

## AMENDED AGENDA

### MISSION STATEMENT

"Our team is dedicated to protecting, enhancing, and developing our rich water resources to the highest beneficial use for Calaveras County, while maintaining cost-conscious, reliable service, and our quality of life, through responsible management."

**Regular Meeting Date:**  
Wednesday, April 9, 2014  
9:00 a.m.

Calaveras County Water District  
120 Toma Court, (PO Box 846)  
San Andreas, California 95249

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at 209-754-3028. Notification in advance of the meeting will enable CCWD 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 CCWD for review by the public.

### ORDER OF BUSINESS

#### CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

2. PUBLIC COMMENT

At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work through 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 five minutes per person.

3. CONSENT AGENDA

The following items are expected to be routine / non-controversial. Items will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed for later discussion.

3a Approval of Minutes for the Board Meeting of March 12, 2014

3b Ratify Claim Summary #505 Secretarial Fund in the Amount of \$1,265,344.39  
for March 2014  
(Patricia Christensen, Auditor-Controller) **RES 2014-\_\_\_\_\_**

4. OLD BUSINESS

4a\* Update of the Western Calaveras County Ag Study  
(Mitchell Dion, General Manager & Jeffrey Meyer, Director of Administrative Services)

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#### BOARD OF DIRECTORS

Scott Ratterman, President      Jeff Davidson, Vice President  
Robert Dean, Director      Don Stump, Director      Dennis Dooley, Director

5. **NEW BUSINESS**

- 5a Discussion / Action regarding Calling General District Election  
(Mitchell Dion, General Manager) **RES 2014-\_\_\_\_\_**
- 5b Discussion / Action regarding Approval / Acceptance of a Planning Grant from  
the State Water Resources Control Board for a Regional Sludge Facility  
(Bill Perley, Director of Utility Services and Engineering) **RES 2014-\_\_\_\_\_**
- 5c Discussion / Action regarding Approval of Engineering and Design Contract  
with Coleman Engineers for the Ebbetts Pass Techite Water Pipeline Replacement  
Project, CIP # 11084  
(Charles Palmer, Associate Civil Engineer) **RES 2014-\_\_\_\_\_**
- 5d Discussion / Action regarding Approval to Recruit / Hire District Engineer  
(Mitchell Dion, General Manager) **RES 2014-\_\_\_\_\_**

6.\* **COMMITTEE REPORTS**

7.\* **LEGISLATIVE UPDATE**

8.\* **BAY DELTA ISSUES**

9. **REPORTS**

Accept Department Status Reports as follows:

- Mitchell Dion, General Manager
- Patricia Christensen, Auditor-Controller
- Jeffrey Meyer, Director of Administrative Services
- Bill Perley, Director of Utility Services and Engineering

10.\* **BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

11. **NEXT BOARD MEETINGS**

- Wednesday, April 23, 2014, 9:00 a.m., Board Workshop
- Wednesday, May 14, 2014, 9:00 a.m., Regular Board Meeting

12. **ADJOURNMENT**

Item 4a added to the agenda

\*No information included in packet

# CALAVERAS COUNTY WATER DISTRICT

## Board of Directors

District 1      Scott Ratterman  
District 2      Robert Dean  
District 3      Don Stump  
District 4      Dennis Dooley  
District 5      Jeff Davidson

## Legal Counsel

Burke, Williams and Sorensen, LLP

Downey Brand:  
Kevin O'Brien  
Matthew Weber  
Jennifer Madden

## Financial Services

Umpqua Bank / Wells Fargo Bank  
US Bank  
Union Bank

## Auditor

Bryant L. Jolley, CPA

## CCWD Committees

\*Engineering Committee  
\*Finance Committee  
\*Legislative Committee  
\*Highway 4 Corridor Committee  
Executive Committee (*ad hoc*)  
Operations Headquarters Committee (*ad hoc*)  
Tunnel Tap Committee (*ad hoc*)

## Membership\*\*

Davidson / Dooley (alt. Stump)  
Stump / Ratterman (alt. Dean)  
Dean / Davidson (alt. Stump)  
Stump / Dooley (alt. Ratterman)  
Ratterman / Davidson (alt. Dooley)  
Davidson / Stump  
Stump / Dooley

## Joint Power Authorities

Calaveras-Amador Mokelumne River Authority (CAMRA)  
Calaveras Public Power Agency (CPPA)  
Upper Mokelumne River Watershed Authority (UMRWA)  
ACWA / JPIA

Dean / Ratterman (alt. Stump)  
Larry Diamond (alt. Dooley)  
Stump (alt. Dean)  
Ratterman (alt. Dean)

## Other Regional Organizations of Note

Mountain Counties Water Resources Association (MCWRA)  
Mokelumne River Association (MRA)  
Calaveras County Parks and Recreation Committee  
Tuolumne-Stanislaus Integrated Regional Water Program  
LAFCO

All Board Members  
All Board Members  
Ratterman (alt. Davidson)  
Dean (alt. Dooley)  
Ratterman (alt. Davidson)

- \* Standing committees, meetings of which require agendas & public notice 72 hours in advance of meeting.
- \*\* The 1<sup>st</sup> name listed is the committee chairperson.

RESOLUTION NO. 2014-11  
ORDINANCE NO. 2014-01

**MINUTES**

**CALAVERAS COUNTY WATER DISTRICT  
REGULAR BOARD MEETING  
MARCH 12, 2014**

Directors Present: Scott Ratterman, President  
Jeff Davidson, Vice President  
Bob Dean, Director  
Don Stump, Director  
Dennis Dooley, Director

Staff Present: Mitchell Dion, General Manager  
Larry Diamond, Assistant to the General Manager  
Mona Walker, Clerk of the Board  
Lynn Gentry, Director of Support Services  
Stacey Lollar, HR Manager  
Patti Christensen, Auditor-Controller  
Jeff Meyer, Director of Administrative Services  
Teresa Tanaka, Regulatory Programs Manager

Others Present: Ken Duncan  
Brandon Towne, CCTV  
Mike Morris, Union Democrat  
Paul Stein  
Joel Metzger, Calaveras Enterprise  
Marti Crane  
Aric and Suzette Glanville  
Dale Pilgeram  
Katherine Evatt, Foothill Conservancy  
Pete Bell, Foothill Conservancy  
Cameron Weist, The Weist Law Firm

**ORDER OF BUSINESS**

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**1. ROLL CALL**

President Ratterman called the Regular Board Meeting to order at approximately 9:00 a.m. All Board Members were present.

2. **PUBLIC COMMENT**

There was no public comment.

3. **CONSENT AGENDA**

**MOTION:** Directors Dooley / Stump – Approve Consent Agenda Items:  
3a, Minutes for the Board Meetings of February 12 and February 26, 2014; 3b, Adopt Resolution No. 2014-11 Ratifying Claim Summary #504 Secretarial Fund in the Amount of \$1,252,522.10 for February 2014; 3c, Adopt Resolution No. 2014-12 Approving Authorized Signers on Wells Fargo Bank Investment Custodian Account Transactions; and 3d, Adopt Resolution No. 2014-13 Approving Authorized Signatures for LAIF Investment Transactions

- 3a Approval of Minutes for the Board Meetings of February 12 and February 26, 2014
- 3b Ratify Claim Summary #504 Secretarial Fund in the Amount of \$1,252,522.10 for February 2014  
(Lynn Gentry, Director of Support Services) **RES 2014-11**
- 3c Approving Authorized Signers on Wells Fargo Bank Investment Custodian Account Transactions  
(Lynn Gentry, Director of Support Services) **RES 2014-12**
- 3d Approval of Authorized Signatures for LAIF Investment Transactions  
(Lynn Gentry, Director of Support Services) **RES 2014-13**

**AYES:** Directors Dooley, Stump, Davidson, Dean and Ratterman  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

4. **OLD BUSINESS**

- 4a Discussion / Action regarding Approval of Financial Agreements for CCWD's \$6.4 Million Water and Wastewater Capital Loan Improvement Program  
(Jeffrey Meyer, Director of Administrative Services) **RES 2014-14**

**MOTION:** Directors Davidson / Stump – Adopt Resolution No. 2014-14 Approving Financial Agreements for CCWD's \$6.4 Million Water and Wastewater Capital Loan Improvement Program

**DISCUSSION:** Mr. Meyer addressed the Board of Directors giving a PowerPoint summary on the financing of the water and wastewater capital improvement loan program. He stated that that private placement for loan securities will be issued instead of selling bonds and he reviewed the key factors of assessing the bid proposals received from several banks. The proposed loan

amounts for both water and wastewater CIP projects is \$6.4 million with a seven year loan time frame. There was some discussion as to committing to a five or seven year bank loan. Mr. Meyer answered related questions from the Board Members

Mr. Cameron Weist addressed the Board of Directors answering questions related to the loan proposal, loan negotiations, and length of loan. He stated that the directive from the Board of Directors will be implemented when the general manager negotiates the loan contracts.

**PUBLIC COMMENT:** Mr. Dale Pilgeram inquired about the prepayment options to the water and sewer loans. Mr. Meyer responded.

Mr. Ken Duncan stated that he is more comfortable with a five year time frame for the loans and confirmed that the loan funding will be used only for the repair and replacement schedule. He commented on the negative cash flow for the wastewater projects.

**AYES:** Directors Davidson, Stump, Dean, Dooley and Ratterman  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

5. **NEW BUSINESS**

5a Discussion / Action regarding Employee Recognition Program  
(Stacey Lollar, HR Manager) **RES 2014-15**

**MOTION:** Directors Davidson / Stump – Adopt Resolution No. 2014-15  
Recognizing and Honoring Lynn Gentry for her Years of Service  
at CCWD

**DISCUSSION:** Ms. Lollar addressed the Board of Directors calling Lynn Gentry to the podium reading a framed resolution commending Lynn Gentry for her years of service at the District and wishing her well in her upcoming retirement. The Board Members each thanked Ms. Gentry for her considerable knowledge and guidance to CCWD.

**PUBLIC COMMENT:** There was no public comment.

**AYES:** Directors Davidson, Stump, Dean, Dooley and Ratterman  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**RECESS** was called at 10.47 a.m. **SESSION RESUMED** at 10:50 a.m.

5b Discussion / Action regarding Toilet Rebate Program  
(Jeffrey Meyer, Director of Administrative Services)

**MOTION:** Directors Davidson / Stump – Approved the Toilet Rebate Program  
as Presented; \$12,000 Program funding to come from the Water  
Resources Budget

**DISCUSSION:** Mr. Dion provided a PowerPoint presentation on the District's proposed toilet rebate program and summarized the eligibility of receiving a \$25 rebate for each toilet replacement. Director Davidson asked how the program was budgeted. Mr. Dion indicated there is \$12,000 from the water resources budget committed to this program.

**PUBLIC COMMENT:** Ms. Katherine Evatt commented that she was glad that CCWD started the program.

Mr. Dale Pilgeram asked questions relating the proof of purchase of the new toilets and how will individuals be paid.

**AYES:** Directors Davidson, Stump, Dean, Dooley and Ratterman  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

5c Discussion / Action regarding Contract Renewal with Carmen Group, Legislative Advocates in Washington, DC  
(Mitchell Dion, General Manager) **RES 2014-16**

**MOTION:** Directors Davidson / Stump – Adopt Resolution No. 2014-16  
Approving a One Year Contract Renewal with Carmen Group,  
Term from March 1, 2014 through February 28, 2015

**DISCUSSION:** Mr. Dion provided the status of the Carmen Group legislative activities and indicated that a one year contract renewal at a monthly cost of \$5,500 was up for consideration. Director Dooley voiced his concern and felt that CCWD has not received a positive benefit from Carmen Group's efforts

**PUBLIC COMMENT:** There was no public comment.

**AYES:** Directors Davidson, Stump, Dean and Ratterman  
**NOES:** Director Dooley  
**ABSTAIN:** None  
**ABSENT:** None

5d Discussion / Action regarding Mokelumne River Wild and Scenic Designation  
(Director Davidson)

**DISCUSSION:** Director Davidson stated that he wanted to bring the issue forward for an update and question if CCWD wanted to support the Mokelumne River Wild and Scenic Designation. The County Board of Supervisors had adopted a resolution in February supporting the designation for a portion of the Mokelumne River extending from the Salt Springs Dam on the North Fork to the upstream boundary of Pardee Reservoir. Director Stump voiced his concerns and does not want to commit the Mokelumne River to a wild and scenic designation. Director Dooley expressed his views and feels the District should not support the designation. There was considerable discussion on the matter.

**PUBLIC COMMENT:** Mr. Pete Bell addressed the Board of Directors commenting that the Foothill Conservancy has worked constructively with CCWD and that the proposed designation support by CCWD would not have any negative impact to the stretch of river to be designated. He indicated the wild and scenic designation is supported by many agencies and offered to meet with the CCWD Board to further discuss or provide more information on the subject.

Ms. Marti Crane voiced her opinion and support to the wild and scenic designation of the Mokelumne River.

Mr. Sean Seal, owner of Sierra Nevada Company, spoke about the loss of white water rafting recreation and their revenue loss on the rivers in Calaveras County. He encouraged CCWD to support the designation of the river.

Ms. Katherine Evatt commented on the quality of the Mokelumne River and agency projects on the river.

President Ratterman stated that the Board of Directors has insufficient information to make any commitment on the wild and scenic designation at this time and suggested that CCWD hold a future workshop on the matter. Mr. Dion stated that it would take a couple of months to gather information and core documents for the Board Members to review.

**RECESS** was called at 11:15 a.m. **SESSION RESUMED** at 11:25 a.m.

- 5e Discussion / Action regarding Amending the District's Rules & Regulations Governing the Furnishing of Water and/or Wastewater Services, Article III, Section 21E, with addition of Granting and Accepting Capacity Transfers (Mitchell Dion, General Manager) **RES 2014-17**

**MOTION:** Directors Dean / Stump ~ Adopt Resolution No. 2014-17 Amending the District's Rules & Regulations Governing the Furnishing of Water and/or Wastewater Services, Article III, Section 21E, with the Addition of Granting and Accepting Capacity Transfers

**DISCUSSION:** Mr. Meyer described the proposed amendment to add a policy of granting and accepting capacity transfers of water and/or sewer to the District's Rules & Regulations. He explained the specifics in the amendment. Director Dooley asked questions relating to the new policy and proposed capacity transfer.

**PUBLIC COMMENT:** Mr. Glanville addressed the Board of Directors and explained his situation, how this will impact his properties, and why he requested to transfer his water and/or sewer capacity.

**AYES:** Directors Davidson, Stump, Dean and Ratterman  
**NOES:** Director Dooley  
**ABSTAIN:** None  
**ABSENT:** None



- 5f Discussion / Action regarding Approval of Engineering Services Agreement with HDR for Tank Management Plan  
(Jeffrey Meyer, Director of Administrative Services)

**MOTION:** Directors Stump / Dean – Approve Engineering Services Agreement with HDR for Tank Management Plan for \$116,722, funds to come from the FY 2013-14 Capital Improvement Program Budget

**DISCUSSION:** Mr. Dion explained the importance of approving the contract which is critical to getting the repair and replacement projects started. President Ratterman asked about the use of local engineering firms. Mr. Dion answered questions from the Board Members.

**PUBLIC COMMENT:** There was no public comment.

**AYES:** Directors Stump, Dean, Dean, Dooley and Ratterman  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

6. **COMMITTEE REPORTS**

Tunnel Tap Committee – Director Stump reported that he and Director Dooley made a site visit and a full report is forthcoming.

7. **LEGISLATIVE UPDATE**

Mr. Dion provided the Board of Directors a handout of legislative updates.

8. **BAY DELTA ISSUES**

Nothing to report

9. **REPORTS**

Accept Department Status Reports as follows:

- Mitchell Dion, General Manager reported on monthly drought conditions; current capital repair and replacement revenues; Washington, DC summary; Proposition 84 grant opportunities; and water bond initiative.
- Lynn Gentry, Director of Support Services – nothing to report.
- Jeffrey Meyer, Director of Administrative Services – nothing to report.
- Bill Perley, Director of Utility Services and Engineering – nothing to report.

10. **BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

Director Davidson – nothing to report.

Director Stump reported on his attendance at a Murphys Sanitary District meeting; a February 28<sup>th</sup> meeting with the Department of Water Resources; Mountain Counties Water Resources Association meeting on March 4<sup>th</sup> and an IRWM committee meeting; Ebbetts Pass Property Owners Association meeting on March 5<sup>th</sup>; Tunnel Tap tour on March 7<sup>th</sup>; Tuolumne Utilities District water transfer meeting; and a Columbia College drought presentation on March 13<sup>th</sup>. He requested to have an Operations Building Committee meeting and requested an update on District's county agriculture map at the next Board meeting.

Director Dean reported on his attendance at an ACWA water management meeting on March 11<sup>th</sup>; and he will be attending a Calaveras-Amador Mokelumne River Authority meeting on March 19<sup>th</sup>. He requested to schedule a Legislative Committee meeting.

Director Dooley asked about the status on a customer complaint letter received. He asked to hold an Engineering Committee meeting and review policy.

Director Ratterman reported that he would be attending a Parks & Recreation meeting tonight; and the Executive Committee will be meeting to review priorities.

**11. NEXT BOARD MEETINGS**

- Wednesday, March 26, 2014, 9:00 a.m., Regular Board Meeting
- Wednesday, April 9, 2014, 9:00 a.m., Regular Board Meeting

**12. ADJOURNMENT**

With no further business, the meeting adjourned at approximately 12:32 p.m.

By:

ATTEST:

\_\_\_\_\_  
Mitchell S Dion  
General Manager

\_\_\_\_\_  
Mona Walker  
Clerk of the Board

**RESOLUTION NO. 2014-**

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

**APPROVING CLAIM SUMMARY NO. 505**

**WHEREAS**, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT has reviewed and considered Claim Summary Number 505 at the Regular Meeting held on April 9, 2014; and

**WHEREAS**, Board Members have resolved questions, issues, or concerns by consultation with District staff during said meeting.

**NOW, THEREFORE, BE IT RESOLVED** by the CALAVERAS COUNTY WATER DISTRICT Board of Directors that Claim Summary Number 505 in the amount of \$1,265,344.39 for the month of March 2014 pursuant to California Water Code 31302 is hereby approved.

**PASSED AND ADOPTED** this 9th day of April 2014 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

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Scott Ratterman, President  
Board of Directors

**ATTEST:**

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Mona Walker  
Clerk of the Board

**Calaveras County Water District  
Claim Summary # 505**

Certificate of Administrative Officer

The services listed on the within schedules were actually rendered by the close of the current month. The articles listed on the schedules within and the supporting invoices were actually delivered, or payment therefore is properly due prior to delivery. To the best of my knowledge all claims made are in accordance with adopted Board policies and/or other Board actions and are in compliance with all applicable laws. The claimants named on the within schedules are each entitled to the amount set opposite their respective names.

  
\_\_\_\_\_  
Patricia Christensen  
Auditor-Controller

1. March 2014 payroll checks issued on 03/15/2014	137,429.75
2. March 2014 payroll checks issued on 03/31/2014	137,588.49
3. March 2014 compensation to Directors	2,674.04
4. Vendor payments for March 1 through 31, 2014	691,167.44
5. Other payroll related costs	<u>296,484.67</u>

**Claim Summary Total**                      **\$1,265,344.39**

Calaveras County Water District  
 AP Disbursement Summary  
 March 1-31, 2014

CCWD Operating Expenditures		\$ 424,410.08
Expenditures to be reimbursed from other agencies	(A)	148,413.10
Expenditures to be reimbursed from grant agreements	(B)	-
Fiduciary Payments (funds collected prior to expenditure)	(C)	18,732.14
Partial Reimbursement	(D)	99,612.12
Total Payments		\$ 691,167.44

Check No.	Vendor/Employee	Transaction Description	Date	Amount
116835	A T & T	Phone 02/14 - Dorrington P/S	03/07/2014	33.03
116843	A T & T	Phone 02/14 - JLTC	03/07/2014	101.44
116838	A T & T	Phone 02/14 - Hunter's	03/07/2014	17.10
116839	A T & T	Phone 02/14 - Azalea L/S	03/07/2014	14.54
116840	A T & T	Phone 02/14 - CCWHSE	03/07/2014	12.31
117049	A T & T	Telephone 02/14	03/28/2014	1,131.18
116904	A T & T	Leased Lines 03/14	03/14/2014	63.10
116844	A T & T MOBILITY	Cell Phone 02/14 - Brown	03/07/2014	101.81
117050	A T & T U-VERSE	Internet Connection 02/14 - LC/White Pines Barn	03/28/2014	65.00
116906	A TEEM ELECTRICAL ENG INC	SCADA Upgrade Training Session	03/14/2014	1,530.00
116845	ACWA	ACWA Region 3/MCWRA Joint Program - Meyer	03/07/2014	30.00
116982	ACWA/JPIA	Property Program Renewal 04/14-04/15	03/21/2014	64,409.00
116983	ACWA/JPIA	Dental 04/14	03/21/2014	6,694.24 (D)
116983	ACWA/JPIA	Vision 04/14	03/21/2014	1,243.52
116983	ACWA/JPIA	EAP 04/14	03/21/2014	156.86
116983	ACWA/JPIA	Retiree Dental 04/14	03/21/2014	2,633.48
116983	ACWA/JPIA	Retiree Vision 04/14	03/21/2014	593.92
117051	ACWA/JPIA	Fidelity Program 4/14-4/15	03/28/2014	517.00
116846	ADVANCED AUTOMOTIVE & TIRE	Replace Hub Bearing Assembly - Vehicle #534	03/07/2014	253.38
116847	AFLAC	Aflac 02/14	03/07/2014	1,932.14 (C)
116848	ALCAL GLASS AND SUPPLY	Hardware/Supplies - EP Shop	03/07/2014	374.87
116848	ALCAL GLASS AND SUPPLY	Hardware/Supplies - White Pines Barn	03/07/2014	140.63
116849	ALDERSON FENCING	Fence Rental - Poker Flat L/S #9, 10 & 11	03/07/2014	80.00
116850	ALHAMBRA DRINKING WATER	Water/Cooler Rental 02/14 - JL/LC	03/07/2014	111.10
116984	ALL PHASE ELECTRIC SUPPLY CO	Starters (2) - WPWWTP	03/21/2014	308.88
117031	ALL PHASE ELECTRIC SUPPLY CO	VFD's (2)/Connector Sealing Pack - FMWWTP Belt Press	03/21/2014	1,239.82
116851	ALLIED ELECTRONICS, INC	Resistors - CCWHSE Stock	03/07/2014	140.37
116907	AMERIPRIDE SERVICES, INC	Monthly Uniform Service	03/14/2014	1,737.92
117082	AMERITRADE TRUST COMPANY	FTJ Deferred Comp 03/14	03/28/2014	1,400.00 (C)
EFT	ANTHEM-BLUE CROSS	Health Insurance, Employees March 2014	03/05/2014	92,917.88 (D)
EFT	ANTHEM-BLUE CROSS	Health Insurance, Retirees March 2014	03/05/2014	32,206.47
117052	APERIO, INC	Groundwater Monitoring Reports - MW/IR/CC	03/28/2014	3,055.00
116852	ARNOLD AUTO SUPPLY	Maintenance/Repair Parts - EP Equipment/Vehicles	03/07/2014	840.61
116908	ARNOLD TIRE	Tire Installation - Vehicle #529	03/14/2014	80.00

AP DISBURSEMENTS  
March 1-31, 2014

Check No.	Vendor/Employee	Transaction Description	Date	Amount
116908	ARNOLD TIRE	Tires/Wheel - FM Aerator Removal Tool	03/14/2014	427 64
116985	ARNOLD TIRE	Tires (2) - Case 580E Backhoe	03/21/2014	603 94
116885	BRANDON TOWNE	Board Meeting Videography 01/15-02/26	03/07/2014	574 75
116853	BRUCE WHITTLE ELECTRIC	Lift Station Control Panels (2) - Poker Flat L/S #9, 10 & 11	03/07/2014	26,660 00
116886	BURKE, TIFFANY	Travel 02/14	03/07/2014	31 25
116953	CALAVERAS COUNTY	Hazmat Response Plan - WPWTP/WPWWTP	03/14/2014	426 00
116887	CALAVERAS COUNTY CHAMBER	Booth Rental - Home and Garden Show	03/07/2014	400 00
117045	CALAVERAS COUNTY PUBLIC WORKS	Fly In Acres Encroachment Permits	03/25/2014	8,000.00 (C)
116954	CALAVERAS FIRST COMPANY INC	Employment Ad	03/14/2014	312 60
116955	CALAVERAS LUMBER CO INC	Hose/Phone/Tote - CCWTP	03/14/2014	214 58
116955	CALAVERAS LUMBER CO INC	Pipe Insulation/Tee/Seal Tape/Clamps/Plants - OP HQ	03/14/2014	235 02
116955	CALAVERAS LUMBER CO INC	Tools/Hardware/PVC Parts/Trash Cans - DFVCTO WWTP	03/14/2014	571 99
116955	CALAVERAS LUMBER CO INC	Power Washer/Gloves/Hose - CC	03/14/2014	278 92
116955	CALAVERAS LUMBER CO INC	Lumber/Rebar/Sonotube - Poker Flat L/S #9 & 10	03/14/2014	402 38
116955	CALAVERAS LUMBER CO INC	Extension Cord/Bushing/Ball Valve - Collections Crew	03/14/2014	123 06
116955	CALAVERAS LUMBER CO INC	Silt Fencing - Arnold Leak Repair	03/14/2014	25 82
116909	CALIFORNIA WASTE RECOVERY SYSTEMS	Refuse Disposal 02/14	03/14/2014	731 49
116910	CALIFORNIA WELDING SUPPLY CO	Welding Supplies - JL Shop	03/14/2014	117 05
116855	CALTEL	Leased Lines 02/14	03/07/2014	1,206 29
116856	CARBON COPY INC	Copies/Copier Maintenance	03/07/2014	97 42
116988	CARBON COPY INC	Copy Machine Supplies	03/21/2014	106 25
EFT	CARDMEMBER SERVICES - VISA	IRWM Meeting - Dean	03/28/2014	33 00
EFT	CARDMEMBER SERVICES - VISA	ACWA Legislative/RWM Headwater Meeting - Dean	03/28/2014	101.57
EFT	CARDMEMBER SERVICES - VISA	ACWA Conf/DC Trip/ACWA Legislative Meeting - Dion	03/28/2014	1,324 97
EFT	CARDMEMBER SERVICES - VISA	CSFMO/CMTA Workshop - Christensen	03/28/2014	223 96
EFT	CARDMEMBER SERVICES - VISA	D4 Certification Review Class - Turner	03/28/2014	200.16
EFT	CARDMEMBER SERVICES - VISA	Supervisor Training - Rose/Lunsford	03/28/2014	398 00
EFT	CARDMEMBER SERVICES - VISA	Backup Officer/Director Internet Connection	03/28/2014	26 90
EFT	CARDMEMBER SERVICES - VISA	Internet Connection - DFVCTO WWTP	03/28/2014	61 54
EFT	CARDMEMBER SERVICES - VISA	Prepaid Cell Phones - Field Staff	03/28/2014	350 00
EFT	CARDMEMBER SERVICES - VISA	Recruiting - Employment Ads	03/28/2014	1,845.50
EFT	CARDMEMBER SERVICES - VISA	Flanged Tank Fittings - Poker Flat L/S #9, 10 & 11	03/28/2014	1,300 04
EFT	CARDMEMBER SERVICES - VISA	Jack Ram/Hub/Spindle End Unit - FMWWTP	03/28/2014	211 20
EFT	CARDMEMBER SERVICES - VISA	Ozone Analyzer UV Bulb Replacement - JL	03/28/2014	555.32

AP DISBURSEMENTS  
March 1-31, 2014

Check No.	Vendor/Employee	Transaction Description	Date	Amount
EFT	CARDMEMBER SERVICES - VISA	Pressure Washer - District Generator Maintenance	03/28/2014	2,382.01
EFT	CARDMEMBER SERVICES - VISA	Office/Meeting Supplies	03/28/2014	124.03
EFT	CARDMEMBER SERVICES - VISA	Brake Release Cable - Vehicle #131	03/28/2014	28.59
116990	CARSON HILL ROCK PRODUCTS	Road Base/Pump Truck/Concrete - Saddle Creek L/S #2	03/21/2014	1,967.85
116990	CARSON HILL ROCK PRODUCTS	Road Base - EP Leak Repairs	03/21/2014	165.28
116858	CED CREDIT	Meter Plugs - CCWHSE	03/07/2014	904.87
116858	CED CREDIT	Meters/Hub Cap/Thermal Units - Poker Flat L/S #9, 10 & 11	03/07/2014	1,831.24
116911	CED CREDIT	Steel/Bushings/GFCI/Receptable Box - Poker Flat L/S #9, 10 & 11	03/14/2014	944.36
116991	CED CREDIT	PG&E Rated Traffic Box - Poker Flat L/S #10	03/21/2014	1,793.91
116859	CHEVRON AND TEXACO	Fuel 02/14	03/07/2014	4,043.99
117053	CHEVRON AND TEXACO	Fuel 03/14	03/28/2014	3,916.68
117032	CHRISTENSEN, PATRICIA	Reimburse CHP Accident Report	03/21/2014	10.00
116860	CITY OF ANGELS	Sewer Service 02/14	03/07/2014	4,695.23
117054	CLARK PEST CONTROL	Pest Control	03/28/2014	682.16
117055	COMCAST CABLE	Internet Connection	03/21/2014	1,110.00
117034	COPPER COVE AT LAKE TULLOCH	2014 HOA Assessments	03/21/2014	54,495.89
116993	CPPA	Power 02/14	03/28/2014	100.00
117056	CPS HR CONSULTING	Employment Testing	03/07/2014	264.62
116863	CPUD	Water Service 02/14	03/07/2014	75.57
116889	CRUMPACKER, BRIAN	Reimburse Ignition Core Training	03/14/2014	148.00
116957	CWEA-TCP	Membership Renewal - Harris	03/14/2014	732.38
116914	D&T FIBERGLASS	Wet Well Pipe Hubs/Pipe Stubs - Poker Flat L/S #9, 10 & 11	03/14/2014	4,862.02
116915	DATAPROSE	UB Statement Processing 02/14	03/14/2014	136.45
116864	DAVE'S PIT STOP AUTO SHOP	Service - Vehicle #521	03/07/2014	47.04
117057	DAVIDSON, JEFF	Travel 03/14	03/21/2014	255.40
117036	DAVIS-KING & ASSOCIATES	Reach 3A Archeological Services	03/07/2014	38.00
116890	DEAN, ROBERT	Chamber of Commerce/ACWA Board Meetings	03/28/2014	404.32
117058	DEAN, ROBERT	Travel 03/14	03/21/2014	2.89
116994	DELTA TRUCK CENTER	Power Steering Pump Gasket - Vehicle #126	03/07/2014	22.35
116891	DION, MITCHELL	Reimburse Meeting Supplies	03/28/2014	155.68
117059	DOOLEY, DENNIS	Travel 03/14	03/14/2014	83.78
116959	DOWNEY BRAND ATTORNEYS LLP	Legal Services 02/14	03/21/2014	4,440.38
116996	DOWNEY BRAND ATTORNEYS LLP	Legal Services 01/14	03/14/2014	2,101.19
116916	EBBETTS PASS GAS SERVICE	Fuel 02/14	03/14/2014	



AP DISBURSEMENTS

March 1-31, 2014

Check No.	Vendor/Employee	Transaction Description	Date	Amount
116917	ECORP CONSULTING, INC	Compiling/Processing CCWD Water Rights	03/14/2014	1,503.92
116998	EL DORADO SEPTIC SERVICE, INC	Portable Toilet Service - Poker Flat L/S's	03/21/2014	94.60
116999	EQUARIUS WATERWORKS	Meters (80) - LCWHSE	03/21/2014	7,478.19
116865	ESRI	Annual Maintenance 02/14-02/15	03/07/2014	1,867.50
116918	EUROFINS EATON ANALYTICAL, INC	Water Testing 02/14	03/14/2014	1,000.00
116866	FARM AND AUTO SUPPLY INC	Maintenance/Repair Parts - Equipment/Vehicles	03/07/2014	514.37
117000	FASTENAL	Screwdriver Set/Socket Set/Flex Keys - Hunter's	03/21/2014	224.78
117060	FEDERAL ENERGY REGULATORY COMM	CA Alpine 02409 10/13-09/14	03/28/2014	121,813.10 (A)
117001	FERGUSON ENTERPRISES, INC 1423	Fittings/Couplings/Supplies - WPPWWTP Filter Pump Repairs	03/21/2014	232.57
117061	FERGUSON ENTERPRISES, INC 1423	Galvanized Fittings - WPPWWTP	03/28/2014	2,338.69
116919	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 02/14 - Wallace	03/14/2014	85.00
116867	FROGGY'S AUTO WASH & LUBE	Maintenance - Vehicle #120	03/07/2014	21.95
117002	GCVCSC	Pump Station Maintenance Class - 13 Field Staff	03/21/2014	330.00
116920	GE CAPITAL	Copier Lease (2)	03/14/2014	589.87
116868	GENERAL PLUMBING SUPPLY CO INC	Sewer Wye/PVC Fittings - Poker Flat L/S #10	03/07/2014	94.13
116868	GENERAL PLUMBING SUPPLY CO INC	Suction Hose/Glove - Collections Crew	03/07/2014	134.75
117003	GFOA	Membership Renewal - Christensen	03/21/2014	150.00
117037	GHX INDUSTRIAL LLC	Hydrant Hose - Vac-Con	03/21/2014	58.95
117037	GHX INDUSTRIAL LLC	Couplings/Clamps/Hose - CC	03/21/2014	349.10
117062	GHX INDUSTRIAL LLC	Coupling - WPPWWTP	03/28/2014	359.34
117062	GHX INDUSTRIAL LLC	Hose/Fittings - District Generators	03/28/2014	976.60
117004	GOLD RUSH INTERNET, LLC	Field Internet/E-Mail	03/21/2014	714.00
116962	GOLDEN STATE CELLULAR	Cell Phone 02/14	03/14/2014	2,203.86
116921	GOLDEN STATE IRRIGATION	Pumps (3) - WPPWWTP	03/14/2014	5,410.00
117005	GOMES, JOHN	Reimburse Office Supplies	03/21/2014	19.66
116922	GOVCONNECTION, INC	AutoCAD Light - Electricians	03/14/2014	820.00
117006	GOVCONNECTION, INC	Hard Drives (4)/Laser Printer - Win7 Upgrades	03/21/2014	1,497.77
116869	GRAINGER	Pressure Tank/Pressure Expansion Tank/Switch - CCRCP	03/07/2014	773.62
116923	GRAINGER	Indicator Lights/Tubing/Driver Set	03/14/2014	274.48
117007	GRAINGER	LED Wall Packs - Southworth/Wallace WWTP	03/21/2014	612.43
117007	GRAINGER	Float Valve/Ball - FMWWTP Belt Press	03/21/2014	319.70
117063	GRAINGER	Cabinet - White Pines Barn	03/28/2014	233.54
117063	GRAINGER	Grease Gun - Construction Crew	03/28/2014	103.09
117063	GRAINGER	Ball Valves/Elbows/Bushings - Hunter's	03/28/2014	286.97

AP DISBURSEMENTS  
March 1-31, 2014

Check No.	Vendor/Employee	Transaction Description	Date	Amount
117063	GRAINGER	Chain Wrench - WPWTP	03/28/2014	121.37
117063	GRAINGER	Cut Off Wheel - JL Shop	03/28/2014	34.06
116924	GRID SME	North Fork Project FERC Licensing Review	03/14/2014	180.00
116925	HACH COMPANY	Sensor Cap - DFVCTO WWTP	03/14/2014	133.17
117039	HACH COMPANY	Reagent Sets - WP/Hunter's	03/21/2014	911.39
117064	HACH COMPANY	Calibration Solution - WPWWTP	03/28/2014	166.20
117064	HACH COMPANY	Probe Electrode - WPWTP	03/28/2014	145.07
117009	HD SUPPLY WATERWORKS	Gate Valves - WPWTP	03/21/2014	511.70
116926	HOBGOODS CLEANING	Janitorial Services 02/14	03/14/2014	1,985.00
117010	HOLT OF CALIFORNIA	Coupling/Seal/Hose Assembly/Window Latch - Backhoes	03/21/2014	338.90
116927	HUGHESNET	Internet Connection - AWWTP	03/14/2014	69.99
116928	HUNT & SONS, INC	Fuel - CC	03/14/2014	828.70
117011	HUNT & SONS, INC	Fuel - WP	03/21/2014	2,631.58
117011	HUNT & SONS, INC	Grease - VacCon Vehicle #135	03/21/2014	428.45
116929	INDUSTRIAL ELECTRICAL CO	Motor - Meadowmont Pump Station	03/14/2014	9,969.39
117065	J CROWLEY GROUP	District Engineer and CIP Management Services	03/28/2014	8,160.00
116930	JENSEN PRECAST	Riser - Poker Flat L/S #9, 10 & 11	03/14/2014	136.59
116967	LAKE TULLOCH TRUE VALUE	Hardware/Supplies/Jig Saw - CCWHSE	03/14/2014	1,361.00
117040	LAKESIDE EQUIPMENT CORP	Control Panel - AWWTP Headworks Screening Unit	03/21/2014	13,571.88
116968	LOLLAR, STACEY	Travel 02/14	03/14/2014	73.36
116931	MAIL FINANCE	Mailing Machine Lease 04/14	03/14/2014	953.45
116870	MANTECA TRUCK ACCESSORIES	Diesel Fuel Reel - Vehicle #592	03/07/2014	1,054.67
117066	MARKSON LAB SALES	Probe Electrode - CC	03/28/2014	187.66
116932	MODESTO WELDING PRODUCTS	Cylinder Rent	03/14/2014	99.00
116933	MOTHER LODGE ANSWERING SERVICE	Answering Services 02/14	03/14/2014	313.91
116871	MOUNTAIN OASIS WATER	Water Cooler Supplies - EP	03/07/2014	86.00
117012	MRI MEURER RESEARCH INC	Sludge Rake Cable - JLWTP BAW Pond	03/21/2014	322.54
116934	MUNICIPAL MAINTENANCE EQUIP	Flange/Inlet Reducer - VacCon #123	03/14/2014	591.31
117090	NASH CHEVRON	Tires (4) - Vehicle #531	03/28/2014	991.66
117067	NATIONAL TOOL WAREHOUSE	Safety Gloves - Stock	03/28/2014	374.60
116935	NEOPOST USA INC	Maintenance Agreement - Folder/Inserter	03/14/2014	125.84
117014	NEW FRONTIER AUTO SUPPLY INC	Repair Parts - VCTO CDF Fire Crew	03/21/2014	330.24
117041	NORDAHL LAND SURVEYING	Survey Services - EP Reach 3A	03/21/2014	505.00
117015	NORTHERN CALIFORNIA WATER ASSN	Joint Defense Cost Sharing - Bay Delta Conservation Plan	03/21/2014	1,190.45

Check No.	Vendor/Employee	Transaction Description	Date	Amount
116936	NTU TECHNOLOGIES INC	Chemicals - CCRCP	03/14/2014	6,042.10
117016	NV5	Design Review Services - CC L/S #22 Replacement	03/21/2014	365.00
116872	ON THE LIGHT SIDE	Heat Lamps (4) - AWWTP Freeze Protection	03/07/2014	42.18
116937	O'REILLY AUTOMOTIVE, INC	Stabilizer/Radiator/Hoses/Anti-freeze - Vehicle #523	03/14/2014	409.07
116937	O'REILLY AUTOMOTIVE, INC	Oil/Filter - WP Backhoe	03/14/2014	299.37
117068	OUTWEST TIRE AND REPAIR	Tire Repair - Vehicle #130	03/28/2014	10.00
117069	P G & E	Power 03/14	03/28/2014	2,946.40
117070	RAINBOW INTERNATIONAL	Cleanup and Restoration - JL Claim	03/28/2014	1,466.29
117071	RATTERMAN, SCOTT	Travel 03/14	03/28/2014	718.08
116938	RECALL SECURE DESTRUCTION SERV	Document Destruction Services 02/14	03/14/2014	53.95
116874	RON COOPER	Paving - Rancho Calaveras	03/07/2014	5,267.85
117019	ROWLEY'S SNOW REMOVAL	Snow Removal - BT Tank Site	03/21/2014	420.00
116939	RYAN HERCO FLOW SOLUTIONS	Plumbing Supplies - WPWTP Cement Tank Repairs	03/14/2014	836.39
117020	RYAN HERCO FLOW SOLUTIONS	PVC Valve - WPWTP Hypo Tank	03/21/2014	303.02
116875	SAN ANDREAS SANITARY DIST	Sewer Fees 02/14	03/07/2014	620.00
116875	SAN ANDREAS SANITARY DIST	Sewer Service 02/14	03/07/2014	248.00
117091	SEIU LOCAL 1021	Union Dues 03/14	03/28/2014	2,600.00 (C)
116971	SENDERS MARKET INC	Caulking Gun/Letter, Number Kit/Bulb - Wallace/Southworth	03/14/2014	92.10
116971	SENDERS MARKET INC	SCADA Computer Batteries/Light Fixture - JL Maint Shop	03/14/2014	41.89
116971	SENDERS MARKET INC	Riser/Adhesive/Insert/Motor - Septic Tank Stock	03/14/2014	1,668.97
116971	SENDERS MARKET INC	Septic Risers - Collection Crew Stock	03/14/2014	806.22
116971	SENDERS MARKET INC	PVC Pipe/Fittings/Insulation - LCWHSE	03/14/2014	99.49
116971	SENDERS MARKET INC	Flashlight - Vehicle #131	03/14/2014	34.39
116971	SENDERS MARKET INC	Janitorial Supplies/Hardware - JL	03/14/2014	74.06
116876	SHERWIN-WILLIAMS	Macropoxy - JLWTP Filters	03/07/2014	134.86
116973	SIERRA FOOTHILL LABS INC	Water Testing 02/14	03/14/2014	5,302.00
117072	SIERRA FOOTHILL LABS INC	Water Testing 03/14	03/28/2014	7,454.00
117073	SIERRA FOOTHILLS CNPS	Landscaping Materials - OP HQ	03/28/2014	469.56
117074	SIERRA JANITORIAL SUPPLY	Janitorial Supplies	03/28/2014	287.99
116940	SIMONDS MACHINERY CO	Flanged Nipple/Clamps - Poker Flat L/S #9, 10 & 11	03/14/2014	272.85
116974	SONORA FIRE & SAFETY EQUIPMENT	Annual Fire Extinguisher Inspection/Testing	03/14/2014	1,857.70
116975	SONORA REGIONAL MEDICAL CENTER	Employee Physical	03/14/2014	120.00
116877	SPENCE RANCH FEED & SUPPLY	Straw - White Pines Barn	03/07/2014	46.76
117021	STAPLES CONTRACT AND COMMERCIAL	Office Supplies	03/21/2014	502.69

AP DISBURSEMENTS

March 1-31, 2014

Check No.	Vendor/Employee	Transaction Description	Date	Amount
117075	STUMP, DON	Travel 03/14	03/28/2014	709.77
116942	SWENDEMAN HARDWARE	Grout - Septic Tank Supplies	03/14/2014	21.48
117043	SWRCB	WVO Gr3 License - Stopper	03/21/2014	300.00
117076	TANAKA, TERESA	Reimburse T2 Certificate	03/28/2014	60.00
116899	TARAP, OLIVER	Reimburse Ignition Core Training	03/07/2014	21.28
117022	TELENATIONAL COMMUNICATIONS	Internet Connection Setup/Service - Wallace	03/21/2014	169.55
116989	THE CARMEN GROUP	Advocacy Services 03-04/14	03/21/2014	12,375.06
116879	TIFCO INDUSTRIES	Fittings/Bulbs/Lociter/Fuses - JL Shop	03/07/2014	715.30
116879	TIFCO INDUSTRIES	Sockets - Vehicle #143	03/07/2014	102.69
117023	TIFCO INDUSTRIES	Welding Helmets (2) - Hunter's Shop	03/21/2014	271.18
117044	TIFCO INDUSTRIES	Screws/Washers/Clamps - EP Stock	03/21/2014	131.59
116943	TRACTOR SUPPLY CO	Web Lifting Slings - Poker Flat L/S #10	03/14/2014	85.96
116880	TREATS GENERAL STORE INC	Meeting Supplies	03/07/2014	12.87
116880	TREATS GENERAL STORE INC	Tools/Hardware/Supplies - OP HQ	03/07/2014	64.20
116900	TURNER, DOUGLAS	Reimburse D4 Review Class	03/07/2014	188.65
116881	UNION DEMOCRAT	Employment Ad	03/07/2014	139.70
116882	UNION PUBLIC UTILITY DISTRICT	Water Service 02/14	03/07/2014	117.00
117077	UNITED PARCEL SERVICE	Shipping 03/14	03/28/2014	82.40
117026	UNIVAR USA INC	Caustic Soda/SLS	03/21/2014	5,500.24
116883	US GEOLOGICAL SURVEY	Streamgauging Program 10/13-09/14	03/07/2014	26,600.00 (A)
116946	USA BLUE BOOK	Hydrant Locks - LCWHSE	03/14/2014	605.44
116946	USA BLUE BOOK	Split Box/Deep Sockets - Vehicle #131	03/14/2014	1,211.73
116946	USA BLUE BOOK	SignalMaster Float Switches - Poker Flat L/S #9, 10 & 11	03/14/2014	900.93
116946	USA BLUE BOOK	SignalMaster Float Switches - CCWHSE Stock	03/14/2014	1,295.42
117027	USA BLUE BOOK	Flange Pack/Reducing Flange - WPWTP	03/21/2014	141.19
116979	VERIZON WIRELESS	Cell Phone 02/14 - Palmer	03/14/2014	143.86
116884	VOLCANO TELEPHONE COMPANY	Internet/Phone 02/14	03/07/2014	368.04
117079	WAGEWORKS	Aflac Admin Fee 02/14	03/28/2014	75.00
116947	WEST POINT LUMBER INC	Socket/U-Bolt - WP	03/14/2014	22.21
117028	WESTECH ENGINEERING, INC	Retainer Screens - JL/CC	03/21/2014	4,983.13
117029	WEX, INC	Fuel 02/14	03/21/2014	7,960.77
117080	WILLDAN	Assessment District Services	03/28/2014	4,800.00 (C)
116948	WILLE ELECTRIC SUPPLY CO INC	Starter/Overload Relays/Timers - WPWWTP	03/14/2014	528.69
116981	WILLE ELECTRIC SUPPLY CO INC	CVR Box - LCWWTP Sludge Pump	03/14/2014	66.10

CCWD  
 AP DISBURSEMENTS  
 March 1-31, 2014

Check No.	Vendor/Employee	Transaction Description	Date	Amount
116981	WILLE ELECTRIC SUPPLY CO INC	Hubs/PVC Bell Ends/Scotch Packs - Poker Flat L/S #10	03/14/2014	207 60
116903	WOOD, JEREMY	Reimburse D2 Review Class	03/07/2014	163 27
117030	WORK BOOTS USA	Safety Boots - Tarap	03/21/2014	127 23
117081	ZANARDI, CHRIS	Reimburse Safety Boots	03/28/2014	186 79
	Employee Medical Reimbursement (23)			6 843 57
	Retiree Health Reimbursement (16)			6 591 23
	Customer Refunds (3)			1 399 72
	Wage Assignments (2)			2 582 00
Total March 2014 A/P Disbursements:				<u>691,167 44</u>

# Agenda Item

DATE April 9, 2014  
TO Board of Directors  
FROM Mitchell Dion, General Manager <sup>MD</sup>  
SUBJECT: Election Consolidation

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## RECOMMENDED ACTION:

Motion: \_\_\_\_\_ / \_\_\_\_\_ adopt Resolution No. 2014-\_\_\_\_ approving to consolidate the District election with the General District Election to be held on November 4, 2014.

## SUMMARY:

The Election Code §10403 requires jurisdictions to file with the Board of Supervisors, and the County Clerk, a resolution requesting consolidation with the Statewide General Election to be held on November 4, 2014. Due to the consolidation of elections, there are four (4) CCWD District seats open for election:

- District 1 (seat currently held by Director Ratterman)
- District 2 (seat currently held by Director Dean)
- District 3 (seat currently held by Director Stump)
- District 4 (seat currently held by Director Dooley)

The candidate filing period for the November 4, 2014 election is July 14 through August 8, 2014 (will extend five days for everyone other than incumbents if incumbents fail to file for re-election).

## FINANCIAL IMPACT:

Estimated election costs will be included in the FY 2014/15 Budget.

**RESOLUTION NO. 2014 -**

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

**CALLING GENERAL DISTRICT ELECTION**

**WHEREAS**, an election will be held within the CALAVERAS COUNTY WATER DISTRICT within Calaveras County on November 4, 2014, for the purpose of electing Board Directors; and

**WHEREAS**, Election Code §10403 requires jurisdictions to file with the Board of Supervisors, and the County Clerk, a resolution requesting consolidation with said election.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Calaveras County Water District requests the Board of Supervisors of Calaveras County to consolidate the District Election with the election to be held on November 4, 2014.

**BE IT FURTHER RESOLVED**, that the Calaveras County Water District agrees to reimburse the County Elections Department for actual costs accrued as a result of this consolidation.

**PASSED AND ADOPTED** this 9th day of April 2014 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

\_\_\_\_\_  
Scott Ratterman, President  
Board of Directors

**ATTEST:**

\_\_\_\_\_  
Mona Walker, Clerk to the Board

# Agenda Item

DATE: April 9, 2014

TO: Mitchell Dion, General Manager (M)

FROM: Bill Perley, Director of Utility Services and Engineering (WP)

SUBJECT: CCWD Regional Sludge Facility

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## RECOMMENDED ACTION:

Motion: \_\_\_\_\_ / \_\_\_\_\_ adopt Resolution No. 2014-\_\_\_\_\_ authorizing the General Manager to apply for an application for a financing agreement from the State Water Resources Control Board for the planning and design for a Regional Sludge Facility.

## SUMMARY:

The District is applying for a planning grant to explore the options for sludge disposal for the District and the San Andreas Sanitary District. The District is applying for a \$350,000 Principal Forgiveness Loan for the planning study.

## FINANCIAL CONSIDERATIONS:

The District is eligible for a principal forgiveness loan since CCWD and San Andreas Sanitary District qualifies as a disadvantaged community.

Attachment. Resolution Authorizing General Manager to Apply for and Accept SWRCB Forgiveness Loan



**RESOLUTION NO. 2014 -**

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

**AUTHORIZING AND DIRECTING THE GENERAL MANAGER TO APPLY FOR AND  
ACCEPT A STATE WATER RESOURCES CONTROL BOARD PRINCIPAL  
FORGIVENESS LOAN OF \$350,000 AND EXECUTE FINANCING AGREEMENT FOR  
PLANNING AND DESIGN FOR A REGIONAL SLUDGE FACILITY**

**WHEREAS**, the Calaveras County Water District intends to apply for a State Water Resources Control Board "Principal Forgiveness" Loan for \$350,000 for planning and preliminary design for a regional sludge handling facility; and

**WHEREAS**, the Calaveras County Water District desires to enhance sludge handling wastewater facilities to serve consumers in the communities of Arnold, Douglas Flat/Vallecito, Forest Meadows, La Contenta and potentially serving San Andreas.

**BE IT RESOLVED**, by the Calaveras County Water District that, pursuant and subject to all of the terms and conditions of the State Water Resources Control Board "Principal Forgiveness" Loan Financing Agreement, that the General Manager of Calaveras County Water District is hereby directed authorized to apply for the loan and accept and execute the Financing Agreement.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of April 2014 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

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Scott Ratterman, President  
Board of Directors

**ATTEST:**

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Mona Walker  
Clerk of the Board

# Agenda Item

DATE: April 9, 2014

TO: Mitchell Dion, General Manager (M)

FROM Charles Palmer, P.E., Associate Civil Engineer

SUBJECT: Discussion/Action regarding Authorizing Engineering and Design Services Agreement for the Ebbetts Pass Techite Water Pipeline Replacement Project, CIP #11084

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## RECOMMENDED ACTION:

Motion \_\_\_\_\_ / \_\_\_\_\_ adopt Resolution No. 2014-\_\_\_\_ authorizing an Engineering and Design Services Agreement for the Ebbetts Pass Techite Water Pipeline Replacement Project, CIP #11084.

## SUMMARY:

In October 2013, the District requested and obtained statements of qualifications from eighteen (18) different engineering/consulting firms. On October 23, 2013, an internal meeting was held to review submitted qualifications and evaluated, rank and select firms for a consultant pool. The final list for the consultant pool includes seven (7) firms as follows: HDR (large), Lee & Ro (medium), Water Works Engineers (medium), Domenichelli & Associates (small), Blackwater Consulting (small), Coleman Engineering (small) and Sierra West Consultants (small).

From the consultant pool, Coleman Engineering was requested to submit a scope and fee for engineering and design services for the Techite Pipeline Replacement Project, CIP #11084. The District provided comments to Coleman Engineering on draft scopes, and Coleman Engineering provided a final scope of work proposal in the amount of \$196,488 that includes: preliminary engineering for pipeline route selection, hydraulic evaluation, potholing and utility coordination, soils evaluation, environmental/CEQA documentation, securing encroachment permits, final engineering to develop a 60% and 90% design submittals, and to prepare final plans and specifications.

## FINANCIAL CONSIDERATIONS:

Funds for the engineering and design phase of the Ebbetts Pass Techite Water Pipeline Replacement Project are included in the FY 2013-14 CIP Budget. Funding for the project will be from the FY 2013-14 water rate increases and the proposed water loan.

*Attachments*      *Scope of Services from Coleman Engineering  
Resolution 2014-\_\_ Authorizing an Engineering and Design Services Agreement for  
Ebbetts Pass Techite Pipeline Replacement Project, CIP #11084*

# EXHIBIT A

## Scope of Services

Owner/Client: Calaveras County Water District

Project: Techite Water Line Replacement

Project Location: Ebbetts Pass Water System / Big Trees  
Subdivision

Summary of Services: Design Engineering  
Engineering Services During Construction

Utility Systems: Drinking Water Pipeline

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### Project Background

The Ebbetts Pass water system has approximately 5,500 retail water customers served by the Hunters Water Treatment Plant. The system contains 15 storage tanks, 10 pumping stations, and 65 pressure zones with 100 pressure reducing stations. The system operates over a wide range of elevations and operating pressures from 20 psi to 250 psi and utilizes transmission mains along State Route 4 to supply individual developments or services zones. Water transmission through the Ebbetts Pass system is divided into four reaches starting with Reach 1 at the lowest elevation and moving upward in elevation to Reach 2 and 3 and ending with Reach 4 at the highest elevation.

Above Reach 4, water is conveyed to higher elevations by a series of small pump stations and distributed to six (6) Redwood storage tanks. The 14-inch diameter Techite line is aligned along Meko drive and approximately 8,000 feet in length and serves as both transmission and distribution. The Dorrington Pump Station fills Tanks #4/#5 from where water is then re-pumped and transmitted via the Techite line to the Big Trees #8 tank near the intersection of Meko Drive and State Route 4.

### Project Definition

Techite is a fiberglass composite material manufactured by Amoco Reinforced Plastics Co from 1973 to 1980. It was later found to be a defective material. The Techite line along Meko Drive has caused catastrophic leaks and pavement failures, and CCWD planned to replace it as early as 1988. The project will replace 8,000-feet of 14-inch diameter Techite line with new smaller C900 PVC or ductile iron pipe. The new line will provide transmission as well as distribution to residential areas following the same route along Meko drive.

# EXHIBIT A

It is anticipated that all connections to the existing pipeline will be reconnected to the new pipeline including the pump station, residential services, pipelines, and pressure control valves.

## Scope of Services

### TASK 1 – Pipeline Pre-Design

- 1.1 Project Management during Pre-Design: Coleman Engineering will manage the pre-design task by assigning the most appropriate staff, allocating the resources, coordinating sub-consultants, and planning and organizing its efforts to maximize the goals of the Client throughout the project.

Prior to submittal of major pre-design deliverables to the Client, Coleman Engineering will conduct reviews with senior staff for quality assurance purposes. Each deliverable will be reviewed for technical content, format, and presentation conclusions versus the goals of the project.

- 1.2 Project Kick-Off Meeting: Coleman Engineering will conduct a kick-off meeting with Client engineering and operations staff. The kick-off meeting will be used to transfer as much project information and knowledge from Client staff to the Coleman Engineering team as possible. The kick-off meeting will be held as soon as possible after the contract is signed.
- 1.3 Surveying and Topographic Mapping: Surveying and topographic mapping to be used in the design will be provided by Land & Structure, Inc. under sub-contract to Coleman Engineering.

Topographic surveying will include a 50-foot wide strip centered on the existing water pipeline alignment between Tanks 4/5 and Tank 8. The length of this survey alignment is approximately 8,000-feet. Topographic survey will include identification of the following information that lies within the limits of the survey described above: property lines, existing property monuments, recorded easements as depicted on recorded maps, existing Right-of-Way limits, surface utility features (such as storm drain culverts, water valve lids, USA marks fire hydrants, valve vaults, etc.), edge of pavement, driveways, existing structures, trees greater than 6-inches dbh. 2-foot contour intervals will be provided on the topographic map within the limits of survey described above.

Surveyors will provide recorded map research to verify existing easement locations. Surveying services do not include costs for deed research, title

# EXHIBIT A

reports, defining and obtaining additional easements that may be required.

- 1.4 Geotechnical Engineering: Geotechnical engineering to be used in the design will be provided by Condor Earth Technologies, Inc. (Condor) under sub-contract to Coleman Engineering.

Condor will perform a geotechnical investigation that will address the following issues:

- Evaluate excavatability for a new trench as well as for entry and receiving pits for a jack-and-bore pipe installation.
- Evaluate the suitability of excavated material for re-use as trench backfill material.
- Provide data to contractors bidding construction of the project.
- Provide geotechnical engineering recommendations for trench backfill.

Condor will schedule and supervise up to three days of borings. It is anticipated that 30 to 45 borings (with two near the locations of the potential jack-and-bore pits) will be possible. Borings will be scheduled such that the entire alignment is sampled on Day 1 and evaluation of that data will occur. Day 2 borings will be strategically located to fill in the data set. Day 2 boring results will be evaluated prior to scheduling Day 3. Day 3 borings will be scheduled to provide further detail to the data set if needed.

Borings will be drilled with a truck-mounted drill rig equipped with a solid-stem auger near the probable alignment of the new pipeline. Borings will extend to depths where practical refusal to further drilling in hard ground is encountered, but no deeper than 10-feet. Borings will be sampled at relatively low frequency using split-spoon samplers driven with a hammer. Corrosivity testing on two samples will be provided. Borings will be backfilled with soil cuttings and topped with cold asphalt patch.

Following field work, Condor will perform lab analysis and develop a report that includes the following:

- Vicinity map
- Site map showing the approximate boring locations
- Geologic map
- Boring logs
- Description of site geology
- Conclusions regarding anticipated subsurface conditions to be exposed in the proposed trench

## EXHIBIT A

- Recommendations for earthwork, including processing required to use onsite material as engineered fill, site and subgrade preparation, fill compaction, and suitability of temporary cutslopes
- Discussion regarding any construction considerations, including rippability of the earth material that will be excavated
- The results of the corrosivity tests and a brief discussion regarding soil corrosivity

Condor will provide traffic control as required by the County *encroachment permit but has not planned for any lane closure of State Highway 4.*

- 1.5 Hydraulic Modeling: Hydraulic modeling services to be used in the design will be provided by HDR under sub-contract to Coleman Engineering.

HDR will utilize the existing Ebbetts Pass model to run scenarios specifically identified by Coleman Engineering. Each model run will be analyzed based on system operations, storage needs, and fire flow requirements. Model runs will be completed by HDR with direction from Coleman Engineering on an as-needed basis, not to exceed 40 engineering hours which will be inclusive of model runs, project management, quality control review and result summaries. Changes made to the model will be temporary and restricted to the area of the Techite pipeline replacement.

It is anticipated that the two most important pieces of information to be determined by the modeling effort are:

- Minimum pipeline diameter that will serve the required function. Can the existing 14-inch pipeline be downsized? If so, can it be downsized sufficiently so that slip lining is a viable pipeline replacement alternative?
- What temporary pipeline shut down options will be allowable during construction so that phasing can be planned in a way that maintains service to all customers.

- 1.6 Preliminary Engineering: Coleman Engineering will develop preliminary engineering calculations, assumptions, and conclusions that will result in the development of optional approaches for the pipeline replacement. Preliminary engineering will also include a cost opinion commensurate with the level of detail developed to this point.

Coleman Engineering has budgeted to make a site visit during preliminary engineering for the purpose of collecting site specific information,

## EXHIBIT A

coordinating with the District, and identifying opportunities and constraints that may contribute to a successful project.

Preliminary Engineering will include a permitting plan that will define permits most likely to be required and timelines necessary to prepare permit applications. Coleman Engineering will make contact with permitting agencies to get estimated timelines for application review and permit approval.

- 1.7 Pre-Design Technical Memo: Following preliminary engineering calculations and consultations with the Client as necessary, Coleman Engineering will write a brief Pre-Design Technical Memo. The purpose of the memo will be to clearly communicate the assumptions, sizing, calculations, and proposed approach to design of the facility.

The preliminary design memo will be supported by a 10% plan set that will illustrate the intent of the design. The plan set will include plan views of the pipeline alignment that will show the topographic survey information obtained.

The Pre-Design Technical Memo will be submitted to the Client in *advance of a preliminary design review meeting*. It is anticipated that the following project milestones will be achieved upon completion of the Pre-Design Technical Memo.

- Design criteria established
- Preliminary modeling runs and results complete
- Topographic surveying complete
- Geotechnical engineering analysis complete
- Evaluation of options complete
- Properties affected by project to be identified
- 10% design complete

- 1.8 Pre-Design Review Meeting: After Client staff has opportunity to review and comment on the Pre-Design Technical Memo, Coleman Engineering will participate in a Pre-Design Review Meeting. The purpose of the meeting will be to gather Client comments on the progress, assumptions, and draft design proposals which may be used progress to the next design steps. The pre-design review meeting will be held at the Client office and will include key members of the Coleman Engineering team as well as any Client engineering and/or operations staff that have input and comments on the preliminary design.

# EXHIBIT A

## **Task 1 Deliverables:**

- *Kick-Off Meeting Notes*
- *Pre-Design Technical Memo – 1 pdf file e-mailed to the Client*
- *Pre-Design Review Meeting Notes*

## TASK 2 – Pipeline Design

- 2.1 Project Management during Design: Coleman Engineering will manage the design task by assigning the most appropriate staff, allocating the resources, coordinating sub-consultants, and planning and organizing its efforts to maximize the goals of the Client throughout the project.

Prior to submittal of major design deliverables to the Client, Coleman Engineering will conduct reviews with senior staff for quality assurance purposes. Each deliverable will be reviewed for technical content, format, and presentation conclusions versus the goals of the project.

- 2.2 Design Calculations and Engineering: Coleman Engineering will use preliminary design information together with comments from the preliminary design review meeting to proceed to final design of the pipeline. Critical early engineering efforts will include an analysis of the following:

- Pipeline alignment options with alignment recommendations
  - Parallel alignment vs. replace in place alternative
- Recommended pipe diameter
- Sliplining possibilities
- Jack and bore considerations
- Likely construction phasing
- Means for maintaining water service to each customer

- 2.3 Design Site Visits: Coleman Engineering will make up to two visits to the site during design. The purpose of the site visits will be to gather field information critical to the preparation of the design documents, to coordinate with Client staff, and to identify opportunities and constraints that may contribute to a successful project.

- 2.4 Plan Production: Coleman Engineering will prepare design documents that the Client can use to contract for construction services. It is anticipated that plans will be created in a single set with titles shown the following list:

G1 Cover Sheet with Maps, Legends, and Sheet List



# EXHIBIT A

G2	General Notes Sheet
G3	Key Sheet
C1	Plan and Profile 1
C2	Plan and Profile 2
C3	Plan and Profile 3
C4	Plan and Profile 4
C5	Plan and Profile 5
C6	Plan and Profile 6
C7	Plan and Profile 7
C8	Plan and Profile 8
C9	Plan and Profile 9
C10	Details – Bore and Jack
C11	Details – Connections
C12	Details – Valves and Vaults
C13	Details – Miscellaneous

- 2.5 Technical Specifications: Coleman Engineering will prepare technical specifications to accompany the plans using MasterFormat 2004 sections. Per the Districts direction, District standard specifications will be used. It is anticipated that up to four additional specialized technical specifications may be required.

Coleman Engineering will use District procurement and contracting documents (typically Divisions 00 and 01) to make a complete Bid Document. It is anticipated that the District will provide template documents that it wants to use and that Coleman Engineering will fill in applicable sections to be specific to the project. It is assumed that this project will not include outside funding sources that will require additional front end documents.

- 2.6 Environmental Investigation and Consulting: Following completion of the 50% draft design documents, environmental consulting services will be provided by Brewer Environmental Consulting under sub-contract to Coleman Engineering.

Brewer Environmental Consulting (BEC) will prepare a CEQA-level project description that will seek to describe the purpose and need for the project, project phasing, construction timing, identification of any staging areas and environmental measures included to avoid, reduce or mitigate environmental impacts to local residents in the impacted subdivision.

BEC will also conduct one-day biological and cultural resources surveys for the proposed pipeline replacement project in this task. BEC will conduct pre-field research including literature search and a search of the

## EXHIBIT A

CDFW California Natural Diversity Database (CNDDDB) to identify potential special status species in the project area and to develop a species list of possible candidates for detailed surveys. This scope does not include species specific protocol-level wildlife surveys or wetland delineations at this time as based on current information we do not believe they are needed at this stage. BCE will document existing wildlife habitats in the project area and document wildlife observed in the field.

The proposed project generally qualifies as a Category I or II Exemption (CE) under CEQA. BEC will prepare an internal environmental analysis to support filing of the CE in this task. The environmental analysis will not be submitted to the State Clearinghouse for state agency or public review but for the administrative records and to ensure CCWD team that the project meets CE criteria. The primary purpose of the document would be to support filing of the Categorical Exemption and have backup information to support the process in the event any concerns or issues are raised by the public or agencies. This task involves preparing brief answers to CEQA initial study checklist and documenting our findings. BEC will prepare the required CE notice for signature by CCWD. The team will respond to one round of comments on the administrative draft initial study.

- 2.7 Permitting Assistance: Coleman Engineering will provide engineering services necessary to submit two encroachment permit applications: one to Calaveras County, and one to Caltrans. It is assumed that Permitting Assistance services will begin following completion of the 50% draft design effort so that the project will be sufficiently defined.

For budgeting purposes, Coleman Engineering has assumed sufficient engineering and support to prepare a permit application package to each of the two agencies, and to respond to one round of comments from each. In the event that additional engineering, submittals, or comment responses are required, additional services will be required.

- 2.8 Construction Cost Opinion: Coleman Engineering will prepare a construction cost opinion to accompany the 100% final design submittal. The cost opinion will be developed to a level of detail and with contingency assumptions commensurate with the progression of the design.
- 2.9 Draft Deliverables: Coleman Engineering will deliver the design to the Client in three draft stages 50% draft, 95% draft, and 100% final. It is anticipated that the following project milestones will be achieved upon completion of each draft design stage

# EXHIBIT A

Milestone	Status of the Project
50% draft	<ul style="list-style-type: none"><li>• Alignment defined</li><li>• CEQA Analysis complete</li><li>• Property descriptions prepared for easements</li><li>• <u>Technical specification list prepared</u></li></ul>
95% draft	<ul style="list-style-type: none"><li>• Project specific details complete</li><li>• <u>Technical specifications complete</u></li></ul>
100% final	<ul style="list-style-type: none"><li>• All design complete</li></ul>

2.10 Design Review Meetings: After Client staff has the opportunity to review and comment on each draft deliverable, Coleman Engineering will participate in a Design Review Meeting. The purpose of each meeting will be to gather Client comments on the progress, assumptions, and draft design proposals which may be used progress to the next design steps. The design review meetings will be held at the Client office and will include key members of the Coleman Engineering team as well as any Client engineering and/or operations staff that have input and comments on the preliminary design. For budgeting purposes, two design review meetings have been assumed.

If substantive comments or changes are made after the preliminary and 50% design review comment periods, it will be considered a change in scope and additional services and budget will be required.

### **Task 2 Deliverables:**

- *50% Draft Plans and Specification List – 1 pdf set of files e-mailed to the Client*
- *50% Design Review Meeting Notes*
- *CEQA Categorical Exemption Checklist*
- *Permit Application Package to Calaveras County*
- *Permit Application Package to Caltrans*
- *95% Draft Plans and Specifications – 1 pdf set of files e-mailed to the Client*
- *95% Design Review Meeting Notes*
- *100% Final Design Documents – 1 reproducible copy to the Client*

### **Schedule**

It is understood that the Client desires to construct the project in the Fall of 2014. In support of this project goal, the following table shows target completion dates for each

## EXHIBIT A

project milestone. It is important to note that the schedule is aggressive and is dependent on a great deal of cooperation and facilitation by the Client. Coleman Engineering is supportive of the Client's goal of getting this project moved to construction as soon as possible and will do all that we can to make that happen. However, there are Client and third party review schedules that are beyond our control and that cannot be fully estimated at this early stage.

The following schedule assumes that the District will return comments on each submittal within one week of receiving documents from Coleman Engineering and that there will be no pause in design during District review efforts. This approach will allow for the aggressive schedule to be maintained.

Milestone	Target Completion Date
Kick-Off Meeting	April 10, 2014
Pre-Design Technical Memo	Late May 2014
50% Draft Design	Mid June 2014
95% Draft Design	Mid July 2014
100% Final Design	Early August 2014

### Budgets

Coleman Engineering will provide the services outlined above according to the terms of payment outlined in the Agreement. Coleman Engineering will contract the following tasks on a Time & Materials basis as stated in the Agreement. Coleman Engineering reserves the right to transfer budgets between tasks while maintaining the total budget of the project.

Task	Scope Item	Budgets
1	Pipeline Preliminary Design	\$87,362
2	Pipeline Design	\$109,086
TOTAL BUDGET =		\$196,448

### Tasks Not Included in this Scope of Services

This Scope of Services is intended to outline the services offered to the Client by Coleman Engineering. The list below is offered as a clarification of the services that are not included, not anticipated, or that will be completed by others.

## EXHIBIT A

1. No work in private streets. All roadways and streets are assumed to be public rights-of-way.
2. Surveying or mapping required to obtain additional or new easements (may be added if this service is determined to be required).
3. Corrosion Engineering.
4. Obtaining any required construction permits. This scope includes preparation and submittal of permit applications only.
5. Engineering Services During Construction (planned to be offered in a future scope).
6. Full time construction inspection (may be offered under a separate contract).
7. Legal review of bidding documents.
8. Expert witness services (may be offered under a separate contract).
9. The only coordination for approvals that will be made are with the Client, and permitting agencies. No other agencies will be consulted, coordinated with, or sought out for approvals.
10. Obtaining NPDES permits for discharges from sites (will be included in Contract Documents for Contractor to obtain).
11. SWPPP (specifications will require the Contractor to prepare the SWPPP).
12. Hazardous materials permits or approvals.
13. Plan and specifications reproduction and distribution.
14. Structural, electrical, controls, instrumentation, and communications engineering design or planning.

**RESOLUTION NO. 2014-**

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

**AUTHORIZING ENGINEERING AND DESIGN SERVICES AGREEMENT FOR  
EBBETTS PASS TECHITE WATER PIPELINE REPLACEMENT PROJECT  
CAPITAL IMPROVMENT PROJECT #11084**

**WHEREAS**, in October 2013, the District obtained Statements of Qualifications from eighteen (18) different engineering and design firms to form a consultant pool to perform work on the Capital Repair & Replacement Program; and

**WHEREAS**, District staff evaluated the submitted qualifications and ranked and selected firms to participate in the final consultant pool consisting of seven (7) firms: HDR, Lee & Ro, Water Works Engineers, Domenichelli & Associates, Blackwater Consulting, Coleman Engineering and Sierra West Consultants; and

**WHEREAS**, from the consultant pool, District staff obtained a proposal from Coleman Engineering for engineering and design of the Ebbetts Pass Techite Pipeline Replacement Project, and upon review determined the proposed scope and fee of \$196,448 to be consistent with the project requirements and recommends retaining Coleman Engineering to perform these services.

**WHEREAS**, the Board of Directors amended the FY 2013-14 Capital Improvement Program (CIP) Budget, which included funding for engineering and design of the Ebbetts Pass Techite Pipeline Replacement Project, CIP# 11084.

**THEREFORE, BE IT RESOLVED**, that the Calaveras County Water District Board of Directors hereby approves the proposal by Coleman Engineering for engineering and design services for the Ebbetts Pass Techite Pipeline Replacement Project, CIP #11084, attached hereto and made a part hereof.

**BE IT FURTHER RESOLVED**, the CCWD Board of Directors hereby authorizes the General Manager to execute a Professional Services Agreement with Coleman Engineering for the subject scope and fee in the amount of \$196,448.

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**PASSED AND ADOPTED** this 9<sup>th</sup> day of April 2014 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

CALAVERAS COUNTY WATER DISTRICT

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Scott Ratterman, President  
Board of Directors

**ATTEST:**

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Mona Walker, Clerk of the Board

# Agenda Item

DATE: April 9, 2014

TO: Mitchell Dion, General Manager 

FROM: Stacey Lollar, HR Manager

SUBJECT: Discussion / Action regarding Recruitment and Hiring of District Engineer

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## RECOMMENDED ACTION:

Motion \_\_\_\_\_ / \_\_\_\_\_ approving Resolution No. 2014-\_\_\_\_ to approve the recruitment and hiring of a District Engineer.

## SUMMARY:

The position of District Engineer was not refilled following the retirement of Steve Hutchings in June 2011. The role of the District Engineer has assigned obligations in the water code and public works contracting provisions provided for by the State. To address this, funding was provided in the 2013/14 budget for a part-time person. The Capital Improvement Program has both assessment district and R&R projects in full swing, combined with the likely uptick in new development projects; the District recognizes the need for a full-time District Engineer. Recently, the District approved a contract with Mr. Jim Crowley to provide district engineering services until the end of June 2014.

The recruitment process will require 3 to 5 months to have a professional engineer on board; therefore, we are seeking approval to begin the recruiting and hiring process for a full-time District Engineer. It is anticipated that funding of a District Engineer will be approved in the next fiscal year.

## FINANCIAL CONSIDERATIONS:

The District Engineer position is salary range 31 (\$8,863 to \$11,891 per month). The current budget provides funding of a part-time District Engineer, additionally, the District's Construction/Inspection Manager will be retiring and this position will not be filled. Therefore, the total FTE for the district will reflect a reduction by .5 FTE and a cost reduction within the O&M budget of approximately \$100,000 will be associated with this action.



**RESOLUTION NO. 2014 –**

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

**AUTHORIZING THE RECRUITMENT AND HIRING OF  
DISTRICT ENGINEER**

**WHEREAS**, it is determined that a full time District Engineer position is needed to fulfill the current and future workload of District and development projects; and

**WHEREAS**, funding for the full time position will be included in the FY 2014/15 Budget at a salary range of 31.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of Calaveras County Water District authorizes and approves the recruitment and hiring of a District Engineer.

**PASSED AND ADOPTED** this 9th day of April 2014 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

\_\_\_\_\_  
Scott Ratterman, President  
Board of Directors

**ATTEST:**

\_\_\_\_\_  
Mona Walker, Clerk of the Board