

TUESDAY, February 9, 2021

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.

Calaveras Public Utility District hereby provides notice that it will convene its regularly scheduled public meetings of the Board of Directors exclusively by telephone conference until further notice. No attendance will be permitted by the public at the District office until further notice.

Based on guidance from the California Governor's Office and the Department of Public Health, to minimize the potential spread of the COVID-19 virus, please do the following:

- *Join the Conference Call meeting*
 - **Dial-in number (US): 1(669)900-9128**
 - **Join the online ZOOM meeting:**
 - <https://us02web.zoom.us/j/85952352835?pwd=THFvZTRaSnFSS1BQdWVpOGI4aC9mUT09>
 - **Meeting ID: 859 5235 2835**
 - **Meeting Passcode code: 147568**
- *Please mute your call before joining. This will limit technical difficulties with audio.*
- *Only unmute your call if the President has requested public comment on an item. Upon completing your comments, please mute your call again.*
- *Do not put the call on hold, as hold music can ruin the call for all other participants. If that occurs, or in the event of disruptive conduct, staff reserves the right to disconnect that caller.*
- *Do no talk over the top of any other callers. Conversations must be one at a time.*

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.

Consent Items:

3. Approval of Consent Calendar

- a. Minutes of Regular Meeting of January 12, 2021
- b. Minutes of Special Meeting of January 19, 2021
- c. System Totals Report for January 2021
- d. Maintenance Report for January 2021
- e. Water Report for January 2021

Items for Discussion and/or Action:

4. Election of Officers and Appointments to the Temporary Advisory Committees

5. Financial Business

- a. Approval of Claim Summary #748
- b. 2nd Quarter Budget Report
- c. 2nd Quarter Investments Report
- d. Investment Authorization

6. Update– Clearwell Tank Project

- a. Clearwell Tank Replacement
- b. Financing Update

7. Discussion/Review: Proposed Amendments to Agreement for Sale of Water - Calaveras County Water District (CCWD)

8. Consideration of Revised Salary Pay Range: Customer Service Representative - Range 10

9. Discussion/Information: Calaveras Public Power Agency (CPPA) Rate Increase

10. Update: State Revolving Fund (SRF) Planning Grant Application for Water Treatment Plant Improvement Projects:

11. Staff Reports

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

12. Board Members Report

- a. Director Lavaroni – LAFCO Meeting Report (1/24/2021)
- b. Director Blood – UMRWA Meeting Report (1/22/2021)
- c. Other Board Member Comments
- d. Reminder of Annual Statement of Economic Interest - Form 700 (Due: April 1, 2021)

13. Closed Session

- a. Public Employee Performance Evaluation (Government Code §54957(b)(1))
Title: General Manager

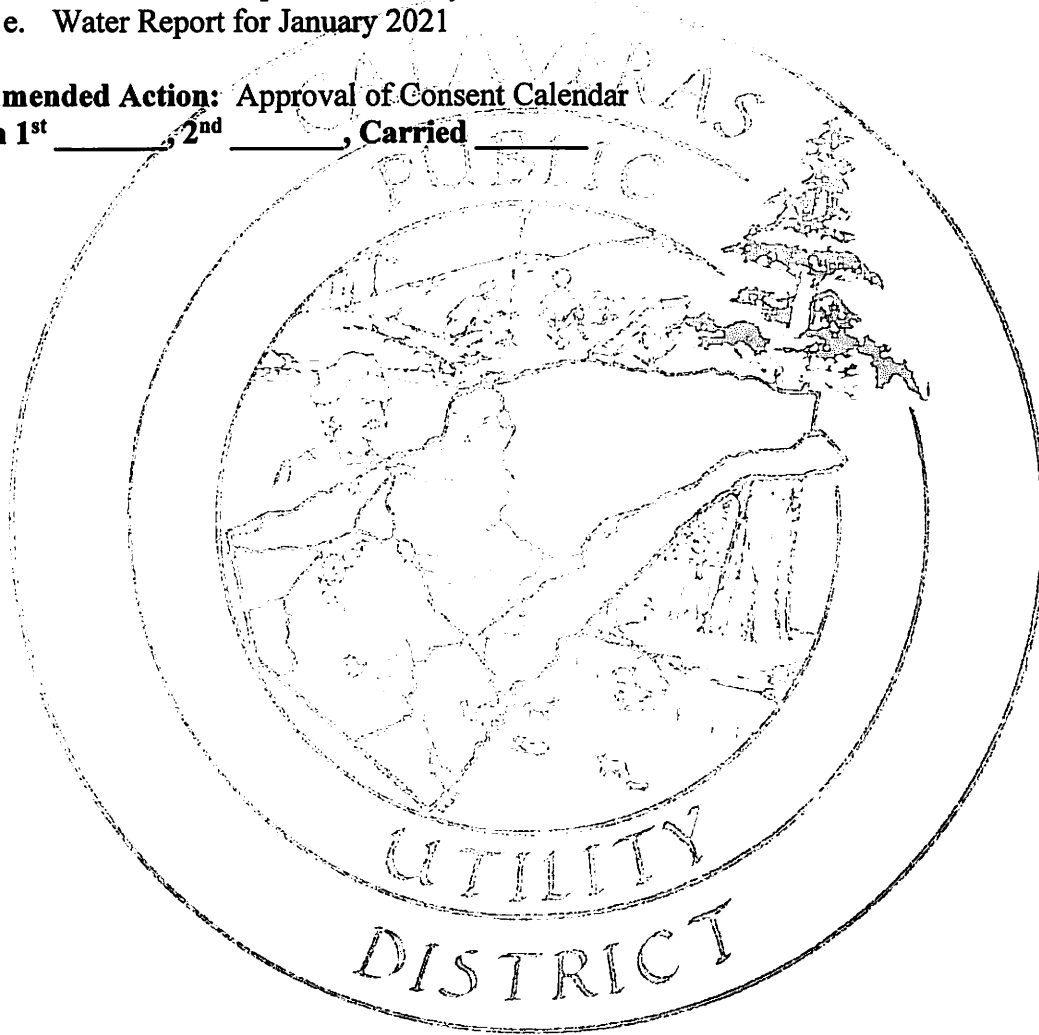
14. Adjournment (Next Regular Meeting March 9, 2021 at 7:00pm)

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 January 12, 2021
- b. Minutes of Special Meeting January 19, 2021
- c. System Totals Report for January 2021
- d. Maintenance Report for January 2021
- e. Water Report for January 2021

Recommended Action: Approval of Consent Calendar
Motion 1st _____, 2nd _____, Carried _____



Regular Meeting

7:00 pm

MEMBERS PRESENT: Richard Blood
J.W. Dell'Orto
John Lavaroni
Scott Speer (*at 7:21)

STAFF PRESENT: Donna Leatherman, General Manager
Adam Brown, Legal Counsel
Matt Ospital, District Engineer
Tyla Daries

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by President Dell'Orto at 7:04 P.M. Directors Dell'Orto, Lavaroni and Blood were present. Director Speer was absent.
2. OATH OF OFFICE – Director Joshua Wayne (J.W.) The oath of office was administered to Director J.W. Dell'Orto, having been appointed to a new term as Director following the November 2020 election.
(At 7:28, Director Speer arrived at the meeting and completed his oath of office.)
3. RESOLUTION 2021-1 RESOLUTION ACCEPTING THE CANVASS OF THE PRESIDENTIAL GENERAL ELECTION HELD ON NOVEMBER 3, 2020 PURSUANT TO DIVISION 15 CHAPTER 4 OF THE ELECTION CODE: A motion was made by Director Lavaroni, seconded by Director Speer, to accept Resolution 2021-1, Accepting the Canvass of the Presidential General Election Held on November 3, 2020, Pursuant to Division 15 Chapter 4 of the Elections Code. A roll call vote was taken. Directors Lavaroni, Blood and Dell'Orto voted yes; none opposed. Motion carried 3-0.
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None
5. APPROVAL OF CONSENT CALENDAR:
 - a. Minutes for Regular Meeting of December 8, 2020: A motion was made by Director Lavaroni to approve the minutes of the December 8, 2020 regular meeting of the Board of Directors. Director Blood stated he had comments on item #9b of the minutes, stating that he would like the minutes amended to reflect his statement “this should have been addressed after the 2018 inspection and that a plan was needed *to operate without the clearwell in service*”. Director Lavaroni amended his motion to include Director Blood's proposed revision to the minutes, seconded by Director Blood. A roll call vote was taken. Directors Lavaroni, Blood and Dell'Orto voted yes; none opposed. Director Speer (who had arrived during the item) abstained. Motion carried 3-0-1 abstain.

*President Dell'Orto returned to Agenda item number 2, Oath of Office, and the oath of office was administered to Director Scott Speer, having been appointed to a new term as Director following the November 2020 election.

b. System Totals Report for December 2020: A motion was made by Director Lavaroni, seconded by Director Speer, to accept the Directors Report for December 2020 as presented. A roll call vote was taken. Directors Blood, Speer, Lavaroni and Dell'Orto voted Yes; none opposed. Motion carried 4-0.

c. Maintenance Report for December 2020: A motion was made by Director Lavaroni, seconded by Director Speer, to accept the Maintenance Report for December 2020 as presented. Director Lavaroni observed that the roofing repairs were completed just in time. Director Speer asked about the engine replacement on the District 2016 Ford, and the General Manager reported that the engine replacement was under warranty. A roll call vote was taken. Directors Blood, Speer, Lavaroni and Dell'Orto voted yes; none opposed. Motion carried 4-0.

d. Water Report for December 2020: The report was presented to the Board. A motion was made by Director Lavaroni, seconded by Director Speer, to accept the water report for December 2020 as presented. A roll call vote was taken. Directors Blood, Speer, Lavaroni and Dell'Orto voted yes; none opposed. Motion carried 4-0.

6. FINANCIAL BUSINESS

a. Approval of Claim Summary #747: A motion was made by Director Lavaroni, seconded by Director Speer, to approve Claim Summary #747 in the amount of \$470,952.19. Director Blood requested that the general ledger account number be included on future billing reports. A roll call vote was taken. Directors Blood, Speer, Lavaroni and Dell'Orto voted yes; none opposed. Motion carried 4-0.

b. Review of Updated Salary Structure: The updated salary structure was provided to the Board, which reflected the update approved at the December 2020 Board meeting. An error was noted on the Administrative Account Assistant position previous salary range. Director Blood requested that the previous range for the position also be shown and that it be updated on the website. The General Manager stated she would correct the structure to show the reflected changes. This item was for informational purposes only.

7. RESOLUTION 2021-2: RESOLUTION OF APPRECIATION HONORING CLIFFORD OVERMIER: A motion was made by Director Lavaroni, seconded by Director Blood, to approve Resolution 2021-2, a Resolution of Appreciation Honoring Clifford Overmier. The General Manager expressed her appreciation for former Director Overmier and his dedicated years of service and his contributions to the District during his time on the Board. the Board concurred. A roll call vote was taken. Directors Lavaroni, Blood, Speer, and Dell'Orto voted yes: none opposed. Motion carried 4-0.

8. CONSIDERATION OF AMENDED AND RESTATED DISTRICT ENGINEERING SERVICE AGREEMENT -WEBER, GHIO AND ASSOCIATES, INC.: The General Manager briefed the Board on the amendments. Adam Brown, District Legal Counsel, also stated that language was included at the end of the agreement which will be included in future District agreements with contractors and service providers. A motion was made by Director Speer, seconded by Director Lavaroni, to approve the Amended and Restated District Engineering

Service Agreement -Weber, Ghio and Associates, Inc. Director Blood had concerns with the Engineering Service Agreement Article II.B. regarding the payment schedule and including the monthly statement with the claim summary items. He also stated that payment to the Engineer was made prior to Board approval, which the General Manager clarified. Additionally, Director Blood was also concerned about cost estimates on Article II.C.; the reference to cost overruns and the method of notification to the Board which occurred on the Court Street Project. Clarification was requested on who should be notified on project cost overruns and the date when District was notified. Additionally, Director Blood requested that legal counsel clarify Article X.C., Attorney Brown explained that the provision permitted execution of the document in counterparts, such that duplicate original signature pages could be used (as opposed to having all signatories sign the same page). Director Blood inquired about Article X.E. Amendments, asking if only the Engineer and General Manager are permitted to sign amendments or if another party should be involved, and also requested clarification of Article X.I. District Legal Counsel responded and clarified the process. A roll call vote was taken. Directors Lavaroni, Blood, Speer, and Dell'Orto voted yes; none opposed. Motion carried 4-0.

9. DISCUSSION/ACTION – CLEARWELL TANK PROJECT

Consideration of Recommendation Project Scope Alternative #1 – The General Manager briefed the Board on the memo provided by the District Engineer, which included efforts by staff to support the tank evaluation process. The General Manager introduced Mathew Ospital and Tyla Daries from Weber Ghio and Associates., Inc. to discuss the Memorandum regarding the Clearwell Tank Project.

Matt Ospital, District Engineer assured the Board of the project priority, and discussed the two alternatives which had been developed to repair and/or replace the clearwell tank. Alternative #1: Repair the existing clearwell. The scope of this project would include the use of the Rail Road Flat tank system, temporary water storage, installation of additional pipeline, valves, and all repairs to the existing Clearwell to bring it up to current standards. A drawing illustrating this alternative was presented, including a cost estimate of \$2,000,000 for Alternative #1. A request for questions regarding this alternative was made. Director Blood inquired about the size of the storage tanks, and Director Lavaroni inquired if above-ground pipe was considered for the pipeline on West Forty Road, as well as concerns of cost, rental and property acquisitions. This was further discussed and clarified. Director Speer inquired about the life expectancy of the tank if repairs were completed. Ms. Daries explained the condition of the coating on the walls, floor, and unknown corrosion under the existing coating of steel and how new coating would impact the repairs. There are many unknowns regarding the full extent of the tank's existing condition once is out of service. Director Blood inquired about the alternatives and what would happen to the existing Clearwell. There was also general discussion regarding the cost to remove the existing Clearwell. Director Blood also inquired about the District's other tanks mentioned in previous reports, which indicated tank refurbishments at all District tanks. Clarification was provided that the SRF planning grant includes existing Clearwell repairs.

Matt Ospital presented Alternative #2, which is to build a new Clearwell and continue to operate the existing Clearwell while building the replacement. Once the existing Clearwell is out of service, it will provide an opportunity to clearly evaluate the condition to make recommendations for repairs, replacement, or removal of the existing Clearwell. Director Blood inquired about

the location of the proposed new tank and other sites that were evaluated. Mr. Ospital walked the Board through a drawing depicting the site and discussion of the alternates continued regarding grading, piping, location, and options for the existing Clearwell. Ms. Daries explained the different tank sizes, and that it was determined best to build a new tank, and the existing Clearwell project is included in the Planning Grant application that could be further evaluated. This alternative involved no temporary storage or water lines. Operations would continue as they are until a new tank would be built. The cost for this option is estimated at \$1.5 million. The District Engineer's recommendation to select Alternative #2 was made to the Board. Director Speer stated the cost is much less than Alternative #1 and discussed the schedule for both options. The General Manager also added the various reasons that make Alternative #2 a more suitable option for the District, both in terms of cost and operations. Director Blood again inquired about running the plant and was concerned with the Rail Road Flat tank option. Ms. Daries explained that the flow at the plant breaks the logic of the current operation and is rather burdensome on staff and operations at the water treatment plant. It was further explained how this affects the operation throughout the system. Director Blood asked that the presentation be sent to the Board members. Director Lavaroni asked the Engineering staff if material and services would be delayed due to impacts of COVID-19. Engineering staff indicated there would likely be an impact. Vendors have indicated that the schedule was not a concern, but the materials needed for the job will have to be determined. After discussion concluded, the District Manager confirmed that it was staff's recommendation to proceed with Alternative #2 to build a new Clearwell next to the existing Clearwell. A motion was made by Director Speer, seconded by Director Lavaroni, to select Alternative #2. A vote was not taken on the motion pending discussion of the funding source for the project.

a. Consideration and Approval of Funding Source -

Director Dell'Orto requested that the Board and staff discuss funding prior to the final vote. Director Blood asked how this would affect financing in the near future. Director Lavaroni stated that the District has reserves for a reason and that this project justified use of District reserves. Director Blood was concerned about current spending. A slide was presented, and the General Manager discussed the funding options from USDA, the State Revolving Funds, and the California Special District Association (CSDA) Financing Corporation. Discussion with USDA representatives suggested that that source of funding should be used as a last resort. The State Revolving Fund Construction application is also a lengthy process and there are no guarantees of funding. Additionally, concern was expressed that the approval process would likely surpass the length of the project completion, such that funds would not be available when needed. Reimbursement from SRF was discussed if an application was submitted. The General Manager recommended that the District seek a loan to allow for the District to continue to move forward with the project. There was further discussion regarding reimbursement from the State. The General Manager requested direction regarding the funding method to be pursued. Director Blood inquired about environmental work and exemptions under CEQA. This was addressed by Mr. Ospital and Ms. Daries, who indicated that environmental review would come under their scope of work. Director Speer discussed his experience regarding grading and CEQA exemptions and process. Discussion continued regarding environmental and grant options. Director Lavaroni inquired about the loan options. The General Manager discussed the options obtained from CSDA at 2.75% for a loan with a twenty-year (20) term. Director Dell'Orto stated that the option of a CSDA loan and use of reserves until funding is available

would work for the District. The Directors discussed the use of reserves, funding approval and loan requests. The term sheet provided by CSDA would start the process for possible funding.

Director Lavaroni made a motion to approve Alternative #2 for a new 0.5 Steel Welded tank. It was noted that the motion was made for the Clearwell Tank Alternative. Director Blood was concerned about the current engineering expenses and that he was unaware what project the District is working on referencing item #13c of the engineering memo. He requested clarification on the plotting of easements which were related to support modeling. Director Blood was unaware of additional funds spent on the modeling project, stating that the modeling project should be halted. The General Manager disagreed, stating the importance of continuing the modeling efforts.

Director Dell'Orto stated there was a motion and second for Alternative #2 to replace the Clearwell Tank and requested a vote. The District Engineer sought clarification on the funding options. Director Dell'Orto explained that District reserves would be used to initiate the project and loan funding would be pursued from CSDA Financing Corporation to reimburse the reserve fund. Director Speer restated his motion to approve Alternative #2 to build a new Clearwell tank, Director Lavaroni seconded the motion. A roll call vote was taken. Directors Speer, Lavaroni, and Dell'Orto voted yes; Director Blood voted no. Motion carried 3-1-0.

A motion was made by Director Lavaroni, seconded by Director Speer, to use existing reserves to initiate the project, and allow the General Manager to seek a loan for \$2,000,000.. A roll call voted was taken. Directors Lavaroni, Speer, and Dell'Orto voted yes; Director Blood voted no. Motion carried 3-1-0.

b. Consideration of Resolution 2021-3, Authorizing Resolution – Clearwell Tank Project. The General Manager reported that this resolution is a requirement of the SRF Construction application packet. A motion was made by Director Lavaroni, seconded by Director Speer, to accept the Authorizing Resolution. Discussion continued regarding previous action stating that SRF funds would not be used due to environmental requirements from the State. Ms. Daries explained the risk of the state environment review process. Director Lavaroni rescinded his motion on Resolution 2021-3. Director Lavaroni requested legal assistance on this item. As no further motion was made on this item, no Board action was taken.

10. UPDATE: 2019 FEMA STORM DAMAGE PROJECTS:

a. Project Close Out: The General Manager reported that the staff is working on the project close out with FEMA, and once completed will provide the Board with a recap of the project and cost.

11. UPDATE: STATE REVOLVING FUND (SRF) PLANNING GRANT APPLICATION FOR WATER TREATMENT PLANT IMPROVEMENT PROJECTS: The General Manager reported on a response to request for information from the State. It was further recommended that a committee be established to work on the projects included in the application packet and developing and expanding the project list. Director Lavaroni reported he would like to be on the committee. Director Blood offered to be on the committee as well. Director Dell'Orto then

formed an ad hoc committee for the purpose of reviewing the Water Treatment Plant Improvement Project and appointed Director Lavaroni and Director Blood to the committee.

12. STAFF REPORTS

a. General Manager's Report: The General Manager provided an overview of current work projects.

Legal Counsel Report: Adam Brown, District Legal Counsel stated that his report was covered under previous agenda items.

b. Engineer's Report: Matt Ospital reported nothing further beyond the memorandum and presentation, and that they are looking forward to working on the Clearwell Tank project.

13. BOARD MEMBERS' REPORT

a. Director Lavaroni – LAFCO Meeting Reminder (1/24/21) Director Lavaroni reported that it was on his calendar.

b. Director Blood – UMRWA Meeting Reminder (1/22/2021) Director Blood reported that he will attend the January meeting, which will be remote.

c. Other Board Member Comments: None.

d. Reminder of Annual FPPC Filing of Form 700: The General Manager reported that an email with the filing requirement and website link was sent to each Board member. The deadline for filing is April 1, 2021. Director Speer requested clarification on filing multiple forms for different agencies.

14. CLOSED SESSION

a. Public Employee Performance Evaluation General Manager (Government Code §54957(b)(1))

Director Dell'Orto stated that there will be no closed session due to the remote meeting, and further stated that this topic would be discussed with legal counsel. Attorney Brown added that given remote meetings would continue, it would be more suitable to conduct the General Manager's evaluation in a special meeting of the Board. Director Dell'Orto stated that a date could be scheduled.

15. ADJOURNMENT (Next Regular Meeting January 12, 2021 at 7:00pm) As there was no further business to come before the Board, a motion was made by Director Lavaroni, seconded by Director Speer, to adjourn the meeting. The General Manager requested that the Board President schedule a special meeting for the General Manager Evaluation. The General Manager further stated that the request and response had not been addressed in a timely fashion. Director Lavaroni agreed and requested that the President call a special meeting for the purpose of conducting the evaluation of the General Manager. A motion was made by Director Lavaroni to adjourn the meeting, seconded by Director Speer. The motion carried 4-0. The meeting adjourned at 9:44.

Respectfully Submitted,

Donna Leatherman, General Manager

CALAVERAS PUBLIC UTILITY DISTRICT

January 19, 2021

Special Meeting

7:00 pm

MEMBERS PRESENT: Richard Blood
J.W. Dell'Orto
John Lavaroni (arrived at 7:24)
Scott Speer

STAFF PRESENT: Donna Leatherman, General Manager
Adam Brown, Legal Counsel

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The special meeting of the Board of Directors (conducted via Zoom) was called to order by President Dell'Orto at 7:24 P.M. Directors Dell'Orto, Speer, Lavaroni and Blood were present.

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

3. CLOSED SESSION

a. Personnel Matters

Public Employee Performance Evaluation (Government Code §54957(b)(1))

Title: General Manager

At 7:35pm the Board convened into closed session. The General Manager left the meeting, and the remainder of the meeting was attended by District Legal Counsel, Adam Brown, who also conducted the Zoom hosting privileges and served as secretary.

The Board reconvened into open session at 10:15pm. During closed session, the Board discussed the preparation of the General Manager's evaluation. No action was taken.

4. ADJOURNMENT (Next Regular Meeting February 9, 2021 at 7:00pm) As there was no further business to come before the Board, a motion was made by Director Lavaroni, seconded by Director Speer, to adjourn the meeting.

Respectfully Submitted,

Adam Brown, Legal Counsel

System Totals Report

Calaveras P.U.D.

Water Sold This Month

13,113,420 Gallons

	Amount (\$)	# Of Accounts
Total Water	155,252.92	1,908
Total Late Charge	2,430.00	81
Total Adjustments	-2,563.05	86
Total New Acct Fee	350.00	10
Total Service Call Out	35.00	1
Total Current Charges	155,504.87	1,909
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Amount Past Due 1-30 Days	15,594.44	200
Amount Past Due 31-60 Days	4,454.89	59
Amount Past Due Over 60 Days	11,552.30	34
Amount Of Overpayments/Prepayments	-19,585.21	274
Total Receivables	167,521.29	1,850

Total Receipts On Account	153,916.33	1,568
Net Change in Deposits	0.00	0
Amount of All Deposits	0.00	

Turned Off Accounts (Amount Owed)	5,302.77	150
Collection Accounts (Amount Owed)	5,302.77	150
Number Of Unread (Turned On) Meters		2

Average Usage For Active Meters	6,844	1,916
Average Water Charge For Active Meters	81.37	1,908

Usage Groups	Gallons	# Of Accounts	Usage Gallons	% Of Usage	% Of Sales
Over 50,000		28	4,106,950	31.32	13.60
40,001-50,000		9	400,687	3.06	1.53
30,001-40,000		12	417,134	3.18	1.69
20,001-30,000		32	783,422	5.97	2.78
10,001-20,000		117	1,628,549	12.42	8.43
8,001-10,000		90	804,847	6.14	4.84
6,001-8,000		172	1,185,318	9.04	7.96
4,001-6,000		333	1,613,202	12.30	13.65
2,001-4,000		561	1,643,850	12.54	22.15
1-2,000		516	529,462	4.04	21.39
Zero Usage		46	0	0.00	1.98
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Total Meters		1,916	13,113,421	100.00	100.00

Monthly Maintenance Report

January 2021

LOCATION	DESCRIPTION OF WORK	STATUS
Jeff Davis WTP	Monthly operation and maintenance	Complete
	Routine water sampling and State reporting, WTP in compliance	Complete
	Treated Water - 20,104,042	
	OSG valve replacement	Complete
	Leak repair on OSG tank #2	Complete
	Pre-CI2 feed line maintenance	Complete
	Leak repair on outlet of CI2 storage tanks	Complete
	Yearly preventative maintenance	Complete
	Intrusion alarm system instillation	Pending
	CalFire at settling ponds	Complete
Warehouse Shop		
South Fork Pump Station	Weekly routine checks	Complete
Schaads Reservoir	Weekly checks	Complete
	Intrusion alarm system instillation	Pending
Glencoe Pump Station	Weekly checks - routine monitoring	Complete
Ponderosa PRV Hydro	Weekly checks - routine monitoring	Complete
MCV PRV Hydro	Weekly checks - routine monitoring	Complete
Garamendi's PRV Hydro	Weekly checks - routine monitoring	Complete
San Andreas Distribution	Routine operations, sampling	Complete
	Taylor Howard pressure station rebuild	Complete
	12" main repair at Rapetti Rd.	Follow-up
	CalFire at cemetery	Complete
Moke Hill Distribution	Routine operations, sampling	Complete
	Meter locations and easements(Diamond maps)	Ongoing
	5/8" meter & meter box replacement at 8925 Happy Valley Road	Complete
	CalFire at Golden Hills Tank	Ongoing
	New 1" service instillation at 5441 Hallas Dr.	Complete
	6" line repair at ball park	Complete
Glencoe Distribution	Routine operations	Complete
Paloma Distribution	Routine operations, sampling	Complete
Rail Road Flat Distribution	Routine operations, sampling	Complete
	CalFire at Red Hawk Dam	Complete
Safety/Training	Backhoe training	Complete
Spray Program	Spring pre-emergent	Ongoing
Vehicle Maintenance	2016 White Ford engine replacement	Pending

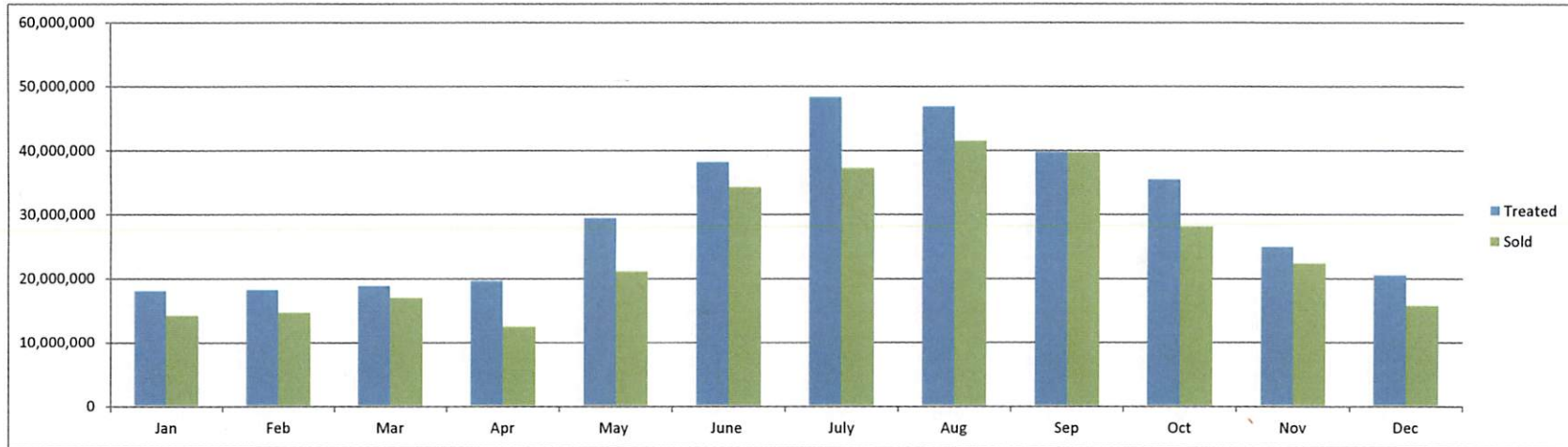
Monthly Maintenance Report

January 2021

Other	57 USA tags completed	Complete
	30 Customer service/work orders	Ongoing
	Monthly meter reading	Complete
	0 Complaints	Complete
	2 New service inquiries- Milano Dr. and Sunshine Ln.	Ongoing
	Revision of Operations Plan	Pending
	Quarterly THM's/HAA5 flushing	Complete

Calaveras Public Utility District (2021) Water Treated and Water Sold Comparison

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL	
Treated	20,104,042													20,104,042
Sold	13,113,421													13,113,421
% difference	-34.77%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!		-34.77%



Election of Officers and Appointments to the Temporary Advisory Committees

Overview

After discussion with District Legal Counsel and as request to prepare this Staff Report pursuant to CPUD Policy No. 4110, the Board of Directors is to choose a President and Vice-President in December to serve as officers during the following calendar year. In light of the election in November and uncertainty regarding the appointment of a successor for the seat previously held by former Director Clifford Overmier, action on this item was deferred until after the newly elected Board members were administered the oath of office in January. President Dell'Orto should call for a vote of the Board to elect one of the members as Board President and another as Board Vice President for 2021. President Dell'Orto is eligible to continue to serve as Board President for two more terms if elected.

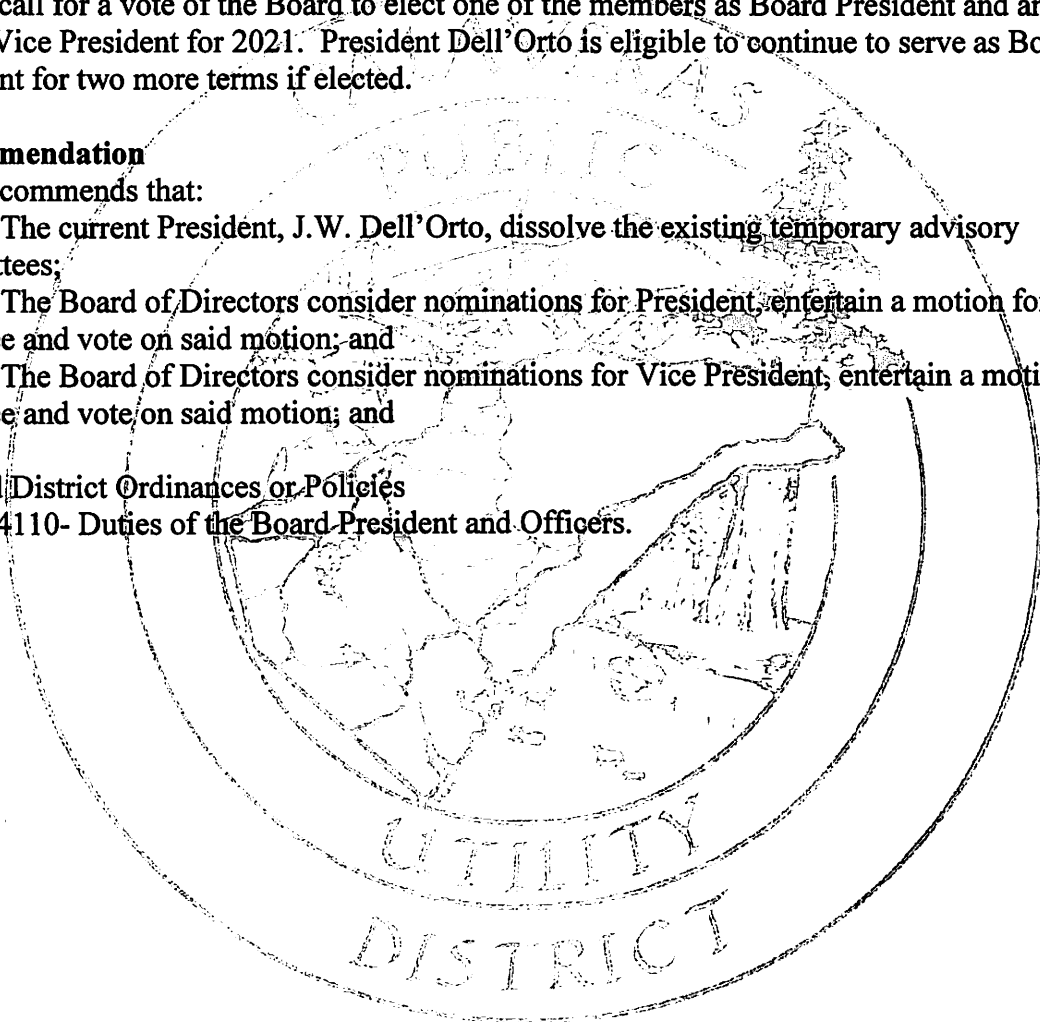
Recommendation

Staff recommends that:

1. The current President, J.W. Dell'Orto, dissolve the existing temporary advisory committees;
2. The Board of Directors consider nominations for President, entertain a motion for a nominee and vote on said motion; and
3. The Board of Directors consider nominations for Vice President, entertain a motion for a nominee and vote on said motion; and

Related District Ordinances or Policies

Policy 4110- Duties of the Board President and Officers.



CALAVERAS PUBLIC UTILITY DISTRICT POLICIES

Policy Name:	4110 – DUTIES OF THE BOARD PRESIDENT AND OFFICERS		
Approval Authority:	CPUD BOARD OF DIRECTORS	Adopted:	3/10/2020
Resolution No.	Resolution 2020-3	Revised:	

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

4110.1 Presiding Officer:

The President of the Board of Directors shall serve as the presiding officer at all Board meetings.

In the absence or disability of the President, the Vice President of the Board of Directors shall serve as the presiding officer over all meetings of the Board. If the President and Vice President of the Board are both absent or disabled, the remaining members present shall select one of themselves to act as temporary presiding officer of the meeting.

The presiding officer shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions. The presiding officer may move, second, debate, and vote from the chair.

4110.2 Duties Regarding Meetings:

The President shall preside over and conduct all meetings of the Board of Directors, shall carry out the resolutions and orders of the Board of Directors, and shall exercise such other powers and perform such other duties as the Board of Directors shall prescribe including, but not limited to, the following:

- a) Call the meeting to order at the appointed time;
- b) Announce the business to come before the Board in its proper order;
- c) Enforce the Board's policies in relation to the order of business and the conduct of meetings;
- d) Recognize persons who desire to speak, and protect the speaker who has the floor from disturbance or interference;
- e) Explain what the effect of a motion would be if it is not clear to every member;
- f) Restrict discussion to the question when a motion is before the Board;
- g) Rule on parliamentary procedure;
- h) Put motions to a vote, and state clearly the results of the vote; and
- i) Preserve order and decorum.

4110.3 Responsibilities:

Responsibilities of the President include, but are not limited to, the following:

- a) Sign all instruments, act, and carry out stated requirements and the will of the Board;
- b) Sign the minutes of the Board meeting following their approval;
- c) Appoint and disband all temporary (ad hoc) committees;
- d) Call such meetings of the Board as he/she may deem necessary, giving notice as prescribed by law;
- e) Coordinate the preparation of meeting agendas with the General Manager;
- f) Confer with the General Manager or designee on crucial matters which may occur between Board of Directors meetings;
- g) Be responsible for the orderly conduct of all Board meetings;
- h) Be the spokesperson for the Board; and
- i) Perform other duties as authorized by the Board.

Financial Business

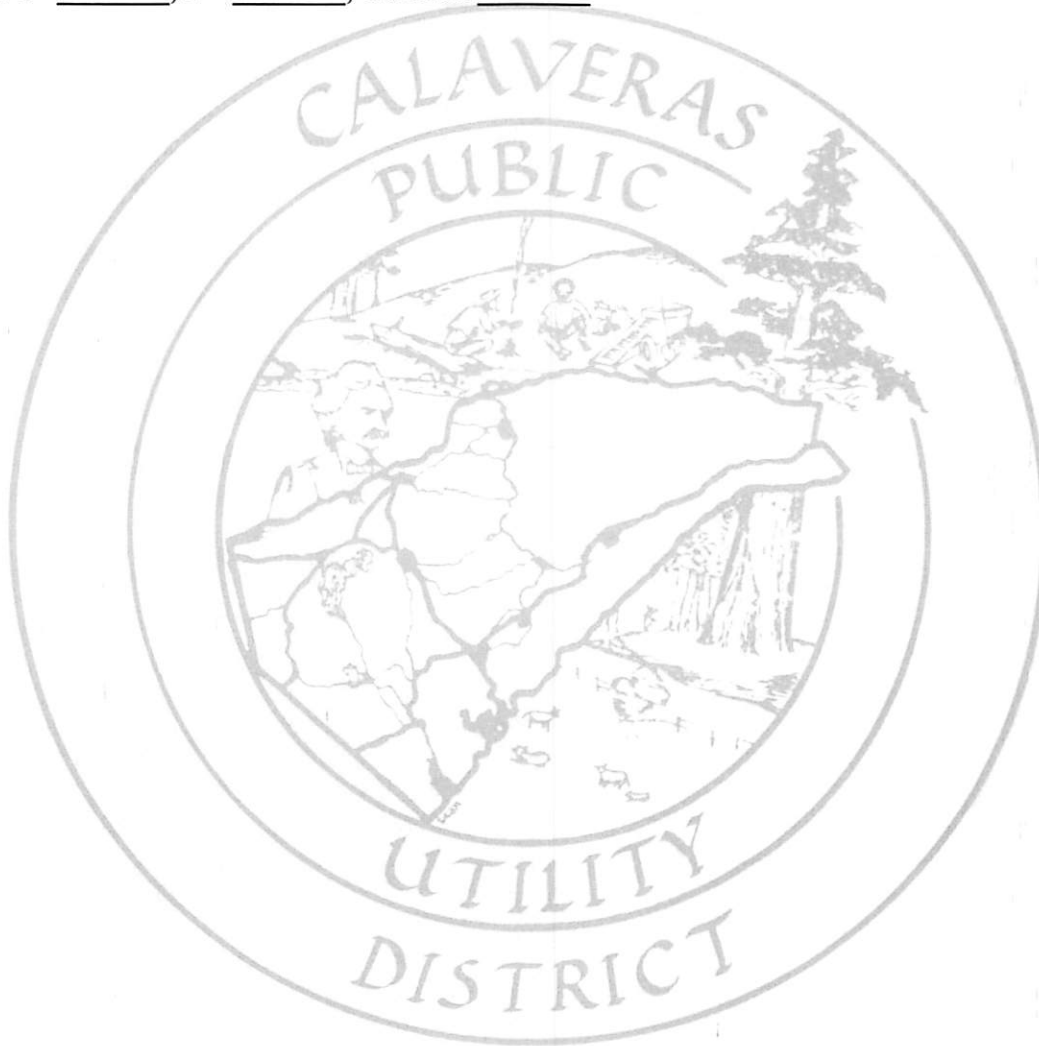
- a. Approval of Claim Summary #748

Discussion

The Claim Summary #748 submitted in the amount of \$159,725.28 reflects payments with descriptions showing on the Bill Payments for All Vendors report.

Recommended Action: Approval of Claim Summary #748: **\$159,725.28**

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



CALAVERAS PUBLIC UTILITY DISTRICT

CLAIM SUMMARY # 748

DATE: January 2021

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	\$108,155.04
Payroll Submitted	\$ 35,146.13
P/R Tax Deposits	\$ 16,424.61
Sub-total	\$159,725.28

Net Additions	
Net Deductions	
Claim Summary Approved for	\$159,725.28

General Manger, Calaveras Public Utility District

Calaveras Public Utility District
Summary Balance Sheet
As of January 31, 2021

	<u>Jan 31, 21</u>
ASSETS	
Current Assets	
Checking/Savings	254,199.96
Other Current Assets	<u>4,239,200.06</u>
Total Current Assets	4,493,400.02
Fixed Assets	8,676,675.93
Other Assets	<u>615,526.19</u>
TOTAL ASSETS	<u><u>13,785,602.14</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-75.00
Other Current Liabilities	<u>1,954,905.04</u>
Total Current Liabilities	1,954,830.04
Long Term Liabilities	<u>114,544.07</u>
Total Liabilities	2,069,374.11
Equity	<u>11,716,228.03</u>
TOTAL LIABILITIES & EQUITY	<u><u>13,785,602.14</u></u>

**Calaveras Public Utility District
Bill Payments for All Vendors
January 2021**

Name	Num	Date	Amount	GL#	Description
ACWA	22777	01/13/2021	10,612.32	5683	Annual Dues
ACWA/JPIA-WC	22819	01/31/2021	3,724.26	5428	Insurance - W/C
ACWA-Health	22806	01/27/2021	1,446.66	5643	Dental/Vision
Alpha Analytical Labs, Inc.	22778	01/13/2021	340.00	5434	lab fees
American Fidelity Assurance	22779	01/13/2021	456.82	2316	125 Cafeteria Plan
American Fidelity Assurance	22807	01/27/2021	238.80	2316	125 Cafeteria Plan
Aqua-Metric Sales, Co	22780	01/13/2021	5,019.30	1117	Meters (24)
AT & T	22781	01/13/2021	667.98	5621/5432	Utilities
AT & T	22808	01/27/2021	137.30	5432	Utilities
Blood, Richard	22782	01/13/2021	25.00	5680	Director Fees
Cal PERS	EFT	01/07/2021	11,863.06	5643	Medical Insurance
Calaveras Auto Supply	22783	01/13/2021	224.37	5421	Materials & Supplies
Calaveras County Public Works Dept.	22820	01/31/2021	1,274.13	5426	Inspection Fees
Calaveras Enterprise	22821	01/31/2021	65.64	5683	Board vacancy
Calaveras Public Power Agency	22784	01/13/2021	1,452.76	5230/5432/5621	Utilities
Campbell Construction	22822	01/31/2021	8,917.42	1117	Court St. Project Retention
Carbon Copy Inc.	22823	01/31/2021	85.50	5623	Printer/copier contract
Care Free Lawns	22785	01/13/2021	150.00	5623	Landscaping (Dec)
Care Free Lawns	22824	01/31/2021	150.00	5623	Landscaping (Jan)
Comcast	22809	01/27/2021	311.37	5621	Utilities
Datco Billing	22786	01/13/2021	51.00	5623	Contract Services
De Lage Landen Financial Services Inc.	22810	01/27/2021	83.66	5623	Printer/copier contract
Dell'Orto, J.W.	22787	01/13/2021	25.00	5680	Director Fees
Design FX	22788	01/13/2021	172.40	5620	Office Signage
Fischer, Merte	22789	01/13/2021	496.18	5647	Post Retirement Health
GEI Consultants, Inc.	22825	01/31/2021	148.50	5430	Engineering - Schaads
Grainger	22826	01/31/2021	574.95	5322	WTP Supplies
Hansford Economic Consulting, LLC	22790	01/13/2021	516.25	5623	Contract Services - Connection Fee
Henwood Associates, Inc.	22791	01/13/2021	635.66	5201	Hydro maintenance
Hill Rivkins Brown & Associates	22827	01/31/2021	7,758.50	5682	Legal services
Hobgood's Cleaning Service	22811	01/27/2021	160.00	5623	Janitorial services
Hunt & Sons Inc.	22812	01/27/2021	886.26	5424	fuel
Hunt & Sons Inc.	22828	01/31/2021	79.37	5421	Materials & Supplies
KASL Counsulting Engineers	22792	01/13/2021	2,492.50	5430	Engineering - Modeling
Lavaroni, John	22793	01/13/2021	25.00	5680	Director Fees
LHJS Investments	22829	01/31/2021	58.55	4110	refund - overpayment water acct.
Matrix Trust Company	22794	01/13/2021	400.00	2317	457 Plan
Matrix Trust Company	22813	01/27/2021	800.00	2317	457 Plan
Mead and Hunt, Inc.	22830	01/31/2021	2,826.50	5430	Engineering - EAP's
Moe, James	22814	01/27/2021	140.00	5429	Safety & Education
Motherode Answering Service	22815	01/27/2021	260.68	5623	Answering Service
NTU Technologies, Inc.	22796	01/13/2021	4,368.00	5322	WTP Supplies - Poly
Pace Supply	22831	01/31/2021	8,373.42	5421	Materials & Supplies (1st qtr)
Pacific Gas & Electric	22797	01/13/2021	674.97	5432/5620	Utilities
Pacific Gas & Electric	22832	01/31/2021	265.10	5432	Utilities
Postmaster	22833	01/31/2021	700.00	5622	Postage
Postmaster -Fees	22805	01/26/2021	240.00	5622	Permit Fee
Public Employees Retirement System	EFT	01/20/2021	7,412.22	5645	Retirement
Rovera, Wyatt	22816	01/27/2021	168.53	5429	Safety & Education
Rutledge Security Systems, LLC	22817	01/27/2021	800.00	5421	Alarms - WTP/Schaads
RVS Software	22834	01/31/2021	867.40	5620	Billing statements
Sam Berri Towing	22798	01/13/2021	515.00	5424	Towing - 2016 Ford
San Andreas Sanitary District	22835	01/31/2021	573.90	5432/5621	Utilities
SEIU Local 1021	22836	01/31/2021	283.31	2322	Union Dues
Sender's Market Inc.	22837	01/31/2021	744.05	5421	Materials & Supplies
Signal Service	22838	01/31/2021	183.00	5623	Contract Services
Speer, Scott	22799	01/13/2021	25.00	5680	Director Fees
Staples Credit Plan	22800	01/13/2021	46.74	5620	Materials & Supplies
Treat's General Store	22801	01/13/2021	71.29	5421	Materials & Supplies (Dec)
Treat's General Store	22839	01/31/2021	192.19	5421	Materials & Supplies (Jan)
Uline	22802	01/13/2021	460.65	5421	M&S Cal Fire
Uline	22840	01/31/2021	945.50	5421	M&S Cal Fire
USA Blue Book	22803	01/13/2021	382.15	5322	WTP supplies
Volcano Telephone	22804	01/13/2021	528.74	5432	Utilities (Dec)
Volcano Telephone	22841	01/31/2021	529.77	5432	Utilities (Jan)
Weber, Ghio & Associates	22842	01/31/2021	12,137.00	5684	Engineering - General/Clearwell/FEMA
Wells Fargo Bank	22818	01/27/2021	913.46	5620/5424/5421	Office M&S/Fuel/Postage/

108,155.04

Calaveras Public Utility District

MEMORANDUM

TO: Donna Leatherman, District Manager

FROM: Matt Ospital, District Engineer

MSO

RE: Billing Summary for December 2020

RECEIVED JAN 19 2021

DATE: January 13, 2021

#2528	Research and Plot Easements Researched and plotted existing District easements, coordinated regarding data provided to District.	\$1,365.00
#2789	2019 Storm Damage Continued providing closeout documentation, coordinated with FEMA, uploaded requested documents to FEMA, coordinated Notice of Completion, maintenance bond and insurance.	\$3,334.50
#2813	Water Loss Control Program Gathered 2020 data and began worksheet process.	\$342.00
#2873	CPUD Planning - Clearwell Repair Project Requested and reviewed data from WTP operator, prepared board memo and estimate, drafted Preliminary Engineering Report, coordinated with environmental, tank inspectors and funding agencies.	\$7,095.50

TOTAL

\$12,137.00

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			2,770.73	Social Security	213.41	457 EE Pretax	100.00	Direct Deposit # 21016	
	Overtime	47.9550	14.00	671.37	Medicare	49.91	Union dues	48.21	Check Amt	0.00
					Fed Income Tax	443.08			Chkg 0017	2,470.56
					CA Income Tax	75.62				
					CA Disability	41.31				
	EMPLOYEE TOTAL		14.00	3,442.10		823.33		148.21	Net Pay	2,470.56
Dresser, Michael R 16	Salary			2,279.33	Social Security	141.32	AFLAC Post Tax	20.00	Direct Deposit # 21017	
					Medicare	33.05	Retirement	149.35	Check Amt	0.00
					CA Income Tax	73.90	Union dues	39.66	Chkg 5930	1,794.70
					CA Disability	27.35				
		EMPLOYEE TOTAL			2,279.33		275.62		209.01	Net Pay
Moe, James G 8	Salary			2,804.53	Social Security	193.01	AFLAC EE Pretax	31.25	Direct Deposit # 21018	
	Overtime	48.5400	7.00	339.78	Medicare	45.14	AFLAC Post Tax	30.80	Check Amt	0.00
	Sick		8.00		Fed Income Tax	315.98	Union dues	48.80	Chkg 5056	2,337.44
					CA Income Tax	104.53				
					CA Disability	37.36				
	EMPLOYEE TOTAL		15.00	3,144.31		696.02		110.85	Net Pay	2,337.44
**** 20 MANAGER Leatherman, Donna M 7	Retro Pay			49.95	Social Security	318.18	457 EE Pretax	300.00	Direct Deposit # 21019	
	Salary			4,708.21	Medicare	74.42			Check Amt	0.00
	CPUD Ins			373.72	Fed Income Tax	785.03			Chkg 2134	1,000.00
					CA Income Tax	362.41			Chkg 8258	2,230.26
					CA Disability	61.58				
	EMPLOYEE TOTAL			5,131.88		1,601.62		300.00	Net Pay	3,230.26
**** 30 METERS Duke, Kelly 9	Hourly	26.4000	24.00	633.60	Social Security	39.28			Readychex # 1939800131	
					Medicare	9.19			Check Amt	429.54
					Fed Income Tax	97.99				
					CA Income Tax	50.00				
					CA Disability	7.60				
	EMPLOYEE TOTAL		24.00	633.60		204.06			Net Pay	429.54
**** 40 CUSTOMER SERV. REP. Bear, Carlssa C 12	Salary			1,699.53	Social Security	105.37	AFLAC Post Tax	24.75	Direct Deposit # 21020	
					Medicare	24.65	Retirement	110.22	Check Amt	0.00
					Fed Income Tax	113.13	Union dues	29.57	Chkg 4811	200.00
					CA Income Tax	38.10			Chkg 6990	1,033.35
					CA Disability	20.39				
	EMPLOYEE TOTAL			1,699.53		301.64		164.54	Net Pay	1,233.35

0085 A850-4915 Calaveras Public Utility District
Run Date 01/26/21 12:13 PM

Period Start - End Date 01/16/21 - 01/31/21
Check Date 01/29/21

Payroll Journal
Page 1 of 2
PYRJRN

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			
**** 50 WATER TREATMENT Rovera, Wyatt N 13	Salary			2,924.83	Social Security	206.59	Retirement	192.93	Direct Deposit # 21021	
	Overtime	50.6250	9.00	455.63	Medicare	49.01	Union dues	50.89	Check Amt	0.00
					Fed Income Tax	448.49			Chkg 9965	2,218.37
					CA Income Tax	170.61				
				CA Disability	40.57					
	EMPLOYEE TOTAL		9.00	3,380.46		916.27		243.82	Net Pay	2,218.37
**** 60 ADMIN. ACCT. ASSIST. Storm, Kathleen J 15	Hourly	25.0000	30.00	750.00	Social Security	46.50			Direct Deposit # 21022	
					Medicare	10.88			Check Amt	0.00
					Fed Income Tax	72.71			Chkg 6876	602.72
					CA Income Tax	8.19				
				CA Disability	9.00					
	EMPLOYEE TOTAL		30.00	750.00		147.28			Net Pay	602.72
**** 70 SUPERINTENDENT Roberts, Mathew A 10	Retro Pay			107.22	Social Security	242.48	Union dues	66.18	Direct Deposit # 21023	
	Salary			3,803.80	Medicare	56.71			Check Amt	0.00
					Fed Income Tax	348.74			Chkg 3506	2,912.47
					CA Income Tax	237.51				
				CA Disability	46.93					
	EMPLOYEE TOTAL			3,911.02		932.37		66.18	Net Pay	2,912.47
COMPANY TOTALS										
9 Person(s)	Hourly		54.00	1,383.60	Social Security	1,509.14	457 EE Pretax	400.00	Check Amt	429.54
9 Transaction(s)	Retro Pay			157.17	Medicare	352.96	AFLAC EE Preta	31.25	Dir Dep	16,799.87
	Salary			20,990.96	Fed Income Tax	2,625.15	AFLAC Post Tax	75.55		
	Overtime		30.00	1,466.78	CA Income Tax	1,120.87	Retirement	452.50		
	CPUD Ins			373.72	CA Disability	292.09	Union dues	283.31		
	Sick		8.00							
	COMPANY TOTAL		92.00	24,372.23		5,900.21		1,242.61	Net Pay	17,229.41
					<i>Employer Liabilities</i>					
					Social Security	1,509.14				
					Medicare	352.95				
					CA Unemploy	332.05				
					CA Emp Train	19.53				
					TOTAL EMPLOYER LIABILITY	2,213.67				
					TOTAL TAX LIABILITY	8,113.88				

(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			2,770.73	Social Security	183.68	457 EE Pretax	100.00	Direct Deposit # 21008	
	Overtime	47.9550	4.00	191.82	Medicare	42.96			Check Amt	0.00
					Fed Income Tax	337.57			Chkg 0017	2,212.09
					CA Income Tax	50.70				
				CA Disability	35.55					
	EMPLOYEE TOTAL		4.00	2,962.55		650.46		100.00	Net Pay	2,212.09
Dresser, Michael R 16	Salary			2,279.33	Social Security	170.67	Retirement	149.35	Direct Deposit # 21009	
	Overtime	39.4500	12.00	473.40	Medicare	39.91			Check Amt	0.00
					CA Income Tax	115.56			Chkg 5930	2,244.21
					CA Disability	33.03				
	EMPLOYEE TOTAL		12.00	2,752.73		359.17		149.35	Net Pay	2,244.21
Moe, James G 8	Salary			2,804.53	Social Security	173.88			Direct Deposit # 21010	
					Medicare	40.67			Check Amt	0.00
					Fed Income Tax	278.96			Chkg 5056	2,189.41
					CA Income Tax	87.96				
				CA Disability	33.65					
	EMPLOYEE TOTAL			2,804.53		615.12			Net Pay	2,189.41
**** 20 MANAGER Leatherman, Donna M 7	Salary			4,708.21	Social Security	311.98	457 EE Pretax	300.00	Direct Deposit # 21011	
	CPUD Ins			323.77	Medicare	72.96			Check Amt	0.00
					Fed Income Tax	761.05			Chkg 2134	1,000.00
					CA Income Tax	352.19			Chkg 8258	2,173.42
				CA Disability	60.38					
	EMPLOYEE TOTAL			5,031.98		1,558.56		300.00	Net Pay	3,173.42
**** 40 CUSTOMER SERV. REP. Bear, Carlssa C 12	Salary			1,699.53	Social Security	105.37	Retirement	110.22	Direct Deposit # 21012	
					Medicare	24.64			Check Amt	0.00
					Fed Income Tax	113.13			Chkg 4811	200.00
					CA Income Tax	38.10			Chkg 6990	1,087.68
				CA Disability	20.39					
	EMPLOYEE TOTAL			1,699.53		301.63		110.22	Net Pay	1,287.68
**** 50 WATER TREATMENT Rovera, Wyatt N 13	Salary			2,924.83	Social Security	251.96	Retirement	192.93	Direct Deposit # 21013	
	Overtime	50.6250	22.50	1,139.06	Medicare	58.93			Check Amt	0.00
					Fed Income Tax	598.84			Chkg 9965	2,671.94
					CA Income Tax	240.52				
				CA Disability	48.77					
	EMPLOYEE TOTAL		22.50	4,063.89		1,199.02		192.93	Net Pay	2,671.94

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			
**** 60 ADMIN. ACCT. ASSIST. Storm, Kathleen J 15	Hourly	25.0000	45.50	1,137.50	Social Security 70.53 Medicare 16.49 Fed Income Tax 115.46 CA Income Tax 18.11 CA Disability 13.65		Direct Deposit # 21014 Check Amt 0.00 Chkg 6876 903.26
	EMPLOYEE TOTAL		45.50	1,137.50	234.24		Net Pay 903.26
	<hr/>						
**** 70 SUPERINTENDENT Roberts, Mathew A 10	Salary			3,711.07	Social Security 265.93 Medicare 62.19 Fed Income Tax 398.65 CA Income Tax 276.19 CA Disability 51.47		Direct Deposit # 21015 Check Amt 0.00 Chkg 3506 3,234.71
	Overtime	64.2300	9.00	578.07			
	EMPLOYEE TOTAL			9.00	4,289.14	1,054.43	
<hr/>							
COMPANY TOTALS 8 Person(s) 8 Transaction(s)	Hourly		45.50	1,137.50	Social Security 1,534.00 Medicare 358.75 Fed Income Tax 2,603.66 CA Income Tax 1,179.33 CA Disability 296.89	457 EE Pretax Retirement 400.00 452.50	Check Amt 0.00 Dir Dep 17,916.72
	Salary			20,898.23			
	Overtime		47.50	2,382.35			
CPUD Ins				323.77			
COMPANY TOTAL			93.00	24,741.85	5,972.63	852.50	Net Pay 17,916.72
					<i>Employer Liabilities</i>		
					Social Security 1,534.00 Medicare 358.75 CA Unemploy 420.62 CA Emp Train 24.73		
					TOTAL EMPLOYER LIABILITY 2,338.10		
					TOTAL TAX LIABILITY 8,310.73		
<hr/>							
(IC) = Independent Contractor							

b. 2nd Quarter Budget Report

Discussion

The 2nd Quarter Budget Report reflects income and expenses through December 31, 2020.

Income for the 2nd Quarter Income look good reporting total water revenue at 55%

- Water revenues increase in bulk water due to increased construction projects lasting through October.
- Connection fees have increase with 5 new connection installed this quarter.
- Hydro revenue is increase due to the higher water usage months. Schaads hydro will also increase future hydro revenues if the rainy season continues to improve. tax revenues post in January, May and at fiscal year-end.

Expenses are on target noting slightly higher expenses in the following categories:

5323 - Lab Fees – Have increased due to reinforcement of the boil water requirements during district water leak outage repairs.

5422 – Contract Services – Increase is due to water leak repairs and needed contractor support.

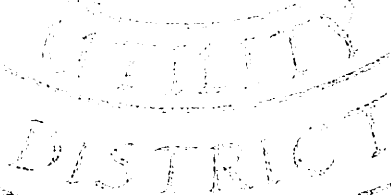
5684 – Engineering – Engineering cost higher than normal due to FEMA related work and the recent Clearwell tank project.

Capital Outlay Projects

The first quarter capital outlay project has focused on updates to the billing and meter reading software. Meter change outs are being updated as staff time permits. Small improvement projects continue and the panel replacement of Hydro 3 will be scheduled in near future. Evaluation of line replacement projects are on hold. Construction projects may be considered for Spring of 2021.

Recommendation/Action: Accept the 2nd Quarter Budget Report

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



**2nd Quarter Budget Report
RECAP
July 2020 - Dec 2020**

REVENUE	Budget	Jul- Dec	+/- of Budget	% of Budget
OPERATING INCOME				
WATER SALES	2,085,930	1,144,462	941,468	55%
Water Sales - Bulk Water	16,500	30,408	-13,908	184%
FEES	3,525	8,225	-4,700	233%
OTHER OPERATING INCOME	36,525	42,925	-6,400	118%
OPERATING INCOME SUB-TOTAL	2,142,480	1,226,020	916,460	57%
NON-OPERATING INCOME				
HYDRO REVENUE	85,000	63,101	21,899	74%
TAXES (M&O)	122,850	6,505	116,345	5%
INTEREST	91,500	8,715	82,785	10%
CELL TOWER LEASES	28,980	14,690	14,290	51%
MHSD REVENUE	10,200	5,688	4,512	56%
NON-OPERATING INCOME SUBTOTAL	338,530	98,699	239,831	29%
TOTAL OPERATING REVENUE	2,481,010	1,324,719	1,156,291	53%
OTHER INCOME				
RESERVES - CAPITAL OUTLAY	495,000	0	495,000	0%
Grant Revenue (CalOES/FEMA)		203,168		
TOTAL REVENUE	2,976,010	1,527,887	1,651,291	51%
EXPENSES				
MAINTENANCE & OPERATION	1,188,000	448,998	739,002	38%
ADMINISTRATION & GENERAL	1,104,500	512,500	592,000	46%
CAPITAL OUTLAY	550,000	228,208	321,792	41%
STORM DAMAGE -REPAIRS	0	279,971	0	
TOTAL EXPENSES	2,842,500	1,469,677	1,652,794	52%

2nd Quarter Budget Report
INCOME
July - Dec. 2020

INCOME	Budget	Jul - Dec.	+/- of Budget	% of Budget	Comments
Operating					
4110 · Water Sales-Residential	1,710,450	913,123	797,327	53%	
4112 · Water Sales-Commercial	364,980	227,846	137,134	62%	
4170 · Water Sales-Agriculture	10,500	3,493	7,007	33%	
4180 · Water Sales (Bulk Water Prog.)	16,500	30,408	-13,908	184%	
4230 · Installation Fees	3,525	8,225	-4,700	233%	
4231 - Turn-on Fees	1,750	2,205	-455	126%	
4211 - RRF Surcharge	0	2,000	-2,000	100%	
4232- Connection Fees	7,275	19,400	-12,125	267%	
4970 · Other Income- T&D Proj. Income	5,500	0	5,500	0%	
4995 · Miscellaneous	15,000	7,721	7,279	51%	
4996 · Work Done for Others	7,000	11,599	-4,599	166%	
Operating Sub-total	2,142,480	1,226,020	916,460	57%	
Non-Operating					
4200 · Pipeline Hydro Revenue	60,000	59,263	737	99%	
4210 · Schaads Hydro Revenue	25,000	3,838	21,162	15%	
4240 · Cellular Site Leases	28,980	14,690	14,290	51%	
4800 - Investment Interest	18,000	1,639	18,000		
4923 · Interest from LAIF	73,500	7,076	66,424	10%	
4932 · County Taxes	122,850	6,505	116,345	5%	
4975 · MHSD Revenue	10,200	5,688	4,512	56%	
Non-Operating Sub-total	338,530	98,699	241,470	29%	
Total Operating / Non-Operating Income	2,481,010	1,324,719	1,157,930	53%	
Grant Revenue (FEMA/CalOES)	0	203,168			
Other Income					
Reserves for Capital Outlay	495,000	0	495,000	0%	
TOTAL INCOME	2,976,010	1,527,887	1,652,930	51%	

2nd Quarter Budget Report
EXPENSE
July 2020 - Dec 2020

EXPENSES	Budget	Jul - Dec	+/- of Budget	% of Budget	Comments
Operation & Maintenance					
5200 Pipeline Hydro Cost	15000	7119	7881	47%	
5201 - Schaads Hydro Cost	5000	4229	771	85%	
5230 · Utilitites Pumping Power	125,000	26,436	98,564	21%	
5231 · Pump Station Supplies	10,000	2,521	7,479	25%	
5320 · Water System Superintendent	112,000	40,675	71,325	36%	
5321 · Water Treatment Wages	67,500	34,478	33,022	51%	
5322 · Water Treatment Supplies	85,000	26,719	58,281	31%	
5323 · Lab Fees	8,000	3,850	4,150	48%	
5411 · T & D Spec. Maintenance Labor	230,000	94,555	135,445	41%	
5412 · T & D - Overtime Labor	60,000	19,517	40,483	33%	
5421 · T & D Maint. Mat. & Supp.	80,000	36,306	43,694	45%	
5422 · T & D Contract Services	20,000	35,298	-15,298	176%	Water leak repairs
5424 · T & D Equip. Repair & Oper.	45,000	17,448	27,552	39%	
5425 · T & D Equipment Rental	20,000	0	20,000	0%	
5426 · T & D Fees & Permits	8,000	6,744	1,256	84%	
5427 · T & D Taxes	1,000	968	32	97%	paid annually in December
5428 · T & D Insurance	57,000	45,109	11,891	79%	
5429 · T & D Safety & Education	20,000	4,082	15,918	20%	
5430 · T & D Engineering	84,000	26,430	57,570	31%	
5431 · T & D State Dam Fees	73,500	0	73,500	0%	
5432 · T & D Misc. Maint. Utilities	25,000	12,443	12,557	50%	
5434 · T & D State Fees	11,000	428	10,572	4%	
5510 · Meter Wages	26,000	3,643	22,357	14%	
O&M Sub-total	1,188,000	448,998	739,002	38%	
Administration & General					
5611 · Manager	120,000	56,499	63,501	47%	
5612 · Customer Service Rep.	35,000	18,836	16,164	54%	
5614 · Admin Account Assistant	44,000	18,266	25,734	42%	
5615 O/T Office	3,500	399	3,101	11%	
5620 · Materials & Supplies	25,000	9,356	15,644	37%	
5621 · Office Utilities	9,000	3,851	5,149	43%	
5622 · Postage & Box Rent	9,000	4,171	4,829	46%	
5623 · Contract Services	45,000	16,660	28,340	37%	Copier, banking, PR, landscaper, MHI survey, monthly contracts
5641 · FICA	45,000	27,177	17,823	60%	
5642 · Unemployment	2,500	1,121	1,379	45%	
5643 · Medical Insurance	241,500	89,491	152,009	37%	Medical, dental, vision
5645 · Retirement-PERS (Admin)	200,000	89,074	110,926	45%	
5647 · OPEB - Retirement	100,000	21,808	78,192	22%	
5680 · Director's Fees	2,500	850	1,650	34%	
5681 · Director's Mileage	500	128	372	26%	
5682 · Audit & Legal	70,000	43,178	26,822	62%	
5683 · Dues, Subscriptions, Fees	40,000	18,091	21,909	45%	UMRWA, MCWRA, AWWA, etc.
5684 · Engineering-Admin.	110,000	93,544	16,456	85%	General Eng/Storm damage/plotting/tanks
5685 · Election Expense	2,000	0	2,000	0%	
Administrantion Sub-total	1,104,500	512,500	592,000	46%	
TOTAL EXPENSES	2,292,500	961,498	1,331,002	42%	

**2nd Quarter Budget Report
CAPITAL OUTLAY
July 2020 - Dec 2020**

	Budget	Jul - Dec	Comments
<u>Treatment Plant Improvements</u>			
Lab remodel	25,000		
Vault Lid replacement	10,000		
SCADA - retention		10,218	
Roof replacement	20,000	6,365	
Treatment Plant Improvements	55,000	16,583	
 <u>Pipeline / Schaads Hydros</u>			
Schaads	40,000		
Pipeline Hydros	30,000	6,968	by-pass improvements
<i>Garamendi Hydro #3 (rebuild motor turbine)</i>			
	70,000	6,968	
 <u>Transmission & Distribution</u>			
Vehicle Replacement	40,000	0	
Tank Evaluation	30,000	0	pending report 10/2020
	70,000	0	
 <u>Line Replacement / System Improvements</u>			
System Line Replacement (Evaluate/Prioritize) Outsourced Project	300,000	0	under evaluation
<i>Conditional issues (fire flow, leaks, pressure, line size, aging Court Street LRP (2019/20)</i>		185,135	FY 2019/20
Road Improvements	15,000	0	
Easement Roads (Red Hawk and Main Control Valve)			
Warehouse improvements - insulation/lighting/windows	0	15,581	
Repairs to Red Hawk Dam		9,632	Storm damage repairs
 <u>General & Administration</u>			
Billing / Accounting Software Upgrade	40,000	9,890	SPMR meter reading
Carryover from FY 2019/20 (\$20,000)			
TOTAL CAPITAL OUTLAY	550,000	228,208	
 Storm Damage Repairs		279,971	

c. 1st Quarter Investment Report

Discussion

The 1st Quarterly Investment report reflects investment balances through December 31, 2020. Quarterly interest earning from LAIF were \$4,386.11 at an interest rate of .63%. There were no transfers to/from LAIF and interest for quarter was .21% lower than prior quarter ending.

Two (2) Certificate of Deposits with El Dorado Savings Bank earned a total of \$1,361.48 interest for the quarter. The District has two (2) CD's at EDSB will mature in July 2021 and March of 2022.

UBS investments recap shows pending interest payments of \$24,267.54 and a balance of the five (5) investment of \$795,356.84.

The balance Quarterly Investment Report for the period ending December 31, 2020 as shown on the Investment Recap is \$4,146,731.00.

Recommendation/Action: Acceptance of the Quarterly Investment Report

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

d. Investment Authorization

There is one CD invested within UBS in the amount of \$200,000.00 which will mature March 1, 2021. Included in the Board packet are compared CD offers from UBS, El Dorado Saving Bank and Umpqua Bank. Interest from any option are low for CD's, at the term options shown. The District could also move the funds to LAIF which is earning slightly higher interest which changes quarterly. LAIF interest has lowered from March 2020 at 2.03% to the 0.63% as of the December 31, 2020 Investment report.

If Board is to consider reinvest in a CD an option would be to invest in a shorter term or to avoid lock in at a lower interest if the market changes over time.

Recommendation/Action: Authorizing the General Manager reinvest the \$200,000.00 as directed.

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

INVESTMENT RECAP
as of December 31, 2020

Investments	9/30/2020	Interest Paid	Transfers	Ending Balance	Rate	Maturity Date
LAIF	2,774,092.95	4,386.11	0.00	2,778,479.06	0.63	
EI Dorado Savings CD #1	291,069.44	554.81		291,624.25	2.08	7/14/2021
EI Dorado Savings CD #2	280,464.18	806.67		281,270.85	1.14	3/14/2022
	3,345,626.57	5,747.59		3,351,374.16		

Interest Pending						
UBS Financial CD (x5)	774,990.35	17,703.39				
			1,840.14			
Total interest paid		17,703.39		794,533.88	Balance as of 9/30/20	

UBS Financial CD's (x5)	771,089.30	19,314.54				
			4,953.00			
Total interest paid		19,314.54		795,356.84	Balance as of 12/31/20	

Total Investments **4,146,731.00**

We have had no maturities or purchases this past quarter, so Calaveras Public Utility District's investment account with UBS still consists of five securities: \$200,000 Ally Bank FDIC insured CD with a maturity of 3/01/21 and an interest rate of 2.60%, interest paid semi-annually; \$50,000 Goldman Sachs Bank FDIC insured CD with a maturity date of 6/21/22 and an interest rate of 2.35%, interest paid semi-annually; \$200,000 Comenity Bank FDIC insured CD with a maturity date of 6/21/22 and an interest rate of 2.40%, interest paid monthly; \$195,000 Goldman Sachs FDIC insured CD with a maturity of 2/28/23 and in interest rate of 2.80%, interest paid semi-annually; and, \$100,000 Sallie Mae Bank FDIC insured CD with a maturity of 2/28/23 and an interest rate of 2.80%, interest paid semi-annually.

In the fourth quarter of 2020 interest paid for \$50,000 Goldman Sachs Bank CD was \$589.11
 In the fourth quarter of 2020 interest paid for Comenity Bank CD was \$1,196.71
 In the fourth quarter of 2020 interest paid for Ally Bank was \$0
 In the fourth quarter of 2020 interest paid for Sallie Mae Bank was \$0
 In the fourth quarter of 2020 interest paid for \$195,000 Goldman Sachs Bank CD was \$0
 In the fourth quarter of 2020 money market interest paid was \$0.58
 In the fourth quarter of 2020 annual account maintenance free deducted was \$175.00

In the fourth quarter of 2020 an interest check of \$0 was sent out to the district.

Throughout the year your account value will vary slightly from month to month depending upon interest that has accrued in a CDs but has not yet paid, interest that has paid into your account and has not yet been sent to you, and the value of the CDs which will vary somewhat as interest rates move up or down. The value of the CDs will increase a little if rates fall and will decrease a little if rates rise, but these changes in price are not of consequence because the District will receive the full value at maturity. The fluctuations in price would be of consequence only if the CDs were sold prior to maturity.

On October 1, 2020, the total account value was \$794,533.88. This is the sum of \$774,990.35 value of our five CDs, plus \$17,703.39 interest paid into the account and not yet sent to the district, plus \$1,840.14 accrued interest and not yet paid into the account.

On January 1, 2021, the total value of the account was 795,356.84. This is the sum of \$771,089.30 value of our five CDs, plus \$19,314.54 interest paid into the account and not yet sent to the district, plus \$4,953.00 accrued interest not yet paid into the account.



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name	CALAVERAS PUBLIC UTILITY DIST
Account Number	85-05-001

As of 01/15/2021, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 12/31/2020.

Earnings Ratio		.00001719170547343
Interest Rate		0.63%
Dollar Day Total	\$	255,129,179.08
Quarter End Principal Balance	\$	2,774,092.95
Quarterly Interest Earned	\$	4,386.11

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

January 19, 2021

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CALAVERAS PUBLIC UTILITY DISTRICT

MANAGER
P.O. BOX 666
SAN ANDREAS, CA 95249

[Tran Type Definitions](#)

Account Number: 85-05-001

December 2020 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	2,774,092.95
Total Withdrawal:	0.00	Ending Balance:	2,774,092.95

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

January 19, 2021

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CALAVERAS PUBLIC UTILITY DISTRICT

MANAGER
P.O. BOX 666
SAN ANDREAS, CA 95249

[Tran Type Definitions](#)

Account Number: 85-05-001

November 2020 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	2,774,092.95
Total Withdrawal:	0.00	Ending Balance:	2,774,092.95

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
 P.O. Box 942809
 Sacramento, CA 94209-0001
 (916) 653-3001

January 19, 2021

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CALAVERAS PUBLIC UTILITY DISTRICT

MANAGER
 P.O. BOX 666
 SAN ANDREAS, CA 95249

[Tran Type Definitions](#)

Account Number: 85-05-001

October 2020 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/15/2020	10/14/2020	QRD	1657226	N/A	SYSTEM	6,240.88

Account Summary

Total Deposit:	6,240.88	Beginning Balance:	2,767,852.07
Total Withdrawal:	0.00	Ending Balance:	2,774,092.95



CALAVERAS PUBLIC UTILITY DISTRICT
PO BOX 666
SAN ANDREAS CA 95249-0666

Last statement: September 30, 2020
This statement: December 31, 2020
Total days in statement period: 92

Page 1 of 1
0003701144
(0)

Direct inquiries to:
1-800-874-8779

El Dorado Savings Bank
4040 El Dorado Road
Placerville, CA 95697

THANK YOU FOR BANKING WITH US!

Certificate Of Deposit

Account number	0003701144
Total principal	\$289,335.04
Total current balance	\$291,270.85
Total interest year to date	\$3,195.48

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance
09-30	Beginning balance			\$280,484.18
10-31	Interest Credit	271.55		280,735.73
11-30	Interest Credit	263.05		280,998.78
12-31	Interest Credit	272.07		281,270.85
12-31	Ending totals	806.67	.00	\$281,270.85

Thank you for banking with El Dorado Savings Bank



CALAVERAS PUBLIC UTILITY DISTRICT
 DONNA M LEATHERMAN
 PO BOX 666
 SAN ANDREAS CA 95249-0666

Last statement: September 30, 2020
 This statement: December 30, 2020
 Total days in statement period: 91

Page 1 of 1
 0003701101
 (0)

Direct inquiries to:
 1-800-874-9779

El Dorado Savings Bank
 4040 El Dorado Road
 Placerville, CA 95667

THANK YOU FOR BANKING WITH US!

Certificate Of Deposit

Account number	0003701101
Total principal	\$277,407.06
Total current balance	\$291,624.25
Total interest year to date	\$3,033.93

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance
09-30	Beginning balance			\$281,089.44
10-31	Interest Credit	281.82		281,351.26
11-30	Interest Credit	272.99		281,624.25
12-30	Ending totals	554.81	.00	\$291,624.25

Thank you for banking with El Dorado Savings Bank



UBS Financial Services Inc.
1780 Hughes Landing Blvd
3 Hughes Landing, Suite 200
The Woodlands TX 77380-4021

APZ3001466739 1220 X14 EM 0

Business Services Account

December 2020

RECEIVED JAN 11 2021

0018046 02 AB 0.416 02 TR 00095 B301B033 100100 edg
CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN
P O BOX 666
SAN ANDREAS CA 95249-0666

Account name: CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN

Account number: EM 16958 70

Your Financial Advisor:

EBERT, RICHARD
Phone: 281-362-6360/866-215-5651

Questions about your statement?

Call your Financial Advisor or the ResourceLine at 800-762-1000, account 735016958.

Visit our website:

www.ubs.com/financialservices

Items for your attention

► Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

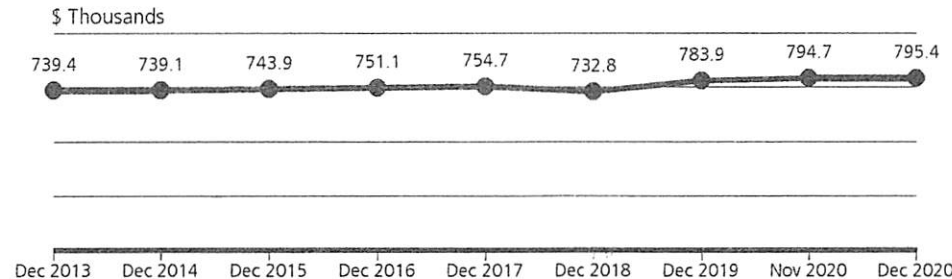


Value of your account

	on November 30 (\$)	on December 31 (\$)
Your assets	794,671.50	795,356.84
Your liabilities	0.00	0.00
Value of your account	\$794,671.50	\$795,356.84
Accrued interest in value above	\$4,286.00	\$4,953.00

As a service to you, your portfolio value of \$795,356.84 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2020

Value of your account at year end 2019	\$783,883.00
Net deposits and withdrawals	-\$21,069.50
Your investment return:	
Dividend and interest income	\$19,489.54
Change in market value	\$13,053.80
Value of your account on Dec 31, 2020	\$795,356.84





Your account balance sheet

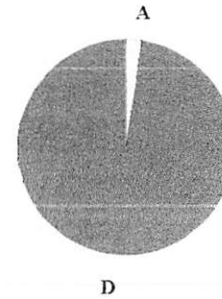
The value of your account includes assets held at UBS and certain assets held away from UBS. See page 1 for more information.

Summary of your assets

	Value on December 31 (\$)	Percentage of your account
A Cash and money balances	19,314.54	2.43%
B Cash alternatives	0.00	0.00%
C Equities	0.00	0.00%
D Fixed income	776,042.30	97.57%
E Non-traditional	0.00	0.00%
F Commodities	0.00	0.00%
G Other	0.00	0.00%
Total assets	\$795,356.84	100.00%

Value of your account **\$795,356.84**

Your current asset allocation



► *Cash and money balances* may include available cash balances, UBS Bank USA deposit account, UBS FDIC Insured Deposit Program Bank accounts, UBS AG Stamford Branch deposit account balances and money market mutual fund sweep balances. See the *Important information about your statement* on the last two pages of this statement for details about those balances.

Eye on the markets

Index	Percentage change	
	December 2020	Year to date
S&P 500	3.84%	18.40%
Russell 3000	4.50%	20.89%
MSCI - Europe, Australia & Far East	4.67%	8.28%
Barclays Capital U.S. Aggregate Bond Index	0.14%	7.51%

Interest rates on December 31, 2020

3-month Treasury bills: 0.08%
One-month LIBOR: 0.14%

Current CD Compared Rates

	CD Term	Interest Rate
UBS Financial Services		
UBS Bank	2 years	0.15%
Bank Hapoalim	3 years	0.25%
Enerbank	4 years	0.35%
State Bank Of India	5 years	0.50%
UBS Bank	5 year/callable in 6 mos., then quarterly	0.55%
EI Dorado Savings Bank		
as of February 1, 2021	Jumbo CD 2 years	0.55%
	Jumbo CD 3 years	0.60%
	Jumbo CD 5 years	1.00%
Umpqua Bank		
	6 mo.	0.05%
	12 mos.	0.15%
	2 year	0.20%
	5 year	0.10%

El Dorado Savings Bank

Business Savings Rates

(Rates Subject to Change Daily)

Rates and Yields are Accurate as of
February 1, 2021

Account Description	Interest Rate	Annual Percentage Yield	Minimum Deposit To Open Account	Minimum Balance* To Obtain Annual Percentage Yield
---------------------	---------------	-------------------------	---------------------------------	--

Checking Accounts

Checking for Small Business	No Interest		\$100	N/A
Business Checking	No Interest		\$100	N/A
Interest Checking (for sole proprietors and non-profits)	0.02%	0.02%	\$100	\$2,500

Savings Accounts

Regular Savings	0.03%	0.03%	\$100	\$300
Business Money Market Savings	0.10%	0.10%	\$5,000	\$1,000,000 or more
	0.08%	0.08%		\$100,000 - 999,999
	0.06%	0.06%		\$50,000 - 99,999
	0.04%	0.04%		\$25,000 - 49,999
	0.02%	0.02%		\$15,000 - 24,999
	0.01%	0.01%		\$5,000 - 14,999
	0.00%	0.00%		\$1 - 4,999

Certificates of Deposit

1 Month CD	0.05%	0.05%	\$10,000	\$10,000
2 Month CD	0.10%	0.10%	\$1,000	\$1,000
3 Month CD	0.10%	0.10%	\$500	\$500
3 Month CD	0.10%	0.10%	\$10,000	\$10,000
4 Month CD	0.15%	0.15%	\$10,000	\$10,000
5 Month CD	0.15%	0.15%	\$10,000	\$10,000
6 Month CD	0.16%	0.16%	\$500	\$500
7 Month CD	0.16%	0.16%	\$10,000	\$10,000
8 Month CD	0.18%	0.18%	\$10,000	\$10,000
9 Month CD	0.20%	0.20%	\$10,000	\$10,000
10 Month CD	0.20%	0.20%	\$10,000	\$10,000
12 Month CD (1 Year)	0.20%	0.20%	\$500	\$500
14 Month CD	0.25%	0.25%	\$10,000	\$10,000
15 Month CD	0.30%	0.30%	\$10,000	\$10,000
18 Month CD (1 1/2 Year)	0.30%	0.30%	\$500	\$500
24 Month CD (2 Year)	0.40%	0.40%	\$500	\$500
25 Month CD	0.45%	0.45%	\$1,000	\$1,000
30 Month CD (2 1/2 Year)	0.50%	0.50%	\$500	\$500
36 Month CD (3 Year)	0.55%	0.55%	\$500	\$500
60 Month CD (5 Year)	0.90%	0.90%	\$500	\$500

Jumbo Certificates of Deposit

30 to 59 Day	0.08%	0.08%	\$99,000	\$99,000
60 to 89 Day	0.10%	0.10%	\$99,000	\$99,000
90 to 119 Day	0.12%	0.12%	\$99,000	\$99,000
120 to 149 Day	0.15%	0.15%	\$99,000	\$99,000
150 to 179 Day	0.18%	0.18%	\$99,000	\$99,000
180 to 239 Day	0.20%	0.20%	\$99,000	\$99,000
240 to 269 Day	0.23%	0.23%	\$99,000	\$99,000
270 to 365 Day	0.25%	0.25%	\$99,000	\$99,000
2 Year	0.55%	0.55%	\$99,000	\$99,000
3 Year	0.60%	0.60%	\$99,000	\$99,000
5 Year	1.00%	1.00%	\$99,000	\$99,000

*Minimum Balance (the amount of principal in the account each day).

Date Last Rate Change

A penalty fee may be imposed for withdrawals before maturity from term accounts.

2-Dec-20

Fees imposed on your account could reduce your earnings and may affect the Annual Percentage Yield.

Call 1-800-874-9779 for current rate information or for information about applicable fees and terms.

Deposits Federally Insured to \$250,000 and Backed by the Full Faith and Credit of the U.S. Government.

Account / Product Name	Minimum Opening Deposit	Minimum Balance to Obtain Annual Percentage Yield	Interest Rate	Annual Percentage Yield
Consumer and Business Certificate of Deposit Rates (CD)				
1 Month^a	\$1,000	\$0.01	0.01%	0.01%
3 Month^b	\$1,000	\$0.01	0.02%	0.02%
6 Month^b	\$1,000	\$0.01	0.05%	0.05%
12 Month^b	\$1,000	\$0.01	0.15%	0.15%
18 Month^b	\$1,000	\$0.01	0.10%	0.10%
18 Month IRA^b	\$1,000	\$0.01	0.10%	0.10%
2 Year^c	\$1,000	\$0.01	0.20%	0.20%
3 Year^c	\$1,000	\$0.01	0.10%	0.10%
4 Year^c	\$1,000	\$0.01	0.10%	0.10%
5 Year^c	\$1,000	\$0.01	0.10%	0.10%

- a) The interest rate and annual percentage yield may change after account opening.
- b) A penalty may be imposed for early withdrawal.
- c) Additional requirements apply to earn stated rate.
- d) Promotional CDs renew into standard CD terms at maturity.

Interest Rates and Annual Percentage Yields are current as of October 13, 2020
 Fees may reduce earnings on the account. For more details on rates call 1-866-4UMPQUA (1-866-486-7782)
 Member FDIC

Update: Clearwell Tank Project

a. Clearwell Tank Replacement - Status update and information are provided in the Engineering Project Status Report. Additionally, the CPUD staff is preparing to support environmental, geotechnical and survey efforts.

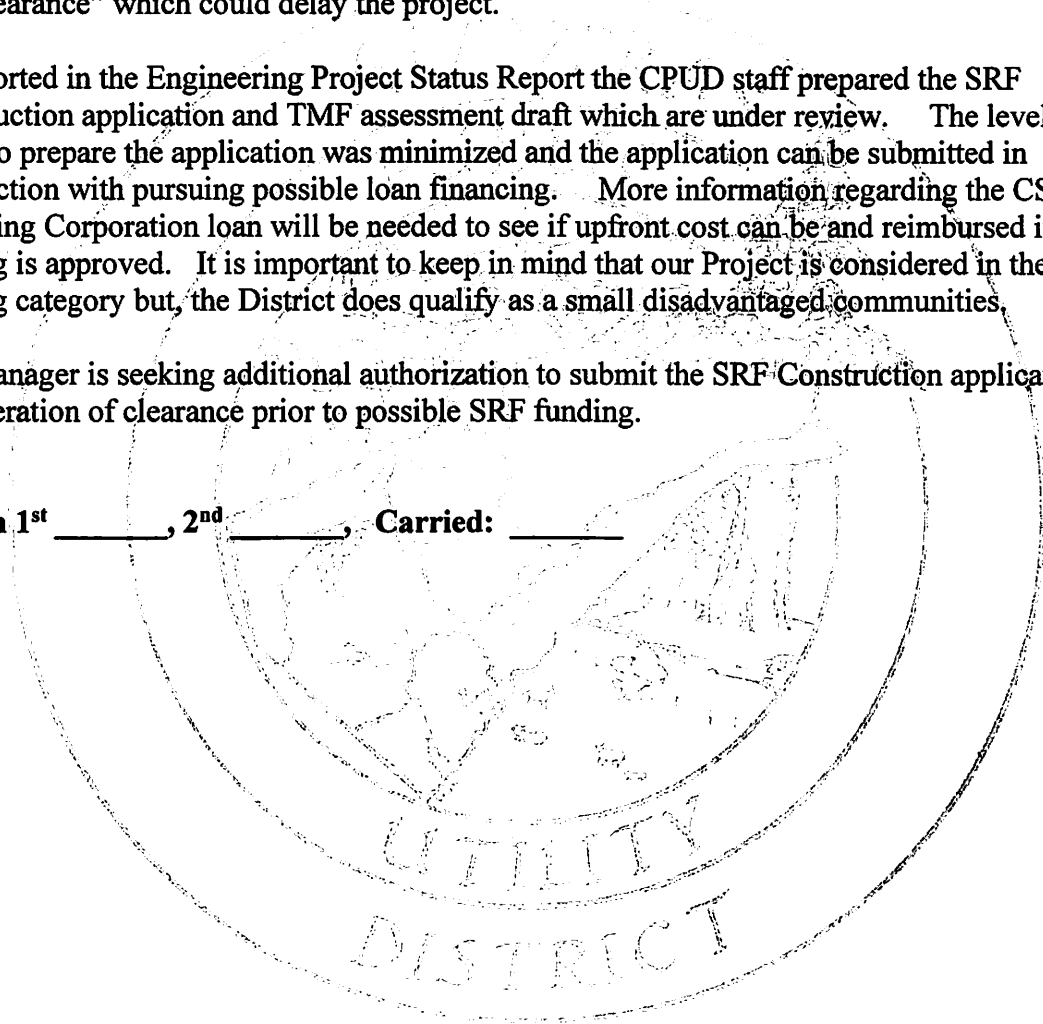
b. Discussion/Authorization for Financing Option Update

The financing quote was submitted to CSDA Financing Corporation and is pending the issuance documentation for further reviewed. Although authorized to seek loan financing, in a later discussion with the DWSRF Project Manager relayed that the District can seek a "clearance" from the Deputy Director prior to project bid however, the risk is how long will it take to seek the "clearance" which could delay the project.

As reported in the Engineering Project Status Report the CPUD staff prepared the SRF Construction application and TMF assessment draft which are under review. The level of effort to prepare the application was minimized and the application can be submitted in conjunction with pursuing possible loan financing. More information regarding the CSDA Financing Corporation loan will be needed to see if upfront cost can be and reimbursed if SRF funding is approved. It is important to keep in mind that our Project is considered in the lowest funding category but, the District does qualify as a small disadvantaged communities.

The Manager is seeking additional authorization to submit the SRF Construction application for consideration of clearance prior to possible SRF funding.

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



Engineering Project Status Update

February 4, 2020

1. Clearwell Tank Project #2873

- **DWSRF Construction Funding Application**
 - WGA and CPUD are actively collaborating to prepare the necessary components of the application.
 - The project has the potential to qualify for 75% grant and 25% loan.
 - Anticipated application submittal to the State in March - April 2021.

- **Environmental, Geotechnical, & Survey**
 - Initial coordination has begun for environmental, geotechnical, and survey work. Field investigations have been scheduled for the coming weeks.

- **Board Updates**
 - COVID-19 Delays – We are getting a variety of feedback regarding delays of steel tank construction projects due to COVID-19. The consensus is that there are currently no scarcity issues however, prices are escalating for steel. We do not currently foresee any schedule impacts, but this may cause a raise material costs.

- **Project Schedule**

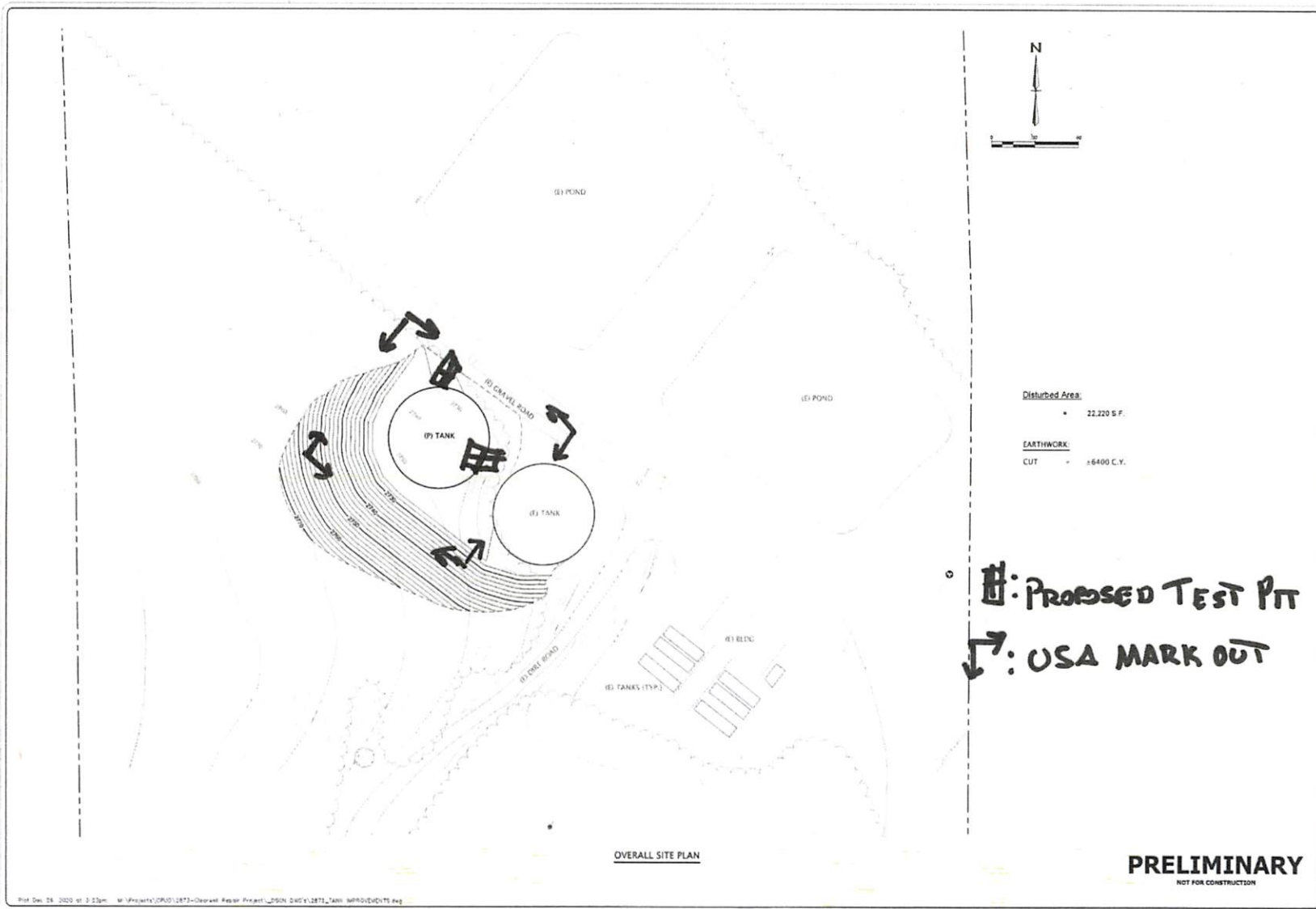
Phase	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
Environmental												
Design												
Procurement												
Construction												

2. FEMA Storm Damage #2789

- Pending CalOES response for closeout.

3. General Engineering #2528-004

- WGA will be updating the Improvement Standard details. The District will be working on revisions to written specifications.



REV. NO.	DATE	DESCRIPTION

WEBER, GHIO ASSOCIATES
 civil engineering consultant
 314 E. SAINT CHARLES ST. | PO BOX 251 | SAN ANTONIO, TX 78204
 (202) 754-8204

CPUD TANK ADDITION
 COUNTY CALIFORNIA



PRJ. No.:	2873
DATE:	12/29/2020
SCALE:	AS SHOWN
DRAWN BY:	DMY
CHECKED BY:	MSO
C1	
SHT. 1	of SHT. 1

PRELIMINARY
 NOT FOR CONSTRUCTION

Plot Date: 24/12/2020 09:32:22 AM | M:\Projects\2873-Cleaveland Reservoir Project_LPSON_DWG\12873_Tank IMPROVEMENTS.dwg

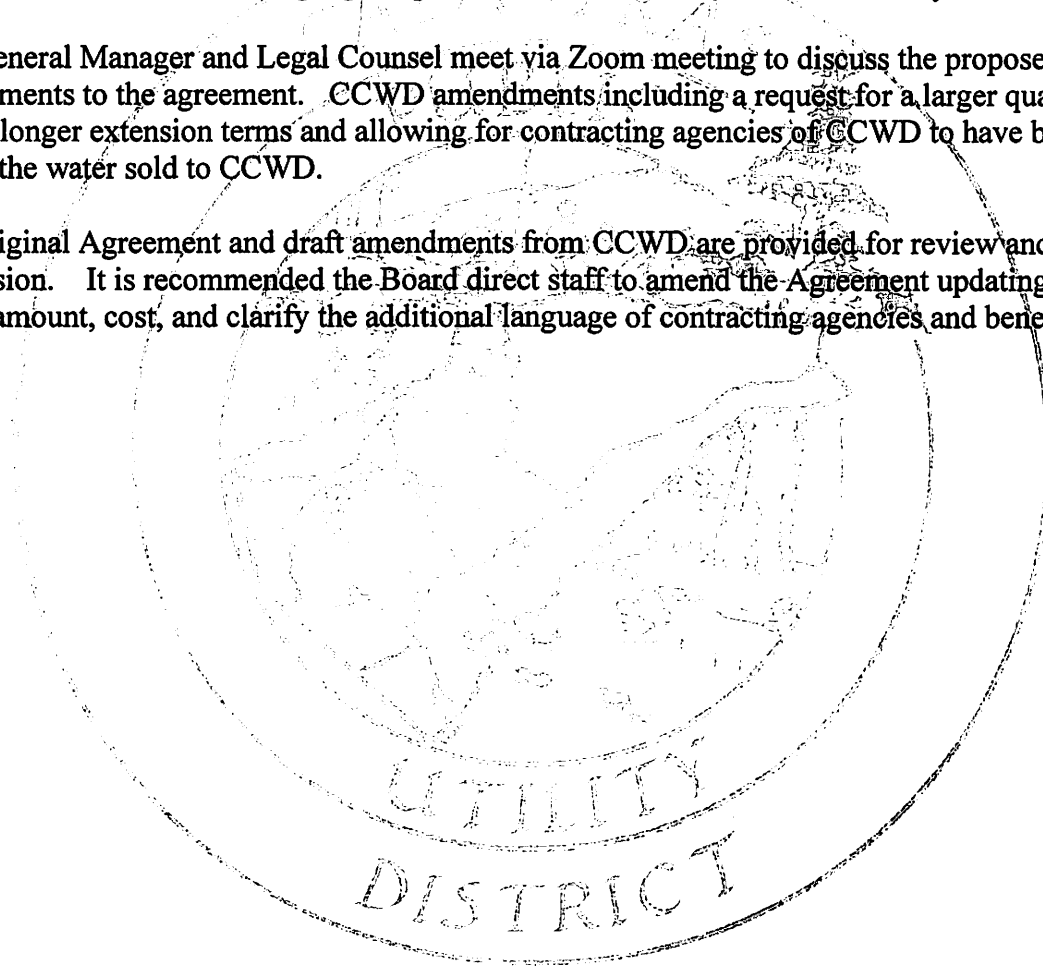
AGENDA ITEM 7

Discussion/Review: Proposed Amendments to Agreement for Sale of Water - Calaveras County Water District (CCWD)

Background/Discussion: The District has a long-term Agreement for Sale of Water with Calaveras County Water District (CCWD). The Agreement was last amended and updated in 2006 which provided for three consecutive five year extensions which will expire in July 2021. The District reached out to CCWD to inquire on further extension of the agreement. CCWD requested modifications to the long-term agreement which both parties agreed to keep the content as close to current language as possible since it has worked for over 25 years.

The General Manager and Legal Counsel meet via Zoom meeting to discuss the proposed amendments to the agreement. CCWD amendments including a request for a larger quantity of water, longer extension terms and allowing for contracting agencies of CCWD to have beneficial use of the water sold to CCWD.

The original Agreement and draft amendments from CCWD are provided for review and discussion. It is recommended the Board direct staff to amend the Agreement updating terms, water amount, cost, and clarify the additional language of contracting agencies and beneficial use.



RESOLUTION 2006-3

CONTRACT TO PURCHASE
MOKELUMNE RIVER WATER FOR WEST POINT WATER FACILITY

BE IT RESOLVED, that the Board of Directors of the Calaveras Public Utility District hereby authorizes the President to execute a contract with Calaveras County Water District for the purchase of up to 200 AF of Mokelumne River water at a cost of \$40.00 per AF said conditions more particularly set forth in the attached Agreement and made a part hereof. Said water to be released from CPUD's Schaad's Reservoir on the Middle Ford of the Mokelumne River and diverted at CCWD's Mokelumne River pumping plant.

BE IT FURTHER RESOLVED that the President is hereby authorized to sign said agreement and any other pertinent documents related thereto.

PASSED AND ADOPTED this 11th day of July, 2006 by the following vote:

AYES: Directors: Lavaroni, Ortegel and Moore

NOES: Directors: None

ABSTAIN: Directors: None

ABSENT: Directors: Overmier and Jaich


President, Board of Directors

ATTEST:


Donna Leatherman, Secretary

RESOLUTION NO. 2006 – 69

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CALAVERAS COUNTY WATER DISTRICT

CONTRACT TO PURCHASE MOKELUMNE RIVER WATER FROM
CALAVERAS PUBLIC UTILITY DISTRICT (CPUD) FOR WEST POINT WATER
FACILITY

BE IT RESOLVED that the Board of Directors of Calaveras County Water District (CCWD), hereby authorizes the President to execute a contract with Calaveras Public Utility District (CPUD) for the purchase of up to 200 AF of Mokelumne River water at a cost of \$40.00 per AF said conditions more particularly set forth in the attached Agreement and made a part hereof. Said water to be released from CPUD's Schaad's Reservoir on the Middle Fork of the Mokelumne River and diverted at CCWD's Mokelumne River pumping plant.

BE IT FURTHER RESOLVED that the President is hereby authorized to sign said agreement and any other pertinent documents related thereto.

PASSED AND ADOPTED this 14th day of June, 2006 by the following vote:

AYES: Directors Rich, Hebrard, Dean, Davidson, Underhill

NOES:

ABSTAIN:

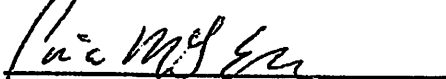
ABSENT:

CALAVERAS COUNTY WATER DISTRICT



Bertha Underhill, President

ATTEST:



Secretary

CERTIFIED A TRUE COPY


Secretary
Calaveras County Water District

AGREEMENT FOR SALE OF WATER

THIS AGREEMENT, dated July 11, 2006, by and between Calaveras Public Utility District (CPUD) and Calaveras County Water District (CCWD) is for the purpose of sale of water from CPUD's Middle Fork (Schaads Reservoir) to CCWD's West Point/Wilseyville water service area.

1. CPUD agrees to make up to 200 acre-feet of water per year from Schaads Reservoir available for beneficial use by CCWD within the West Point/Wilseyville water service area.
2. CCWD shall certify its flow measuring device that records the amount of water used and shall make this information available upon request by CPUD.
3. Compensation for the sale of water shall be made annually upon receipt of an invoice from CPUD and shall be at a rate of \$40.00 per acre-foot for the first five years of the contract.
4. This agreement shall become effective upon the approval of both Boards and shall replace the Agreement dated March 26, 1991 (expired). This agreement shall run for three consecutive five year terms for a total of fifteen years subject to the conditions in article 5. Both the amount of water and its price may be revised by mutual consent of both parties after each five year increment.
5. This agreement shall terminate if CPUD no longer has a facility (Schaads) to provide water, or CCWD no longer makes beneficial use of the water, or fifteen years, whichever comes first.


CALAVERAS PUBLIC UTILITY DISTRICT


President

ATTEST:


Secretary

CALAVERAS COUNTY WATER DISTRICT


President

ATTEST:


Secretary

AMENDMENT TO AGREEMENT FOR SALE OF WATER

This Amendment to Agreement for Sale of Water ("Contract Amendment") is made and entered into effective _____, 2020 between the Calaveras County Water District ("CCWD") and the Calaveras Public Utility District ("CPUD"), referenced together as the "Parties", with reference to the following facts:

- A. The Parties entered into a contract dated July 11, 2006, for the sale of water from CPUD's Middle Fork (Schaads Reservoir) to CCWD, hereinafter referred to as the "Existing Contract", which is set to terminate on July 11, 2021.
- B. The Parties desire to amend the Existing Contract to extend its term as follows.

The Parties agree as follows:

- 1. Article 1 of the Existing Contract is deleted in its entirety and replaced with the following:
"CPUD agrees to make up to 300 acre-feet of water per year from Schaads Reservoir available for beneficial use by CCWD or its contracting agencies."
- 2. The second sentence of Article 4 of the Existing Contract is hereby deleted and replaced with the following:
"This agreement shall run for five consecutive five year terms for a total of twenty-five years subject to the conditions in article 5".
- 3. Article 5 of the Existing Contract is deleted in its entirety and replaced with the following:
"This agreement shall terminate if CPUD no longer has a facility (Schaads) to provide water, or CCWD provides a written statement to CPUD that CCWD or its contracting agencies no longer intend to beneficially use this water, or twenty-five years (on July 11, 2031), whichever comes first."
- 4. This Contract Amendment may be executed in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. This Contract Amendment will not be effective until the execution and delivery between each of the parties of at least one set of counterparts; the parties authorize each other to detach and combine original signature pages and consolidate them into a single identical original. Any one of such completely execute counterparts will be sufficient proof of this Contract Amendment.
- 5. Except as expressly modified by the provisions hereof, the Existing Contract shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties, through their duly authorized representatives, have executed this Contract Amendment as of the day and year first written above.

ATTEST:

CALAVERAS COUNTY WATER DISTRICT

By: _____
Michael Minkler, General Manager

By: _____
President, Board of Directors

ATTEST:

CALAVERAS PUBLIC UTILITY DISTRICT

By: _____
Donna Leatherman, General Manager

By: _____
President, Board of Directors

AGENDA ITEM 8

Consideration of Revised Salary Pay Range: Customer Service Representative - Range 10

Background/Discussion

The Customer Service Representative position is currently vacant due to promotion of Ms. Carissa Bear. The salary range for this position has not been updated since before 2015 and should be reclassified to comparable positions in the industry and local salary comparison.

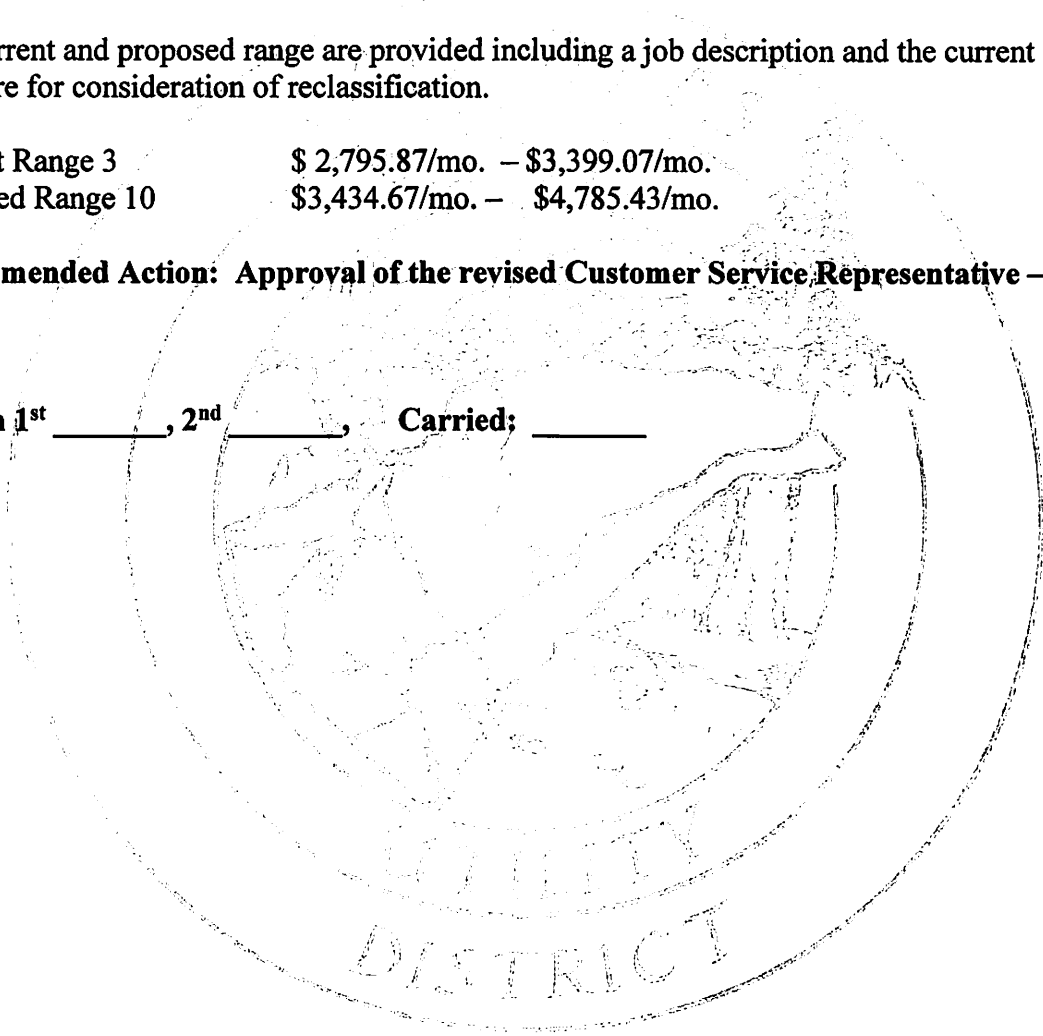
The Board reclassified the Administrative Account Assistant from Range 6 to Range 14, in September 2020 when the position became vacant.

The current and proposed range are provided including a job description and the current salary structure for consideration of reclassification.

Current Range 3	\$ 2,795.87/mo. – \$3,399.07/mo.
Proposed Range 10	\$3,434.67/mo. – \$4,785.43/mo.

Recommended Action: Approval of the revised Customer Service Representative – Range 10.

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





Calaveras Public Utility District CUSTOMER SERVICE REPRESENTATIVE

Salary Range 3: \$2,795.87/mo. – \$3,399.07/mo.
Proposed Range 10: \$3,434.67/mo. – \$4,785.43/mo.

Classification specifications, i.e. Job Descriptions are intended to present a descriptive summary of the range of duties and responsibilities performed by an incumbent in the classification. Furthermore, specifications are intended to outline the minimum qualification for entry into the classification and not intended to reflect all duties and responsibilities of an incumbent in the classification.

The District

The Calaveras Public Utility District was established January 1934, with the purpose of supplying pristine drinking water to the communities of San Andreas, Mokelumne Hill, Glencoe and Paloma areas of Calaveras County. The District currently serves over 1950 customers through over 27 miles of pipe from steel to poly ranging from 27" to 1" in diameter. The District furnishes its customers with reliable drinking water services and continues to provide those services safely, efficiently, and cost effectively. The District is offering this unique position to an individual who can demonstrate a positive outlook with the desire to grow in a water industry career.

Definition/Summary

Under minimal supervision the Customer Service Representative position is responsible for performing a wide variety of customer service duties. Including daily cash receipts, deposits, and customer account issues related to payments, customer updates, water service issues, meter reading and billing of customer accounts. This position will assist the front office in daily customer service operations. This position is also responsible for the routine filing and recordkeeping updated related to the customer account duties.

Essential Functions

- Answers telephone and greets office visitors, providing a wide range of receptionist duties related to office procedures and meeting preparation.
- Pick-up, receives, and distributes daily mail.
- Receives and processes daily cash receipts, posts payments to customer accounts, and prepares bank deposit related to District accounts.
- Performs and resolves a variety of customer related functions regarding the establishment and maintenance of District customer billing, payment and account related services.
- Prepares, processes and resolves delinquent account issues; including customer notification, verification and liens.
- Discusses account or meter related issues with District staff as needed.
- Researches and applies District policies and regulations regarding establishment and maintenance of services.
- Prepares work orders related to District and customer water leaks and maintenance issues.
- Assists with scheduling customer service requests regarding account services, changes, complaints and other services.
- Prepares, records, reviews and processes monthly meter reading and billing statements.
- Maintains appointment calendars using Microsoft Outlook.

- Researches and assists Manager with document preparation, technical information and research of assignments as directed.
- Establish and maintain cooperative working relationships with co-workers, outside agencies and the public.

Other Duties

- Operates and assists with updates to computerized billing system.
- Assists with maintenance and updates District website.
- Responsible for preparing and ordering of supplies as requested by Manager.
- Coordinates with and assists with updates to quarterly inventory and reports, as assigned.
- Performs a variety of financial and technical record keeping support assignments as directed.

Job Related Knowledge

- Researches and applies District Policies and Regulations regarding establishment of District services.
- Geography of the District and the location of District facilities.
- Mathematical methods, practices, and procedures of financial and statistical recordkeeping.
- Extensive Customer Service skills, procedures and method for communicating effectively.
- Ability and knowledge to use Microsoft Office; Word, Excel, Outlook, and QuickBooks
- Receptionist and office communications and etiquette practices.

Abilities

- Follow oral and written direction.
- Work with minimal supervision to accomplish task as directed.
- Regular attendance and adherence to prescribed work schedule to conduct job responsibilities.
- Establish, communicate and maintain cooperative working relationships with co-workers, members of the public and outside agencies.
- Correct English usage, spelling, grammar and punctuation.
- Make mathematical calculations quickly and accurately.

Typical Physical Activities

- Work at a desk that requires sitting for extended periods of time.
- Work in an office environment, lift and move objects up to 15 pounds such as large binders, books, and small office equipment.
- Sufficient finger/hand coordination and dexterity to operate and adjust office equipment.
- Regularly uses a telephone for communication.
- Use office equipment such as computers, copiers, and fax machine.
- Hearing and vision within normal ranges with or without correction.

Experience & Qualifications

Experience: Two years of increasingly responsible work experience in performing customer service and accounting related work, preferably including experience in working with a water or utility billing agency and a variety of office support work.

License Certificate Registration Requirement

Driver License: Possession of a valid California Class C Driver License may be required at the time of appointment.

Calaveras Public Utility District
Salary Structure
Effective August 1, 2020 - Board Approved December 8, 2020

Corrected 1/13/2020

Job Title	Pay	Step A		Step B		Step C		Step D		Step E	
	Range	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly
Account Clerk I / Cust. Service Rep.	3	\$2,355.60	\$13.59	\$2,471.73	\$14.26	\$2,596.53	\$14.98	\$2,726.53	\$15.73	\$2,863.47	\$16.52
	3	\$2,795.87	\$16.13	\$2,934.53	\$16.93	\$3,081.87	\$17.78	\$3,236.13	\$18.67	\$3,399.07	\$19.61
Pre SEIU Rate	10	\$3,577.60	\$20.64	\$3,756.13	\$21.67	\$3,943.33	\$22.75	\$4,144.40	\$23.91	\$4,350.67	\$25.10
Proposed Customer Service Rep.	10	\$3,934.67	\$22.70	\$4,132.27	\$23.84	\$4,338.53	\$25.03	\$4,558.67	\$26.30	\$4,785.73	\$27.61
Account Clerk III / Admin Account Assistant	6	\$2,941.47	\$16.97	\$3,090.53	\$17.83	\$3,244.80	\$18.72	\$3,407.73	\$19.66	\$3,577.60	\$20.64
	6	\$3,236.13	\$18.67	\$3,399.07	\$19.61	\$3,568.93	\$20.59	\$3,749.20	\$21.63	\$3,934.67	\$22.70
Account Clerk III / Admin Account Assistant*	14	\$3,841.07	\$23.27	\$4,033.47	\$24.43	\$4,234.53	\$25.65	\$4,446.00	\$26.93	\$4,667.87	\$28.28
	14	\$4,785.73	\$27.61	\$5,026.67	\$29.00	\$5,276.27	\$30.44	\$5,541.47	\$31.97	\$5,817.07	\$33.56
Water Utility Worker I	10	\$3,317.60	\$19.14	\$3,317.60	\$20.10	\$3,484.00	\$21.11	\$3,659.07	\$22.17	\$3,841.07	\$23.27
	10	\$3,934.67	\$22.70	\$4,132.27	\$23.84	\$4,338.53	\$25.03	\$4,558.67	\$26.30	\$4,785.73	\$27.61
Water Utility Worker II	12	\$3,659.07	\$21.11	\$3,659.07	\$22.16	\$3,841.07	\$23.27	\$4,033.47	\$24.43	\$4,234.53	\$25.65
	12	\$4,338.53	\$25.03	\$4,558.67	\$26.30	\$4,785.73	\$27.61	\$5,026.67	\$29.00	\$5,276.27	\$30.44
Water Utility Worker III	14	\$3,841.07	\$23.27	\$4,033.47	\$24.43	\$4,234.53	\$25.65	\$4,446.00	\$26.93	\$4,667.87	\$28.28
	14	\$4,785.73	\$27.61	\$5,026.67	\$29.00	\$5,276.27	\$30.44	\$5,541.47	\$31.97	\$5,817.07	\$33.56
Water Utility Worker IV	17	\$4,667.87	\$26.93	\$4,901.87	\$28.28	\$5,146.27	\$29.69	\$5,404.53	\$31.18	\$5,673.20	\$32.73
	17	\$5,541.47	\$31.97	\$5,817.07	\$33.56	\$6,106.53	\$35.23	\$6,411.60	\$36.99	\$6,734.00	\$38.85
Chief Treatment Plant Operator	17	\$4,667.87	\$26.93	\$4,901.87	\$28.28	\$5,146.27	\$29.69	\$5,404.53	\$31.18	\$5,673.20	\$32.73
	17	\$5,541.47	\$31.97	\$5,817.07	\$33.56	\$6,106.53	\$35.23	\$6,411.60	\$36.99	\$6,734.00	\$38.85
Water System Superintendent	23	\$5,957.47	\$43.23	\$6,255.60	\$45.39	\$6,567.60	\$47.66	\$7,136.13	\$50.04	\$7,493.20	\$52.55
	23	\$7,422.13	\$42.82	\$7,793.07	\$44.96	\$8,469.07	\$48.86	\$8,892.00	\$51.30	\$9,337.47	\$53.87
Water System Superintendent	26	\$5,957.47	\$43.23	\$6,255.60	\$45.39	\$6,567.60	\$47.66	\$7,136.13	\$50.04	\$7,493.20	\$52.55
	26	\$8,892.00	\$51.30	\$9,337.47	\$53.87	\$9,803.73	\$56.56	\$10,292.53	\$59.38	\$10,809.07	\$62.36
District Manager	Board	\$8,261.07	\$47.66	\$7,867.60	\$50.04	\$8,261.07	\$52.55	\$8,673.60	\$53.31	\$9,106.93	\$55.98

Water System Superintendant Range 23-26 (DOQ)

*Changed to Salary Range 14 per Board action 9/2020.

**Calaveras Public Utility District
Salary Structure**

Effective August 1, 2020 - Approved December 8, 2020

Range	Step A		Step B		Step C		Step D		Step E	
1	\$2,662.40	\$15.36	\$2,795.87	\$16.13	\$2,934.53	\$16.93	\$3,081.87	\$17.78	\$3,236.13	\$18.67
3	\$2,795.87	\$16.13	\$2,934.53	\$16.93	\$3,081.87	\$17.78	\$3,236.13	\$18.67	\$3,399.07	\$19.61
4	\$2,934.53	\$16.93	\$3,081.87	\$17.78	\$3,236.13	\$18.67	\$3,399.07	\$19.61	\$3,568.93	\$20.59
5	\$3,081.87	\$17.78	\$3,236.13	\$18.67	\$3,399.07	\$19.61	\$3,568.93	\$20.59	\$3,749.20	\$21.63
6	\$3,236.13	\$18.67	\$3,399.07	\$19.61	\$3,568.93	\$20.59	\$3,749.20	\$21.63	\$3,934.67	\$22.70
7	\$3,399.07	\$19.61	\$3,568.93	\$20.59	\$3,749.20	\$21.63	\$3,934.67	\$22.70	\$4,132.27	\$23.84
8	\$3,568.93	\$20.59	\$3,749.20	\$21.63	\$3,934.67	\$22.70	\$4,132.27	\$23.84	\$4,338.53	\$25.03
9	\$3,749.20	\$21.63	\$3,934.67	\$22.70	\$4,132.27	\$23.84	\$4,338.53	\$25.03	\$4,558.67	\$26.30
10	\$3,934.67	\$22.70	\$4,132.27	\$23.84	\$4,338.53	\$25.03	\$4,558.67	\$26.30	\$4,785.73	\$27.61
11	\$4,132.27	\$23.84	\$4,338.53	\$25.03	\$4,558.67	\$26.30	\$4,785.73	\$27.61	\$5,026.67	\$29.00
12	\$4,338.53	\$25.03	\$4,558.67	\$26.30	\$4,785.73	\$27.61	\$5,026.67	\$29.00	\$5,276.27	\$30.44
13	\$4,558.67	\$26.30	\$4,785.73	\$27.61	\$5,026.67	\$29.00	\$5,276.27	\$30.44	\$5,541.47	\$31.97
14	\$4,785.73	\$27.61	\$5,026.67	\$29.00	\$5,276.27	\$30.44	\$5,541.47	\$31.97	\$5,817.07	\$33.56
15	\$5,026.67	\$29.00	\$5,276.27	\$30.44	\$5,541.47	\$31.97	\$5,817.07	\$33.56	\$6,106.53	\$35.23
16	\$5,276.27	\$30.44	\$5,541.47	\$31.97	\$5,817.07	\$33.56	\$6,106.53	\$35.23	\$6,411.60	\$36.99
17	\$5,541.47	\$31.97	\$5,817.07	\$33.56	\$6,106.53	\$35.23	\$6,411.60	\$36.99	\$6,734.00	\$38.85
18	\$5,817.07	\$33.56	\$6,106.53	\$35.23	\$6,411.60	\$36.99	\$6,734.00	\$38.85	\$7,070.27	\$40.79
19	\$6,106.53	\$35.23	\$6,411.60	\$36.99	\$6,734.00	\$38.85	\$7,070.27	\$40.79	\$7,422.13	\$42.82
20	\$6,411.60	\$36.99	\$6,734.00	\$38.85	\$7,070.27	\$40.79	\$7,422.13	\$42.82	\$7,793.07	\$44.96
21	\$6,734.00	\$38.85	\$7,070.27	\$40.79	\$7,422.13	\$42.82	\$7,793.07	\$44.96	\$8,469.07	\$48.86
22	\$7,070.27	\$40.79	\$7,422.13	\$42.82	\$7,793.07	\$44.96	\$8,469.07	\$48.86	\$8,892.00	\$51.30
23	\$7,422.13	\$42.82	\$7,793.07	\$44.96	\$8,469.07	\$48.86	\$8,892.00	\$51.30	\$9,337.47	\$53.87
24	\$7,793.07	\$44.96	\$8,469.07	\$48.86	\$8,892.00	\$51.30	\$9,337.47	\$53.87	\$9,803.73	\$56.56
25	\$8,469.07	\$48.86	\$8,892.00	\$51.30	\$9,337.47	\$53.87	\$9,803.73	\$56.56	\$10,292.53	\$59.38
26	\$8,892.00	\$51.30	\$9,337.47	\$53.87	\$9,803.73	\$56.56	\$10,292.53	\$59.38	\$10,809.07	\$62.36
27	\$9,337.47	\$53.87	\$9,803.73	\$56.56	\$10,292.53	\$59.38	\$10,809.07	\$62.36	\$11,348.13	\$65.47
28	\$9,803.73	\$56.56	\$10,292.53	\$59.38	\$10,809.07	\$62.36	\$11,348.13	\$65.47	\$11,916.67	\$68.75
29	\$10,292.53	\$59.38	\$10,809.07	\$62.36	\$11,348.13	\$65.47	\$11,916.67	\$68.75	\$12,512.93	\$72.19
30	\$10,809.07	\$62.36	\$11,348.13	\$65.47	\$11,916.67	\$68.75	\$12,512.93	\$72.19	\$13,136.93	\$75.79
31	\$11,348.13	\$65.47	\$11,916.67	\$68.75	\$12,512.93	\$72.19	\$13,136.93	\$75.79	\$13,795.60	\$79.59

Effective August 1, 2020 per SEIU MOU agreement

Salary Comparison (SEIU)

Job Title	Pay	Step A		Step B		Step C		Step D		Step E	
	Range	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly	Monthly	Hourly
Customer Service Representative (Part-time)	1	\$2,242.93	\$12.94	\$2,355.60	\$13.59	\$2,471.73	\$14.26	\$2,596.53	\$14.98	\$2,726.53	\$15.73
Account Clerk I / Cust. Service Rep.	3	\$2,541.07	\$14.66	\$2,667.60	\$15.39	\$2,801.07	\$16.16	\$2,941.47	\$16.97	\$3,090.53	\$17.83
CCWD - Customer Service Rep. I		\$3,799.16	\$21.92	\$3,989.12	\$23.01	\$4,188.00	\$24.16	\$4,397.40	\$25.37	\$4,617.27	\$26.64
AWA - Customer Service Rep. I		\$3,629.60	\$20.94							\$4,536.13	\$26.17
TUD - Customer Service Clerk		\$3,536.00	\$20.40	\$3,709.33	\$21.40	\$3,898.27	\$22.49	\$4,095.87	\$23.63	\$4,302.13	\$24.82
SASD Classic - Office Clerk		\$2,540.93	\$14.14	\$2,572.67	\$14.84	\$2,702.67	\$15.59	\$2,837.46	\$16.37	\$2,979.60	\$17.19
SASD PEPR - Office Clerk		\$2,613.86	\$15.08	\$2,743.87	\$15.83	\$2,880.80	\$16.62	\$3,024.67	\$17.45	\$3,175.67	\$18.32
Account Clerk III / Admin Account Assistant	6	\$2,941.47	\$16.97	\$3,090.53	\$17.83	\$3,244.80	\$18.72	\$3,407.73	\$19.66	\$3,577.60	\$20.64
CCWD - Customer Service Rep. III		\$4,848.13	\$27.97	\$5,090.00	\$29.37	\$5,344.50	\$30.83	\$5,611.73	\$32.38	\$5,893.00	\$34.00
CCWD - Customer Serv. Rep. II/Acct. Tech II		\$4,397.40	\$25.37	\$4,617.27	\$26.64	\$4,848.13	\$27.97	\$5,090.00	\$29.37	\$5,344.50	\$30.83
CCWD - Executive Assistant		\$4,943.00	\$28.52	\$5,151.00	\$29.72	\$5,451.00	\$31.45	\$5,724.00	\$33.02	\$6,011.00	\$34.68
AWA - Admin Assistant III		\$4,740.67	\$27.35	\$0.00		\$0.00		\$0.00		\$5,926.27	\$34.19
TUD - Admin. Serv. Tech III		\$4,108.00	\$23.70	\$4,310.80	\$24.87	\$4,527.47	\$26.12	\$4,752.80	\$27.42	\$4,993.73	\$28.81
SASD Classic - Assistant to Admin.		\$3,284.67	\$18.95	\$3,449.33	\$19.90	\$3,620.93	\$20.89	\$3,801.20	\$21.93	\$3,991.86	\$23.03
SASD PEPR - Assistant to Admin.		\$3,503.07	\$20.21	\$3,679.86	\$21.23	\$3,861.87	\$22.28	\$4,054.27	\$23.39	\$4,258.80	\$24.57
District Manager	n/a	\$8,261.07	\$47.66	\$7,867.60	\$50.04	\$8,261.07	\$52.55	\$8,673.60	\$53.31	\$9,106.93	\$55.98

Salary comp. 3.2020

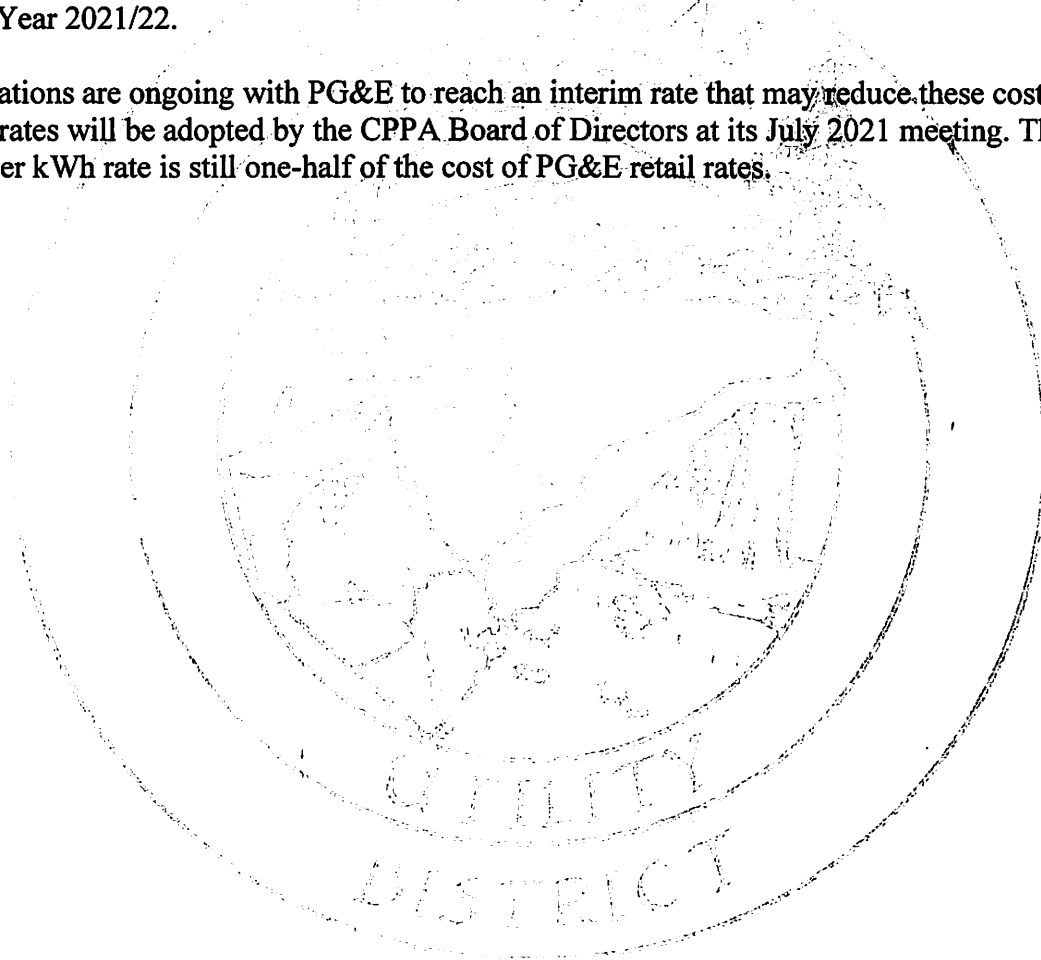
AGENDA ITEM 9

Discussion/Information: Calaveras Public Power Agency (CPPA) Rate Increase

As reported at the January CPPA meeting the PG&E distribution rate filing could increase CPPA rates next fiscal year by 5 cents per kWh. This would translate into an additional annual cost of \$1,550,000. The CPPA Board of Directors at its recent meeting decided to utilize \$775,000 in rate stabilization funds in order to minimize rate shock to the members. This would be together with a rate increase of 2.5 cents per kWh.

For your budgeting purposes refer to the attached spreadsheet. The spreadsheet shows each member's annual kWh use for FY 2019/20. The next column shows how much each member's cost would increase. And the final column shows each member's estimated total cost for the Fiscal Year 2021/22.

Negotiations are ongoing with PG&E to reach an interim rate that may reduce these costs. Final power rates will be adopted by the CPPA Board of Directors at its July 2021 meeting. The .11 cents per kWh rate is still one-half of the cost of PG&E retail rates.



Impact of Rate Increase

Fiscal Year 2021/22 (July 1, 2021 through June 30, 2022)

Calaveras Public Power Agency (CPPA)

Agency Number	Member Agency	FY 2019/20 Annual (kWh)	2.5 Cent Increase/kWh	Estimated FY 2021/22 Cost at 11 Cents/kWh
			\$	\$
0001	39th Dist. Ag. Assoc.	331,760	8,294	36,494
0002	Utica Power Authority	63,320	1,583	6,965
0003	Calaveras Resource Conserve. Dist.	23,640	591	2,600
0221	Altaville-Melones FPD	42,425	1,061	4,667
0224	Mokelumne Hill FPD	8,494	212	934
0225	Murphys FPD	48,049	1,201	5,285
0227	San Andreas FPD	43,020	1,076	4,732
0228	West Point FPD	31,353	784	3,449
0229	Ebbetts Pass FPD	134,396	3,360	14,784
0241	Calaveras PUD	1,891,100	47,278	208,021
0242	Union PUD	45,925	1,148	5,052
0243	Valley Springs PUD	444,845	11,121	48,933
0252	Mokelumne Hill Sanitary	59,217	1,480	6,514
0253	Murphys Sanitary	255,217	6,380	28,074
0254	San Andreas Sanitary	514,217	12,855	56,564
0262	Ebbetts Pass Veterans	2,201	55	242
0263	Jenny Lind Veterans	43,440	1,086	4,778
0271	CCWD *	10,412,008	260,300	1,145,321
0272	Mark Twain Health Care Dist. *	3,126,732	78,168	343,941
0273	San Andreas Rec. & Parks	37,050	926	4,076
05C1	Superior Courthouse *	720,480	18,012	79,253
1010	County of Calaveras	4,010,893	100,272	441,198
2201	Central Calaveras Fire Dist.	24,485	612	2,693
2203	Calaveras Consolidated Fire Dist.	87,832	2,196	9,662
2220	Copperopolis Fire District	41,669	1,042	4,584
2640	Mokelumne Hill Veterans	6,484	162	713
3000	County Office of Education	288,989	7,225	31,789
3010	Mark Twain School Dist.	557,907	13,948	61,370
3110	Bret Harte HS District	1,963,253	49,081	215,958
3210	Calaveras Unified School Dist.	3,100,772	77,519	341,085
3310	Vallecito School District	711,140	17,779	78,225
5301	City of Angels *	1,801,120	45,028	198,123
6100	Council of Governments	20,324	508	2,236
	TOTAL	30,893,757	772,344	3,398,313

* Does not take into consideration Primary Plus Rate for certain meters.

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

- a. Status Report: Planning Grant Application: There are no update from the State on application status at this time.



Staff Report

a. General Manager's Report – February 2021

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

- 1. Attended UMRWA Board meeting** discussion regarding forestry projects, MOU with Blue Forest Conservation to complete a feasibility study to evaluate possible forestry projects.
- 2. CSDA Gold Country Chapter Workshop:** This was the first workshop since January 2020 was attended via ZOOM meeting topic include Strategic Planning overview (Brent Ives) and a Board Panel that tenured Board member share experience with newly elected Board members.
- 3. Annual Payroll updates:** Completed the annual staff payroll and salary updates resulting from recent MOU negotiations.
- 4. Employee Handbook:** Manager is reviewing the Employee Handbook to update in accordance the approved MOU and current employment laws. The last update was completed in 2014 and has only had minor modification. Legal counsel will assist with language and drafting to prepare the update to the Employee Handbook.
- 5. CalFire Crew:** Has started clearing the pump line from the So. Fork PS to WTP which has not been cleared in over 20 years. This is a great project for the District to have completed. They are also working on other areas in the District to provide vegetation management and tree maintenance.
- 6. COVID-19 Update** – Update to the Governors stay at home order provided a bit of light to re-opening of the District main office which is being consider for March 1, 2021 provided no changes are issued. District staff is continuing to modify work routines to prevent the possible spread of COVID-19.
- 7. Connection Fees Update** – Manager met with Hansford Consulting to review information and clarify data that was supplied, a draft report will be prepared for discussion and consideration at the March 2021 board meeting.
- 8. CalOES** – The fourth review of the EAP for Jeff Davis and Middle Fork was completed and CalOES has responded with recommendation. prior to the next review level. A discussion with CalOES staff expressing frustration of the review process and CalOES restructuring. The update will be completed and submitted with a letter requesting final peer review be conducted to seek approval
- 9. Plan and Specs Updates** - At the monthly engineering meeting a plan was discussed to review the District's 2016 Improvement Standard by staff and work with Engineer to update drawing and specs that will include addressing residential fire sprinkler system concerns and other required updates. A draft of updates will be present when available.
- 10. GEI Consulting** – A draft letter is under review in response to the self-inspection report required from FERC since they are conducting site visit due to COVID-19. The District also received the FERC letter requiring the 8th Part 12 Inspection Report be completed in accordance

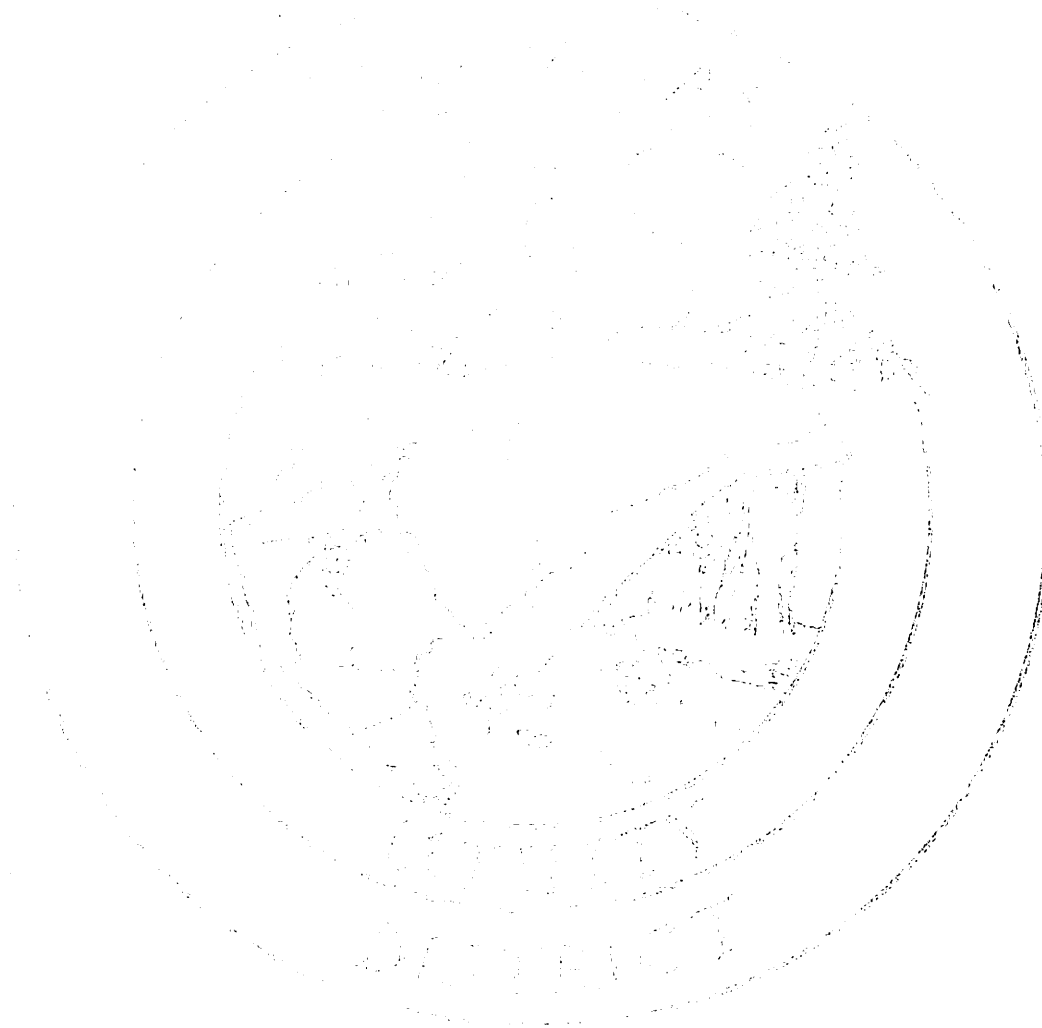
with the 5-year cycle. The Manager will request a cost estimate from GEI additionally FERC requires that the District seek approval of the Consulting Engineer prior to starting the Report.

11. Operations Plan update – Staff has completed the draft which is under final review.

12. Modeling - KASL – Staff completed input of the PRV station to Diamond Maps. KASL is scheduled to complete field work and hydrant testing mid-February which includes testing of 34 hydrants throughout the District.

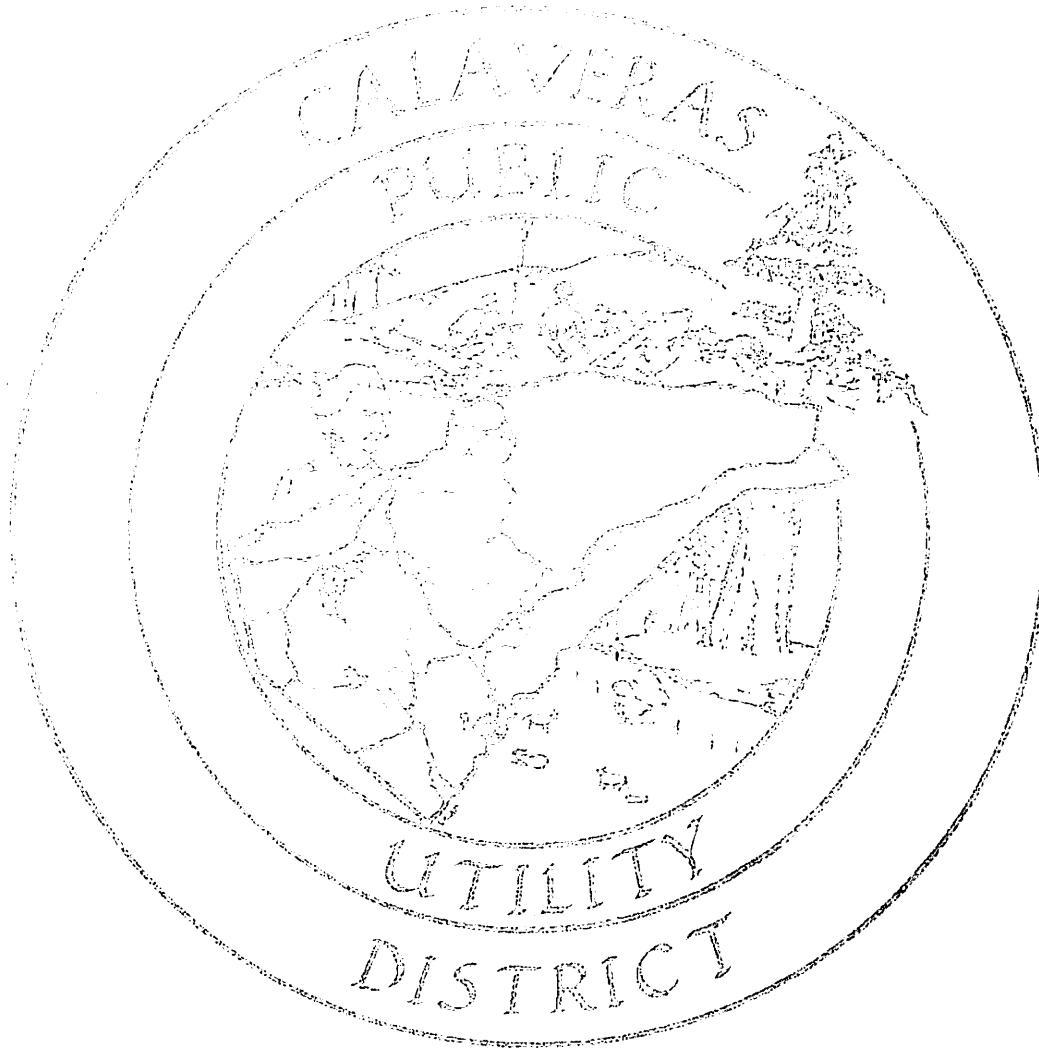
13. Billing and Account Software Updates – Nothing to report.

14. CalFire – Fuels Reduction Grant – Pending scheduling with CalFire upon availability.



Staff Report

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



Engineering Project Status Update

February 4, 2020

1. Clearwell Tank Project #2873

- **DWSRF Construction Funding Application**
 - WGA and CPUD are actively collaborating to prepare the necessary components of the application.
 - The project has the potential to qualify for 75% grant and 25% loan.
 - Anticipated application submittal to the State in March - April 2021.

- **Environmental, Geotechnical, & Survey**
 - Initial coordination has begun for environmental, geotechnical, and survey work. Field investigations have been scheduled for the coming weeks.

- **Board Updates**
 - COVID-19 Delays – We are getting a variety of feedback regarding delays of steel tank construction projects due to COVID-19. The consensus is that there are currently no scarcity issues however, prices are escalating for steel. We do not currently foresee any schedule impacts, but this may cause a raise material costs.

- **Project Schedule**

Phase	Month											
	1	2	3	4	5	6	7	8	9	10	11	12
Environmental												
Design												
Procurement												
Construction												

2. FEMA Storm Damage #2789

- Pending CalOES response for closeout.

3. General Engineering #2528-004

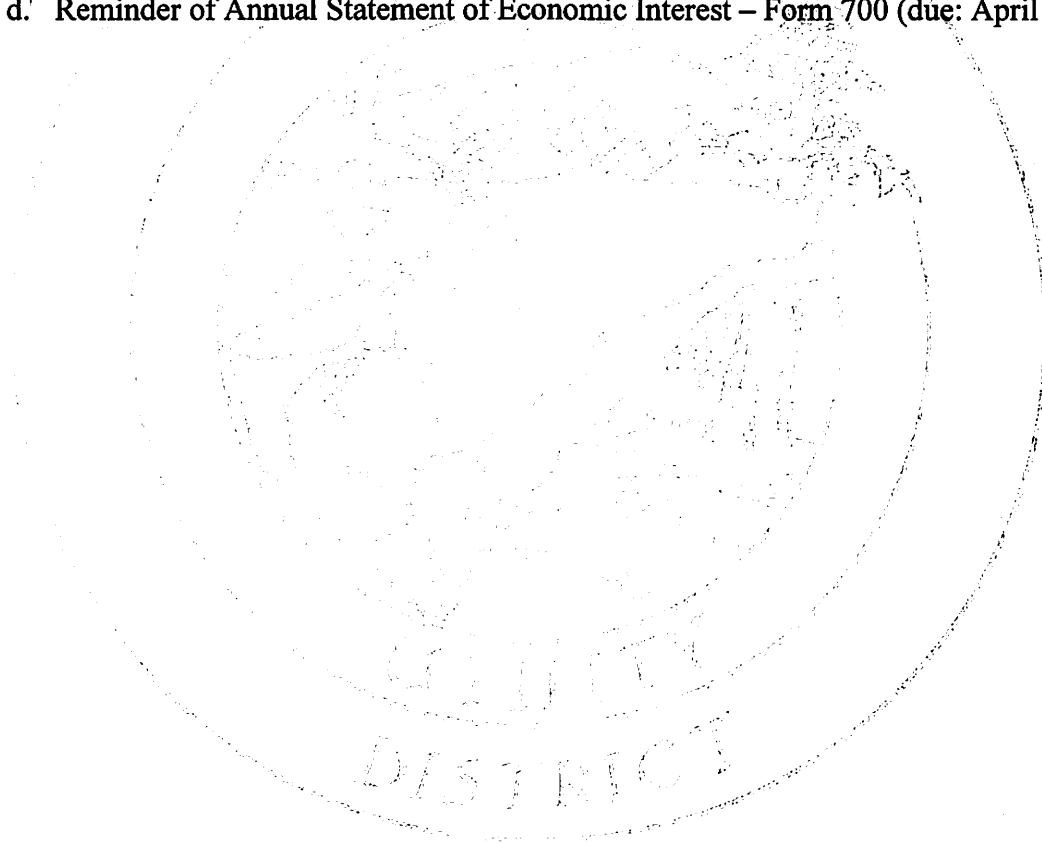
- WGA will be updating the Improvement Standard details. The District will be working on revisions to written specifications.

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

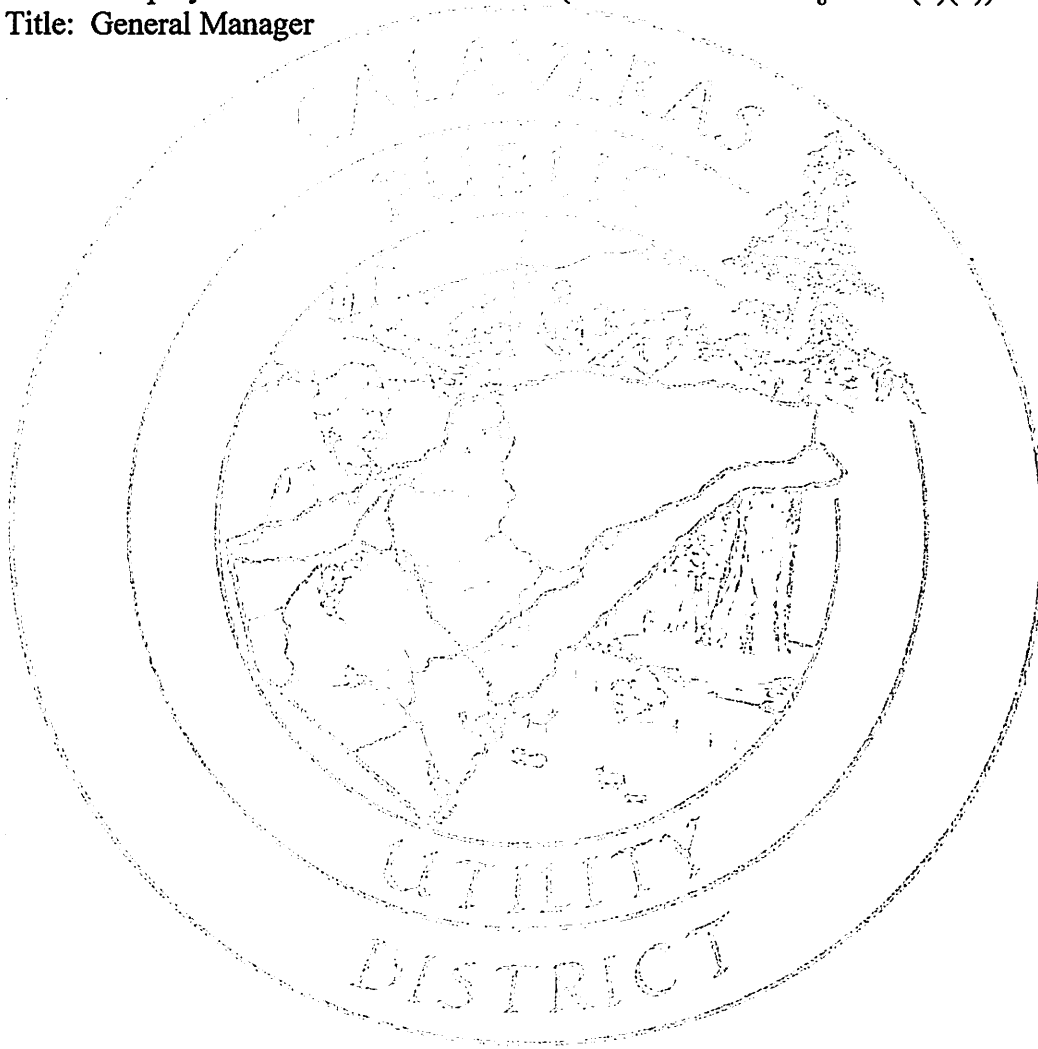
- a. Director Lavaroni – LAFCO Meeting Reminder (1/24/2021)
- b. Director Blood – UMRWA Meeting Reminder (1/22/2021)
- c. Other Director Comments:
- d. Reminder of Annual Statement of Economic Interest – Form 700 (due: April 1, 2021)



AGENDA ITEM 13

Closed Session

- a. **Public Employee Performance Evaluation (Government Code §54957(b)(1))**
Title: General Manager



AGENDA ITEM 14

Adjournment (Next Regular Meeting on March 9, 2021 at 7:00 pm)

Action: Adjourn meeting

Motion 1st _____, 2nd _____, Carried _____ Roll Call Vote

