL		15.00	3,855.10			1,117.94	Net Pay	170.59	2,566.57
**** 60 ADMIN. ACCT. Bear, Carlissa C	Retro Pay			59.79		Social Security	81.96	Direct Deposit # 20894	72.78	0.00
	Salary			1,144.88		Medicare	18.17	Check Amt		0.00
	CPUD Ins			117.36		Fed Income Tax	75.34	Chkg 6990		836.09
						CA Income Tax	23.47	Savg 3547		200.00
						CA Disability	13.22			
	EMPLOYEE TOTAL		35.00	1,322.03			213.16	Net Pay	72.78	1,036.09
Storm, Kathleen J	Hourly	25.0000	35.00	875.00		Social Security	54.25	Direct Deposit # 20895		0.00
						Medicare	12.68	Check Amt		0.00
						Fed Income Tax	85.83	Chkg 6876		702.44
						CA Income Tax	11.05			
						CA Disability	8.75			
	EMPLOYEE TOTAL		35.00	875.00			172.56	Net Pay		702.44
COMPANY TOTALS 10 Person(s) 10 Transaction(s)	Hourly		55.00	1,403.00		Social Security	1,643.42	Check Amt	450.00	2,634.26
	Retro Pay			59.79		Medicare	394.36	Dir Dep	166.67	16,680.08
	Salary			20,500.96		Fed Income Tax	2,621.47		488.91	
	Overtime		57.50	2,554.12		CA Income Tax	1,172.63			
	CPUD Ins		3.00	1,989.01		CA Disability	265.08			
	Sick		16.00							
	Vacation									
	COMPANY TOTAL		131.50	26,506.88			6,066.96	Net Pay	1,105.58	19,314.34



# PAYROLL JOURNAL

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS			
**** 10 MAINTENANCE Dresser, Michael R 16	Salary			1,971.67		172.40 Retirement	128.97 Readychex # 1939800124
	CPUD Ins			808.86		40.32 Medicare 122.13 CA Income Tax 27.81 CA Disability	2,288.90 Check Amt
	EMPLOYEE TOTAL			2,780.53		362.66	128.97 Net Pay
	Salary			3,374.11		208.20 Social Security 48.92 Medicare 285.94 Fed Income Tax 184.87 CA Income Tax 33.74 CA Disability	166.67 Direct Deposit # 20902 0.00 Check Amt 2,444.77 Chkg 3506
EMPLOYEE TOTAL			3,374.11		762.67	166.67 Net Pay	2,444.77
COMPANY TOTALS 2 Person(s) 2 Transaction(s)	Salary			5,345.78		381.60 Social Security	166.67 Check Amt
	CPUD Ins			808.86		89.24 Medicare 285.94 Fed Income Tax 307.00 CA Income Tax 61.55 CA Disability	128.97 Dir Dep
	COMPANY TOTAL			6,154.64		1,125.33 <i>Employer Liabilities</i>	295.64 Net Pay
						381.58 Social Security 89.24 Medicare 47.27 CA Unemploy 2.78 CA Emp Train	4,733.67
						TOTAL EMPLOYER LIABILITY	
						TOTAL TAX LIABILITY	
						520.87	
						1,646.20	
(IC) = Independent Contractor							

# PAYROLL JOURNAL

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS		
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS	
**** 10 MAINTENANCE Cunningham, John L 1	Salary			2,449.20		Social Security	161.88	100.00	Direct Deposit # 20896
	Overtime	42.3900	2.00	84.78		Medicare	37.86		Check Amt
	CPUD Ins			76.86		Fed Income Tax	263.30		Chkg 0017
	Vacation		M24.00			CA Income Tax	36.30		1,985.39
						CA Disability	26.11		
	EMPLOYEE TOTAL		26.00	2,610.84			525.45	100.00	Net Pay
Moe, James G 8	Salary			2,464.96		Social Security	179.45		Direct Deposit # 20897
	Overtime	42.6600	9.50	405.27		Medicare	41.97		Check Amt
	CPUD Ins			24.12		Fed Income Tax	291.36		Chkg 5056
						CA Income Tax	92.67		2,259.96
			9.50	2,894.35		CA Disability	28.94		
	EMPLOYEE TOTAL		9.50	2,894.35			634.39		Net Pay
**** 20 MANAGER Leatherman, Donna M 7	Salary			4,708.21		Social Security	311.99	300.00	Direct Deposit # 20898
	CPUD Ins			323.77		Medicare	72.97		Check Amt
	Sick		M8.00			Fed Income Tax	764.99		Chkg 2134
						CA Income Tax	354.37		1,000.00
			8.00	5,031.98		CA Disability	50.32		2,177.34
	EMPLOYEE TOTAL		8.00	5,031.98			1,554.64	300.00	Net Pay
**** 30 METERS Duke, Kelly 9	Hourly	26.4000	56.00	1,478.40		Social Security	91.66		Readychex # 1939800123
						Medicare	21.44		Check Amt
						Fed Income Tax	200.78		1,066.79
						CA Income Tax	83.55		
			56.00	1,478.40		CA Disability	14.78		
	EMPLOYEE TOTAL		56.00	1,478.40			411.61		Net Pay
**** 40 CUSTOMER SERV. REP. Jesus, Kate E 5	Salary			1,794.00		Social Security	114.35	50.00	Direct Deposit # 20899
	CPUD Ins			50.30		Medicare	26.74	116.57	Check Amt
	Sick		M8.00			Fed Income Tax	131.10		0.00
	Vacation		M32.00			CA Income Tax	24.68		1,362.42
			40.00	1,844.30		CA Disability	16.44		
	EMPLOYEE TOTAL		40.00	1,844.30			315.31	166.57	Net Pay
**** 50 WATER TREATMENT Rovera, Wyatt N 13	Salary			2,593.93		Social Security	220.92	170.59	Direct Deposit # 20900
	Overtime	44.8950	8.50	381.61		Medicare	51.67		Check Amt
	CPUD Ins			587.74		Fed Income Tax	496.72		0.00
	Vacation		M8.00			CA Income Tax	193.68		2,394.07
			8.50	587.74		CA Disability	35.63		
	EMPLOYEE TOTAL		8.50	587.74			220.92	170.59	Net Pay

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06/30/20

Payroll Journal  
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# PAYROLL JOURNAL

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS			
*** 50 WATER TREATMENT (cont.) Rovera, Wyatt N (cont.) 13			16.50	3,563.28	998.62	170:59	Net Pay 2,394.07
*** 60 ADMIN. ACCT. Bear, Carissa C 12	ASSIST. Salary CPUD Ins Sick			1,404.08 787.83	135:90 31:78	90:28	Direct Deposit # 20901 Check Amt 0.00 Chkg 6990 1,462.82 Savg 3547 200.00
	EMPLOYEE TOTAL		3.00	2,191.91	438:81	90:28	Net Pay 1,662.82
<b>COMPANY TOTALS</b> 7 Person(s) 7 Transaction(s)	Hourly Salary Overtime CPUD Ins Sick Vacation		56.00 20.00 19.00 64.00	1,478.40 15,414.38 871.66 1,850.62	1,216:15 284:43 2,323:89 858:22 196:14	450:00 377:44	Check Amt 1,066.79 Dir Dep 12,842.00
	COMPANY TOTAL		159.00	19,615.06	4,878:83	827:44	Net Pay 13,908.79
(IC) = Independent Contractor					Employer Liabilities		
					Social Security 1,216:13 Medicare 284:42		
				TOTAL EMPLOYER LIABILITY 1,500:55 TOTAL TAX LIABILITY 6,379:38			

**Consideration for Approval: Resolution 2020-12: Budget for Fiscal Year 2020/21**

**Discussion**

The preliminary budget was submitted to the Board at the June meeting with no comments. The final budget reflects the five percent (5%) water rate increase as approved by Resolution 2019-9. Two additional changes are represented in 5682 – Audit and Legal for additional expenses related to updating of water agreements and 5684 – Engineering for the cost consideration related to updating the District water model.

The budget does not reflect any changes to staff wages. A budget adjustment and updated salary structure will be presented once the negotiations and MOU with SEIU Local 1021 have been finalized.

**Recommended Action:** Approve Resolution 2020-12: Budget for Fiscal Year 2020/21

**Motion** 1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_, **Carried** \_\_\_\_\_ (roll call vote)

**RESOLUTION 2020-12  
BUDGET FOR FISCAL YEAR 2020/21**

**WHEREAS**, the Calaveras Public Utility District Board of Directors has reviewed the Preliminary Budget for Fiscal Year 2020/21 presented at the regular Board meeting on June 9, 2020; 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 2020/21.

**PASSED AND ADOPTED** by the Calaveras Public Utility District at a Regular Meeting of the Board of Directors on July 14, 2020 by the following vote:

AYES:           Directors:

NOES:           Directors:

ABSENT:        Directors:

ABSTAIN:       Directors:

\_\_\_\_\_  
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



**2020/21 Budget  
RECAP**

<b>REVENUE</b>	<b>2020/21</b>
<b>OPERATING INCOME</b>	
WATER SALES	2,085,930
Water Sales - Bulk Water Program	16,500
FEES	3,525
OTHER OPERATING INCOME	36,525
OPERATING INCOME SUB-TOTAL	2,142,480
<b>NON-OPERATING INCOME</b>	
HYDRO REVENUE	85,000
TAXES (M&O)	122,850
INTEREST	91,500
CELL TOWER LEASES	28,980
MHSD REVENUE	10,200
GRANT REVENUE	0
NON-OPERATING SUB-TOTAL	338,530
 TOTAL OPERATING REVENUE	 <b>2,481,010</b>
<b>OTHER INCOME</b>	
RESERVES - CAPITAL OUTLAY PROJ.	495,000
 <b>TOTAL OPERATING INCOME</b>	 <b>2,976,010</b>
 <b>EXPENSES</b>	
MAINTENANCE & OPERATION	1,188,000
ADMINISTRATION & GENERAL	1,104,500
CAPITAL OUTLAY	550,000
 <b>TOTAL EXPENSES</b>	 <b>2,842,500</b>

**Budget 2020/21**  
**INCOME**

	<u>2020/21</u>
<b>Operating</b>	
4110 · Water Sales-Residential	1,710,450
4112 · Water Sales-Commercial	364,980
4170 · Water Sales-Agriculture	10,500
4180 · Water Sales - Bulk Water Program	16,500
4230 · Installation Fees	3,525
4970 · Other Income- T&D Proj. Income	5,500
4231 · Turn On Fees	1,750
4232 · Connection Fees	7,275
4995 · Miscellaneous	15,000
4996 · Work Done for Others	7,000
<b>Operating Sub-total</b>	<b>2,142,480</b>
<b>Non-Operating</b>	
4200 · Pipeline Hydro Revenue	60,000
4210 · Schaads Hydro Revenue	25,000
4240 · Cellular Site Leases	28,980
4800 · Investment Interest	18,000
4923 · Interest from LAIF	73,500
4932 · County Taxes	122,850
4975 · MHSD Revenue	10,200
4994 · Grant Revenue	0
<b>Non-Operating Sub-total</b>	<b>338,530</b>
<b>Total Operating / Non-Operating Income</b>	<b>2,481,010</b>
<b>Other Income</b>	
Reserves for Capital Outlay	495,000
<b>TOTAL INCOME</b>	<b>2,976,010</b>

# Budget 2020/21

## EXPENSES

	<u>2020/21</u>
<b>Maintenance &amp; Operation</b>	
5200 · Pipeline Hydro Cost	15,000
5201 · Schaads Hydro Cost	5,000
5230 · Utilitites Pumping Power	125,000
5231 · Pump Station Supplies	10,000
5320 · Water System Superintendent	112,000
5321 · Water Treatment Wages*	67,500
5322 · Water Treatment Supplies	85,000
5323 · Lab Fees	8,000
5411 · Water Utility Workers*	230,000
5412 · T & D - Overtime Labor	60,000
5421 · T & D Materials & Supplies	80,000
5422 · T & D Contract Services	20,000
5424 · T & D Equip. Repair & Oper.	45,000
5425 · T & D Equipment Rental	20,000
5426 · T & D Fees & Permits	8,000
5427 · T & D Taxes	1,000
5428 · T & D Insurance	57,000
5429 · T & D Safety & Education	20,000
5430 · T & D Engineering	84,000
5431 · T & D State Dam Fees	73,500
5432 · T & D Misc. Maint. Utilities	25,000
5434 · T & D CDPH Fees	11,000
5510 · Meter Wages	26,000
<b>O&amp;M Sub-total</b>	<b>1,188,000</b>

	<u>2020/21</u>
<b>Administration &amp; General</b>	
5611 · Manager	120,000
5612 · Customer Service Rep*	35,000
5614 · Admin Account Assistant*	44,000
5615 · Extra Clerical-OT	3,500
5620 · Materials & Supplies	25,000
5621 · Office Utilities	9,000
5622 · Postage & Box Rent	9,000
5623 · Contract Services	45,000
5641 · SS FICA	45,000
5642 · Unemployment	2,500
5643 · Medical Insurance	241,500
5645 · Retirement-PERS (Admin)	200,000
5647 · OPEB - Retirement	100,000
5680 · Director's Fees	2,500
5681 · Director's Mileage	500
5682 · Audit & Legal**	70,000
5683 · Dues, Subscriptions, Fees	40,000
5684 · Engineering-Admin**	110,000
5685 · Election Expense	2,000
<b>Administrantion Sub-total</b>	<b>1,104,500</b>

<b>Total</b>	<b>2,292,500</b>
--------------	------------------

\*Pending SEIU negotiations

\*\*Adjusted from Preliminary Budget



**2020/21 Budget  
CAPITAL OUTLAY**

	<b>2020/21</b>
<b>Treatment Plant Improvements</b>	<b>55,000</b>
Water Treatment Plant Improvements	
<i>Lab remodel</i>	25,000
<i>Vault lid replacement</i>	10,000
<i>Roof replacement</i>	20,000
 <b>Pipeline / Schaads Hydros</b>	 <b>70,000</b>
Schaads	40,000
Pipeline Hydros	30,000
<i>Garamendi Hydro #3 (rebuild motor turbine)</i>	
 <b>Transmission &amp; Distribution</b>	 <b>85,000</b>
Vehicle Replacement	40,000
Tank Evaluations	30,000
<i>Review w/SRF funding improvements; recommend full evaluation with cost</i>	
Road Improvements	15,000
<i>Easement roads (Red Hawk and Main Control Valve)</i>	
 <b>Line Replacement / System Improvements</b>	 <b>300,000</b>
System Line Replacement - Outsourced Project	300,000
<i>Conditional issues (fire flow, pressure, leaks, line size, aging condition, hydrants, meters.)</i>	
 <b>General &amp; Administration</b>	 <b>40,000</b>
Billing / Accounting Software Upgrade	40,000
<i>Carryover to FY 2020/21</i>	
<b>TOTAL CAPITAL OUTLAY</b>	<b>550,000</b>

**State Revolving Fund (SRF) Planning Grant Application Package for Water Treatment Plant Improvement Projects**

- a. Project Planning Workshop (August 5, 2020 from 9:00am – 11:00am)

**Discussion**

At the June meeting staff recommended that Board workshops be conducted to assist and inform Board in the possible Water Treatment Plant Improvement projects to be considered in the pending SRF Planning Grant Application submitted in April.

A pre-workshop memo, included in the Board packet, outlines the goals and objectives to be achieved through conducting the workshop. Additional information is being presented to the Board to assist in preparing for Workshop #1 includes a survey, projects list for potential consideration, and a flash drive containing District reports related to the projects list.

**The Board survey is due back to the office by Wednesday, July 22, 2020.** The results will be populated for presentation at Workshop #1 on August 5, 2020.

**Calaveras Public  
Utility District**

# Memo

**Date:** July 14, 2020  
**To:** CPUD Board of Directors  
**Subject:** Pre-Workshop Informational Packet

**Workshop Goals**

- Educate and inform the Board of Directors about proposed Water Treatment Plant Improvement Projects.
- Be transparent and candid about concerns regarding the proposed projects.
- Address issues to the level that allows the Board Members to make informed decisions about the projects.

**Objective**

- To provide the required level of detail information needed to support of the Water Treatment Improvement Project to be included with the SRF Planning Grant Application.
- Address concerns to build confidence and create a supportive project environment.
- Gain common vision for the future and plan for success of project implementation.

	Workshop Topic	Date
July 14, 2020 Board Meeting	Pre-Workshop Information Packet <ul style="list-style-type: none"> <li>• Workshop agenda</li> <li>• Proposed WTP Improvement Projects list</li> <li>• Flash drive with referenced reports</li> <li>• Workshop survey – (blue sheet)</li> </ul> <b>Completion of survey will allow for comments to be reviewed and populated prior to Workshop #1.</b>	<b>Survey due Wednesday, July 22, 2020</b>
Workshop #1	<ul style="list-style-type: none"> <li>• Planning process goals and objectives</li> <li>• Review WTP Improvement Projects list with survey comments</li> <li>• Review comments/feedback</li> </ul>	<b>Wednesday, August 5, 2020 9:00am – 11:00am</b>
Workshop #2	TBD from Workshop #1 outcome	<b>Wednesday, August 19, 2020 9:00am – 11:00am</b>



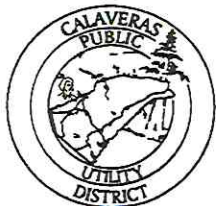
**Update: Court Street Line Replacement Project**

**Discussion**

At the June 9, 2020 meeting, the Board authorized the General Manager to execute a Construction Agreement with Campbell Construction. A pre-construction meeting was attended by Campbell Construction, Weber Ghio, District staff and Calaveras County Public Works. A press release was distributed to affected customers and other applicable agencies. Signage was installed in the work zone. District staff and WGA will conduct the daily site inspections.

The project schedule below was submitted by the contractor:

July 13, 2020 – July 17, 2020	<ul style="list-style-type: none"> <li>• Traffic Controls</li> <li>• Detour</li> <li>• Saw Cutting</li> <li>• Erosion Protection</li> <li>• Main Line Trench</li> </ul>
July 20, 2020 – July 24, 2020	<ul style="list-style-type: none"> <li>• Service Lines</li> <li>• Testing and Flushing</li> <li>• Tie into Existing Main</li> </ul>
July 27, 2020 – July 31, 2020	<ul style="list-style-type: none"> <li>• T-Grind and Pave</li> <li>• VSS Sub for Slurry Seal</li> <li>• Striping</li> <li>• Cap and Abandon Existing</li> </ul>



# Calaveras Public Utility District

FOR IMMEDIATE RELEASE

Friday, July 2, 2020

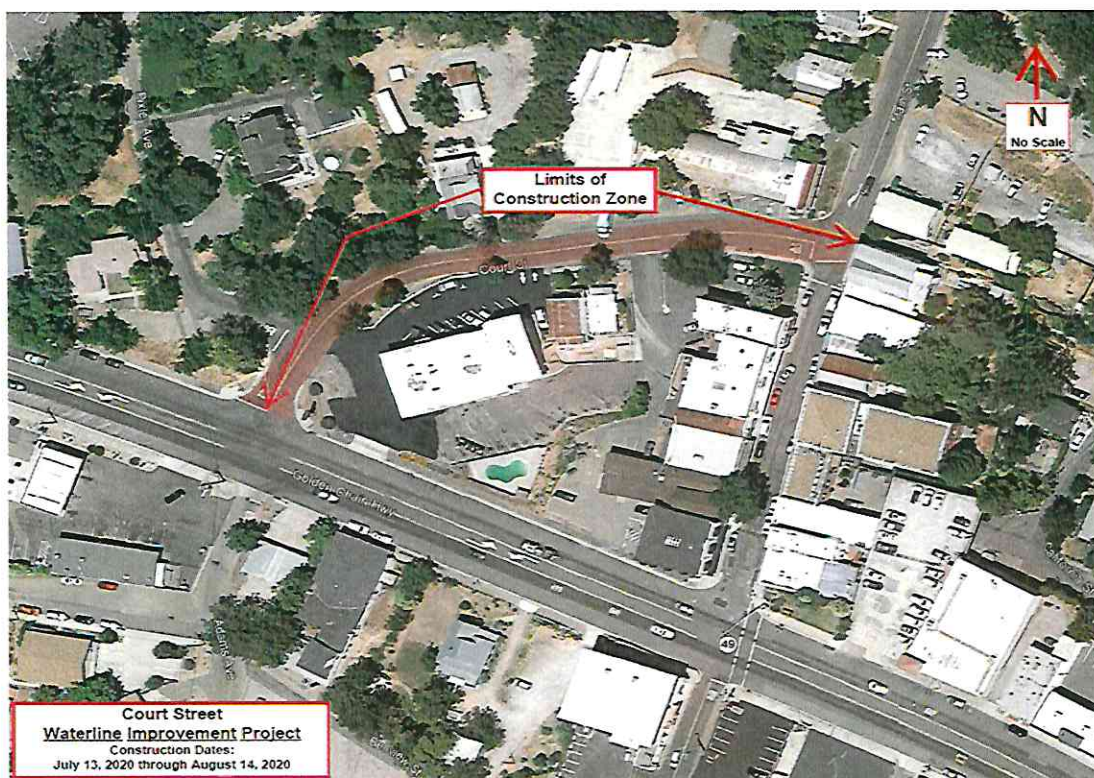
## COURT STREET WATER LINE IMPROVEMENT PROJECT

### WITH ROAD CLOSURE

### SAN ANDREAS, CA

In April 2020, Calaveras Public Utility District awarded the contract to Campbell Construction for the Court Street Water Line Replacement Project. Construction is scheduled to begin on Monday, July 13, 2020 and continue through Friday, August 14, 2020.

The project will include installation of a new 6" water main on Court Street from Main Street to Pixley Avenue in San Andreas (see map).



Affected customers will be notified prior to the tie-in of the new water main. This will include a temporary water outage during that time.

Calaveras Public Utility District and our Contractor appreciate your patience during this project. Information on the project can be found on the District's website at [www.cpubd.org](http://www.cpubd.org) or by contacting the District office at (209) 754-9442.



175 Sutter Hill Road, Sutter Creek, Ca 95685  
 Phone: (209)267-5998 | Fax: (209)762-1640 | campbellconstructiongeneng@gmail.com

## Calaveras Public Utility District

### Court Street Waterline Replacement Project Schedule

July 13, 2020 – July 17, 2020	<ul style="list-style-type: none"> <li>• Traffic Controls</li> <li>• Detour</li> <li>• Saw Cutting</li> <li>• Erosion Protection</li> <li>• Main Line Trench</li> </ul>
July 20, 2020 – July 24, 2020	<ul style="list-style-type: none"> <li>• Service Lines</li> <li>• Testing and Flushing</li> <li>• Tie into Existing Main</li> </ul>
July 27, 2020 – July 31, 2020	<ul style="list-style-type: none"> <li>• T- Grind and Pave</li> <li>• VSS Sub for Slurry Seal</li> <li>• Striping</li> <li>• Cap and Abandon Existing</li> </ul>



**Mountain Counties Water Resources Association: Consideration of Annual Membership for Fiscal Year 2020/21**

**Background**

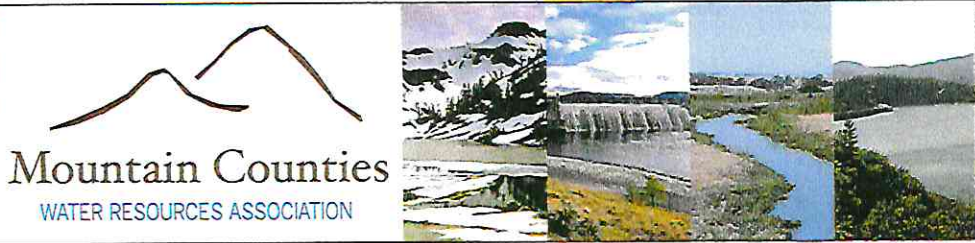
In 2015 the District reinstated membership with Mt. Counties WRA to assist the District during the drought and with curtailment issues by the State. In the past 5 years the annual membership cost went from \$4,000/year to the current \$5,098/year.

The attached memo and membership invoice provide information about the association and goals of the partnership to provide better position and coordination with the State on water related issue. In addition, I reached out to John Kingsbury, Executive Director and two other small member agencies for information and benefits of membership. Responses not available.

**Recommended Action: Consideration of Annual Membership to Mt. Counties Water Resources Association**

Motion 1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_, Carried \_\_\_\_\_

RECEIVED JUN 19 2020



www.mountaincountieswater.com

Board of Directors and Officials  
Barbara Balen (TUD) – Secretary  
Neil Cochran (FPUD) – Director  
Randy Fletcher (YWA) – Director  
Jim Holmes (County of Placer) – Director  
Mike Lee (PCWA) – President  
Dan Miller (County of Nevada) – Director  
Paul Molinelli, Jr., (AWA) – Treasurer  
Brian Oneto (County of Amador) – Director  
Scott Ratterman (CCWD) – Vice-President

Dave Breninger, retired (PCWA) – Gov Affairs

Executive Members

- Amador Water Agency (AWA)
- Calaveras County Water District (CCWD)
- Calaveras Public Utility District (CPUD)
- County of Alpine
- County of Amador
- County of Calaveras
- County of El Dorado
- County of Nevada
- County of Placer
- County of Tuolumne
- County of Yuba
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- El Dorado Irrigation District (EID)
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- Nevada Irrigation District (NID)
- Placer County Water Agency (PCWA)
- South Tahoe Public Utility District (STPUD)
- Tuolumne Utilities District (TUD)
- Twain Harte Community Services District (THCSD)
- Weimar Water Company
- Yuba Water Agency (YWA)

Affiliate Members

- City of Folsom
- Rancho Murieta Community Services District

June 15, 2020

John Kingsbury – Executive Director

Donna Leatherman, District Manager  
Calaveras Public Utility District  
PO BOX 666  
San Andreas, CA 95249

Regarding: Annual Membership Dues Invoice

Dear Donna Leatherman,

*Donna*

This is to provide you with the Mountain Counties Water Resources Association (MCWRA) annual membership dues invoice for fiscal year 2020/2021. The fiscal year runs from July 1, 2020 to June 30, 2021.

We hope that you, along with your co-workers, family and friends, have remained healthy and safe as we adjust to the changes in daily life due to COVID-19.

MCWRA has, since 2011, doubled its Executive Membership to 25 members and advocates for the interests of 63 members encompassing 12 mountain counties. MCWRA is now recognized throughout California for its diligence in elevating the state's water relevancy to include Mountain County's vulnerable watersheds in the discussion. Building relationships, alliances, and partnerships in other regions of the state are a central part of our education and advocacy on behalf of the region. This focused effort places the Association in a better position to provide leadership and coordination, which leverages our interests on important matters for the membership.

The State's appetite for new water, the continuous demand for source water to solve downstream flow issues, the taxing of disadvantaged communities and the continuous regulatory onslaught to undermine origin rights and local control of water resources, has necessitated MCWRA to respond in ways that build and leverage our capacity to support our region. In these difficult and uncertain times, MCWRA needs your support more than ever.

Thank you in advance for your continued support. If you have any questions, please contact me.

Sincerely,

John Kingsbury, Executive Director  
Mountain Counties Water Resources Association

**Mountain Counties Water Resources Association**

PO Box 2479  
Placerville, CA 95667  
530.957.7879  
executivedirector.mcwra11@gmail.com



**Statement**

BILL TO  
Donna Leatherman  
Calaveras Public Utility District  
PO BOX 666  
San Andreas, CA 95249

STATEMENT 1089  
DATE 06/15/2020  
TERMS Net 45  
DUE DATE 07/30/2020

**DESCRIPTION**

Membership Dues

**AMOUNT**

5,094.00

DUES FOR FISCAL YEAR 2020 - 2021

BALANCE DUE

**\$5,094.00**

NOTE: OUR MAILING ADDRESS  
HAS CHANGED TO:

PO BOX 2479  
PLACERVILLE, CA 95667

A MESSAGE FROM MIKE LEE, BOARD PRESIDENT

WE REALIZE THE FINANCIAL IMPACT OF COVID-19 ON SOME OF OUR MEMBERS. YOUR MEMBERSHIP IS IMPORTANT TO US. AS SUCH WE ARE ACCEPTING PAYMENTS IN INSTALLMENTS. IF YOU WOULD LIKE TO PAY THIS INVOICE IN TWO INSTALLMENTS, PLEASE REMIT 50% INSTALLMENT BY JULY 30, 2020 AND SECOND INSTALLMENT BY JANUARY 30, 2021. IF YOU NEED ADDITIONAL FINANCIAL ARRANGEMENTS, PLEASE REACH OUT TO OUR EXECUTIVE DIRECTOR, JOHN KINGSBURY AT 530.957.7879.

THANK YOU!  
WE APPRECIATE YOUR SUPPORT!

[www.mountaincountieswater.com](http://www.mountaincountieswater.com)

EDUCATION – ADVOCACY – LEADERSHIP



**Consideration for Approval: Proposal for Water Tank Inspections – Coating Specialists and Inspection Services, Inc. (CSI)**

**Discussion**

The District reached out to Coating Specialists and Inspection Services, Inc. (CSI) to request inspection and evaluation of the District reservoirs as a follow-up to the 2018 inspection findings by Inland Potable. The proposal includes recommendations and estimated cost to better assess and evaluate the condition of the Clearwell and other reservoir sites for pending repairs.

**Recommended Action:** Approval of Proposal for Water Tank Inspections from Coating Specialists and Inspection Services, Inc. (CSI) at a cost not to exceed \$15,000 for the four (4) critical tank sites.

**Motion 1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_, Carried \_\_\_\_\_**



P. O. Box 801357  
Santa Clarita, CA 91380  
Toll Free: 877.274.2422  
[www.CSIServices.biz](http://www.CSIServices.biz)

**Providing Quality Technical Services to the Coating Industry**

July 2, 2020

Via Email: [m.ospital@wgainc.net](mailto:m.ospital@wgainc.net)

Matt Ospital, P.E.  
WGA, Inc.  
PO Box 251  
San Andreas, CA 95249

**Subject: Revised Proposal 2539A - Reservoir Inspection Services**

**Re: Various Water Tanks, Calaveras Public Utility District**

Dear Matt:

CSI Services, Inc. (CSI) is pleased to submit the attached proposal to support as-needed water tank evaluations. We understand that there are six (6) different tanks that could be evaluated, but that at this time only one has been prioritized. In this light, we have offered a proposal to compete tanks on an as needed basis with a scope and fee to complete the evaluation(s) with the tank(s) drained or filled.

Thank you for this opportunity and should you have any questions or comments, I am best reached through e-mail at [psweeney@CSIServices.biz](mailto:psweeney@CSIServices.biz) or cell 661-478-8900.

Sincerely,  
CSI Services, Inc.

A handwritten signature in black ink that reads 'Patrick Sweeney'.

Patrick Sweeney  
Project Manager

***Hawaiian Office: PO Box 617, Aiea, HI 96701***  
***Northern California Office: PO Box 371, Sonoma, CA 95476***  
**Coating Specialists and Inspection Services, Inc.**

***Consulting***

***Evaluations***

***Tank Diving***

***Inspection***



CSI Services, Inc.  
P. O. Box 801357, Santa Clarita, CA 91380  
877.274.2422

## Proposal 2539A Tank Inspection Services

### Various Water Storage Tanks Calaveras Public Utility District



**Prepared for:**  
Matt Ospital, P.E.  
WGA, Inc.  
PO Box 251  
San Andreas, CA 95249

**Prepared by:**  
CSI Services, Inc.

Patrick Sweeney  
Project Manager

July 2, 2020

**Hawaiian Office: PO Box 617, Aiea, HI 96701**  
**Northern California Office: PO Box 371, Sonoma, CA 95476**  
**Coating Specialists and Inspection Services, Inc.**

**Consulting**

**Evaluations**

**Tank Diving**

**Inspection**





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### Attachments

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Metcalf CV  
Sweeney CV – Short Form  
SSPC QP5 Certification  
Company Brochures

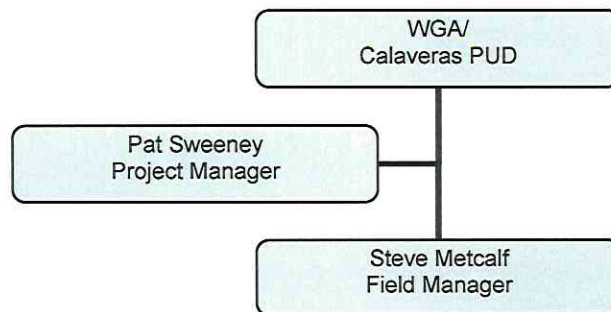


## Discussion

It is understood that the scope of this assignment is to provide an evaluation of up to six (6) water reservoirs located within the Calaveras Public Utility District. We are offering options to complete the evaluation(s) with tank(s) drained or full of water. CSI Services, Inc. (CSI) is excited about this opportunity to work with WGA and demonstrate our abilities. We are confident that our experience and qualifications will allow us to meet any high standard for quality. The staff of CSI has extensive experience providing inspections on water storage tanks. The project requires a team that not only has extensive water tank inspection experience, but also can take the quality of inspection and underwater services to a 100 percent customer satisfaction level. CSI strives to continually meet this internal benchmark. The project team, scope and fees follow:

## Project Team

As our many clients can attest, we take great measures to assure that our clients receive a superior product. This allows us to take great pride in the service that we provide. There is no greater means of measuring the qualifications of an inspector, project manager, or firm than through its list of successfully completed projects with water storage tank owners. We recognize it is your project, but we further recognize that it is our reputation. An organizational chart of our proposed team follows:



CSI will complete this assignment using a team approach. Mr. Patrick Sweeney will act as Project Manager throughout the entire project and prepare the inspection reports. His personal inspection experience, as well as his history of managing over 1500 water storage tank inspection projects will provide unsurpassed support and organization to the project. Mr. Sweeney is certified by both NACE International and SSPC as a Level III Coating Inspector. He is an SSPC Certified Protective Coating Specialist with 29 years of experience. He is also one of 31 SSPC certified MASTER Coating Inspectors. Mr. Sweeney is also past chairman of the AWWA Tanks, Reservoirs, and Structures Maintenance and Corrosion Control Committees. Additionally, Mr. Sweeney is an active member and one of the authors in the AWWA Task Group that is revising the AWWA D101-53 Standard for tank maintenance inspections, which is currently being updated for republication. The involvement in these committees and organizations allow him to act within the hub for ever-changing technological advances and standards. In addition to managing water tank diving projects, he has also surveyed over 750 storage tanks throughout the United States with the product of these surveys being plans for action with respect to future maintenance activities.





Mr. Steve Metcalf, Dive Manager of CSI will be onsite during all field work and has extensive experience evaluating water storage tanks. He has personally completed the underwater inspection of over 500 water storage tanks, and has the added value of being a certified SSPC Protective Coatings Inspector, Level III. He is also a Marine Veteran with extensive war combat experience.

The curricula vitae (CV) of each of these team members is attached.

Should other concerns or issues develop on the project, CSI provides many other types of services. These services include premature paint failure analysis, corrective recommendations, mediations and expert testimony, laboratory and field paint testing, specification writing and review, and in-process coating inspection. CSI has also developed numerous Water Tank Maintenance Programs (WTMP) for tank owners. These WTMPs compile all of the data from different tanks into a master plan for maintenance priorities.

Further, CSI is proud of its certification as an SSPC QP-5 Coating Inspection Firm. Much like an ISO 9001 certification, the QP-5 certification recognizes firms for their high level of technical strength, internal quality control program, financial stability, safety record, and ability to provide quality services over a long period of time. The QP-5 has been adopted by many large owners such as the U.S Department of Defense, Army Corp of Engineers, and many state governments as a means of prequalifying firms for inspection on their projects. We offer this QP-5 recognition as a third-party means of verifying the quality and abilities of our firm. Our certificate is attached.

### Scope of Services

#### Evaluation

CSI's proposed services will include an underwater (or dry) evaluation of the water storage reservoirs. Our proposal assumes satisfactory access roads to the structures. An underwater survey would be performed while it is full of water using AWWA C652 sanitary procedures (if applicable) and special underwater techniques. The survey would be conducted by a team of highly trained commercial divers and coating inspectors having exceptional diving and underwater photography skills. The inspection will be made in accordance with the applicable requirements of American Water Works Association's Standard D102 "Coating Steel Water Storage Tanks," Standard D101 "Recommended Practice for Inspecting and Repairing Elevated Steel Water Storage Tanks, Standpipes and Reservoirs," Standard M42 "Steel Water Storage Tanks", and CSI's experience with evaluating over a thousand water storage facilities. During the evaluation, particular attention will be paid to the condition of the following critical areas:

<ul style="list-style-type: none"> <li>Wood and Steel Roofs</li> <li>Roof Structure</li> <li>Shell</li> <li>Tank Bottom</li> <li>Riser Pipe</li> <li>Overflow Pipe/Weir</li> <li>Drains/Sumps</li> </ul>	<ul style="list-style-type: none"> <li>Inlets/Outlets</li> <li>Miscellaneous Piping</li> <li>Vents/Screens</li> <li>Shell and Roof Chine/Joints</li> <li>Weld or Bolt Connections</li> <li>Ladders/Safety Climbs</li> <li>Vandal Deterrents</li> </ul>	<ul style="list-style-type: none"> <li>Platforms/Railings</li> <li>Manways</li> <li>Hatches</li> <li>Ringwall/Anchor Bolts</li> <li>Grade/Tank Crevices</li> <li>Water Level Indicators</li> <li>CP Equipment/Components</li> </ul>
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The focus of the inspections will be to evaluate the current condition of the interior and exterior surfaces and coating system(s), and the level of corrosion and deterioration on the reservoir. The evaluations will primarily involve visual observations. The survey will investigate any areas where rust or other corrosion products are in evidence for erosion, cracking, pitting, spalling, and/or corrosion. Where applicable, corrosion pits will be measured, and any indications of leakage will be determined. CSI can also obtain spot ultrasonic thickness (UT).

### **Lining Spot Repair**

We are also proposing to patch spot defects on the accessible areas of the tank interiors. Spot lining defects that are accessible will be patched with an NSF certified underwater curing epoxy. It is our intention to only focus on bare metal (rusting) defects. We anticipate that not more than 30 spots will require patches.

### **Evaluation Product**

The product of the above will be a written narrative and color pictorial description of the condition of each of the reservoirs along with general recommendations for coatings and/or *simple* structural repair work, if work is required. With respect to coating recommendations, maintenance work will be based on the coatings' percentage of failure, ability to be recoated, and projected film heavy metal content, estimated remaining life of the system(s); and/or concerns with any impressed current cathodic protection system(s). A written/photographic report and video will be included for each inspection. The above scope can also be completed with the tank drained. The product would be the same, except that a video would not be provided.

It should be clear that our cost proposal does not include a seismic analysis of the tank's ability to structurally withstand a probable seismic event, nor does this scope include any geotechnical or soils report.



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**Fee Schedule**

CSI proposes to provide the above Scope of Services on a fixed fee basis in accordance with our standard terms and conditions. Our fees follow:

**Underwater Tank Evaluation**

Prevailing Wage  
Tank inspection through diving  
(narrated video and written/photographic report) ..... \$ 4,345.00/one tanks per day

Prevailing Wage  
Tank inspection through diving  
(narrated video and written/photographic report) ..... \$ 6,395.00/two tanks per day

**Dry Tank Evaluation**

(written and photographic report for each tank..... \$ 1,750.00/tank\*  
\* Assumes that the tank will be made accessible by others for one CSI Services' Technician.

**Tank Rust Spot Patches**

Patching of up to 30 small accessible spots with  
an NSF/ANSI 61 certified underwater curing epoxy..... \$ 375.00/tank



## Steven Metcalf

### Dive Division Manager



#### Certifications

- SSPC – Certified Protective Coatings Inspector Level III 
- Association of Diving Contractors Commercial Air Diver
- U CPR/First Aid Certified, AED, Emergency O<sub>2</sub> Provider

#### Professional Affiliations

- Association of Diving Contractors
- Diver Alert Network
- SSPC: The Society of Protective Coatings
- American Waterworks Association
- NACE International
- Department of Veterans Affairs
- United States Marine Corps Sergeant (Honorable Discharge)

Mr. Metcalf has been the Lead Dive Inspector for CSI Services, Inc. since 2007. Mr. Metcalf also routinely completes in-process coating inspections for the firm. Prior to becoming an inspector, Mr. Metcalf served on active duty for 8 years with the United States Marine Corps and is a combat war veteran. During his service, he worked in a number of challenging environments and activities including: expeditionary counterterrorism operations, humanitarian operations, and security operations. His experience has made him a vital part of CSI's tank inspection team.

Mr. Metcalf started his diving career at the US Marine Corps Combatant Diver School and his civil diving experience includes the dive inspections of over 600 reservoirs. Mr. Metcalf has the expertise to evaluate all manners of potable and reclaimed water systems including steel and concrete water storage tanks, elevated systems, and fire suppression. A partial listing of water tank dive inspection projects follow:

- Simplex-Grinnell
- COSCO Fire
- Vandenberg Village CSD
- Travis, AFB
- City of Hollister, CA
- City of Watsonville, CA
- Golden Hills Community Services District
- Newhall County Water District
- City of Oceanside, CA
- Loral/Space Systems
- Aerojet, Sacramento, CA
- Pacific Gas and Electric
- City of Lompoc, CA
- Valencia Water Company
- City of Firebaugh, CA
- City of Simi Valley, CA
- County of Ventura, CA
- City of Folsom, CA
- City of Foster City, CA
- County of Los Angeles, CA
- Alameda County Water District
- San Jose Water Company
- Santa Clarita Valley Water Agency
- California Water Service Company
- City of Long Beach, CA
- County of Ventura, CA
- MCS Camp Pendleton
- Aerojet

*List of additional projects available upon request*





## Patrick C. Sweeney – CV Short Form



### Education

Bachelor of Science Degree,  
California State University at  
Los Angeles

### Certifications



SSPC – Certified Protective  
Coatings Specialist  
Certificate #887-792-1267



NACE International –  
Certified Coatings Inspector  
Level 3 #4324



SSPC – Certified Master Coating  
Inspector (MCI) #MI0031

SSPC – Certified Coating  
Inspector Level 3 #45160

Certified Instructor for SSPC's C-  
1 "Fundamentals of Coating on  
Industrial Structures."

Certified Instructor for SSPC's C-  
2 "Specifying and Managing  
Protective Coatings Projects."

SSPC-C3 Certified Supervisor for  
Deleading of Ind. Structures

Certified Instructor for NACE  
International and SSPC's  
Certified Coating Inspector  
Programs (CIP and PCI)

Federal Highway Admin./FHI -  
Certified Instructor "Bridge  
Coatings Inspection"

### Professional Affiliations

AWWA Current D101 "Tank  
Inspection" Revision Committee

Past Cal/Nev Tank, Reservoirs...  
Maintenance Committee Chair and  
Corrosion Control Committee Chair

SSPC (Southern Cal/Southern Nevada  
Chapter Chair)

NACE International (Past Channel  
Islands Section Trustee)

Mr. Sweeney has worked for over 29 years as a third-party coating professional supporting the quality of coating projects in the water, wastewater, transportation, petrochemical, and most other industries. He has successfully completed over 2500 storage tank projects. He routinely manages projects and completes maintenance and corrosion surveys and develops specifications on fuel and water storage tanks. He also has extensive experience on similar project on bridges, dams, penstocks, pipelines, treatment plants, amusement parks, and other types of projects. A partial listing of successfully completed projects follow:

### Santa Clarita Valley Water Agency, CA – On going

Project Manager/Inspector during the new construction and maintenance work on over 160 water storage tank projects. These assignments evaluations (wet and dry), specifications, and inspection services as part of a Master Tank Maintenance Plan.

### City of Long Beach Water Department, CA – 2019

Project Manager/Inspector during the evaluation on 32 water storage tank projects. These scope included the evaluation (wet and dry) and development of a Master Tank Maintenance Plan.

### County of Ventura, CA – On going

Project Manager/Inspector during the new construction and maintenance work on over 60 water storage tank projects. These assignments evaluations (wet and dry), specifications, and inspection services as part of a Master Tank Maintenance Plan.

U.S. Department of Defense - Project Manager/Inspector during the evaluations of over 500 storage tanks located at military installations throughout the country.

### City of Simi Valley, CA – On going

Project Manager/Inspector during the evaluation of 25 water storage tanks. This included evaluations (wet and dry), specifications, and inspection services as part of a Master Tank Maintenance Plan.

### Honolulu International Airport, HI – On going

Project Manager/Inspector during the assessment of 45 large capacity fuel storage tanks. The assignment included evaluations, engineering and design, and inspection as part of a Master Tank Maintenance Plan.

### Otay Water District, CA – On going

Project Manager during evaluation of over 15 water storage tanks, including evaluations (wet and dry) and coating inspection services.

Mr. Sweeney has also been intimately involved in projects for clients such as Golden Gate Bridge, U.S. Navy, Army Corp of Engineers, Disney, SC Edison, NASA, MTA, JPL, PG&E, ExxonMobil, and hundreds of others.

A more comprehensive CV is available.

Corporate Office • P.O. Box 801357 Santa Clarita California 91380 • 877.274.2422

Hawaiian Office • P.O. Box 671, Aiea, Hawaii 96701

Northern California Office • P.O. Box 371, Sonoma, CA 95476

<http://www.CSIServices.biz>



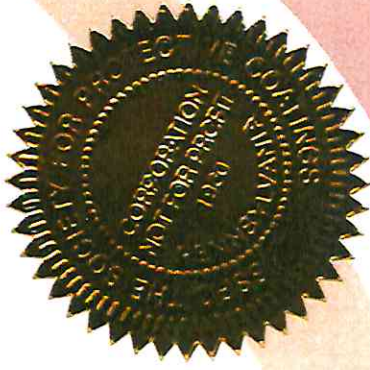
CSI Services, Inc.

*Of*

Santa Clarita, CA

*has met or exceeded the requirements set forth in the  
SSPC Coating and Lining Inspection Company Certification*

**SSPC – QP5**



.....  
*[Signature]*  
.....  
President, SSPC  
March 31, 2020 – March 31, 2021  
.....  
Validation Period



Certification for dates listed above to CSI Services, Santa Clarita, CA  
Owners are advised to contact SSPC at 412-281-2331 ext. 2235 or ext. 2209 to verify authenticity of certification.  
SSPC 800 Trumbull Dr. Pittsburgh, PA 15205. PCCP rules V. July 2019



**From the roof to the floor, CSI's diving team of greatly skilled inspectors and technicians utilizes sophisticated equipment to scrutinize and evaluate the coating on any type of water reservoir.**

The divers employ digital audio/video recording systems to document every square foot of your tank's coating without having it drained or taken out of service.

Based on industry standards and CSI's years of experience, diving technicians follow specific processes and methods in determining the condition of your coating and structure, such as those established by the American Water Works Association (AWWA) and the National Fire Protection Association (NFPA). CSI's inspection findings result in a thorough report that includes recommendations for repair and improvements, designed to minimize your costs, reduce or eliminate the downtime of your reservoir, and ensure the maximum life of your water tank.

AWWA and NFPA recommend that all tanks be inspected every 3 to 5 years. Coating systems may last in excess of 35 years if properly maintained. CSI continually meets this standard for its clients — a clear reason why it is one of the most reputable and recognized companies in the industry. The following services are provided by CSI:

- **Evaluations:** CSI recognizes that your tank's coating system is its first, and often only, line of defense against corrosion. This is where our expertise gives added value. CSI helps protect your reservoir from failing by providing a meticulous inspection and evaluating the coating and levels of corrosion so that you can implement an efficient tank-maintenance plan. CSI's evaluation also extends to reviewing applicable safety, sanitary, vandalism and seismic concerns.



CSI's team of divers and engineers use advanced technology to inspect your reservoir and make repairs without having it drained.

*continued on back*



CSI Services, Inc., P.O. Box 801357, Santa Clarita, CA 91380-2316  
P: 877-274-2422 / F: 661-775-7628  
E: sales@csiservices.biz  
www.csiservices.biz



## UNDERWATER INSPECTION

- **Repairs:** CSI divers are equipped and highly skilled at performing underwater repairs to your reservoir. Utilizing a sophisticated scope, divers can efficiently and accurately correct any coating defect with power equipment. Repairs are done using underwater curing, NSF-certified materials that can extend the life of existing systems by more than 50 percent.
- **Cleaning:** Over time, sediment settles inside reservoirs and builds up on the floor, contributing to poor water quality. CSI's team is experienced at expediting a thorough cleaning with satisfying results, meeting AWWA and NFPA guidelines.
- **Tank Maintenance Plan:** CSI's expertise includes not only evaluating individual tanks, but also developing a tank-maintenance plan where all tanks in a system are viewed as a whole. This ultimately results in life-cycle cost savings.
- **Seismic Baseline Survey:** Preparation and planning are the foundation for a successful emergency response to any disaster. CSI provides a pre-event baseline survey and response handbook to assist emergency responders with ascertaining the condition of a water storage tank after a seismic or other event. Should your structure become damaged during an earthquake, this document becomes vital in dealing with the Federal Emergency Management Agency (FEMA) and state-emergency services.



CSI helps protect your reservoir from failing by evaluating the coating and levels of corrosion so that you can employ an effective tank-maintenance plan.

**It is the CSI team's experience, industry knowledge and upmost professionalism that position it as a top choice regionally and nationally for all-encompassing coating consultation.**

### **Project Design**

Many clients who have experienced coating failures now recognize the importance of coating expertise. They realize that understanding the coatings used to protect their capital investment is often the difference between long-term success and premature failure. CSI's involvement in public committees and its ability to act as a hub for industry knowledge assures that our design considerations include the most advanced technologies available.

The CSI staff is in the business of making informed and accurate recommendations that allow you to obtain the maximum life from your coating system. It is the company's philosophy to take the guess work out of coating maintenance and help you save money, operate safely and provide quality products to your customers.

The diverse experience of the CSI team can also provide support services for both new and maintenance projects through facility surveys. Based on industry standards and CSI's years of experience, technicians and engineers follow specific procedures and methods to determine the condition of your coating and structure.

### **Specification Development and Bid Support**

Once a plan of action is decided, CSI develops comprehensive technical specifications to assure that you receive the most quality-conscious craftsmanship in the most cost-effective manner. This third-party, independent approach extends to providing unbiased, experienced support throughout your repair or repainting project. During the construction phase of your project, the quality of your contracted work can be verified using CSI's in-process inspection services. This will ensure that all technical requirements are properly met and quality and regulatory standards are accomplished.

*continued on back*



CSI determines the reason for your coating failure by conducting a detailed and thorough on-site investigation and methodical assessment.



CSI Services, Inc., P.O. Box 801357, Santa Clarita, CA 91380-2316  
P: 877-274-2422 / F: 661-775-7628  
E: sales@csiservices.biz  
www.csiservices.biz



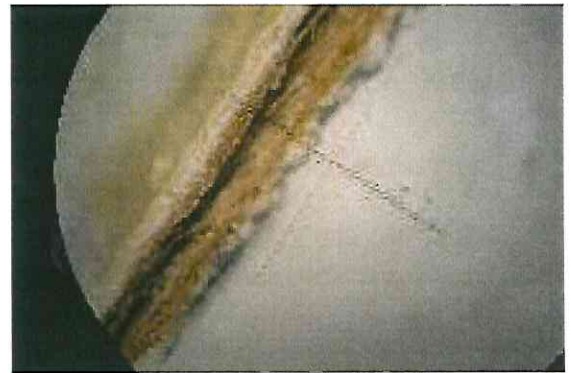
### Investigative Evaluations

When the quality of your coating application fails, CSI's experienced staff is well trained in helping to resolve any questions or disputes regarding the reason for the failure. A CSI professional will conduct an on-site comprehensive investigation and systematic evaluation of the structure, addressing questions or concerns about the coating. CSI has the ability to evaluate virtually any structure by utilizing uniquely secured rigging, extreme confined entry procedures, or through its in-house Underwater Inspection Division. Clients are provided detailed reports, outlining CSI's findings and data, laboratory analysis, and conclusions and recommendations for corrective measures, such as repairs or repainting.



### Legal Support and Expert Witness

If legal action is required to support claims of premature coating failures or questionable quality issues, CSI's professional staff can provide answers to the fundamental questions of: What is wrong?; Why is it wrong?; How should it be fixed?; and Who is responsible? The principal evidence is provided within our professional reports that contain documented discoveries, findings, conclusions and recommendations for remedial work. This proficient team has presented depositions and courtroom testimony for numerous clients who have had coatings problems on such structures as bridges, ships, railcars, tanks, amusement rides, off-shore platforms, towers, structural steel in chemical and manufacturing plants, high-rises, condominiums, residential housing, storage tanks, swimming pools and nuclear facilities.



CSI technicians and engineers utilize sophisticated equipment and advanced techniques to verify the condition of your coating system.



## **CSI's In-process Coating Inspection team boasts a multi-faceted and talented staff that provides a one-stop-shop for clients' comprehensive third-party requirements.**

For example, when your structure is about to have a coating applied you can rely on a certified CSI inspector to monitor the painting or lining project from start to successful completion. The highly trained CSI inspector ensures that all technical requirements are properly met and quality and regulatory standards are achieved.

By conducting an independent, professional and systematic inspection with advanced equipment and instruments, CSI inspectors can unequivocally provide you with unbiased project management and assurance of quality. Detailed electronic documents of the inspector's daily reports are prepared, including an in-process punch list, photographs and verification results.

Our expert team's accomplishments include work with inorganic zincs, epoxies, coal-tar enamels, coal-tar cut-backs, vinyls, urethanes, alkyds, acrylics, vinyl esters, PVC linings, and numerous other generic types of coatings that include 100 percent solids materials. CSI's background encompasses work with virtually all surface-preparation techniques and airless, conventional, plural component, and other application systems in both shop and field settings.

Further, CSI has extensive experience with coating-inspection instrumentation. These state-of-the-art devices include pull-off adhesion testers, ultrasonic gages, soluble salt detectors, moisture meters, holiday detectors, hardness gages, and pH measuring units. The team is well-versed in and adheres to numerous standards and practices established by industry authorities, such as NACE International (NACE), SSPC: The Society for Protective Coatings, American Petroleum Institute (API), and the American Society for Testing and Materials (ASTM). The quality of CSI's work has been additionally recognized through its certification by SSPC as a QP5 Coating and Lining Inspection Company.



CSI's expert staff provides unbiased inspections during the entire duration of a painting or lining project.



## Wastewater systems are built to last generations, if properly protected.

To ensure the longevity of these intricate structures of concrete, pipes and tunnels, they are often lined with a polyvinyl chloride (PVC) resin-based sheet material that acts as a barrier against extremely hostile environments. However, a PVC liner system — such as T-Lock® or Arrow-Lock® — will only protect the underlying substrate if the liner is applied correctly, is free of pinholes, and has properly installed weld seams.

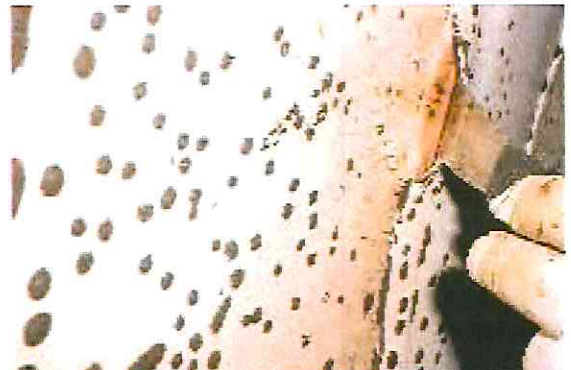
CSI provides you with just that — a quality-assurance verification that your PVC liner is correctly installed or repaired. Wastewater system owners have come to realize time and again the value of identifying liner installation problems before their system is placed into service. It is a small cost toward a long-term investment.

The veteran CSI team has an excellent reputation for providing unbiased professional inspection services. We verify that your liner system is properly installed — from its initial anchoring through final inspection testing. For example, CSI utilizes high-voltage holiday detection and employs weld probing and pull testing to ensure the strength of the welds and the reliability of the entire PVC-lining system.

CSI's weld quality-assurance program provides a continuous joint that is equal in corrosion resistance and impermeability as the liner plate. This guarantees the quality of the welds so that they will not lift from the liner as it encounters the various factors of its future service environment. Issues, such as contraction due to temperature variance, debris friction delivered by passing current, or soil settlement, can all play a part in dislodging a portion of a defective weld from the liner. Fortunately, a simple inspection from CSI can identify whether your new system requires repair before it is put into service.



Skilled inspectors scrutinize PVC liner welds and seams to determine proper installation.



CSI can identify defective welds on wastewater liners before the system is put into service.





**Consideration for Approval: District Modeling and System Mapping Proposals – KASL Engineering**

**Discussion**

In 2015 the District contracted with Forsgren to complete an update to mapping and modeling of the District water system. Water modeling is becoming a more critical component to the District as we continue to evaluate aging infrastructure in consideration for future CIP projects and impacts of potential future growth.

The breakdown of cost for calibration of the model at \$22,450 and update of System Mapping including deliverables at \$30,500. The proposal also includes cost related to evaluating system deficiencies and demands at \$1,250 per scenario.

**Recommendation:** Approval of Proposal for District Modeling and System Mapping from KASL Engineering at a cost not to exceed \$60,000.

**Motion 1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_, Carried \_\_\_\_\_**



September 11, 2019



Mr. Matt Ospital  
Weber Ghio & Associates  
[m.ospital@wgainc.net](mailto:m.ospital@wgainc.net)

Subject: Proposal for Calibrated Network Analysis and System Mapping,  
Calaveras Public Utility District

7777 Greenback Lane

Suite 104

Citrus Heights, CA

95610

Tel. 916/ 722-1800

Fax 916/ 722-4595

Principal:

John C. Scroggs

Matt:

Per your request the following is our proposal to provide Weber Ghio & Associates and the Calaveras Public Utility District (CPUD) with a calibrated hydraulic network analysis and accurate mapping of existing CPUD water network facilities. At the completion of these tasks we can also conduct network simulations to suggest correction of existing system deficiencies, if any, to meet existing or projected water supply demands and fire flows.

#### **Development of a Calibrated Network Hydraulic Model**

A WaterCAD network model will be developed for the existing CPUD improvements. This model will include accurate simulation of existing pumps, water storage tanks, pressure reducing valves, water distribution network and network appurtenances. Whenever possible we will utilize and update the model that was previously prepared (Forsgren) for CPUD. Existing water system demands available from CPUD water demand data will be assigned to nodes of the existing system. Hazen Williams "C" Factors will be assigned to the existing network improvements consistent with known (or estimated) pipe material, age and conditions. Elevations available from previous survey data, improvement plans, the Forsgren Model, USGS maps and field surveys we will conduct for this Study will be assigned to system nodes. Typically, nodes will be created where pipelines intersect, at the end of pipelines, at hydrants and at system appurtenances (pumps, tanks, pressure reducing valves, for example).

Average day and maximum day demand simulations will be conducted and operating pressures identified.

To evaluate the accuracy of the network model, static pressures will be measured in the field at nodes (typically at hydrants, at pressure reducing valves, at pump stations) and compared to static pressures predicted by the network model.

To further evaluate network model accuracy, field measured hydrant flows will then be conducted. The residual pressures at each flowing test hydrant and at

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the nearest hydrants upstream and downstream of each test hydrant will be measured. With the size and pressure zones included in the CPUD survey we have estimated that 35 hydrants will be flow tested to provide an accurate evaluation of the entire CPUD system. For the City of Plymouth's system with only 2 pressure zones, for example, 8 hydrants were flow tested with residual pressures measured at each test hydrant and at 16 nearby hydrants (2, each, nearby hydrants for each flow test hydrant). For the Valley Springs Network Analysis, 9 hydrants were flow tested and 27 hydrants were pressure tested. For the UPUD system 16 hydrants were flow tested and 48 hydrants were pressure tested. To conduct the field hydrant flow tests requires a crew of 4 persons to simultaneously measure upstream and downstream pressures, the pressure and flow at the flow tested hydrant and to manage dechlorination and diffuser appurtenances at the hydrant discharge. CPUD personnel are welcome to oversee and witness the hydrant testing task and to assist, as needed, with opening and closing hydrants.

To effectively utilize the CPUD network model developed with this task, pressure and flow results from the model must accurately simulate measured field conditions. A network model is considered "calibrated" when network model results closely match field measured conditions and conform to the network calibration guidelines available from the American Water Works Association (AWWA). After a network model is calibrated it can be used to effectively evaluate existing system performance and to test alternatives to correct deficiencies. Without verified calibration the results derived from a network model are "suspect", at best. We will provide you and CPUD with a report and an electronic file of the calibrated network model.

We propose to complete development of a calibrated network hydraulic model for CPUD for a fee of \$22,450. This fee proposal assumes that adequate calibration of the model can be obtained without extensive troubleshooting, additional hydrant tests, more field surveys or further coordination with CPUD.

### **System Mapping**

This task will include review of existing system maps and the field verification of existing visible facilities with the CPUD systems operator(s). Our survey crews will confirm the location and elevations of the hydrants that we will flow test. The system mapping must include accurate delineation of existing water supply pipelines, booster pumps, water storage tank, pressure reducing valve, hydrants and wherever water system physical evidence is available.

Existing CPUD water facilities will be mapped to scale, AutoCAD files prepared and submitted to you and to CPUD for review.

We propose to complete the task, including field surveys of existing facilities, for a fee of \$30,500. This deliverable will provide the District with electronic files of their existing domestic water system.





## **Possible Additional Network Services**

Should the network hydraulic model identify deficiencies under maximum day demands plus fire flow or with peak hour conditions, for example, alternative scenarios can be simulated which would demonstrate how pipeline improvements; increased pipe diameters, parallel pipelines, booster pumping pressure reducing valves or additional system "looping", could effectively be installed to correct pressure or flow problems. To evaluate the system under maximum day demands (MDD) plus fire flow, fire flows will be added, in the model, at each existing fire hydrant. Fire flows will be increased in increments at each hydrant until the pressure at the hydrant being modeled drops below the minimum residual pressure of 20 psi or system pressures somewhere in the network drop below 20 psi. The fire flow available when minimum available pressures occur will be recorded and compared against CPUD and Fire Department Standards. Typically, 1000 gpm is the minimum acceptable fire flow that each hydrant should deliver in residential areas at a minimum 20 psi residual pressure.

Should any hydrant "fail" to deliver this minimum flow at the minimum allowable pressure, system alternatives will be evaluated to correct these deficiencies.

The proposed cost to complete the MDD plus fire flow simulation and to develop the recommended system improvements to correct a specific flow or pressure deficiency is \$1250 per scenario. It is unclear at this time how many MDD plus fire flow deficiencies, if any, exist in the CPUD system.

To simulate peak hour demand (PHD) conditions, peak hour demands would be assigned to each demand node in the model and the system would then be evaluated for static pressures and flow velocities. Should there be any location in the system where static pressures drop below 40 psi or velocities within the pipelines exceed 10 ft/sec. under PHD conditions, system improvements will be modeled to correct low pressure or high velocity conditions.

The proposed cost to complete the peak hour demand model scenario and to recommend the best alternative to correct a deficiency is \$1250 per scenario. It is unknown at this time if there are any deficiencies in the system under PHD conditions.

## **Evaluation of New Project Demands**

If there are new water system demands known, or projected, by CPUD, the calibrated network model can effectively be used to determine the ability of the existing network to adequately meet these new demands. The new demands would be added to the calibrated network model. If there are deficiencies in the system under these projected demand conditions network improvements will be recommended to correct deficiencies. Corrections to the existing network (new



pipelines, larger pipelines, parallel pipelines, for example) could then be required by CPUD as a condition of project approval.

Each new Project demand simulation together with recommended improvements will be conducted for a proposed fee of \$1250 to \$5000 per scenario.



We hope that this proposal adequately responds to your request and is acceptable to your client. If you or the CPUD Manager have questions regarding the proposed scope or fee, please contact us.

Very Truly Yours,

KASL Consulting Engineers

A handwritten signature in blue ink, appearing to read "John C. Scroggs", is written over the typed name.

John C. Scroggs

**Staff Report**

**a. General Manager's Report – July 2020**

*Items listed below are in progress and not Agenized however open for comments or discussion.*

1. **COVID-19 Update** – The District continues to monitor the County and State Orders. Future Board meetings may have to be conducted via teleconference.
2. **County Guardrail Project** – Reply to Donikker regarding project impacts.
3. **Operations Plan update** – Nothing to report.
4. **Ad Hoc Policy Updates** – The Ad Hoc committee meeting #4 was June 24, 2020 with the Meeting #5 scheduled for July 15, 2020.
5. **So. Fork Pump Station Motor/Pump #1** – The installation was completed on June 17<sup>th</sup> and was very successful. The testing of equipment was successful.
6. **SEIU** – A follow up meeting has been scheduled for July 15<sup>th</sup> with SEIU to continue negotiations.
7. **ACRT** – The permit has been issued and will require the complete removal including a lane closure. Coordination with the tree vendor, traffic control and CalTrans is pending and removal should be complete by end of July.
8. **DSOD** – Staff will continue to monitor site to prepare for seeding to be applied to the repair site.
9. **2019 February Storms Damages (FEMA 4431-DR-CA)** – The CalTrans permit has been issued. The District will prepare the bid packet for all projects, except for the So. Fork repairs which are pending a long permitting process and will be addressed once resolved.
10. **EAP - Jeff Davis Reservoir** – Response is being prepared for submittal.
11. **EAP - Middle Fork (CalOES/FERC)** – Response is being prepared for submittal.
12. **Schaads Hydro unit** – MarTech has completed the installation on July 2, 2020.
13. **Diamond Maps** – Nothing to report.
14. **Billing and Account Software Updates** – The Manager and staff will continue researching billing and accounting software programs. The new software will exceed the amount budgeted for FY 2019/20 and will carry over to fiscal year 2020/21 for implementation.
15. **CalFIRE – Fuels Reduction Grant** - Nothing to report.

**Staff Report**

- b. Legal Counsel Report
- c. Engineer's Report (attached)



# **Project Status Update**

**July 9, 2020**

The following is a status update of projects WGA is currently working on:

## **General Engineering #2528**

- Asset Mapping System (Diamond Maps) – Assisted with supplemental data.
- Small Water Suppliers and Rural Communities at Risk of Drought and Water Shortage Vulnerability Report – Reviewed draft report and provided comment.

## **Court Street Waterline Replacement #2744**

- Project start date: July 13, 2020, Estimated completion date: July 31, 2020  
County needs from contractor: Traffic Control Plan, pavement restoration bond

## **2019 FEMA Storm Damage Projects #2789**

- The following permits have been submitted and are pending finalization:
  - California Department of Fish & Wildlife
  - US Army Corps of Engineers
  - Cal Trans Hwy 26 Encroachment

## **Drinking Water State Revolving Fund (DWSRF) Planning Grant Application #2798**

- Coordination for tank inspection proposals.
- The project team is working towards organizing a Workshop on August 5, 2020.

## **Water Loss Control Program #2813**

- WGA is working with staff to collect additional data.

# Calaveras Public Utility District

## MEMORANDUM

**TO:** Donna Leatherman, District Manager

**FROM:** Matt Ospital, District Engineer

**RE:** Billing Summary for April 2020

**DATE:** May 11, 2020

<b>#2528</b>	<b>General Engineering Services</b> Project status reports, meetings, document delivery, Main St. water line issues, San Andreas tank easement, Diamond Mapping system, easement plots.	<b>\$6,789.80</b>
<b>#2744</b>	<b>Court Street Waterline Extension</b> Bid package preparation, coordination with District, Contractors & County.	<b>\$2,114.25</b>
<b>#2789</b>	<b>2019 Storm Damage</b> Drafting plan sheets, specs and bid items, transmit plans to District Manager, coordinate plan release to land owners, field review and plan revisions, coordinate with FEMA and CalOES.	<b>\$6,624.50</b>
<b>#2813</b>	<b>Water Loss Control Program</b> Status update, prepare draft water audit and coordinate supporting documentation.	<b>\$6,469.50</b>

**TOTAL** \$21,998.05

# Calaveras Public Utility District

## MEMORANDUM

RECEIVED JUN 19 2020

**TO:** Donna Leatherman, District Manager

**FROM:** Matt Ospital, District Engineer

**RE:** Billing Summary for May 2020

**DATE:** June 15, 2020

<b>#2528</b>	<b>General Engineering Services</b> Prepare project status reports, attend/host meetings, document delivery, GIS application, assist District staff with GPS unit for future use, Gwin Street evaluation with Public Works, investigate Andreas Vista Drive fuel break, drought webinar.	<b>\$3,789.75</b>
<b>#2744</b>	<b>Court Street Waterline Extension</b> Pre-bid meeting, respond to bidder questions, issue addenda, coordinate with County, respond to Foley's questions.	<b>\$1,420.50</b>
<b>#2789</b>	<b>2019 Storm Damage</b> Respond to FEMA questions, apply for permits/notice of exemption from Caltrans, Army Corps, Fish & Wildlife, perform BMP design, contract requirement review, amend specifications.	<b>\$6,728.50</b>
<b>#2798</b>	<b>SRF Application and Project Planning</b> Draft WTP project list, coord. with District staff, review and edit application, draft financial package, complete environmental package, review CEQA for NOE.	<b>\$2,578.00</b>
<b>#2813</b>	<b>Water Loss Control Program</b> Review report templates, draft technical report, review AMI project.	<b>\$1,567.50</b>

**TOTAL**

**\$16,084.25**



**AGENDA ITEM 12**

**Board Members Report**

*Board Members Report 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*

- a. Director Lavaroni – LAFCO Meeting Reminder (7/20/20)
- b. Director Blood – UMRWA Meeting Reminder (7/24/20)

**Directors Comments**

**AGENDA ITEM 13**

**Adjournment** (Next Regular Meeting on August 11, 2020 at 7:00 pm)

**Action:** Adjourn meeting

**Motion** 1<sup>st</sup> \_\_\_\_\_, 2<sup>nd</sup> \_\_\_\_\_, Carried \_\_\_\_\_