



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

REGULAR MEETING OF THE BOARD OF DIRECTORS

December 16, 2025 at 5:00 p.m.

Jack Tressler
President of the Board

Director Richard Blood
Director Kevin Sparks

Director Garrett Hesser

Calaveras Public Utility District hereby provides notice that it will convene its regularly scheduled public meetings of the Board of Directors at the District Office. If you are unable to attend in person, we encourage you to attend remotely as follows:

- **Join the Conference Call Meeting**
- **Dial-in number (US): 1(669)900-9128**
- **Join the online ZOOM meeting:**
- <https://us02web.zoom.us/j/81691372893?pwd=azVkSFN3ZmJrU2V0aS85Vk92YThtZz09>
- **Meeting ID: 816 9137 2893**
- **Meeting Passcode code: 545381**

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.

AGENDA

1. CALL THE MEETING TO ORDER

2. ROLL CALL OF DIRECTORS

- a. President Jack Tressler
- b. Director Richard Blood
- c. Director Kevin Sparks
- d. Director Garrett Hesser

3. PLEDGE OF ALLEGIANCE

4. 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.

5. CONSENT ITEMS

Consent items should be considered together as one motion. Any item(s) requested to be removed will be considered after the motion to approve the Consent Items.

- a. November 18, 2025, Regular Board Meeting Minutes
- b. November Claim Summary

Action: Roll call Vote

Consider motion to approve consent item a-b.

ITEMS FOR BOARD DISCUSSION AND/OR ACTION

Board action may occur on any identified agenda item. Any member of the public may directly address the Board on any identified agenda item of interest, either before or during the Board's consideration of that item.

6. ELECTION OF BOARD PRESIDENT

Action Requested: Roll Call Vote

District Board Policy No. 4110 – DUTIES OF THE BOARD PRESIDENT AND OFFICERS, provides that the annual election of the Board President and Vice-President shall take place at the regular Board of Directors meeting in December. The Board should decide who among them should serve as President and Vice-President for the next year.

7. APPLICATION FOR CITIZEN APPOINTMENT TO CALAVERAS PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

Action Requested: Roll Call Vote

- a. Conduct interviews with the applicants.
- b. Consider and appoint a candidate for appointment to the Board of Directors.

8. BOARD OF DIRECTORS 101 WORKSHOP: THE ROLE OF THE DIRECTOR IN DISTRICT GOVERNANCE

Action Requested: Information Only

District Legal Counsel, Adam Brown, will give a brief presentation.

- a. Board/Staff Communication; Policy 1020
- b. Duties of the President; Policy 4110
- c. Board Meetings; 4200-4230

9. APPROVE REVISING UMWRA GRANT APPLICATION FOR ALTERNATE PROJECT

Action Requested: Roll Call Vote

Staff requests Board authorization for District staff and WGA to revise and resubmit the UMWRA grant application previously approved for the treatment plant backwash project to instead fund the replacement of a section of water main line in Rich Gulch.

10. PROJECT UPDATES

Action Requested: Discussion

Staff will update the Board on the status of the Fairfield Inn.

11. REPORTS

The purpose of these reports is to provide information on projects, programs, staff actions, and committee meetings that are of general interest to the Board and public. No decisions are to be made on these issues.

- a. Legal Counsel's Report
- b. Executive Assistant/Clerk of the Board
- c. Water System Superintendent's Report
- d. Engineer's Report
- e. General Manager's Report
- f. Directors' Comments: Directors may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on the future agenda.

12. ADJOURNMENT

If there is no other Board business the President will adjourn to its next regular meeting scheduled for January 20, 2026, at 5:00 p.m.

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
Regular Meeting of the Board of Directors

November 18, 2025
5:00 pm

DIRECTORS PRESENT: Jack Tressler
Richard Blood
Kevin Sparks

MEMBERS ABSENT: Garrett Hesser

STAFF PRESENT: Mathew Roberts, General Manager
Carissa Bear, Clerk of the Board
Adam Brown, District Legal Counsel (Remote)
Tyla Daries, District Engineering Technician

OTHERS PRESENT: None

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Tressler at 5:14 P.M.
2. ROLL CALL OF DIRECTORS: Directors Tressler, Blood, Dell'Orto, and Sparks were present. Director Hesser was absent.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None
5. CONSENT ITEMS
 - a. October 21, 2025, Regular Board Meeting Minutes
 - b. November Claim Summary

The Board reviewed and discussed the claim summary for October. Staff provided clarification as requested, and no further questions were raised. A motion was made by Director Blood, seconded by Director Sparks, to approve Consent Items a-b. A roll call vote was taken. Directors Sparks, Blood, and Tressler voted yes. Motion carried 3-0.

6. DECLARATION OF VACANCY ON THE BOARD OF DIRECTORS AND ESTABLISH PROCEDURE AND SCHEDULE FOR APPOINTMENT OF DIRECTOR TO SERVE THE BALANCE OF THE TERM

The Board discussed the required timeframe for appointing a new Board Member. It was decided to conduct first-round interviews at the regularly scheduled December Board Meeting, with the intention of making an appointment at that time. If an appointment is not made in December, the Board will hold a special meeting to complete the appointment process. A motion was made by Director Blood, seconded by President Tressler, to Declare a vacancy on the Board of Directors due to the resignation of Director Dell'Orto; direct staff to post the vacancy and collect

applications from prospective candidates; and establish a schedule for Board interviews and appointment of a new Director to fill the vacancy as provided by law. A roll call vote was taken. Directors Sparks, Blood, and Tressler voted yes. Motion carried 3-0.

7. RESOLUTION OF APPRECIATION HONORING DIRECTOR J.W. DELL'ORTO

A motion was made by Director Sparks, seconded by Director Blood, to Adopt Resolution 2025-07 Honoring Director J.W. Dell'Orto. A roll call vote was taken. Directors Sparks, Blood, and Tressler voted yes. Motion carried 3-0.

8. NEW DEVELOPMENT UPDATES

Mr. Roberts provided an update on the Fairfield Inn Project and responded to questions from the Board.

9. REPORTS

a. Legal Counsel's Report

No report this month.

b. Executive Assistant/Clerk of the Board

No report this month.

c. Water System Superintendent's Report

Mr. Roberts presented the Monthly Maintenance Reports for October.

d. Engineer's Report

Ms. Daries provided an update on the grant strategy and responded to questions from the Board. The Board provided direction on how they would like grant tracking to proceed moving forward. President Tressler recommended holding an Ad Hoc Committee meeting to further discuss the matter. The Board directed Director Blood to work with the General Manager to contact the MAC Grant representatives to explore a potential alternative project that could replace the backwash project and to report the findings back to the Board.

e. General Manager's Report

Mr. Roberts provided an overview of the General Manager's report.

f. Directors' Comments:

President Tressler requested the District write a letter informing the neighbor at Jeff Davis Reservoir of their final decision.

10. ADJOURNMENT

There being no further business to come before the Board, President Tressler adjourned the meeting at 7:43 pm.

Respectfully Submitted,



Carissa Bear, Secretary/Clerk of the Board

CALAVERAS PUBLIC UTILITY DISTRICT

CLAIM SUMMARY # 11-2025

DATE: November 2025

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	\$ 358,655.43
Payroll Submitted	\$ 72,193.79
Employee Reimbursement	\$ 262.34
P/R Tax Deposits	\$ 5,500.94
Sub-total	\$ 436,612.50

Claim Summary Approved for	\$ 436,612.50
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Clerk of the Board, Calaveras Public Utility District

Expenses by Vendor Summary
CALAVERAS PUBLIC UTILITY DISTRICT
November 2025

Name	Transaction date	Memo/Description	Distribution account	Amount
ACWA-Health	11/06/2025	Dental/Vision Coverage Month: Nov & Dec 2025	5220 - Dental/Vision/Life Insurance	\$ 3,747.36
ACWA/JPIA	11/06/2025	2025-2026 Liability Program	5425 - Insurance	\$ 54,551.40
Alpha Analytical Labs, Inc.	11/06/2025	October Samples	5685 - Lab & Sampling	\$ 610.00
Amador Cleaning Service	11/06/2025	Janitorial Service 10/2025	5670 - Facility Maintenance	\$ 825.00
Amazon Capital Services	11/20/2025	Printer Ink	5475 - Office Supplies	\$ 88.52
	11/20/2025	Dry Erase Calendar	5475 - Office Supplies	\$ 41.52
	11/20/2025	Space Heater	5475 - Office Supplies	\$ 48.70
	11/20/2025	Birthday Decorations	5290 - Employee Recognition	\$ 51.86
	11/20/2025	Sharpie	5475 - Office Supplies	\$ 68.43
American Fidelity Assurance	11/20/2025	November	5275 - Employee Section 125 Plan	\$ 476.74
American Fidelity Assurance Co.(Flex)	11/06/2025	Pay period 9/1/25 & 9/15/25	5275 - Employee Section 125 Plan	\$ 379.16
	11/20/2025	Pay period 11/1/25 & 11/15/25	5275 - Employee Section 125 Plan	\$ 379.16
American Water Works Association	11/06/2025	Membership Dues 1/1/26-12/31/26	5420 - Association Dues	\$ 539.00
AT & T	11/06/2025	Hydro 3	5480 - Telephone	\$ 68.78
AT & T	11/06/2025	San Andreas Tank	5480 - Telephone	\$ 640.29
	11/06/2025	Hydro 3	5480 - Telephone	\$ 642.06
	11/06/2025	Special Circuit	5480 - Telephone	\$ 51.82
AT&T	11/20/2025	Phone and Internet - Shop - Nov 08-Dec 07	5480 - Telephone	\$ 149.77
Big Brand Tire & Service	11/06/2025	Ditch Witch	5532 Repairs & Maintenance-Auto	\$ 338.58
	11/06/2025	Dump Truck	5532 Repairs & Maintenance-Auto	\$ 2,823.16
Bobcat Central, Inc.	11/20/2025	Excavator	5840 - Equipment-Capital	\$ 87,789.18

Name	Transaction date	Memo/Description	Distribution account	Amount
Brawner Automotive Repair	11/20/2025	Truck 7 - Brakes	5532 Repairs & Maintenance-Auto	\$ 931.62
Calaveras Auto Supply	11/20/2025	Gold Toyota - Side Beam & Wiper	5532 Repairs & Maintenance-Auto	\$ 48.78
	11/20/2025	Compressor Maint.	5536 - Repairs & Maintenance-T&D (5336)	\$ 40.77
	11/20/2025	Truck #2 - Brake Light	5532 Repairs & Maintenance-Auto	\$ 1.26
	11/20/2025	Rags	5548 - Materials & Supplies-T&D	\$ 48.69
Calaveras Public Power Agency	11/20/2025	CPUD Warehouse	5743 - Electricity-Office	\$ 155.38
	11/20/2025	Glencoe Booster Pump	5740 - Electricity-T & D	\$ 297.04
	11/20/2025	CPUD Office	5743 - Electricity-Office	\$ 189.04
	11/20/2025	Jeff Davis WTP	5742 - Electricity-Treatment	\$ 1,156.00
	11/20/2025	Licking Fork Pumping Station	5740 - Electricity-T & D	\$ 58.00
California Dept of Tax and Fee Admin	11/20/2025	Water Rights SFPS Storage @ JD 7/1/2025 - 6/30/2026	5460 - Permits	\$ 604.40
Cal PERS	11/04/2025	Employer Contribution, PEPRA, 26507, CalPERS, 10/19/2025 - 11/01/2025	5230 - Retirement Benefits-CalPERS	\$ 3,346.61
	11/04/2025	Employer Contribution, Classic, 1017, CalPERS, 10/19/2025 - 11/01/2025	5230 - Retirement Benefits-CalPERS	\$ 2,913.94
	11/04/2025	SIP - IRC 457 Contributions, SIP - 457 Plan 10/19/2025 - 11/01/2025	2317 - 457 Plan	\$ 1,190.99
	11/17/2025	Employee Medical - 12/2025	5200 - Medical Benefits	\$ 33,386.55
	11/17/2025	Retiree Medical - 12/2025	2325 - OPEB Liability	\$ 5,872.37
	11/17/2025	Employer Contribution, PEPRA, 26507, CalPERS, 11/02/2025 - 11/15/2025	5230 - Retirement Benefits-CalPERS	\$ 3,346.61
	11/17/2025	Employer Contribution, Classic, 1017, CalPERS, 11/02/2025 - 11/15/2025	5230 - Retirement Benefits-CalPERS	\$ 2,913.94
	11/17/2025	SIP - IRC 457 Contributions, SIP - 457 Plan, 11/02/2025 - 11/15/2025	2317 - 457 Plan	\$ 1,185.31
Cal-Waste	11/20/2025	Office - Trash and Recycle Service - Nov 2025	5760 - Sewer & Garbage	\$ 188.38
	11/20/2025	Shop Trash and Lock Service - Nov 2025	5760 - Sewer & Garbage	\$ 449.00
Care Free Lawns	11/20/2025	October Monthly Service	5670 - Facility Maintenance	\$ 150.00
CINTAS	11/06/2025	November First Aid Restock - Office & Shop	5566 - Safety Equipment	\$ 93.37
Columbia Bank - CB	11/06/2025	Conf. Meal	5325 - Mileage Reimb, Parking, Tolls	\$ 38.58
	11/06/2025	Hyatt Deposit	5320 - Seminars & Conferences-Staff	\$ 182.12
	11/06/2025	Hyatt	5320 - Seminars & Conferences-Staff	\$ 471.04
	11/06/2025	Conf. Meal	5325 - Mileage Reimb, Parking, Tolls	\$ 20.33
Columbia Bank - MR	11/06/2025	Conf. Food Stock	5325 - Mileage Reimb, Parking, Tolls	\$ 65.25

Name	Transaction date	Memo/Description	Distribution account	Amount
	11/06/2025	Hyatt Deposit	5320 - Seminars & Conferences-Staff	\$ 182.12
	11/06/2025	Conf. Meal	5325 - Mileage Reimb, Parking, Tolls	\$ 15.62
	11/06/2025	Conf. Meal	5325 - Mileage Reimb, Parking, Tolls	\$ 16.02
	11/06/2025	Conf. Meal	5325 - Mileage Reimb, Parking, Tolls	\$ 34.35
Columbia Bank - WR				
	11/06/2025	Fire Hydrant Repair	5536 - Repairs & Maintenance-T&D (5336)	\$ 125.84
	11/06/2025	BBQ Meat	5290 - Employee Recognition	\$ 89.90
	11/06/2025	WTP Compressor Maint.	5535 - Repairs & Maintenance-Treatment	\$ 2,076.65
	11/06/2025	Milano Hydrant Repair	5536 - Repairs & Maintenance-T&D (5336)	\$ 453.83
	11/06/2025	Birthday Donuts	5290 - Employee Recognition	\$ 25.50
	11/06/2025	TW Cert CEU Course	5430-License, Certifications, Fees	\$ 237.00
Comcast				
	11/06/2025	Office Internet & Fax	5480 - Telephone	\$ 307.21
Comcast Business (VE)				
	11/20/2025	Offices Phones - Nov 2025	5480 - Telephone	\$ 275.24
Crawford Bookkeeping				
	11/20/2025	Consulting - Sept	5630 - Accounting Services	\$ 325.00
Dirk Milam				
	11/06/2025	Credit Balance Refund Acct #1240 - 306 Edna Dr	Water Sales-Residential	\$ 6.02
Ferguson (Neptune)				
	11/20/2025	Meters	5870 - Materials for Capital Projects	\$ 26,107.44
Fischer, Merle				
	11/06/2025	November 2025 Retiree Medical Reimbursement	2325 - OPEB Liability	\$ 913.20
Foothill Materials				
	11/20/2025	Rock	5548 - Materials & Supplies-T&D	\$ 800.83
Garrett's Cross Connection Control				
	11/20/2025	Travel & Hazardous Assessment Work 3.0 hrs	5699 - Other Contracted Services	\$ 375.00
GEI Consultants, Inc.				
	11/20/2025	Chief Dam Safety Engineer Services 9/27/25-10/31/25	5695 - Consultants-Dam	\$ 4,806.00
	11/20/2025	Middle Fork Dam Updated Static and Seismic Analysis - 9/27/25-10/31/25	5695 - Consultants-Dam	\$ 7,571.00
GFT Infrastructure Inc				
	11/06/2025	CPUD Middle Fork Dam Part 12D Periodic Inspection	5695 - Consultants-Dam	\$ 5,643.00
Grainger				
	11/06/2025	Grease Gun	5585 - Tools	\$ 69.85
	11/06/2025	WTP - Calibration Gas	5547 - Materials & Supplies-Treatment	\$ 228.81
	11/06/2025	Plug - SA Tank	5536 - Repairs & Maintenance-T&D (5336)	\$ 1,840.25
	11/06/2025	Grease Guns	5585 - Tools	\$ 96.93
	11/20/2025	Tank Repair - Air Hose	5536 - Repairs & Maintenance-T&D (5336)	\$ 178.05

Name	Transaction date	Memo/Description	Distribution account	Amount
Herd's Machine Shop	11/06/2025	MCV Splash Shield	5533 - Repairs & Maint-Dams & Hydros	\$ 37.89
Hill Rivkins Brown & Associates	11/06/2025	Legal Service September 2025	5645 - Legal Services	\$ 3,569.50
Hunt Oil of California	11/06/2025	Hydro - Oil	5540 - Fuel	\$ 227.22
Hunt & Sons Inc.	11/06/2025	Fuel 10/01/25-10/15/25	5540 - Fuel	\$ 1,264.14
	11/20/2025	Fuel 10/16/25-10/31/2	5540 - Fuel	\$ 1,542.22
Matrix Trust Company	11/06/2025	Pay Period Ending 11/01/25	2317 - 457 Plan	\$ 954.61
	11/20/2025	Pay Period Ending 11/15/25	2317 - 457 Plan	\$ 1,054.10
McMaster-Carr	11/20/2025	S.A. Tank Parts	5548 - Materials & Supplies-T&D	\$ 85.09
	11/20/2025	OSG Maint.	5535 - Repairs & Maintenance-Treatment	\$ 37.42
	11/20/2025	SA Tank Value Repair	5536 - Repairs & Maintenance-T&D (5336)	\$ 59.86
Mission IT Solutions	11/06/2025	Monthly Recurring charges - November	5632 - IT & Computer Support	\$ 2,296.00
	11/06/2025	Troubleshoot surface 10/17/25	5632 - IT & Computer Support	\$ 75.00
Motherlode Answering Service	11/20/2025	Answering Service Nov 2025	5606 - Answering Service	\$ 492.81
Outwest Auto	11/06/2025	Truck #1 - Service	5532 Repairs & Maintenance-Auto	\$ 2,757.98
Pace Supply	11/06/2025	Inventory	5548 - Materials & Supplies-T&D	\$ 8,370.22
PG&E - ENERGY STATEMENT	11/06/2025	Hydro #2	5741 - Electricity-Hydros	\$ 197.01
	11/06/2025	Hydro #3	5741 - Electricity-Hydros	\$ 617.29
	11/06/2025	Schaads Hydro	5741 - Electricity-Hydros	\$ 359.58
	11/06/2025	Warehouse Light Pole #351	5740 - Electricity-T & D	\$ 10.82
	11/06/2025	Warehouse Light Pole #344	5740 - Electricity-T & D	\$ 10.82
	11/06/2025	Office	5743 - Electricity-Office	\$ 18.07
	11/06/2025	Hydro #3	5741 - Electricity-Hydros	\$ 305.24
	11/06/2025	Hydro #2	5741 - Electricity-Hydros	\$ 116.42
	11/20/2025	Hydro #1	5741 - Electricity-Hydros	\$ 274.23
PGE-NON ENERGY INVOICES	11/20/2025	Hydro 1	5741 - Electricity-Hydros	\$ 7.75
	11/20/2025	Hydro 2	5741 - Electricity-Hydros	\$ 7.75

Name	Transaction date	Memo/Description	Distribution account	Amount
	11/20/2025	Hydro 3	5741 - Electricity-Hydros	\$ 7.75
	11/20/2025	Schaads Hydro	5741 - Electricity-Hydros	\$ 197.86
Pitney Bowes (Reserve Acct)				
	11/06/2025	Reserve Account Postage	5462 - Postage	\$ 2,500.00
PR Diamond Products, Inc.				
	11/20/2025	Multi Purpose Blade	5548 - Materials & Supplies-T&D	\$ 490.00
PSI Water Technologies				
	11/20/2025	WTP - Brine Pump	5535 - Repairs & Maintenance-Treatment	\$ 3,497.99
	11/20/2025	WTP - OSG System	5535 - Repairs & Maintenance-Treatment	\$ 421.99
San Andreas Sanitary District				
	11/06/2025	Sewer Service - Office 10/26/25	5760 - Sewer & Garbage	\$ 117.23
	11/06/2025	Sewer Service - Shop 10/26/25	5760 - Sewer & Garbage	\$ 110.89
SEIU Local 1021				
	11/06/2025	Pay Period Ending 11/01/25	2322 - SEIU Union Dues	\$ 488.60
	11/20/2025	Pay Period Ending 11/15/25	2322 - SEIU Union Dues	\$ 488.60
Sender's Market Inc.				
	11/20/2025	WTP -OSG Maint.	5535 - Repairs & Maintenance-Treatment	\$ 28.97
	11/20/2025	WTP Maint.	5535 - Repairs & Maintenance-Treatment	\$ 10.82
	11/20/2025	MCV Hydro #2 Parts	5533 - Repairs & Maint-Dams & Hydros	\$ 171.72
	11/20/2025	MCV	5536 - Repairs & Maintenance-T&D (5336)	\$ 78.08
Sierra Motors				
	11/18/2025	2026 Chevrolet Equinox AWD LT	5840 - Equipment-Capital	\$ 31,667.91
Sunbelt Rentals				
	11/06/2025	Mini Excavator Rental	5720 - Equipment Rental	\$ 3,163.79
Treat's General Store				
	11/06/2025	Water - WTP	5547 - Materials & Supplies-Treatment	\$ 26.21
	11/06/2025	Staff Training Meal	5335 - Training	\$ 106.22
	11/06/2025	Water - Shop	5548 - Materials & Supplies-T&D	\$ 30.95
	11/06/2025	Hardware - WTP	5547 - Materials & Supplies-Treatment	\$ 3.02
	11/06/2025	Dish Liq - WTP	5547 - Materials & Supplies-Treatment	\$ 3.24
	11/06/2025	Safety Yellow	5548 - Materials & Supplies-T&D	\$ 16.22
	11/06/2025	Sun Gloss	5548 - Materials & Supplies-T&D	\$ 8.65
USA Blue Book				
	11/06/2025	WTP - Lab	5547 - Materials & Supplies-Treatment	\$ 169.49
	11/06/2025	Hydrant Traffice Repair Kit	5548 - Materials & Supplies-T&D	\$ 256.73
Verizon Wireless				
	11/06/2025	District Cell Phones	5480 - Telephone	\$ 705.30
	11/20/2025	Special Circuits - Oct 02- Nov 01	5480 - Telephone	\$ 60.05

Name	Transaction date	Memo/Description	Distribution account	Amount
Volcano Telephone	11/06/2025	District Up Country Telephone, Internet, & Long Distance	5480 - Telephone	\$ 615.64
Weber, Ghio & Associates	11/20/2025	CPUD - General Engineering Services	5635 - Engineering-Non-Capital	\$ 359.75
	11/20/2025	CPUD - SRF - Administration & Project Management	5850 - Engineering-Capital	\$ 2,405.00
	11/20/2025	CPUD Recycle Backwash - Design & Grant Management	5850 - Engineering-Capital	\$ 520.00
	11/20/2025	CPUD FEMA - Indirect & Direct Admin Costs	5635 - Engineering-Non-Capital	\$ 455.00
	11/20/2025	Glencoe Pump Station - Planning/Design	5850 - Engineering-Capital	\$ 1,007.75
	11/20/2025	Fairfield Inn Hotel	5635 - Engineering-Non-Capital	\$ 2,908.75
	11/20/2025	CPUD - REY Engineers Assistance	5635 - Engineering-Non-Capital	\$ 12,441.50
Wells Fargo Bank - C. Bear	11/20/2025	Kitchen Restock	5475 - Office Supplies	\$ 60.56
	11/20/2025	457 Open Enrollment Meal	5335 - Training	\$ 141.21
	11/20/2025	Pumpkins & Candy	5290 - Employee Recognition	\$ 64.87
	11/20/2025	Intuit - Payroll Elite	5470 - Software Programs & Updates	\$ 224.00
	11/20/2025	Zoom - November	5470 - Software Programs & Updates	\$ 16.27
Western Hydrologics, LLP	11/20/2025	SF Mokelumne River Gaging - 10/15/25 & 11/04/25	5534 - Repairs & Maintenance-Pumping	\$ 1,225.90
Wizix	11/20/2025	Office Copier	5464 - Printing	\$ 175.39
				\$ 358,655.43

CALAVERAS PUBLIC UTILITY DISTRICT

MEMORANDUM

To: Board of Directors

From: Mathew Roberts, General Manager

Subject: UMWRA Grant Application – Rich Gulch Transmission Water Main

Date: December 16, 2025

The Board previously approved a UMWRA grant application for the Backwash Reclaim Project. Following further review of District priorities and system needs, staff recommends redirecting the grant request to fund the replacement of a section of Transmission water main near Rich Gulch, which currently has an active leak and provides measurable water-loss savings.

Discussion:

To prepare a competitive and credible grant application, it is industry standard to include an engineer-prepared project scope and cost estimate. While not legally required, this technical documentation strengthens the application and aligns with best practices for funding agencies.

Staff has coordinated with WGA and is prepared to develop the revised project scope and cost estimate. Authorization from the Board is requested to proceed with revising and submitting the grant application.

Staff recommends the Board:

1. Authorize District staff and WGA to revise the previously approved UMWRA grant application to fund the Rich Gulch water main project.
 2. Approve any associated engineering support needed to prepare a competitive application. Scope includes a new project description, workplan, budget and work schedule.
-

Respectfully Submitted,



Mathew Roberts
General Manager

Monthly Maintenance Report

November 2025

LOCATION	DESCRIPTION OF WORK	STATUS
Jeff Davis WTP	Monthly operation and maintenance	Complete
	Routine water sampling and State reporting, WTP compliance Items	Complete
	Treated Water = 17,360,916 Gallons	Complete
	Filter Backwash Water Used= 998,824 Gallons	Complete
	Sold Water = 14,928,971 Gallons	Complete
	14' Below Spill	Ongoing
	Rain Total 8.35"	Ongoing
Warehouse Shop	Routine Operation's	Ongoing
South Fork Pump Station	Weekly routine checks	Complete
	Raw Water Pumped = 0 Acre Feet (0 Gal.)	Ongoing
	River Flow 10.9 Cubic Feet Per second (CFS)	Ongoing
Schaads Reservoir	Weekly checks	Complete
	Schaads Metered Acc. 250,740 Gallons	Ongoing
	Both Generators-Off	Ongoing
	0-10' Below Spill	Ongoing
	CCWD Pump Data (West Point)= 2 Acre/Ft	Ongoing
	Annual FERC Seminar	Complete
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
	Beverlynn Ln (2" Steel Main)	Complete
	626 Pope St (ASAP driveway pavement)	Complete
Moke Hill Distribution	Routine operations, sampling	Complete
	13761 Hwy 26 (replaced 2 inch steel service line with 1 inch poly)	Ongoing
Glencoe Distribution	Routine operations	Complete
Paloma Distribution	Routine operations, sampling	Complete
Rail Road Flat Distribution	Routine operations, sampling	Complete
Safety/Training	Routine Safety Talks	Ongoing
Vehical Maintenance	2022 Ditch Witch Trailer-two tires (Big Brand Tires)	Complete
Spray Program	Woody Brush	Ongoing
Reports	Water Diversion Reports	Complete
Development Projects	County Behavioral Health Building (line relocation)	Ongoing
	San Andreas Hotel Project	Ongoing
	County Animal Servces Building	Ongoing
	Fairfield Hotel	Ongoing
	Foothill court (26 units)	Ongoing
Other		
	Meter Program = 33 Installed / Total = 757	Ongoing
	79 USA tags	Complete
	36 Customer service/work orders	Complete
Complaints	Monthly meter reading	Complete
	(Taste = 0) (Pressure = 1) (Odor = 0) (Color = 0)	Complete

CALAVERAS PUBLIC UTILITY DISTRICT GENERAL MANAGER REPORT

To: Board of Directors
From: Mathew Roberts, General Manager
Date: December 16th, 2025
Reporting Period: Nov. 18 – Dec. 16, 2025

A. Financial Update A. Financial Update

- Monitored ongoing expenditures to ensure FY 2025–26 budget compliance.
 - Investments: Purchased a 9-month CD through Wings Financial Credit Union at 3.85% (settled 12/08) using \$245,000 of a maturing \$294,000 investment. The remaining \$49,000 will remain in the Treasury Money Market Fund until the next investment opportunity. This strategy balances safety, compliance, and yield. (\$49,000 was retained in the Treasury Money Market Fund to maintain liquidity and flexibility for upcoming operational needs)
 - Audit: Annual audit performed in early December. Auditors will provide the Annual Financial Statements around January; acceptance by the Board is anticipated at the February meeting.
 - Year-End Close: Coordinated with Craig Collins, CPA for the 2024–25 budget year close.
 - GASB 75 / OPEB Reporting: Post-retirement medical obligations calculated as of June 30, 2025, by Nick Franceschine. These calculations ensure compliance with government accounting standards and transparency in financial reporting. Does not impact actual retiree payments.
 - **Staff Recognition:** Thanks to Carissa Bear for thorough audit preparation; auditors noted minimal correctable items and praised the overall quality of preparation.
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B. Capital Improvement Plan (CIP) & Grants

- Continued collaboration with Weber Ghio & Associates (WGA) on CIP development and associated projects. (Ongoing)
- Ongoing coordination with WGA and the Hotel Project developer on water model, infrastructure design, and system capacity. (Ongoing)
- Planning Grant to be finalized 12/01/2025; staff will review closeout documents with WGA.
- Staff evaluating draft CIP projects for future construction grant applications.

C. Dam Safety & Regulatory Compliance (FERC & DSOD)

- FERC Part 12D Periodic Inspection: Coordination continues with GFT, GEI, and FERC. (Ongoing)
 - Emergency Action Plan (EAP): Joint exercise completed 11/05/2025 with East Bay MUD, PG&E, and Jackson Valley Irrigation District. Reviewed emergency procedures and inter-agency coordination.
 - Outstanding FERC Items:
 - Supplemental Technical Information Document (STID, 2006) – est. \$80K
 - Owners Dam Safety Plan (ODSP, 2013) – est. \$35K
 - Dam Safety Surveillance Monitoring Plan (DSSMP, 2017) – est. \$40K
 - Operations & Maintenance Manual – internal update
 - Emergency Action Plan – update needed for notification charts
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D. Infrastructure & Development Projects

- Backwash / UMWRA Grant Update:
Staff recommends redirecting the previously approved UMWRA grant from the Backwash Reclaim Project to the Rich Gulch water main replacement project. It is industry standard to include an engineer-prepared project scope and cost estimate for a complete and competitive application. New project description, workplan, budget, schedule, and line up the quantified benefits of the pipeline replacement project with what was proposed in the Backwash project. This strengthens credibility and accuracy. Staff and WGA are prepared to move forward pending Board authorization.
 - Grant Coordination: Waiting for application amendment paperwork; Woodard & Curran to coordinate changes with DWR and UMWRA. Board update scheduled for 12/16/2025.
 - New Connection Inquiries:
 - Calaveras County / Stanislaus Housing Authority: Ongoing review; no status change. (No change from November)
 - Fairfield Inn Project: Reviewing updated water model and staff/engineering costs. Findings and recommendations to be presented after developer confirms funding and scope; potential follow-up meeting in January Board meeting.
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E. Legal & Administrative Matters

- Property & Gate Access: Legal counsel reviewing CPUD property and gate access for neighboring property; title search ongoing.
 - Historical Publication: District's 1999 publication, *The History of the Calaveras Public Utility District*, has been posted to CalaverasHistory.org.
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F. Personnel Updates

- Field Operations – Crew Vacancy: Recruitment initiated for Water Distribution/Treatment Plant Operator; interviews scheduled for December 2025.
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G. Operational Oversight

- Capital Equipment Purchases:
 - Vehicles: 2026 Chevrolet Equinox \$31,667.91; Chevrolet Trax \$25,832.77 – total \$57,500.68 (surplus \$12,499.32 from \$70,000 budget).
 - Bobcat Excavator: \$87,789.18
 - Equipment Trailer: \$13,692.10
 - Total capital expenditures \$158,981.96 of \$170,000 budget
 - Billing System: Evaluating addition of CUSI ACH payment option; implementation ongoing.
 - Continued oversight of staff, system maintenance, customer service, and regulatory compliance.
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NEXT STEPS

- Maintain oversight of daily operations.
- Continue collaboration with WGA to finalize CIP; schedule review with Ad Hoc Committee and full Board.
- Coordinate with FERC, GFT, and GEI on Part 12D inspections.
- Recruit Water Distribution/Treatment Plant Operator.
- Update granting agencies on Backwash Reclaim Project and monitor funding opportunities.
- Continue review of new water connections to ensure compliance and capacity.
- Prepare materials and recommendations for Board approval once project scopes are finalized.
- Monitor and finalize capital equipment procurement.
- Implement ACH payment option for customers.

Respectfully submitted,



Mathew Roberts
General Manager