

**RESOLUTION NO. 2020-27**  
**RESOLUTION NO. PFA-03**  
**ORDINANCE NO. 2020-01**

## **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 Board Meeting  
Wednesday, May 13, 2020  
1:00 p.m.

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

**Based on guidance from the California Governor's Office and Department of Public Health, in order to minimize the potential spread of the COVID-19 virus, the Calaveras County Water District will convene its public meetings of the Board of Directors telephonically until further notice.**

[Join meeting](#)

Meeting number (access code): 624 649 049

Meeting password: CCWD05132020 (22930513 from phones and video systems)

**Or join by phone [+1-408-418-9388](tel:+14084189388) Meeting number (access code): 624 649 049**

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**

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### **BOARD OF DIRECTORS**

Bertha Underhill, President                      Jeff Davidson, Vice President  
Scott Ratterman, Director                      Cindy Secada, Director                      Russ Thomas, Director

**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 three 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 Meetings of April 22, 2020.

3b Review Board of Directors Monthly Time Sheets for April, 2020

3c Ratify Claim Summary #578 Secretarial Fund in the Amount of \$1,489,967.99 for April, 2020  
(Rebecca Callen, Director of Administrative Services) **RES 2020-\_\_\_\_\_**

3d Report on the Monthly Investment Transactions for April, 2020  
(Rebecca Callen, Director of Administrative Services)

3e Authorized Representatives on Chandler Asset Management Investment Account  
(Rebecca Callen, Director of Administrative Services) **RES 2020-\_\_\_\_\_**

**4. NEW BUSINESS**

4a\* Discussion regarding the District's COVID-19 Response  
(Michael Minkler, General Manager)

4b Discussion/Action regarding Pinebrook HOA Variance Request  
(Joel Metzger, External Affairs Manager) **RES 2020-\_\_\_\_\_**

**5. OLD BUSINESS**

5a Discussion regarding District's New Operations Maintenance Facility Bid Results and Options Moving Forward  
(Charles Palmer, District Engineer)

**6. REPORTS**

6a Report on the April 2020 Operations Department  
(Damon Wyckoff, Director of Operations)

6b\* General Manager Report

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

**8. NEXT BOARD MEETINGS**

- Wednesday, May 27, 2020, 1:00 p.m., Regular Board Meeting
- Wednesday, June 10, 2020, 1:00 p.m., Regular Board Meeting

**9. CLOSED SESSION**

9a Government Code § 54957.6 Agency Negotiators: General Manager, Michael Minkler, HR Manager, Stacey Lollar Regarding Negotiations with Employee Organization SEIU Local 1021.

9b Conference with Legal Counsel – Existing Litigation  
Government Code § 54956.9(a) La Contenta Investors, LTD vs. CCWD (Calaveras County Superior Court #11CV37713)

9c Conference with Legal Counsel-Existing Litigation  
Government Code 54956.9(d)(1)  
California Sportfishing Protection Alliance v. All persons interested in the matter of the validity of the Eastern San Joaquin Groundwater Subbasin groundwater sustainability plan et al. (Stanislaus County Superior Court Case # CV20-1720)

**10. REPORTABLE ACTION FROM CLOSED SESSION**

**11. ADJOURNMENT**



# CALAVERAS COUNTY WATER DISTRICT

## Board of Directors

District 1      Scott Ratterman  
District 2      Cindy Secada  
District 3      Bertha Underhill  
District 4      Russ Thomas  
District 5      Jeff Davidson

## Financial Services

Umpqua Bank  
US Bank  
Wells Fargo Bank

## CCWD Committees

\*Engineering Committee  
\*Finance Committee  
\*Legal Affairs Committee  
Strategic Planning Consultant  
Selection Committee (ad hoc)

## Joint Power Authorities

ACWA / JPIA  
CCWD Public Financing Authority  
Calaveras-Amador Mokelumne River Authority (CAMRA)  
Calaveras Public Power Agency (CPPA)  
Eastern San Joaquin Groundwater Authority  
Tuolumne-Stanislaus Integrated Regional Water  
Management Joint Powers Authority (T-Stan JPA)  
Upper Mokelumne River Watershed Authority (UMRWA)

## Other Regional Organizations of Note

Calaveras LAFCO  
Calaveras County Parks and Recreation  
Committee  
Highway 4 Corridor Working Group  
Mountain Counties Water Resources  
Association (MCWRA)  
Mokelumne River Association (MRA)  
Tuolumne-Stanislaus Integrated Regional Water  
Mgt. JPA Watershed Advisory Committee (WAC)  
Eastern San Joaquin Groundwater Authority-Technical  
Advisory Committee

## Legal Counsel

Matthew Weber, Esq.  
Downey Brand, LLP

## Auditor

Richardson & Company, LLP

## Membership\*\*

Davidson / Thomas (alt. Secada)  
Underhill / Secada (alt. Thomas)  
Ratterman / Davidson (alt. Thomas)

Secada / Ratterman

Ratterman (alt. Michael Minkler)  
All Board Members  
Ratterman / Underhill (alt. Secada)  
Michael Minkler (Alt. Rebecca Callen)  
Thomas  
Secada (alt. Thomas)  
Davidson (alt. Ratterman)

Ratterman / Thomas  
Thomas (alt. Ratterman)

Thomas / Underhill  
All Board Members

All Board Members  
Joel Metzger

Michael Minkler

\* 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.

Unapproved Mins-Subject to changes



RESOLUTION NO. 2020-26  
RESOLUTION NO. PFA-03  
ORDINANCE NO. 2020-01

**MINUTES**

**CALAVERAS COUNTY WATER DISTRICT  
REGULAR BOARD MEETING**

**APRIL 22, 2020**

Directors Present: Bertha Underhill, President  
Jeff Davidson, Vice President  
Scott Ratterman, Director  
Cindy Secada, Director  
Russ Thomas, Director

Staff Present: Michael Minkler, General Manager  
Matt Weber, General Counsel  
Rebecca Hitchcock, Clerk to the Board  
Rebecca Callen, Director of Administrative Services  
Damon Wyckoff, Director of Operations  
Joel Metzger, External Affairs Manager  
Tiffany Burke, Administrative Technician-Senior

Others Present: Al Alt, Calaveras County CAO

**Based on guidance from the California Governor’s Office and Department of Public Health, in order to minimize the potential spread of the COVID-19 virus, the Calaveras County Water District will convene its public meetings of the Board of Directors telephonically until further notice.**

**ORDER OF BUSINESS**

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**1. ROLL CALL**

President Underhill called the Regular Board Meeting to order via teleconference at 1:00 p.m. and led the pledge of allegiance. Director Davidson was absent.

**2. PUBLIC COMMENT**

There was no public comment.

**3. CONSENT AGENDA**

**MOTION: Directors Ratterman/Thomas-Approved Consent Agenda Items:  
3a and 3b as presented**

3a Approval of Minutes for the Board Meetings of March 25 and April 8, 202

3b Review of the FY 2019-20 Third Quarter Investment Report  
(Rebecca Callen, Director of Administrative Services)

**AYES: Directors Ratterman, Thomas, Secada and Underhill**

**NOES: None**

**ABSTAIN: None**

**ABSENT: Davidson**

Director Davidson arrived at 1:05 p.m.

**4. NEW BUSINESS**

4a Discussion regarding the District's COVID-19 Response  
(Michael Minkler, General Manager)

**DISCUSSION:**

- Mr. Minkler asked Al Alt, Calaveras County CAO to update the Board on the potential golf course reopening. He explained that Dr. Kelaita, Calaveras County's Public Health Officer, is considering allowing certain recreational activities, such as golf, may reopen as long as the county numbers remain low into the beginning of May. Dr. Alt has a meeting with various golf course management this afternoon to discuss how they may safely reopen. Director Davidson asked about the status of the letter sent to the Board of Supervisors (BOS) from the CCWD Board of Directors asking for the golf courses to be considered as essential businesses for the long-term. Dr. Alt has not presented the letter to the BOS since the restrictions could be lifted very soon. He is working collectively with the golf courses to come up with restrictions they can agree on. Director Davidson reminded everyone that the golf courses have the threat of a state fine and are obligated to run the spray fields. He would like a formal response from the Public Health Officer regarding the essential nature of the golf courses which will allow the District to plan accordingly. Dr. Alt responded that he is confident the recreational aspect of the golf course would remain non-essential. Director Thomas recommended reaching out to San Joaquin and Sacramento Counties to review the restrictions that have put in place on their golf courses. There was more discussion on the various Counties and how they are handling closures. Direction was given to agendize this topic at the next Engineering Committee and discuss with ACWA.
- Mr. Minkler continued to update the Board on the District's COVID-19 response. Those who are able to work from home are doing so and the field staff are working with social distancing guidelines. He reviewed projects that may require customer shut-offs. There will be extra communication with customers when shut-offs are required for a project.
- Mr. Minkler discussed the Families First Corona Virus Response Act. He explained that it allows the District employees up to 80 hours paid sick leave for qualifying COVID-19 reasons. If it becomes a burden to District operations, the District has the discretion to designate staff as first responders, which would deem them ineligible for the emergency paid sick leave.

- Ms. Callen gave an update to the Board about the financial impact of COVID-19 to date. At this point customer delinquencies are up about 5% on cycle 1 billing. The next billing will occur in May. There are also reductions in interest revenue. There was discussion on the late accounts and staff projections.

**President Underhill moved item 4b to the end of the agenda after Closed Session.**

- 4b Discussion/Action regarding Approval of an Amendment to the current Management and Confidential Unit Agreement (Stacey Lollar, Human Resources Manager) **RES 2020-\_\_\_\_\_**

**5. REPORTS**

- 5a General Manager Report

**DISCUSSION:** Mr. Minkler reported on the following activities: 1) budget development and capital improvement meetings are in progress; 2) there is more infrastructure funding available at the Federal level and will be discussed at the upcoming Legal Affairs meeting; and 3) there will be updates on Water Resources issues for the Board over the next month and the job posting for the Water Resources Manager has been re-circulated for new candidates.

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

Director Secada attended the Tuolumne-Stanislaus Integrated Regional Water Management Joint Powers Authority meeting virtually. The Technical Assistant Grant workplan has been approved. The T-STAN membership dues have been lowered from \$12,000 to \$8,064 for the next fiscal year. The Stormwater Project Identification Toolkit approved a \$30,000 expenditure to move on to Phase 2 of that project in Twain Harte.

Director Ratterman reported that Mountain Counties had a meeting about John Kinsbury's retirement. An ad hoc committee was created to review the candidates.

Director Thomas would like to reach out to Gene Mancebo. He thinks someone should attend the webinar tomorrow put on by ACWA about virtual meetings and the Brown Act. Rebecca Hitchcock responded that she would be attending the webinar to make sure the District is handling the virtual meetings correctly.

Director Davidson had nothing to report.

Director Underhill reported that Camp Connell is very quiet during the quarantine.

**7. NEXT BOARD MEETINGS**

- Wednesday, May 13, 2020, 1:00 p.m., Regular Board Meeting
- Wednesday, May 27, 2020, 1:00 p.m., Regular Board Meeting

The meeting adjourned into Closed Session at approximately 2:05 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager, Stacey Lollar, Human Resources Manager (for item 8a) and Matt Weber, General Counsel.

**8. CLOSED SESSION**

- 8a Government Code § 54957.6 Agency Negotiators: General Manager, Michael Minkler, HR Manager, Stacey Lollar Regarding Negotiations with Employee Organization SEIU Local 1021 and Management and Confidential Unit
- 8b Conference with Legal Counsel – Existing Litigation  
Government Code § 54956.9(a) La Contenta Investors, LTD vs. CCWD (Calaveras County Superior Court #11CV37713)
- 8c Conference with Legal Counsel-Existing Litigation  
Government Code 54956.9(d)(1)  
California Sportfishing Protection Alliance v. All persons interested in the matter of the validity of the Eastern San Joaquin Groundwater Subbasin groundwater sustainability plan et al. (Stanislaus County Superior Court Case # CV20-1720)

**9. REPORTABLE ACTION FROM CLOSED SESSION**

The Board reconvened into Open Session at approximately 3:43 p.m. There was no reportable action.

**President Underhill moved item 4b to the end of the agenda after Closed Session.**

**MOTION: Directors Davidson/Thomas - Adopted Resolution No. 2020-26 Amending the current Management and Confidential Unit Agreement**

- 4b Discussion/Action regarding Approval of an Amendment to the current Management and Confidential Unit Agreement  
(Stacey Lollar, Human Resources Manager) **RES 2020-26**

**DISCUSSION:** Mr. Minkler reported that the Management Confidential Unit wishes to extended their existing contract for one year.

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

- YES: Directors Davidson, Thomas, Ratterman, Secada, and Underhill**
- NOES: None**
- ABSTAIN: None**
- ABSENT: None**

**10. ADJOURNMENT**

With no further business, the meeting adjourned at 3:45 p.m.

By:

ATTEST:

\_\_\_\_\_  
Michael Minkler  
General Manager

\_\_\_\_\_  
Rebecca Hitchcock  
Clerk to the Board



# Agenda Item

DATE: May 13, 2020

TO: Michael Minkler, General Manager

FROM: Rebecca Hitchcock, Clerk to the Board

SUBJECT: Review Board of Directors Time Sheets for April, 2020

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## **RECOMMENDED ACTION:**

For information only.

## **SUMMARY:**

Pursuant to direction from the Board of Directors, copies of the Board's monthly time sheets from which the Board is compensated from, are included in the monthly agenda package for information. Attached are copies of the Board's time sheets for the month of April, 2020.

Board Members can be reimbursed for mileage cost to travel to meetings/conferences and are paid at the current IRS rate.

## **FINANCIAL CONSIDERATIONS:**

Monthly compensation and mileage reimbursement costs are included in the FY 2019-20 budget.

*Attachments: Board of Directors Time Sheets for April 2020*

**CALAVERAS COUNTY WATER DISTRICT**  
**2020 DIRECTOR REIMBURSEMENT FORM**

For Admin Use **Payroll Expense**

Month/Yr Apr-20  
 Name Cindy

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
6-Apr	Ad Hoc Committee meeting - Strategic Planning - Teleconference	X						\$120.00			
8-Apr	4/8/20 Reg Meeting -Teleconference							\$120.00			
14-Apr	4/14/20 Finance Meeting -Teleconference							\$120.00			
15-Apr	4/15/20 IRWM JPA Meeting Teleconference	X						\$120.00			
22-Apr	4/22/20 Reg Meeting -Teleconference							\$120.00			
8-Apr	Adjustment for mileage 3/25/2020									-38.7	
<b>Total</b>	<i>For Totals line, multiply miles by the IRS rate:</i>									0	-38.7
								<b>Totals</b> (use IRS mileage rate)	\$600.00	\$0.00	(\$22.25)

The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.

**Signature of Claimant:**  
*Cindy Secada*

Administrative Review: *[Signature]*

Date: 4/23/2020 Orig to Finance Dept.

**CALAVERAS COUNTY WATER DISTRICT  
2020 DIRECTOR REIMBURSEMENT FORM**

For Admin Use	Payroll Expense	<input checked="" type="radio"/>
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Month/Yr Apr-20  
Name Jeff Davidson

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
5-Apr	CCWD Regular Board Meeting							\$120.00		0	
22-Apr	CCWD Regular Board Meeting							\$120.00		0	
	Deduction of travel for telecon mtg 3/25									-28	
<b>Total</b>	<i>For Totals line, multiply miles by the IRS rate:</i>	<b>1/1/2020</b>	<b>\$0.575</b>						<b>0</b>	<b>-28</b>	
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>								<b>Totals</b>	<i>(use IRS mileage rate)</i>	<b>\$240.00</b>	<b>(\$16.10)</b>

The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.

**Signature of Claimant:**  
  
Jeff Davidson

Administrative Review: 


Date: 4/23/2020

Orig to Finance Dept.

# CALAVERAS COUNTY WATER DISTRICT 2020 DIRECTOR REIMBURSEMENT FORM

For Admin Use	Payroll Expense	<input type="radio"/>
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Month/Yr April 2020  
Name S. Ratterman

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
4-6	CCWD Selection Committee - ad hoc										
4-8	CCWD Regular Mtg.							\$ 120.-			0
4-15	Mt. Counties Mtg.							120.-			0
4-22	CCWD Regular Mtg.							120.-			0
<b>Total</b>	For Totals line, multiply miles by the IRS rate: 1/1/2020 \$0.575									0	0
	<b>Pursuant to Board Policy 4030, receipts required; report /materials required.</b>					<b>Totals</b> (use IRS mileage rate)		\$480.-		0	0
<p>The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.</p>						<b>Signature of Claimant:</b> 					
<b>Administrative Review:</b> <u>ML</u>						<b>Date:</b> <u>4/23/2020</u>		Orig to Finance Dept.			

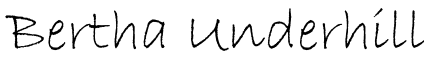
**CALAVERAS COUNTY WATER DISTRICT**  
**2020 DIRECTOR REIMBURSEMENT FORM**

For Admin Use	Payroll Expense	<input checked="" type="radio"/>
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Month/Yr Apr-20  
 Name Bertha Underhill

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
8-Apr	CCWD Reg Bd Mtg-Telecon							\$120.00	\$0.00	
14-Apr	CCWD Finance Committee Mtg-Telecon							\$120.00		
22-Apr	CCWD Reg Bd Mtg-Telecon							\$120.00		
<b>Total</b>	<i>For Totals line, multiply miles by the IRS rate:</i>	1/1/2020	\$0.575						0	0
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>				<b>Totals</b> (use IRS mileage rate)				\$360.00	\$0.00	\$0.00

The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.

**Signature of Claimant:**  


Administrative Review: 

Date: 4/23/2020

Orig to Finance Dept.

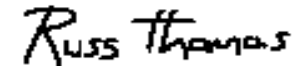
**CALAVERAS COUNTY WATER DISTRICT**  
**2020 DIRECTOR REIMBURSEMENT FORM**

For  Payroll  
 Admin  Expense  
 Use

Month/Yr April 2020  
 Name Russ Thomas

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
4/8/2020	CCWD Regular Board meeting - via teleconference							120		0	
4/22/2020	CCWD Regular Board meeting - via teleconference							120		0	
<b>Total</b>	<i>For Totals line, multiply miles by the IRS rate:</i>	1/1/2020	\$0.575					\$ 240.00	0	0	
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>							<b>Totals</b> (use IRS mileage rate)				\$ -

The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.

**Signature of Claimant:**  


Administrative Review: 

Date: 4/23/2020

Orig to Finance Dept.

**Calaveras County Water District  
Claim Summary # 578**

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.

*Rebecca Callen*

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Rebecca Callen  
Director of Administrative Services

1. April 2020 payroll checks issued on 4/15/2020	160,512.36
2. April 2020 payroll checks issued on 4/30/2020	162,933.10
3. April 2020 compensation to Directors	1,011.58
4. Vendor payments for April 1 through 30, 2020	960,352.85
5. Other payroll related costs	<u>205,158.10</u>

**Claim Summary Total \$1,489,967.99**

Calaveras County Water District  
 AP Disbursement Summary  
 April 1-30, 2020 -vs- March 1-31, 2020

		MARCH 2020	APRIL 2020
CCWD Operating Expenditures		\$ 283,835.89	\$ 449,670.17
Expenditures to be reimbursed from other agencies	(A)	85,151.80	178,333.00
Expenditures to be reimbursed from grant agreements	(B)	-	-
Fiduciary Payments (funds collected prior to expenditure)	(C)	8,862.94	7,049.74
Partial Reimbursement	(D)	172,031.30	164,697.80
Capital R&R Projects	(E)	1,395.47	150,849.05
Capital Outlay	(F)	5,878.00	9,753.09
Total Payments		\$ 557,155.40	\$ 960,352.85



CCWD  
AP DISBURSEMENTS  
APRIL 1-30, 2020

Check No.	Vendor/Employee	Transaction Description	Date	Amount
EFT	A T & T	Phone 03/20 - SA Shop	04/30/2020	102.24
EFT	A T & T CALNET 3	Phone 03/20 - Camp Connell Radio Tower	04/30/2020	743.52
EFT	A T & T CALNET3	Phone 02/20 - Dorrington P/S	04/30/2020	20.70
EFT	A T & T CALNET3	Phone 03/20 - Azalea L/S	04/30/2020	19.38
EFT	A T & T CALNET3	Phone 03/20 - CCWHSE	04/30/2020	2.84
EFT	A T & T CALNET3	Phone 03/20 - District Wide	04/30/2020	1,205.18
EFT	A T & T CALNET3	Phone 03/20 - Hunters WTP	04/30/2020	21.04
EFT	A T & T CALNET3	Phone 03/20 - JLTC	04/30/2020	102.53
EFT	A T & T CALNET3	Phone 03/20 - OP HQ Back Up	04/30/2020	210.98
EFT	A T & T CALNET3	Phone 03/20 - OP HQ Long Distance	04/30/2020	415.72
EFT	A T & T CALNET3	Phone/Fax 03/20 - JLTC	04/30/2020	21.04
EFT	A T & T CALNET3	T Line 03/20	04/30/2020	164.69
135112	A TEEM ELECTRICAL ENG INC	Consulting Services - JLWTP Pre-Treatment Facility Project	04/02/2020	1,680.00 (E)
135271	A TEEM ELECTRICAL ENG INC	Electrical Construction Services - Wallace WWTP	04/30/2020	3,040.00 (E)
135113	A-1 SHARPENING & SMALL ENGINE REPAIR, LLC	Weed Eater/Gas Can/String/Oil - Construction Crew	04/02/2020	487.79
135187	A-1 SHARPENING & SMALL ENGINE REPAIR, LLC	Trash Pump Repair - Collections Crew	04/16/2020	369.22
135158	ACWA/JPIA	Dental Insurance, Employees (67) 05/20	04/09/2020	5,714.24 (D)
135158	ACWA/JPIA	Vision Insurance, Employees	04/09/2020	1,206.40
135158	ACWA/JPIA	EAP 05/20	04/09/2020	154.20
135158	ACWA/JPIA	Dental Insurance, Retirees (44) 05/20	04/09/2020	2,802.68
135257	ACWA/JPIA	Vision Insurance, Retirees 05/20	04/22/2020	816.64
135257	ACWA/JPIA	Workers Compensation Insurance Jan-March 2020	04/22/2020	22,065.70
135159	ADP INC	Payroll Processing Feb/March	04/09/2020	1,312.38
135188	ADVENTIST HEALTH SONORA	Class A DOT Exam - Utility Staff	04/16/2020	167.00
135160	AFLAC	Aflac Insurance 03/20	04/09/2020	2,215.38 (C)
135161	ANGELS HEATING AND CONDITIONING	Ducting Services - Training Room Soundproofing	04/09/2020	212.50
135272	AQUIONICS, INC	Reed Switch - DF/VCTO WWTP	04/30/2020	199.53
135189	ARNOLD AUTO SUPPLY	Terminals/Wire/Inverter - Vehicle #522	04/16/2020	96.73
135189	ARNOLD AUTO SUPPLY	Cable Ties/Tire Gauge - Vehicle #554	04/16/2020	54.64
135189	ARNOLD AUTO SUPPLY	Soap/Oil/Grease/Hose/Coupler - Hunters WTP	04/16/2020	38.56
135189	ARNOLD AUTO SUPPLY	Fuel Tank Fuses - EP	04/16/2020	45.05 (F)
135189	ARNOLD AUTO SUPPLY	Terminals - Big Trees Tank #2 Generator	04/16/2020	21.41
135190	ARNOLD TIRE AND AUTO CARE	Tires (6)/Mounted/Balanced - Vehicle #592	04/16/2020	1,859.89
135191	BIG VALLEY FORD LINCOLN MERCURY	Thermostat/Gasket/Sensors/O-Ring/Hoses - Vehicle #124	04/16/2020	122.09
135273	BIG VALLEY FORD LINCOLN MERCURY	Exhaust Sensor - Vehicle #706	04/30/2020	72.90
135192	BLUE TARP CREDIT SERVICES	Fuel Hose Reel - Vehicle #724	04/16/2020	1,126.56
135258	BNN, LLC	Rent 05/20 - SA Shop	04/22/2020	3,000.00
135258	BNN, LLC	Utility Reimbursement 03/20 - SA Shop	04/22/2020	299.88
135193	BURKHARDT, PATRICK	Class A License Reimbursement	04/16/2020	105.00
135274	CALAVERAS AUTO SUPPLY	Coolant/Brake Valve/Diesel Exhaust Fluid/Fitting - Vehicle #123	04/30/2020	438.16
135274	CALAVERAS AUTO SUPPLY	Oil/Filter - Vehicle #129	04/30/2020	45.56
135274	CALAVERAS AUTO SUPPLY	Batteries/Oil/Filters - Vehicle #131	04/30/2020	532.25
135274	CALAVERAS AUTO SUPPLY	Pliers - Vehicle #143	04/30/2020	19.27
135274	CALAVERAS AUTO SUPPLY	LED Beacon - Vehicle #621	04/30/2020	465.45

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135274	CALAVERAS AUTO SUPPLY	Battery - Wilseyville Sewer Pond	04/30/2020	124.71
135274	CALAVERAS AUTO SUPPLY	Battery - Big Trees Tank #2 Generator	04/30/2020	128.04
135274	CALAVERAS AUTO SUPPLY	Filter/Adapter/Lube/Rags - District Wide Fuel Tanks	04/30/2020	418.47 (F)
135194	CALAVERAS FIRST COMPANY INC	Engineering Admin Tech Recruitment Ad	04/16/2020	57.04
135195	CALAVERAS LUMBER CO INC	Heat Shrink/Terminal Kit/Splice/Screws/Clamps/Wire - Vehicle #134	04/16/2020	111.41
135195	CALAVERAS LUMBER CO INC	Safety Glasses/Marking Paint/Wire/Glass Cleaner/Keys - Vehicle #720	04/16/2020	88.61
135195	CALAVERAS LUMBER CO INC	Shelving/Screws/Lumber/Glue/Lock Container/Steel Cable - Hunters WTP	04/16/2020	436.45
135195	CALAVERAS LUMBER CO INC	Air Hose - Collections Crew	04/16/2020	33.93
135195	CALAVERAS LUMBER CO INC	Paint/Supplies/Hardware - Training Room Soundproofing	04/16/2020	495.95
135195	CALAVERAS LUMBER CO INC	Lumber/Hardware/Cold Chisels/Blades - Connors Main Eyewash Station	04/16/2020	410.16
135195	CALAVERAS LUMBER CO INC	Lopper/Fire Rake - Construction Crew	04/16/2020	91.57
135195	CALAVERAS LUMBER CO INC	Glue/Caulking/Bit/Blades/Pail - DF/VCTO WWTP	04/16/2020	160.50
EFT	CDFTA	Use Tax Jan-March 2020	04/16/2020	720.00
EFT	CALPERS	Health Insurance, Employees (60) 04/20	04/06/2020	100,156.76 (D)
EFT	CALPERS	Health Insurance, Retirees (57) 04/20	04/06/2020	43,312.34
EFT	CARD SERVICES	ACWA Legislative Symposium Registration - Ratterman	04/22/2020	290.00
EFT	CARD SERVICES	ACWA Meeting Meal/Parking/Lodging - Minkler	04/22/2020	231.05
EFT	CARD SERVICES	Lunch Meeting Calaveras County (Alt) - Minkler	04/22/2020	46.95
EFT	CARD SERVICES	CRWA Conference Lodging Refunds - Utility Staff (3)/Engineering Staff (1)	04/22/2020	(1,203.84)
EFT	CARD SERVICES	CWEA Expo Lodging Refunds - Utility Staff (4)	04/22/2020	(2,528.82)
EFT	CARD SERVICES	Cross Connection Training/Exam - Hampton	04/22/2020	125.69
EFT	CARD SERVICES	CWEA Pre-Conference Workshop - Utility Staff (4) (to be refunded)	04/22/2020	640.00
EFT	CARD SERVICES	Driver Inspection Books (2)	04/22/2020	278.85
EFT	CARD SERVICES	Highway 4 Lunch Meeting - Utility Staff	04/22/2020	37.82
EFT	CARD SERVICES	SHRM Membership - Lollar	04/22/2020	219.00
EFT	CARD SERVICES	WebEx Licensing - OP HQ	04/22/2020	1,489.78
EFT	CARD SERVICES	Amazon Prime Membership - OP HQ	04/22/2020	191.98
EFT	CARD SERVICES	Hosted E-Mail 03/20 - OP HQ	04/22/2020	752.37
EFT	CARD SERVICES	E-Mail Back Up 04/20 - OP HQ	04/22/2020	29.90
EFT	CARD SERVICES	MailChimp Services 03/20 - Metzger	04/22/2020	17.99
EFT	CARD SERVICES	Verizon Cell Phone Service 03/20 - District Wide	04/22/2020	3,427.27
EFT	CARD SERVICES	Alhambra Water Service 03/20 - LCWWTP	04/22/2020	36.83
EFT	CARD SERVICES	Alhambra Water Service 03/20 - JLWTP	04/22/2020	73.10
EFT	CARD SERVICES	Debris Box Refund - Training Room Soundproofing	04/22/2020	(111.15)
EFT	CARD SERVICES	Masks/Wipes/Respirators/Hand Sanitizer - District Wide (COVID 19 Supplies)	04/22/2020	6,546.93
EFT	CARD SERVICES	EP Techilte Leak/Boil Water Notice Staff Meal	04/22/2020	55.53
EFT	CARD SERVICES	Pump Rebuild Kit - Vehicle #512	04/22/2020	117.68
EFT	CARD SERVICES	Eye Wash Station - Huckleberry L/S	04/22/2020	689.57
EFT	CARD SERVICES	Fuel Solenoid - Vehicle #123	04/22/2020	365.84
EFT	CARD SERVICES	Cable/Fasteners - LCWWTP	04/22/2020	435.35
EFT	CARD SERVICES	Tubing/Sleeves - CCWTP	04/22/2020	118.50
EFT	CARD SERVICES	Locksmith Services - JLWTP	04/22/2020	125.00
EFT	CARD SERVICES	Badge Clips - District Wide	04/22/2020	23.25
EFT	CARD SERVICES	Padlocks - SA Shop	04/22/2020	57.24

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EFT	CARD SERVICES	Hands-Free Dispensers/Soap - OP HQ	04/22/2020	424.86
EFT	CARD SERVICES	Office Supplies	04/22/2020	241.49
EFT	CARD SERVICES	Engineering Admin Tech Recruitment Ad	04/22/2020	465.00
EFT	CARD SERVICES	Water Resources Manager Recruitment	04/22/2020	60.24
135196	CARBON COPY INC	Copies/Copier Maintenance 03/20	04/16/2020	80.15
135117	CARPORTS AND MORE, INC.	Equipment Storage Unit - CC	04/02/2020	8,068.20 (F)
135275	CARUS CORPORATION	Sodium Permanganate - JLWTP	04/30/2020	8,778.95
135197	CDK SUPPLY	Plates/Wire/Inserts/Electrical Box - Training Room Soundproofing	04/16/2020	53.91
135197	CDK SUPPLY	Liquid Tight Fittings - Vehicle #720	04/16/2020	88.54
135197	CDK SUPPLY	Screw Cover Box/Heater Fan/Fittings - Hunters WTP	04/16/2020	348.12
135197	CDK SUPPLY	Breaker/Conduit - Sawmill Tank	04/16/2020	88.30
135197	CDK SUPPLY	Conduit/Fittings/Locking Fuel Box/U-Bolts - District Wide Fuel Tanks	04/16/2020	1,221.37 (F)
135276	CDK SUPPLY	Fuse/Cord - Big Trees Tank #2 Generator	04/30/2020	52.66
135277	CDW GOVERNMENT INC	Laptops/Software/Keyboards - Office Staff Remote Set Up	04/30/2020	4,576.73
135277	CDW GOVERNMENT INC	Cradlepoint Router/Cellular Modem - LCWWTP SCADA	04/30/2020	848.11
135119	CENTRAL CALIFORNIA GENERATOR	MPAC Controller - Wilseyville Generator	04/02/2020	2,489.28
135120	CHEMTRAC INC	Viton Seal - CCWTP	04/02/2020	98.00
135198	CISCO FIRE SPRINKLER, INC.	Sprinkler Reinstall - Training Room Soundproofing	04/16/2020	504.00
135121	CLARK PEST CONTROL	Pest Control Services 03/20 - CCWTP	04/02/2020	94.00
135199	CLARK PEST CONTROL	Pest Control Services Feb/March - JLWTP	04/16/2020	126.00
135278	CLARK PEST CONTROL	Pest Control Services March/April - LCWWTP	04/30/2020	449.00
135200	COLUMBIA COMMUNICATIONS	Vehicle Cloud Service 04/20	04/16/2020	840.00
135201	COMCAST	Internet Service 04/20 - JLWTP	04/16/2020	109.69
135202	COMCAST	Internet Service 04/20 - DF/VCTO WWTP	04/16/2020	114.69
135203	COMCAST	Internet Service 04/20 - JLTC	04/16/2020	109.69
135204	COMCAST	Internet Service 04/20 - JLWTP	04/16/2020	112.83
135122	CONDOR EARTH TECHNOLOGIES INC	Maintenance Oversight/Annual Report - White Pines	04/02/2020	1,258.75
135205	CONDOR EARTH TECHNOLOGIES INC	Permitting Support - AWWTP	04/16/2020	1,078.75
135205	CONDOR EARTH TECHNOLOGIES INC	Groundwater Monitoring - District Wide	04/16/2020	6,763.00
135280	CONDOR EARTH TECHNOLOGIES INC	Leachfield Evaluation - AWWTP	04/30/2020	6,320.00
135281	CONETH SOLUTIONS INC	IT Consultant Services	04/30/2020	375.00
135123	COPPER AUTO & MARINE	Wire/Diesel Exhaust Fluid - Vehicle #123	04/02/2020	39.57
135123	COPPER AUTO & MARINE	Diesel Exhaust Fluid/Oil/Filters - Vehicle #126	04/02/2020	95.18
135123	COPPER AUTO & MARINE	Diesel Exhaust Fluid - Vehicle #551	04/02/2020	18.22
135123	COPPER AUTO & MARINE	ABS Mat/Coolant - Vehicle #723	04/02/2020	59.61
135123	COPPER AUTO & MARINE	Pintle/Hitch/Pin/Mount - Vehicle #732	04/02/2020	246.10
135123	COPPER AUTO & MARINE	Jack Stand/Trailer Plug/Towels - CC Compressor	04/02/2020	29.99
135282	COPPEROPOLIS FIRE PROTECTION DISTRICT	Fire Hydrant Maintenance (63) - Copperopolis	04/30/2020	1,449.00
135256	CPPA	Power 03/20 - District Wide	04/16/2020	58,826.80 (D)
135206	CWEA	Collection System Maintenance Tech, Grade 1 Cert Renewal - Scheidt	04/16/2020	89.00
135206	CWEA	Electrical Instrumentation Tech Re-Test/Application - Broglio	04/16/2020	382.00
135261	CWEA	Membership Renewal - Burkhardt	04/22/2020	192.00
135284	CWEA	Collection System Maintenance Tech, Grade 3 Cert Renewal - Filippini	04/30/2020	99.00
135284	CWEA	Membership Renewal - Crank	04/30/2020	192.00

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135162	DAN LEE WILCOX	Replaced Overlay - CCWTP B-Tank Roof	04/09/2020	4,900.00
135124	DATAPROSE	Easement Access Billing Inserts	04/02/2020	739.48
135207	DATAPROSE	UB Statement Processing 03/20	04/16/2020	4,553.47
135163	DAVIDSON, JEFF	Travel 03/20	04/09/2020	32.20
135208	DE LAGE LANDEN FINANCIAL SRVC INC	Copier Lease March/April	04/16/2020	616.78
135286	DELTA TRUCK CENTER	Defroster Motor - Vehicle #126	04/30/2020	126.37
135209	DEPARTMENT OF WATER RESOURCES	Dam Fees- West Point Regulation	04/16/2020	9,065.00
135209	DEPARTMENT OF WATER RESOURCES	Dam Fees- White Pines	04/16/2020	6,695.00
135209	DEPARTMENT OF WATER RESOURCES	Dam Fees- Copper Cove	04/16/2020	10,013.00
135209	DEPARTMENT OF WATER RESOURCES	Dam Fees- La Contenta	04/16/2020	10,250.00
135209	DEPARTMENT OF WATER RESOURCES	Dam Fees- Beaver Creek Diversion	04/16/2020	10,013.00 (A)
135209	DEPARTMENT OF WATER RESOURCES	Dam Fees- McKays Point Diversion	04/16/2020	51,251.00 (A)
135209	DEPARTMENT OF WATER RESOURCES	Dam Fees- North Fork Diversion	04/16/2020	10,724.00 (A)
135209	DEPARTMENT OF WATER RESOURCES	Dam Fees- New Spicer Meadow	04/16/2020	106,345.00 (A)
135210	DEVELOPMENT GROUP INC	Cisco Phone System Programming Assistance	04/16/2020	178.00
135164	DOCUSIGN INC	E-Signature Business Pro - OP HQ	04/09/2020	3,105.00
135165	DOWNEY BRAND ATTORNEYS LLP	Legal Services 01/20	04/09/2020	22,779.33
135262	EBBETTS PASS GAS SERVICE	Fuel 03/20	04/22/2020	5,906.52
135211	EBBETTS PASS LUMBER	Safety Glasses/File/Paint/Screws/Putty/Bit - Hunters WTP	04/16/2020	139.22
135125	EDGES ELECTRICAL GROUP, LLC	PLC Parts - Electrical Stock	04/02/2020	2,874.74
135287	ENTERPRISE FM TRUST	Vehicle Lease (10) 04/20	04/30/2020	7,360.98
135212	ENVIRONMENTAL OPERATING SOLUTIONS	Micro C 2000 - DF/VCTO WWTP	04/16/2020	3,689.81
135167	ERS INDUSTRIAL SERVICES, INC.	Filter Rehab Materials - EP WTP Filter Rehab/Painting Project	04/09/2020	97,563.89 (E)
135168	EUROFINS EATON ANALYTICAL, INC	Treated Water Testing - McKay's Reservoir	04/09/2020	250.00
135213	FASTENAL	Safety Glasses/Face Shields/Tyvox Suits/Masks/Sanitizer - District Wide	04/16/2020	2,568.98
135288	FASTENAL	Gloves/Sanitizer/Safety Glasses/Shovels/Paint/Paper - JL	04/30/2020	1,828.62
135288	FASTENAL	Respirators/Tyvox Suit/Face Shields/Gloves - District Wide	04/30/2020	982.94
135214	FERGUSON ENTERPRISES, INC 1423	Meter Boxes (12)/Lids/Fitting - AMR/AMI Meter Program	04/16/2020	1,466.95 (E)
135289	FERGUSON ENTERPRISES, INC 1423	Meters (4) - AMR/AMI Meter Program	04/30/2020	3,522.21 (E)
135169	FGL ENVIRONMENTAL	Waste Water Testing 03/20	04/09/2020	3,994.00
135169	FGL ENVIRONMENTAL	Water Testing 03/20	04/09/2020	7,099.00
135290	FGL ENVIRONMENTAL	Waste Water Testing 04/20	04/30/2020	1,168.00
135290	FGL ENVIRONMENTAL	Water Testing 04/20	04/30/2020	2,076.00
135291	FLO-LINE TECHNOLOGY, INC	Motor Blower - JLWTP	04/30/2020	1,014.88
135291	FLO-LINE TECHNOLOGY, INC	Pump - Arnold L/S #3	04/30/2020	6,141.71
135170	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental Feb/March - Sheep Ranch	04/09/2020	187.00
135170	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental Feb/March - Wallace	04/09/2020	187.00
135215	FOOTHILL PRINTING & GRAPHICS	Pre-Printed Door Tags - Customer Service	04/16/2020	524.24
135216	FOOTHILL SIERRA PEST CONTROL	Annual Pest/Weed Control - Valley Springs	04/16/2020	2,945.00
135172	FROGGY'S AUTO WASH & LUBE	Oil/Lube - Vehicle #533	04/09/2020	43.89
135217	FROGGY'S AUTO WASH & LUBE	Oil/Filter - Vehicle #724	04/16/2020	167.80
135218	GAMBI DISPOSAL INC.	Bio-Solids Removal - AWWTP	04/16/2020	498.75
135218	GAMBI DISPOSAL INC.	Bio-Solids Removal - DF/VCTO WWTP	04/16/2020	656.25
135218	GAMBI DISPOSAL INC.	Bio-Solids Removal - FMWWTP	04/16/2020	866.25

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135218	GAMBI DISPOSAL INC.	Bio-Solids Removal - LCWWTP	04/16/2020	1,058.40
135219	GARCIA, GEORGE	Quad Repair Mileage Reimbursement	04/16/2020	21.28
135220	GATEWAY PRESS, INC	No Trespass Signs - White Pines Lake	04/16/2020	1,724.90
135293	GENERAL PLUMBING SUPPLY CO INC	Water Heater/Mixing Valve/Primer/Glue/Fittings - Connors Eyewash Station	04/30/2020	862.39
135173	GEORGE REED INC	Cutback - DF/VCTO WWTP	04/09/2020	1,171.79
135263	GOMES, JOHN	IT Resolution Mileage Reimbursement	04/22/2020	20.70
135127	GOVCONNECTION, INC	Apple iPad Air/Apple Pencil/Apple Keyboard - HR	04/02/2020	925.75
135222	GOVCONNECTION, INC	Batteries/Cables - OP HQ Stock	04/16/2020	204.58
135222	GOVCONNECTION, INC	Docking Stations/Monitor/Cables - Finance	04/16/2020	852.44
135294	GOVCONNECTION, INC	UPS Batteries (5) - Replacement Stock	04/30/2020	237.81
135128	GRAINGER	Flange/Gasket - EP L/S #3	04/02/2020	230.96
135223	GRAINGER	Basket - Wallace WWTP	04/16/2020	179.23
135223	GRAINGER	Inflator Gauge - JLWTP	04/16/2020	62.56
135295	GUYS SAW CENTER	Generator - Big Trees Tank #2	04/30/2020	3,231.42
135225	HD SUPPLY CONSTRUCTION & INDUSTRIAL - WHITE CAP	Respirator/Filters/Fit Test - District Wide	04/16/2020	1,610.97
135174	HIBBARD, RICHARD	SWRCB Operations Manuals (3) Reimbursement	04/09/2020	168.53
135264	HOBGOODS CLEANING	Janitorial Service 04/20	04/22/2020	1,985.00
135296	HOLT OF CALIFORNIA	Generator - District Use	04/30/2020	3,109.18
135226	HUNT & SONS, INC	Fuel - CC	04/16/2020	769.21
135226	HUNT & SONS, INC	Oil - SA Shop	04/16/2020	93.31
135297	HUNT & SONS, INC	Fuel - West Point	04/30/2020	1,358.37
135227	IRON MOUNTAIN	Document Destruction 03/20	04/16/2020	79.26
135130	KASL CONSULTING ENGINEERS	Construction Management Services 02/20 - EP Reach 1 Pipeline Repl Proj	04/02/2020	11,441.50
135298	KASL CONSULTING ENGINEERS	Construction Management Services 03/20 - EP Reach 1 Pipeline Repl Proj	04/30/2020	14,317.43
135265	KNICK, JASON	Safety Boot Reimbursement	04/22/2020	200.00
135133	KOBOLD INSTRUMENTS INC	Flow Meter - CCWTP	04/02/2020	246.65
135299	LAWSON PRODUCTS INC	Screws/Washers - SA Shop	04/30/2020	39.81
135301	LIEBERT CASSIDY WHITMORE	Legal Services 03/20	04/30/2020	1,672.00
135228	LOWE'S	Roto Hammer/Chisel/Drill Bits - Vehicle #724	04/16/2020	364.31
135229	MANTECA TRUCK ACCESSORIES	Fuel Tank - Vehicle #131	04/16/2020	962.19
135134	MARK LOWE	Trailer Bracket - Vehicle #128A	04/02/2020	300.00
135134	MARK LOWE	Flat Bed Braces - Vehicle #724	04/02/2020	600.00
135303	MATHESON TRI-GAS, INC	Liquid Oxygen - JLWTP	04/30/2020	5,264.19
135135	McMASTER-CARR	Unistrut/Squeegee/Fittings - CCWTP	04/02/2020	98.53
135304	MEAD & HUNT INC	Inundation Mapping Services - West Point Regulation Dam	04/30/2020	1,540.00
135231	MICRO MOTION INC	Flowmeters (5) - AMR/AMI Meter Program	04/16/2020	12,391.04 (E)
135136	MID VALLEY AGRICULTURAL INC	Roundup Custom ATU - District Wide Weed Control	04/02/2020	755.88
135137	MITCHELL MOTORSPORTS INC	Trailer Hitch/Windshield - JL Mule	04/02/2020	1,050.46
135232	MODESTO AIRCO GAS & GEAR	Cylinder Rental 04/20	04/16/2020	91.00
135233	MOTHER LODGE ANSWERING SERVICE	Answering Service 04/20	04/16/2020	565.00
135234	MOUNTAIN OASIS PURIFIED WATER	Water Cooler Service/Supplies 03/20 - District Wide	04/16/2020	112.80
135176	MUTUAL OF OMAHA	Life/AD&D/LTD/STD Insurance, Employees 04/20	04/09/2020	6,238.01
135305	MUTUAL OF OMAHA	Life/AD&D/LTD/STD Insurance, Employees 05/20	04/30/2020	6,314.87
135266	NEW YORK LIFE	Life Insurance 03/20	04/22/2020	1,124.36 (C)

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135235	NHU DESIGN	Website Programming Assistance	04/16/2020	105.34
135140	NORTHSTAR CHEMICAL	Sodium Hypochlorite - CCWTP	04/02/2020	1,311.73
135140	NORTHSTAR CHEMICAL	Sodium Hypochlorite - WPWWTP	04/02/2020	574.48
135140	NORTHSTAR CHEMICAL	Sodium Hypochlorite - WPWTP	04/02/2020	478.74
135236	NORTHSTAR CHEMICAL	Sodium Hydroxide - LCWWTP	04/16/2020	2,466.75
135306	NORTHSTAR CHEMICAL	Sodium Hydroxide - AWWTP	04/30/2020	5,673.53
135307	NTU TECHNOLOGIES INC	Polymer - JLWTP	04/30/2020	8,544.44
135237	OCCU-MED, LTD	Pre-Employment Exam - Utility Staff	04/16/2020	276.50
135141	O'REILLY AUTOMOTIVE, INC	Spray Tip/Coolant - Vehicle #126	04/02/2020	176.20
135141	O'REILLY AUTOMOTIVE, INC	Battery - Vehicle #128	04/02/2020	232.70
135141	O'REILLY AUTOMOTIVE, INC	Brakes/Pads/Beacon Light - Vehicle #519	04/02/2020	278.37
135141	O'REILLY AUTOMOTIVE, INC	Coolant - Vehicle #723	04/02/2020	85.76
135141	O'REILLY AUTOMOTIVE, INC	Towels/Glass Cleaner/Connectors/Circuit Testers/Heat Shrink - Vehicle #728	04/02/2020	64.94
135141	O'REILLY AUTOMOTIVE, INC	Floor Mats - Vehicle #730	04/02/2020	49.74
135141	O'REILLY AUTOMOTIVE, INC	Disconnects - Vehicle #731	04/02/2020	10.75
135141	O'REILLY AUTOMOTIVE, INC	Automotive Training Class - Samorano	04/02/2020	240.00
135141	O'REILLY AUTOMOTIVE, INC	Battery Corrosion Protectant - LCWHSE Forklift	04/02/2020	7.50
135141	O'REILLY AUTOMOTIVE, INC	Spray Gun - SA Shop	04/02/2020	40.48
135308	O'REILLY AUTOMOTIVE, INC	Oil - Vehicle #130	04/30/2020	32.16
135308	O'REILLY AUTOMOTIVE, INC	Oil/Filter - Vehicle #131	04/30/2020	60.26
135308	O'REILLY AUTOMOTIVE, INC	Oil/Transmission Fluid - Vehicle #303	04/30/2020	60.02
135308	O'REILLY AUTOMOTIVE, INC	Battery - Vehicle #613	04/30/2020	124.70
135308	O'REILLY AUTOMOTIVE, INC	Air Freshener/Coolant - Vehicle #621	04/30/2020	46.09
135308	O'REILLY AUTOMOTIVE, INC	Stub Drive/Glass Cleaner - Vehicle #723	04/30/2020	14.98
135308	O'REILLY AUTOMOTIVE, INC	Pin/Bushing/Clip - Vehicle #726	04/30/2020	28.94
135308	O'REILLY AUTOMOTIVE, INC	Hydraulic Filters/Oil/Gas Can/Cleaner - DF/VCTO WWTP	04/30/2020	197.27
135308	O'REILLY AUTOMOTIVE, INC	Feeler Gauges/Tape Measure - JL Tank A	04/30/2020	26.86
135308	O'REILLY AUTOMOTIVE, INC	Spray Bottle - OP HQ	04/30/2020	9.64
EFT	P G & E	Gas 03/20 - OP HQ	04/30/2020	132.48
EFT	P G & E	Power 03/20 - CC Water Tank	04/30/2020	37.77
EFT	P G & E	Power 03/20 - JLTC	04/30/2020	135.49
EFT	P G & E	Power 03/20 - SA Shop	04/30/2020	872.11
EFT	P G & E	Power 03/20 - VS House	04/30/2020	14.49
EFT	P G & E	Power 03/20 - Wallace Spray Fields	04/30/2020	27.83
EFT	P G & E	Power 03/20 - Warmwood L/S	04/30/2020	21.96
EFT	P G & E	Power 03/20 - Woodgate L/S	04/30/2020	26.83
135143	PAYMENTUS GROUP INC	Payment Processing 02/20	04/02/2020	7,245.26
135238	PAYMENTUS GROUP INC	Payment Processing 03/20	04/16/2020	6,936.42
135309	PETERSON BRUSTAD INC	Engineering/Design Services - JLWTP Pre-Treatment Facility	04/30/2020	1,970.53 (E)
135310	PK SAFETY SUPPLY	Oxygen Sensor - Collections Crew	04/30/2020	420.71
135239	POTRERO HILLS LANDFILL	Bio-Solids Disposal - AWWTP	04/16/2020	259.88
135239	POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	04/16/2020	558.00
135239	POTRERO HILLS LANDFILL	Bio-Solids Disposal - LCWWTP	04/16/2020	515.34
135240	QUADIENT FINANCE INC	Postage 03/20	04/16/2020	1,000.00

CCWD  
AP DISBURSEMENTS  
APRIL 1-30, 2020

Check No.	Vendor/Employee	Transaction Description	Date	Amount
135241	QUADIENT LEASING INC	Maintenance Agreement 02/07/20-05/06/20 - Folder/Sorter	04/16/2020	1,097.48
135144	R & B COMPANY	Water Meters (100) - AMR/AMI Meter Program	04/02/2020	29,067.43 (E)
135311	R & B COMPANY	Adapters (20)/Redi-Clamps (3) - CCWHSE	04/30/2020	583.10
135177	RATTERMAN, SCOTT	Travel 03/20	04/09/2020	8.05
135242	RICHARDSON & COMPANY	Audit Services FY 18-19	04/16/2020	3,750.00
135312	ROBERTS, MATHEW	Safety Boot Reimbursement	04/30/2020	200.00
135312	ROBERTS, MATHEW	Winter Weather Gear Reimbursement	04/30/2020	136.54
135178	ROEDER, JAMES	DMV DOT Exam Reimbursement	04/09/2020	130.00
135313	RYAN HERCO PRODUCTS CORP.	Fittings - CCWTP	04/30/2020	126.87
135179	SAPIEN, ROBERT	Tree Falling (15) - White Pines Lake	04/09/2020	2,900.00
135180	SCHEIDT, RANDY	DMV DOT Exam Reimbursement	04/09/2020	130.00
135181	SECADA, CINDY	Travel 03/20	04/09/2020	158.36
135148	SEIU LOCAL 1021	Union Dues 03/20	04/02/2020	2,690.00 (C)
135314	SENDERS MARKET INC	Batteries - Vehicle #723	04/30/2020	32.43
135314	SENDERS MARKET INC	Redimix - EP Techite Repair	04/30/2020	208.74
135314	SENDERS MARKET INC	Wheelbarrow/Tarp - LCWWTP	04/30/2020	196.25
135314	SENDERS MARKET INC	Torch/Insulation - JLWTP	04/30/2020	97.41
135314	SENDERS MARKET INC	Insulation/Pipe Wrap/Lumber/Screws/Blade - Huckleberry Eyewash Station	04/30/2020	68.40
135314	SENDERS MARKET INC	Pipe/Thread Seal/Fittings - EP L/S #3	04/30/2020	129.32
135314	SENDERS MARKET INC	Hydrant Paint - LCWHSE	04/30/2020	289.00
135314	SENDERS MARKET INC	Soap/Towels/Propane - JLWTP	04/30/2020	41.55
135314	SENDERS MARKET INC	Face Shields/Wet Wipes/Spray Bottles - District Wide	04/30/2020	206.14
135314	SENDERS MARKET INC	Batteries - OP HQ	04/30/2020	23.99
135314	SENDERS MARKET INC	Cleaning Products - EP Barn	04/30/2020	87.02
135314	SENDERS MARKET INC	Coffee Filters/Taps/Plugs/Fasteners/Stakes - Collections Crew	04/30/2020	70.65
135243	SHAPE INC	Pump Rebuild Parts/Labor - Huckleberry L/S	04/16/2020	4,872.89
135182	SIERRA JANITORIAL SUPPLY	Toilet Paper - OP HQ	04/09/2020	126.77
135315	SIERRA MOTORS	Oil Change - Vehicle #138	04/30/2020	44.51
135149	SIGNAL SERVICE	Alarm Monitoring Service Apr-June - District Wide	04/02/2020	1,954.20
135150	SILICA RESOURCES, INC.	Filter Sand - LCWWTP	04/02/2020	3,324.83
135244	STAPLES CREDIT PLAN	Office Supplies	04/16/2020	2,096.53
135152	SWRCB	Wastewater Treatment Plant Operator, Grade III Cert Renewal - Cardinal	04/02/2020	110.00
135152	SWRCB	Wastewater Treatment Plant Operator, Grade IV Cert Renewal - Brown	04/02/2020	110.00
135245	SWRCB	Wastewater Treatment Plant Operator, Grade 1 Cert Renewal - Applegate	04/16/2020	110.00
135317	SWRCB Storm Water Section	Change of Information Request - EP Reach 1 Pipeline Replacement Project	04/30/2020	147.00 (E)
135246	THE CAR DOCTOR	Oil/Filter/Lube/Tire Rotation - Vehicle #712	04/16/2020	97.83
135183	THOMAS, RUSS	Travel 03/20	04/09/2020	48.30
135153	TIFCO INDUSTRIES	Timing Cover Alignment Tool - Vehicle #125	04/02/2020	520.16
135153	TIFCO INDUSTRIES	Micro Relays/Wire Terminals/Seals/Plug - Vehicle #731	04/02/2020	397.36
135153	TIFCO INDUSTRIES	Terminal Tool/Crimper - Vehicle #723	04/02/2020	96.36
135153	TIFCO INDUSTRIES	Cutting Wheels - Vehicle #529	04/02/2020	294.40
135153	TIFCO INDUSTRIES	Bolts/Clamps/Washers/Terminals - SA Shop	04/02/2020	291.02
135247	TIFCO INDUSTRIES	Socket Organizer/Wire Crimper - Vehicle #723	04/16/2020	128.53
135247	TIFCO INDUSTRIES	Loctite Thread Locker - SA Shop	04/16/2020	272.53

CCWD  
AP DISBURSEMENTS  
APRIL 1-30, 2020

Check No.	Vendor/Employee	Transaction Description	Date	Amount
135248	TREATS GENERAL STORE INC	Paint/Water - SA Shop	04/16/2020	18.94
135248	TREATS GENERAL STORE INC	Screws - WPWTP	04/16/2020	4.79
135318	TRIPLEPOINT ENVIRONMENTAL	Pilot Study - CCRCP	04/30/2020	2,750.00
135184	UNDERHILL, BERTHA	Travel 03/20	04/09/2020	93.15
135249	UNDERHILL, BERTHA	AB 1234 Ethics Training Reimbursement	04/16/2020	55.00
135185	UNITED PARCEL SERVICE	Shipping 03/20	04/09/2020	172.33
135270	UNITED PARCEL SERVICE	Shipping 04/20	04/22/2020	58.00
135186	US BANK CORP TRUST SVCS	Assessment District 604 Fiscal Agent Fees	04/09/2020	1,020.00 (C)
135155	USA BLUE BOOK	CL17 Kits/Reagents - JLWTP	04/02/2020	349.63
135155	USA BLUE BOOK	Reagent - Wallace WTP	04/02/2020	128.38
135251	USA BLUE BOOK	Boot Dryer/Transmitter/DPD Dispenser/Probe/Solution/Mixer/Bar - Hunters WTP	04/16/2020	1,489.25
135251	USA BLUE BOOK	DPD Reagent/StablCal - CCWTP	04/16/2020	204.58
135251	USA BLUE BOOK	DO Meter/StablCal - CCWWTP	04/16/2020	1,096.03
135251	USA BLUE BOOK	Ratchet Shears/Hydrant Wrenches/Deep Sockets/Pressure Gauges - CCHWSE	04/16/2020	683.73
135251	USA BLUE BOOK	DPD Dispenser - JLWTP	04/16/2020	99.49
135320	USA BLUE BOOK	Reagents/Solution/Sodium Thiosulfate/Ozone Accuvac - JLWTP	04/30/2020	249.02
135321	VALLEY SPRINGS FEED INC	Propane - JLWTP	04/30/2020	19.84
135252	VERIFIED FIRST, LLC	Background Investigation - Potential Employee	04/16/2020	36.50
135322	WAGEWORKS	FSA Admin 03/20	04/30/2020	420.00
135253	WEST POINT LUMBER INC	Paper Towels/Screws/Clorox/Drill Bits/Screws - WPWTP	04/16/2020	15.60
135323	WESTERN HYDROLOGICS	Water Rights Progress Reporting	04/30/2020	7,710.00
135323	WESTERN HYDROLOGICS	Gage Maintenance - White Pines	04/30/2020	3,513.52
135323	WESTERN HYDROLOGICS	Data Review/Reporting Services	04/30/2020	210.00
135323	WESTERN HYDROLOGICS	Water Rights Consulting	04/30/2020	3,570.00
EFT	WEX BANK	Fuel 03/20	04/14/2020	13,939.27
135324	WHOLESALE SEPTIC SUPPLIES LLC	Septic Tank Pumps - Collections Crew	04/30/2020	2,450.00
135254	WIENHOFF DRUG TESTING	DER/Supervisor Training - Howarth	04/16/2020	125.00
135255	YOUNG'S COPPER ACE HARDWARE	Bulbs/Soldering Iron/Heat Shrink/Solder - CCWTP	04/16/2020	59.77
135255	YOUNG'S COPPER ACE HARDWARE	Pipe/Fittings/Anchors/Screws/Redimix/Lumber - Connors Main Eyewash Station	04/16/2020	297.52
135255	YOUNG'S COPPER ACE HARDWARE	Adapters - CC B Tank	04/16/2020	6.42
135255	YOUNG'S COPPER ACE HARDWARE	Bleach/Spray Bottle/Cleaner/Lysol - CCWHSE	04/16/2020	60.17
	Employee Medical Reimbursements (10)			4,131.63
	Customer Refunds (14)			2,589.74
Total April 2020 AP Disbursements				960,352.85



**RESOLUTION NO. 2020-**

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

**RATIFYING CLAIM SUMMARY NO. 578**

**WHEREAS**, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT has reviewed and considered Claim Summary Number 578 at the Regular Meeting held on May 13, 2020; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the CALAVERAS COUNTY WATER DISTRICT Board of Directors hereby ratifies Claim Summary Number 578 in the amount of \$1,489,967.99 for the month of April, 2020.

**PASSED AND ADOPTED** this 13<sup>th</sup> day of May, 2020 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

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Bertha Underhill, President  
Board of Directors

ATTEST:

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Rebecca Hitchcock  
Clerk to the Board

# Agenda Item

*Rebecca Callen*

DATE: May 13, 2020

TO: Michael Minkler, General Manager

FROM: Rebecca Callen, Director of Administrative Services

SUBJECT: Report on the Monthly Investment Transactions for April 2020

## RECOMMENDED ACTION:

For information only.

## SUMMARY:

Per the District's Investment Policy, Staff will report on a monthly basis the investment activity for the preceding month. During the month of April 2020, the following investment transactions occurred.

TRANSACTION DESCRIPTION	MARCH	APRIL	DATE
Interest received on the Wells Fargo Money Market Investment Account	17.05	6.50	4/1/20
Transfer funds from Wells Fargo Money Market Account to the Districts Operating Account	17,500.00	---	---
20 <sup>th</sup> Liquidation Distribution Lehman Bros Holdings	---	959.60	4/2/20
Quarterly Interest received on the LAIF Investment	---	147,868.57	4/15/20
Wells Fargo Bank Certificate of Deposit Full Call	---	2,000,000.00	4/22/20
Interest received on the Wells Fargo Bank Certificate of Deposit	---	8,726.03	4/22/20
Interest Received on the Umpqua Bank Money Market Investment Account	331.34	74.75	4/30/20

Staff monitors cash flow to ensure operational needs are met and excess funds are invested.

*Attachment: Investment Activity Report for April 2020*

**CALAVERAS COUNTY WATER DISTRICT  
INVESTMENT ACTIVITY ENTRY  
FOR THE MONTH ENDING APRIL 30, 2020**

INVESTMENT TRUSTEE/TYPE	MARKET VALUE	INVESTMENT COST			CPN RATE	INVESTMENT DATE	MATURITY DATE	CM INTEREST RECVD
		COST	Prem/(Disc)	PAR (PRINC)				
Lehman Bros Hldgs Inc 11/10/09 <b>(IN DEFAULT)</b>	15,960.00	739,453.78	(685,546.22)	1,425,000.00	3.950%	05/05/08	---	-
WFB Certificate of Deposit <i>(Full Call 4/22/20)</i>	-	-	-	-	1.300%	07/22/16	07/22/21	<b>8,726.03</b>
Wells Fargo Money Market	2,010,008.08	2,010,008.08	-	2,010,008.08	0.010%	ongoing	n/a	<b>6.50</b>
<b>Sub-totals Wells Fargo Bank</b>	<b>2,025,968.08</b>	<b>2,749,461.86</b>	<b>(685,546.22)</b>	<b>3,435,008.08</b>				<b>8,732.53</b>
Umpqua Bank Money Market	1,819,030.35	1,819,030.35	-	1,819,030.35	0.050%	06/14/07	n/a	<b>74.75</b>
Local Agency Investment Fund	28,864,889.21	28,864,889.21	-	28,864,889.21	1.440%	ongoing	n/a	<b>147,868.57</b>
<b>Totals</b>	<b>32,709,887.64</b>	<b>33,433,381.42</b>	<b>(685,546.22)</b>	<b>34,118,927.64</b>				<b>\$156,675.85</b>

<b>Current Month Transactions:</b>	<b>Date</b>	<b>Amount</b>
Interest received on the Wells Fargo Money Market Investment Account	4/1/2020	6.50
20th Liquidation Distribution Lehman Bros Holdings	4/2/2020	959.60
Quarterly Interest received on the LAIF Investment	4/15/2020	147,868.57
Wells Fargo Bank Certificate of Deposit Full Call	4/22/2020	2,000,000.00
Interest received on the Wells Fargo Bank Certificate of Deposit	4/22/2020	8,726.03
Interest received on the Umpqua Bank Money Market Investment Account	4/30/2020	74.75

# Agenda Item

DATE: May 13, 2020  
TO: Michael Minkler, General Manager  
FROM: Rebecca Callen, Director of Administrative Services  
SUBJECT: Authorized Representatives on Chandler Asset Management Investment Account

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## **RECOMMENDED ACTION:**

Motion: \_\_\_\_\_ / \_\_\_\_\_ adopting Resolution 2020-\_\_\_ Authorizing Signers for Chandler Asset Management.

## **SUMMARY:**

The District has been working through the details of engaging with Chandler to identify additional forms, signature authority, and policy changes. In order to give direction to Chandler Asset Management or receive reporting, the District is required to establish a list of Authorized Representatives.

The Resolution to establish this list is the same as the Local Agency Investment Fund signatory list, mostly recently updated on January 22, 2020.

Established CCWD financial transaction protocol requires the General Manager and Director of Administrative Services authorization prior to initiating an investment transaction. All financial transactions will be handled per Board policy.

## **FINANCIAL CONSIDERATIONS:**

None

*Attachments: Resolution No. 2020-\_\_\_ - Authorizing Representatives for Chandler Asset Management*

**RESOLUTION 2020-**

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

**AUTHORIZING SIGNATURES  
FOR CHANDLER ASSET MANAGEMENT INSTRUCTIONS**

**WHEREAS**, On February 12, 2020, the Board of Director approved direction to engaged with Chandler Asset Management for Investment Management Services; and

**WHEREAS**, the Board of Directors approved an updated Authorized signature resolution on January 22, 2020 for Umpqua, Local Agency Investment Fund (LAIF), and Wells Fargo.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of CALAVERAS COUNTY WATER DISTRICT does hereby establish the same signature authority for Chandler Asset Management Authorized Representatives as LAIF.

**BE IT FURTHER RESOLVED**, that the following Calaveras County Water District Officers shall be authorized to give instruction to and receive information from Chandler Asset Management concerning the Chandler Asset Management Account:

<b>Executive Group</b>	<b>Finance</b>
Michael Minkler General Manager	Rebecca Callen Director of Administrative Services
Stacey Lollar Human Resources Manager	Patricia Christensen Accountant III

**PASSED AND ADOPTED** this 13th day of May, 2020 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

CALAVERAS COUNTY WATER DISTRICT

\_\_\_\_\_  
Bertha Underhill  
President, Board of Directors

**ATTEST:**

\_\_\_\_\_  
Rebecca Hitchcock  
Clerk to the Board

# Agenda Item

DATE: May 13, 2020

TO: Michael Minkler, General Manager

FROM: Joel Metzger, External Affairs Manager

SUBJECT: Discussion/Action Regarding Variance Request from the Pinebrook Homeowner's Association

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## RECOMMENDED ACTION

Motion: \_\_\_\_\_/\_\_\_\_\_ to adopt Resolution No. 2020-\_\_\_\_ Granting a Variance to Section 35 of the Rules and Regulations Governing the Furnishing of Water and or Wastewater Services and authorizing the Pinebrook Homeowners Association to irrigate multiple parcels using a single water meter.

## SUMMARY

The Pinebrook Homeowners Association (Pinebrook), located in Arnold, was formed in the 1960s and operated its own water system until it was annexed by CCWD in 1988. Three CCWD commercial meters and one landscape meter were installed in 1990 to serve recreational facilities owned by Pinebrook. According to Pinebrook, the irrigation system itself predates the 1988 annexation.

Pinebrook has applied to terminate service for two of its commercial meters and staff is conducting a review of that request. During staff's review of two termination of service requests, it came to light that Pinebrook had historically irrigated multiple parcels with one of its commercial meters and was continuing to do so. This practice was identified as a violation of Article IV, Section 35, of CCWD's Rules and Regulations Governing the Furnishing of Water and/or Wastewater Services. The District's policy prohibits property owners from serving multiple parcels from the same meter.

This policy violation was raised with Pinebrook representatives and they looked into the costs of merging lots to come into compliance with CCWD's policy. However, that option was deemed by Pinebrook to be too expensive. This led to Pinebrook submitting a written request on January 8, 2020, seeking a variance that would allow them to continue to operate their existing irrigation system. Pinebrook believes that its historic practices, dating back to the 1960s, of irrigating multiple parcels using one water meter, and the fact that the practice continued after CCWD annexed Pinebrook into its system in 1988, creates circumstances that should allow Pinebrook to be "grandfathered" in by the approval of a variance. Copies of Pinebrook's variance request, termination of service request, and a map of the area are attached.

## **VARIANCE REQUEST DETAILS**

Per a statement from Pinebrook, prior to being part of the CCWD water system, the Pinebrook community developed a recreational area consisting of eight parcels near the intersection of Moran Road and Flanders Drive in Arnold. Pinebrook representatives state that several of these parcels were historically irrigated using one water meter. When Pinebrook was annexed into the CCWD system in 1988, Pinebrook continued to irrigate multiple parcels with a single CCWD water meter, as it has done since the 1960s. Pinebrook historically and currently serves water across two parcels from one water meter. The cost to merge these lots is estimated to exceed \$4,000 with the required licensed surveying costs, title search and County fees. This is a large cost for a small HOA like Pinebrook. These parcels are integral to the Pinebrook recreational area with facilities spread across them, including a parking lot, basketball court, lawn area, volleyball court, town hall, baseball field, playground area, picnic grounds, shade structure, lighting, and a planned amphitheater.

Given the history of long-term use of the existing facilities, Pinebrook is requesting a policy variance from the CCWD Board. Pinebrook believes it has a special case that would not create an inequity to other ratepayers. Pinebrook does not believe there is a future downside to the CCWD Board granting a variance to allow irrigation of multiple parcels using the meter at 2108 Flanders Drive.

## **STAFF ANALYSIS**

The District's variance policy (Board Policy number 22) states: "exceptions to the District's Regulations are generally disfavored. In some unusual cases, however, an exception to or variance from the District's Regulations is needed to achieve a fair result." Under the Policy, the Board can grant a variance if the:

- 1) Granting of an exception or variance does not discriminate in favor of, or against, any applicant to the detriment of any other District customer;
- 2) Exceptions or variances must not, in any way, have the effect of establishing substandard facilities or services, or result in an unreasonable cost to the District;
- 3) The exception or variance is consistent with the District's obligation to only put water to reasonable and beneficial uses; and
- 4) Granting the exception or variance is the best way to achieve a fair result for the applicant without imposing undue costs on other customers.

In this case, the granting of a variance would result in no change to existing facilities or operations, while the denial of the variance would require the property owner to reconfigure its existing irrigation system to bring it into compliance with District policy or merge the two lots currently being irrigated by a single meter. Staff believes that the status quo does not result in any additional direct cost to other ratepayers or to the District, does not result in substandard facilities, and would not result in waste or unreasonable use of water.

The primary concern in granting the variance is that this action could be misconstrued as a relaxation of the District's prohibition against single meters serving multiple lots, which

could result in indirect costs to the District. The policy is critically important to District operations and exceptions to the policy should not be granted lightly. It would not be in the interest of the District's customers for anyone to get the false impression that the prohibition against extending service across property boundaries will not be strictly enforced. Accordingly, if the Board finds that granting the exception would be detrimental to other customers, for this reason or any other reason, then a denial of the variance would be the appropriate course of action.

Staff recommends approval of the variance if the Board finds that the approval would not be detrimental to other District customers.

**OTHER CONSIDERATIONS:**

Pinebrook has applied to terminate two meters on its properties. Staff is evaluating those requests separately to this variance request. Additionally, District staff is evaluating whether the existing water meters are appropriately sized for the amount of water that is being used to irrigate landscaping. Staff believes these are separate matters from the policy variance presently before the Board. Staff will continue to work with Pinebrook to resolve these outstanding issues regardless of the outcome of the variance request.

**FINANCIAL CONSIDERATIONS:**

None.

Attachments: CCWD Policy Article IV, Section 35  
CCWD Policy No. 22  
Pinebrook Variance Request Letter & Map  
Resolution 2020-\_\_\_\_ Granting a Variance to Rules and Regulations Governing the Furnishing of  
Water and/or Wastewater Service



CALAVERAS COUNTY WATER DISTRICT  
RULES AND REGULATIONS GOVERNING THE FURNISHING OF WATER  
AND/OR WASTEWATER SERVICES

ARTICLE IV  
DOMESTIC SERVICE INSIDE IMPROVEMENT DISTRICTS  
(ORIGINAL CONNECTIONS ONLY)

Section 35.

Residential Service. The District will install a meter for each legal parcel with an individual home.

Commercial Service. Separate business units on the same legal parcel, under a single control or management, may be served, at the option of the applicant, by either of two methods:

1. Through separate service connections and meters to each unit, provided that the piping system for each unit is independent of the others and is not interconnected; or
2. Through a single service connection and meter to the entire premises

Cost of the meter will be borne by the customer, and no water will be furnished or supplied through any connection except through a meter.

Resolution 2006-10, January 25, 2006

CALAVERAS COUNTY WATER DISTRICT  
RULES AND REGULATIONS GOVERNING THE FURNISHING OF WATER  
AND/OR WASTEWATER SERVICES

ARTICLE IV  
DOMESTIC SERVICE INSIDE IMPROVEMENT DISTRICTS  
(ORIGINAL CONNECTIONS ONLY)

Section 35. (continued)

Meter Ownership and Control. Ownership and control of the meter shall be in each and every instance become, be and remain in the District. It is expressly understood that where a meter and other facilities including housings and connections are located in a customer's premises, no rent or other charge will be paid by the District therefor. All meters will be sealed by the District at the time of installation, and no seal shall be altered or broken except by one of the District's authorized employees or agents.

A. Accessory Dwelling: **Water service** for an accessory dwelling can be provided from the meter of the primary residence only if:

- 1) The accessory dwelling has been approved by Calaveras County in accordance with the Calaveras County Code Title 17, Chapter 17.66, as may be amended;
- 2) An accessory dwelling permit from the County is attached to the CCWD application for service;
- 3) A licensed plumber has verified in writing the adequacy of the water meter size "*based on the total number of fixture units to be serviced by the meter;*" and
- 4) The maximum total floor area does not exceed nine hundred (900) square feet.

Should the meter size increase because of the accessory dwelling, additional capacity fees will be charged. Accessory dwellings that no longer qualify as an accessory dwelling, through actions such as a lot split, shall be required to have a separate connection and meter. Application for service and payment of the appropriate capacity fees and rates shall be required.

Resolution 2007-114, December 12, 2007

CALAVERAS COUNTY WATER DISTRICT  
RULES AND REGULATIONS GOVERNING THE FURNISHING OF WATER  
AND/OR WASTEWATER SERVICES

ARTICLE IV  
DOMESTIC SERVICE INSIDE IMPROVEMENT DISTRICTS  
(ORIGINAL CONNECTIONS ONLY)

The following shall amend Ordinance 84-1, Article V Building Sewers, Lateral Sewers and Connections, Section 5.3 Separate Sewers as follows:

Section 5.3.a. Accessory Dwelling: The **sewer connection** of the primary residence, "except those served by a septic tank effluent pump (STEP) system," can provide sewer service for an accessory dwelling if:

- 1) The accessory dwelling has been approved by Calaveras County in accordance with the Calaveras County Code Title 17, Chapter 17.66, as may be amended;
- 2) An accessory dwelling permit from the County is attached to the application for service;
- 3) A licensed plumber has verified in writing the adequacy of sewer service for both the accessory dwelling and the primary residence based on the total number of fixture units; and
- 4) The maximum total floor area does not exceed 900 square feet.

Accessory dwellings to be served by a "STEP Sewer System" will be approved and fees determined on a case-by-case basis by CCWD.

The wastewater capacity fee for the accessory dwelling shall be based on 0.55 equivalents. No additional monthly rate shall be charged unless the District determines that flows in excess of 0.55 equivalents are being generated.

Accessory dwellings that no longer qualify as an accessory dwelling, through actions such as a lot split, shall be required to have a separate sewer connection. Application for service and payment of the appropriate capacity fees and rates shall be required.

Ordinance 2007-02, December 12, 2007

Policy Title: Exceptions to Standards, Rules and Policies  
Policy Number: CCWD Board Policy 22

Adopted 04/8/2020 (RES 2020-24)

CALAVERAS COUNTY WATER DISTRICT  
POLICY REGARDING EXCEPTIONS TO  
STANDARDS, RULES AND POLICES

All standards, rules, and policies (collectively, "Regulations") of the Calaveras County Water District ("District") are equally and fairly applied to every affected person or entity. Because of the potential for disparity of treatment, exceptions to the District's Regulations are generally disfavored. In some unusual cases, however, an exception to or variance from the District's Regulations is needed to achieve a fair result. Exceptions or variances will only be granted if the following findings can be made:

1. Granting of an exception or variance does not discriminate in favor of, or against, any applicant to the detriment of any other District customer;
2. Exceptions or variances must not, in any way, have the effect of establishing sub-standard facilities or services, or result in an unreasonable cost to the District;
3. The exception or variance is consistent with the District's obligation to only put water to reasonable and beneficial uses; and
4. Granting the exception or variance is the best way to achieve a fair result for the applicant without imposing undue costs on other customers.

All applicants must pay a \$3,500.00 deposit and submit an application for an exception or variance to the District's Regulations that will be reviewed by the General Manager. If the administrative review and implementation of the exception or variance is less than the deposit amount, the applicant will be refunded the difference. However, if the amount exceeds the deposit amount, the applicant is responsible to pay all additional costs. Exceptions or variances to Regulations may only be granted by the District's Board of Directors unless the Board has delegated that authority to the General Manager.

End of Document



**TO:** CCWD Management, Staff, and Board  
Attn: Michael Minkler, Joel Metzger, Bertha Underhill

03/23/2020

**FROM:** Pinebrook Subdivision/HOA; Dale Pilgeram – President  
P.O. Box 27, Arnold, CA 95223-0027, Phone 209 795-2824, Cell 408 710-2148,  
Email; [pilgeram@sbcglobal.net](mailto:pilgeram@sbcglobal.net)

**REFERENCE:** Many email exchanges with Joel Metzger regarding:

- . Request to disconnect 2 unused meters out of 4
- . Variance request due to one meter serving multiple parcels
- . Meter size issue for peak usage months vs no or little usage months

**SUBJECT:** CCWD Water Services at Pinebrook HOA Common Area

This letter is an attempt to clarify, for all folks involved, the status and situation at the Pinebrook HOA common recreational area parcels up here in Arnold off of Moran Road and Flanders Drive. You will see a parcel map for reference which shows 4 parcels where the 4 current meters are currently located. Actions requested on these parcels range from “NO ACTION” to requesting “METER TERMINATION” to need help with “ISSUES”.

**1. Meter (1) at 2093 Flanders Dr. shown as M1 at the top of the map**

**Status:**

- . This meter serves the Bathroom Facility next to the lake, (5) RV sites, a Camp Host site with a part time resident (7) months out of the year, a drinking fountain, outside showers, and a flower planting area.
- . Identified as Meter ID R042268759 with Account # 007817-000

**Issue:** None Known

**Action to be Taken:** NO ACTION, leave as is

**2. Meter (2) at 2059 Moran Rd. shown as M2 at the top left location on the map**

**Status**

- . Used to provide drip watering to the trees and bushes at this entrance (sign) parcel but no longer serves any purpose. No plans to put in permanent sprinklers or watering system.
- . Identified as Meter ID SN43532430 with Account # 008090-000

**Issue:** None Known – valid candidate for unused meter with no future plans so to be discontinued

**Action to be Taken:**

- . TERMINATE METER and remove
- . \$300 check has been sent in with submission to remove the meter and service

**3. Meter (3) at 2108 Flanders Dr; shown as M1 at the top right side of map**

**Status:**

- . This meter serves the Town Hall with bathrooms and kitchen, a drinking fountain, planting area around the Town Hall, the Lawn, and (2) faucets (F1 and F2 on the map) in the BBQ area on adjacent lot 2086 Flanders Dr.. There are valve controls and a disconnected sprinkler and drip system that extends onto the baseball field lot to the right of the Town Hall parcel which will never be activated for use again.
- . Identified as Meter ID SN42268802 with Account # 008091-000.

**Issue 1:** M(3) services two parcels

- . The Pinebrook HOA is requesting a “Variance” to a CCWD policy that restricts a water meter from servicing more parcels than just one (the parcel the meter is located on?). The Pinebrook HOA recreational area was developed in the early 1960s and although there are (8) parcels making up the South side of Flanders recreational area, they have always been treated as one area for development of facilities (all are zoned “Recreational”). Originally Pinebrook had its own water system but converted to CCWD in approximately 1988. At that time either the CCWD restriction to feed water to only the parcel a meter is on did not exist or it was overlooked at the 1988 conversion to CCWD water as the layout of water delivery on those parcels had been developed in the 60’s thru 70’s with no consideration of a single parcel service restriction. We historically and currently serve water across (2) parcels from one meter. The cost will exceed \$4,000 to merge these lots into one lot with the required county permit, recording costs, the required

title search, and the required use of a licensed surveyor to do the paper work. This is a large cost for a small HOA like Pinebrook. To resolve the issue on this one meter at 2108 Flanders Dr, we are asking you to support us by granting a "Variance" to your single parcel meter service policy allowing us to continue servicing the 2 parcels as this meter has for almost 60 years. Given the history, long term usage, and the fact that these parcels would never be sold or transferred to anyone else, we are requesting this policy "Variance". These (2) parcels are integral to the Pinebrook recreational area with facilities spread across them (Parking lot, Basketball Court, Lawn area, Volleyball Court, Town Hall, Playground area, Picnic Grounds, Shade Structure, Lighting, and a Planned Amphitheater. I believe we have a special case that is not an exposure to the reasons you have this restriction policy limiting a meter to only serve a single parcel. There is no future downside that we are aware of in granting us a "Variance" for this meter at 2108 Flanders Dr that always has and currently serves the needs of (2) parcels.

**Issue 2:** Staff indicates that water usage requires a larger meter service

. Here are the Engineering comments: Based on CCWD design standards, we design for a maximum day demand of 1,000-gpm at elevations above 3,000-ft that includes the Ebbetts Pass water system for a typical residential connection or 5/8" meter. This is backed up statistically that 70% of all residential customers in Ebbetts Pass are using less than 500-gals/day maximum day demand and 90% using less than 1,000-gals/day. At 25,000+ cubic feet per billing cycle in summer months, the Pinebrook HOA is using approximately 2,500 to 3,200 gal/day, which is 3 to 6 times what is normally being used by a typical residential customer, so overall, I don't see a reduction in their bi-monthly base rates is appropriate by eliminating low usage meters and diverting all the demand to one 5/8" meter. If termination of two meters is approved, I believe it would be necessary to convert the remaining meter to a 1" ultrasonic radio read meter. That would result in a 2.5 equivalents for that specific meter. Assuming all existing meters are 5/8" meters, then overall it would reduce their bill from 4 to 3.5 equivalents. Also, we would want backflow devices installed on both meters, if they don't already have existing backflow devices.

**Response and Questions to Issue 2:**

- When the lawn was put in years ago it was plumbed (with a backflow device) into Meter (4) (M4) on parcel 2086 Flanders Dr as we were paying for an unused meter and were allowed 1,000 cu ft of water bi-monthly without usage charge. The current connection is on M3 of the 2108 Flanders Dr; parcel (often called the Town Hall lot). Therefore M4 is not used at all. When it was used it was providing water across two parcels (lawn area).
- Since the major water usage is for planting and lawn areas, there is not any kind of high flow demand as the water is controlled by a 7 station controller and valve system limiting the demand at any one time. The water usage is over a 4 month time frame with almost no water used the other 8 months of the year. Total water usage from 12/15/2018 through to 12/15/2019 was 40,598 cu ft or 832 gallons per day. Yes there was almost zero usage most months and heavy usage a few months.
- The actions to remove 2 meters does not change the demand on the ones remaining. One meter (M2) had no usage, a second meter (M1) is left alone across the road serving the lake area. The other two are combined on one meter (M3) with (M3) having low usage before (almost zero usage for 8 months of the year), returning the other meter (M4) to no usage as in past years.
- 70% of all cabins are for occasional usage according to EPPC subdivision data so 30% would be full timers. So yes it would be expected that 70% use less than 500 gals/day. Now maybe the full timers are more in the 1,000 gal/day usage? Yes in the peak months Pinebrook on the (M3) usage is 2 to 3 times that average (not 3 to 6 ), but for the year we are at the 832 gal/day number which fits in the documented range above.
- Question, what is the issue? Is the 5/8" meter designed to not handle the volume over several decades. Is the ¾" or 1" meter have some other design?. The issue with the larger meter suggestion is the base cost of service plus the high flat charge of water usage rather than the tier charge approach. It seems like this is a policy decision to generate more CCWD income for high water usage connections (but cost is the same per gallon) and the monthly base cost is the same (how much more actual cost is a ¾" or 1" meter compared to a 5/8" meter?) We are installing some playground equipment & removing some lawn area, so the water usage will go down in the future.

**Action Requested:**

- . Have the Board grant a variance to the policy of one meter feeds one parcel given the Pinebrook history.
- . Allow the described water usage to flow through the M3 5/8" meter, which needs to be replaced anyway after 32 years of service? It is not recording usage but otherwise working fine (reported to CCWD end of last year with request to use previous year's usage charges until meter replaced – been almost zero usage so far but spring and summer will come).

**4. Meter (4) at 2086 Flanders Dr; shown as M4 at the top right side of map (next to M3).**

**Status:**

- . This meter currently serves nothing, for years had served the lawn area.
- . Identified as Meter ID R042690086 with Account # 007810-000

**Issue:** None knows – valid candidate for unused meter with no future plans so to be discontinued

**Action to be Taken:**

- . Terminate Meter and remove
- . \$300 check has been sent in with submission to remove the meter and service

**SUMMARY**

I hope the description of the services, situations, issues, and recommendation requests are clear. We realize that our historic usage and connections are not in accordance with current CCWD policy and engineering assessments. However, we are hoping that the Board, management and staff will consider our history and grant any needed policy variances so we can go forward with our mission to provide services to our homeowners. I don't think we would be setting any precedence or issues for CCWD by supporting our community here in Pinebrook.

Thanks for your support and consideration,

Dale Pilgeram  
Pinebrook HOA President  
Cell: 408 710-2148  
Email: pilgeram@sbcglobal.net

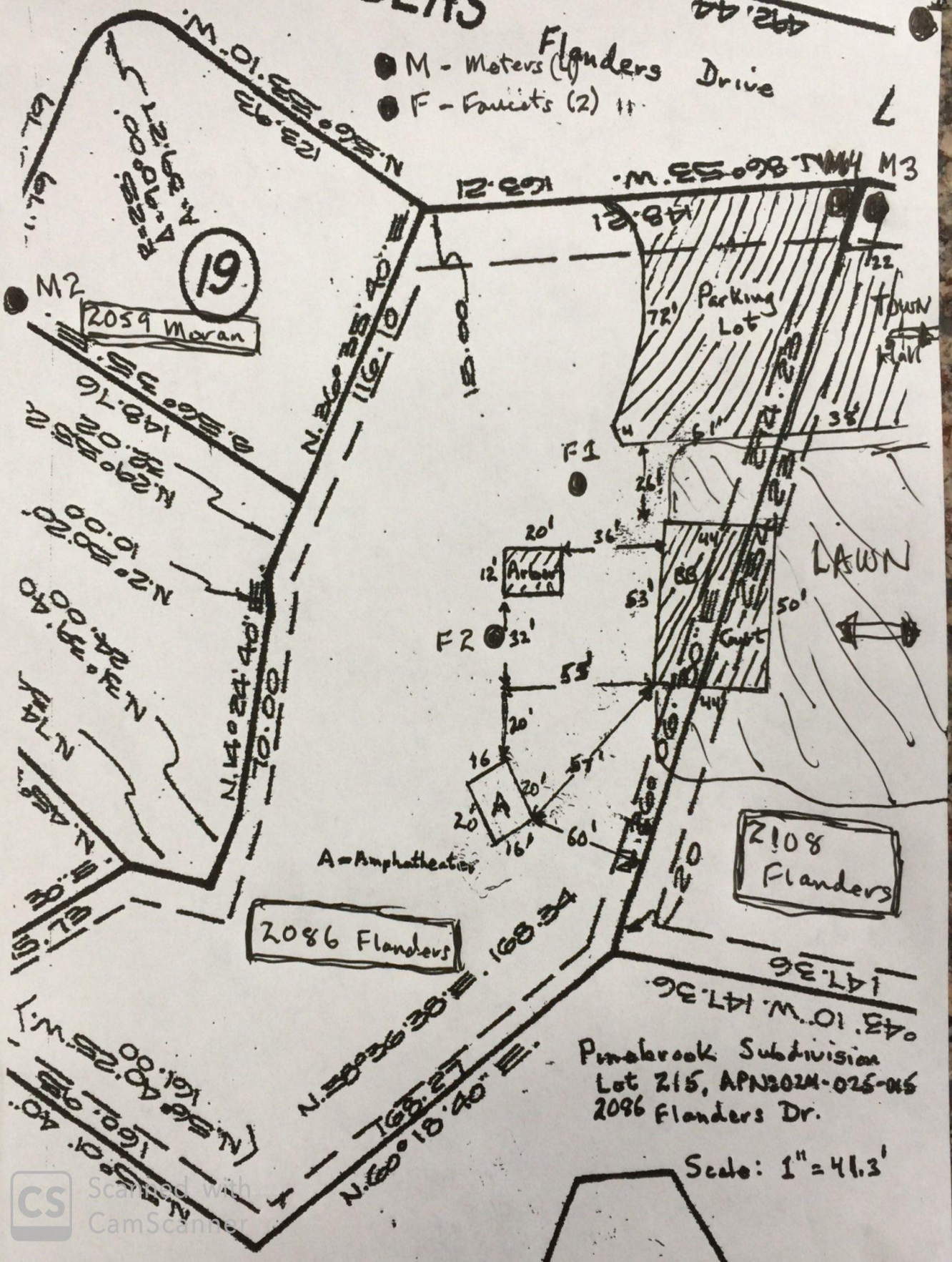
Pinebrook Projects Naamg n v...

2093 Flanders M1

DUCTS

- M - Meters (4)
- F - Faucets (2) 11

Flanders Drive



Pinebrook Subdivision  
 Lot 215, APN2024-025-015  
 2096 Flanders Dr.

Scale: 1" = 41.3'



**RESOLUTION NO. 2020-**

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

**GRANTING A VARIANCE TO RULES AND REGULATIONS GOVERNING THE  
FURNISHING OF WATER AND/OR WASTEWATER SERVICE, ARTICLE IV,  
SECTION 35, DOMESTIC SERVICE INSIDE IMPROVEMENT DISTRICTS, TO THE  
PINEBROOK HOMEOWNERS ASSOCIATION**

**WHEREAS**, the Board of Directors of the Calaveras County Water District (District) adopted the Rules and Regulations Governing the Furnishing of Water and/or Wastewater Services on December 7, 1954; and

**WHEREAS**, the Board of Directors amended the District's Rules and Regulations Governing the Furnishing of Water and/or Wastewater Services, Article IV, Section 35, Domestic Service Inside Improvement Districts, in Resolution 2006-10 on January 25, 2006; and

**WHEREAS**, the Pinebrook Homeowners Association requested a variance to CCWD's Rules and Regulations Governing the Furnishing of Water and/or Wastewater Service, Article IV, Section 35, to allow the water meter at 2108 Flanders Drive, Arnold, (APN 024-025-013), to be used to irrigate an adjacent parcel – 2086 Flanders Drive (APN 024-025-015) – in addition to the lot where the meter is physically located; and

**WHEREAS**, Pinebrook has used a water meter at 2108 Flanders Drive to irrigate adjacent parcels owned by the Pinebrook Homeowners Association for community gatherings and recreation since the 1960s, prior to the system being annexed by CCWD, and this practice was not stopped by CCWD when it annexed Pinebrook in 1988; and

**WHEREAS**, both parcels in question are owned by the Pinebrook Homeowners Association; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board finds Pinebrook's variance request is consistent with the guidelines set out in CCWD's Variance Policy (Board Policy No. 22), in that it does not discriminate for or against any ratepayer, does not establish sub-standard facilities, puts water to reasonable and beneficial use, and achieves a fair result for the applicant; and

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT hereby approves a variance to Section 35 of Article IV of CCWD's Rules and Regulations Governing the Furnishing of Water and/or Wastewater Services for the use of a water meter owned by the Pinebrook Homeowners Association at 2108 Flanders Drive, Arnold, California, APN 024-025-013. The scope of the variance is limited to the parcels currently irrigated by the existing irrigation system – no expansion to additional parcels is allowed and may result in revocation of the variance; and

**THEREFORE, BE IT FURTHER RESOLVED** that this variance has been granted by the Board in response to unique circumstances, and this decision does not set a precedent for any future requests and Board action.

**PASSED AND ADOPTED** this 13<sup>th</sup> day of May 2020 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

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Bertha Underhill, President  
Board of Directors

**ATTEST:**

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Rebecca Hitchcock  
Clerk to the Board

# Agenda Item

DATE: May 13, 2020

TO: CCWD Board of Directors  
Michael Minkler, General Manager

FROM: Kevin Williams, Civil Engineer

RE: Discussion Regarding District's New Operations Maintenance Facility Bid Results and Options Moving Forward

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## RECOMMENDED ACTION:

None / Discussion Only

## SUMMARY:

The Calaveras County Water District (CCWD) received bids on 4/17/2020 for the new operations and maintenance corporate yard. The bid was divided into three separate schedules: A) Site Work, Grading, Site Utilities, and Paving, B) Building Slab and Metal Building, and C) Interior Walls, Electrical, Plumbing, Lighting, and HVAC. The bid incorporated the desired features that were brought from engineering, operations, and management staff and recommendations from the Engineering Committee. The project was advertised in the local newspaper, plan rooms, Public Purchase website, and District websites and had a large amount of interest from prospective bidders and subcontractors. A tabulation with the results of the bid is attached. Roland Construction was the lowest overall bidder with an overall bid price of \$2.5 million.

After the bid opening, CCWD staff contacted Roland Construction on the project to see what opportunities exists to value engineer the project to reduce the cost. CCWD staff suggested items of work that could be eliminated or modified to reduce costs. The estimated value engineering cost savings provided by Roland Construction were not sufficient to meet our expectations. At this time, staff does not recommend awarding a contractor for any of the bid schedules.

This proposed project was designed to provide substantial benefits to the District now and in the future. Staff is committed to finding a way to create a viable project for the District that meets the cost expectations previously identified. Staff, along with input from the Engineering Committee, have identified cost saving measures for moving forward with the project when the time is right and the price is right, such as: 1) District soliciting bids from building manufactures to purchase a complete metal building package to secure lowest available pricing, 2) reducing the size of the building to fulfill current needs of the District with the ability to increase building size for future needs, 3) value engineering design elements to identify more economical, cost saving options, and 4) dividing

construction/bids into phases that can be completed by individual trades thereby avoiding the need for Prime Contractor Supervision.

### **PROPOSED PROJECT SEQUENCE AND SCHEDULE:**

Based on input from the Engineering Committee and staff's concern regarding the current financial uncertainties that exist, this project will be delayed until Spring 2021 at the soonest. If, at that time, the Board directs staff to proceed with the project, a different approach will be taken to keep costs reasonable. The new approach will be finalized and presented to the Board for approval before proceeding with the project. The rough outline of the new approach includes:

PHASE 1: CCWD staff would draft a grading, paving, and foundation plan that maintains an overall footprint of approximately 1 acre or less. CCWD would solicit bids for grading, paving, and concrete work to complete this initial phase of the project. CCWD staff anticipates that this plan would be put out to bid in February of 2021 if financial circumstances permit and pending Board approval.

PHASE 2: CCWD would purchase an engineered metal building directly from the building manufacture. CCWD would solicit bids for the assembly of the metal building. The site utilities work such as water, sewer pumps, and electrical between the building and the service locations would be installed by CCWD crews or a local utility contractor depending on availability of crews. This work would be targeted for Spring of 2021.

PHASE 3: This phase of work would include interior electrical, plumbing, and other tenant improvements. The scope of work in this phase would depend on the availability of funds. This work would likely be completed in the 21/22 Fiscal Year.

### **FINANCIAL CONSIDERATIONS:**

None at this time. The FY 20/21 budget is still under development and a draft will be presented to the Finance Committee on May 19<sup>th</sup>. Staff proposes to include \$300,000 in the Capital Improvement Program with the understanding that only minimal in-house engineering work would be done until the District is able to re-assess the financial situation at mid-year budget review. If the project proceeds, the funding source for FY 20/21 would be limited to the Admin Replacement (Fund 104), which is dedicated for this purpose and would not impact the rest of the budget.

*Attachments: Bid Tabulation*

CALAVERAS COUNTY WATER DISTRICT							
NEW MAINTENANCE AND WAREHOUSE BUILDING PROJECT CIP # 11101							
BID ABSTRACT (COMPARE LOWEST OVERALL TO INDIVIDUAL SCHEDULES)							
				Roland Construction (Lowest Overall Bidder)		Next Lowest Bidder Sch. A (Robert E. Boyer)	
ITEM #	UNIT	QUNTY	DESCRIPTION	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>SCHEDULE A</b>							
1A	LS	1	Mobilization & Demobilization For Bid Schedule A Activities	\$152,805.00	\$152,805.00	\$126,522.00	\$126,522.00
2A	LS	1	Grading Permit Actual Cost of Grading Permit	\$1,297.00	\$1,297.00	\$1,297.00	\$1,297.00
3A	LS	1	Storm Water Pollution Preventions (SWPPP/BMP)	\$33,925.00	\$33,925.00	\$58,511.00	\$58,511.00
4A	LS	1	Demolition, Clearing and Stripping	\$12,599.00	\$12,599.00	\$91,671.00	\$91,671.00
5A	LF	580	Storm Drains	\$152.00	\$88,165.00	\$130.49	\$75,684.20
6A	EA	4	Drainage Inlets (36" Drop Inlet)	\$5,681.00	\$22,724.00	\$9,627.17	\$38,508.68
7A	LS	1	Sidewalk with Curb/Gutter Sidewalk on George Reed Drive. Includes	\$16,539.00	\$16,539.00	\$36,461.34	\$36,461.34
8A	LS	1	Floor Drains Piping and Industrial Sumps	\$70,157.00	\$70,157.00	\$54,013.39	\$54,013.39
9A	SF	7,830	Concrete Flatwork with Reinforcement Does Not Include Building Slab)	\$58,529.00	\$58,529.00	\$11.94	\$93,490.20
10A	TON	300	Asphalt Paving	\$149.50	\$44,850.00	\$184.03	\$55,209.00
11A	TON	1,655	Class 2 Aggregate Base (Under Site Concrete, Building Slabs,	\$41.40	\$68,517.00	\$82.84	\$137,100.20
12A	LS	1	Earthwork - Site Construction (Includes All Earthwork and Grading Required	\$161,936.00	\$161,936.00	\$387,479.38	\$387,479.38
13A	LF	230	Chain Link Fencing (6-Ft Fence with 3 Strands of Barbed Wire)	\$87.11	\$20,036.00	\$71.86	\$16,527.80
14A	LS	1	30-Ft Wide Ornamental Motor Operated Gate Same Style as existing Gates at CCWD	\$32,536.00	\$32,536.00	\$40,641.17	\$40,641.17
15A	EA	3	6-Ft High Ornamental Man Gate Same Style as Existing Gates at CCWD	\$13,210.00	\$39,630.00	\$8,511.48	\$25,534.44
16A	TON	45	1/4 Ton Rip Tap Rock Slope Protection	\$107.91	\$4,896.00	\$193.23	\$8,695.35
17A	LS	1	New 1" Water From Existing Meter to Building	\$6,529.00	\$6,529.00	\$8,051.40	\$8,051.40
18A	LS	1	New Gas and Electrical Service Lines from Existing Meter to Building	\$30,321.00	\$30,321.00	\$5,751.00	\$5,751.00
19A	LF	280	Sanitary Sewer System	\$135.20	\$37,856.00	\$164.15	\$45,962.00
20A	EA	4	Buried Downspout Drain Lines	\$8,808.50	\$35,234.00	\$2,300.40	\$9,201.60
21A	LS	1	2" PVC Communication Conduits	\$28,096.00	\$28,096.00	\$80,514.00	\$80,514.00
					<b>\$967,177.00</b>		<b>\$1,396,826.15</b>
				Roland (Lowest Overall Bidder)		Next Lowest Bidder Sch. B (Robert E. Boyer)	
ITEM #	UNIT	QUNTY	DESCRIPTION	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>SCHEDULE B</b>							
1B	LS	1	Mobilization & Demobilization For Bid Schedule B Activities	\$120,127.00	\$120,127.00	\$57,510.00	\$57,510.00
2B	LS	1	Building Permit Actual Cost of Building Permit	\$6,800.00	\$6,800.00	\$6,800.00	\$6,800.00
3B	LS	1	Metal Building Materials Delivery Cannot Exceed 25% of Total Value of Schedule B. Includes Cost of Metal Building Design	\$181,924.00	\$181,924.00	\$279,340.00	\$279,340.00
4B	LS	1	Metal Building Concrete Slab and Footings	\$152,713.00	\$152,713.00	\$143,775.00	\$143,775.00
5B	LS	1	Metal Building Construction Complete Metal Building	\$228,847.00	\$228,847.00	\$186,226.58	\$186,226.58
6B	EA	34	3-Inch Removable Guard Post CCWD Standard Dwg G12	\$607.56	\$20,657.00	\$1,150.20	\$39,106.80
					<b>\$711,068.00</b>		<b>\$712,758.38</b>
				Roland (Lowest Overall Bidder)		Lowest Bidder on Sch. C (DF Construction)	
ITEM #	UNIT	QUNTY	DESCRIPTION	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
<b>SCHEDULE C</b>							
1C	LS	1	Mobilization & Demobilization For bid Schedule C Activities. Cannot Exceed 10% of total amount for Schedule C	\$188,920.00	\$188,920.00	\$1,200.00	\$1,200.00
2C	LS	1	Wood Framing	\$49,010.00	\$49,010.00	\$47,000.00	\$47,000.00
3C	LS	1	Cold Formed Metal Framing	\$24,971.00	\$24,971.00	\$31,000.00	\$31,000.00
4C	LS	1	Interior Finishes Building Insulation	\$221,295.00	\$221,295.00	\$182,700.00	\$182,700.00
5C	LS	1	(Interior Walls/Ceiling)	\$9,488.00	\$9,488.00	\$6,600.00	\$6,600.00
6C	LS	1	Plumbing	\$88,111.00	\$88,111.00	\$82,800.00	\$82,800.00
7C	LS	1	Interior Doors and Windows	\$29,414.00	\$29,414.00	\$33,715.00	\$33,715.00
8C	LS	1	Lighting	\$87,924.00	\$87,924.00	\$66,336.00	\$66,336.00
9C	LS	1	Electrical	\$162,640.00	\$162,640.00	\$110,048.00	\$110,048.00
10C	LS	1	HVAC	\$30,901.00	\$30,901.00	\$78,000.00	\$78,000.00
			Contractor added Item			\$103,200.00	\$103,200.00
					<b>\$892,674.00</b>		<b>\$742,599.00</b>
<b>TOTALS</b>							
<b>SCHEDULE A</b>					\$967,177.00		\$1,396,826.15
<b>SCHEDULE B</b>					\$711,068.00		\$712,758.38
<b>SCHEDULE C</b>					\$892,674.00		\$742,599.00
<b>ACCUMULATED TOTALS: A,B,C</b>					<b>\$2,570,919.00</b>		<b>\$2,852,183.53</b>
OVERALL BID LOWER THAN COMBINATION OF NEXT LOWEST INDIVIDUAL BIDS COMBINED							

CALAVERAS COUNTY WATER DISTRICT							
NEW MAINTENANCE AND WAREHOUSE BUILDING PROJECT CIP # 11101							
BID ABSTRACT SCHEDULE A (2 LOWEST)							
				Roland Construction		Robert E Boyer Construction	
ITEM				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
#	WORK / MATERIAL	UNIT	QUNTY	(Figures)	(Figures)	(Figures)	(Figures)
1A	Mobilization & Demobilization For Bid Schedule A Activities	LS	1	\$152,805.00	\$152,805.00	\$126,522.00	\$126,522.00
2A	Grading Permit Actual Cost of Grading Permit	LS	1	\$1,297.00	\$1,297.00	\$1,297.00	\$1,297.00
3A	Storm Water Pollution Preventions (SWPPP/BMP)	LS	1	\$33,925.00	\$33,925.00	\$58,511.00	\$58,511.00
4A	Demolition, Clearing and Stripping	LS	1	\$12,599.00	\$12,599.00	\$91,671.00	\$91,671.00
5A	Storm Drains	LF	580	\$152.00	\$88,165.00	\$130.49	\$75,684.20
6A	Drainage Inlets (36" Drop Inlet)	EA	4	\$5,681.00	\$22,724.00	\$9,627.17	\$38,508.68
7A	Sidewalk with Curb/Gutter Sidewalk on George Reed Drive. Includes Accessible Curb Ramps	LS	1	\$16,539.00	\$16,539.00	\$36,461.34	\$36,461.34
8A	Floor Drains Piping and Industrial Sumps	LS	1	\$70,157.00	\$70,157.00	\$54,013.39	\$54,013.39
9A	Concrete Flatwork with Reinforcement Does Not Include Building Slab)	SF	7,830	\$58,529.00	\$58,529.00	\$11.94	\$93,490.20
10A	Asphalt Paving	TON	300	\$149.50	\$44,850.00	\$184.03	\$55,209.00
11A	Class 2 Aggregate Base (Under Site Concrete, Building Slabs, Sidewalks, and Asphalt)	TON	1,655	\$41.40	\$68,517.00	\$82.84	\$137,100.20
12A	Earthwork - Site Construction (Includes All Earthwork and Grading Required for Project Except Building Columns Footings)	LS	1	\$161,936.00	\$161,936.00	\$387,479.38	\$387,479.38
13A	Chain Link Fencing (6-Ft Fence with 3 Strands of Barbed Wire) Installed per CCWD Standard Drawing G07	LF	230	\$87.11	\$20,036.00	\$71.86	\$16,527.80
14A	30-Ft Wide Ornamental Motor Operated Gate Same Style as existing Gates at CCWD Headquarters	LS	1	\$32,536.00	\$32,536.00	\$40,641.17	\$40,641.17
15A	6-Ft High Ornamental Man Gate Same Style as Existing Gates at CCWD Headquarters	EA	3	\$13,210.00	\$39,630.00	\$8,511.48	\$25,534.44
16A	1/4 Ton Rip Tap Rock Slope Protection	TON	45	\$107.91	\$4,896.00	\$193.23	\$8,695.35
17A	New 1" Water From Existing Meter to Building	LS	1	\$6,529.00	\$6,529.00	\$8,051.40	\$8,051.40
18A	New Gas and Electrical Service Lines from Existing Meter to Building	LS	1	\$30,321.00	\$30,321.00	\$5,751.00	\$5,751.00
19A	Sanitary Sewer System	LF	280	\$135.20	\$37,856.00	\$164.15	\$45,962.00
20A	Buried Downspout Drain Lines	EA	4	\$8,808.50	\$35,234.00	\$2,300.40	\$9,201.60
21A	2" PVC Communication Conduits	LS	1	\$28,096.00	\$28,096.00	\$80,514.00	\$80,514.00
					<b>\$967,177.00</b>		<b>\$1,396,826.15</b>
	<b>Subcontractors</b>				Russ F. Carroll		
					K.W. Emerson		
					Stockton Fencing		
					GN Plumbing		
					Collins Electric		

CALAVERAS COUNTY WATER DISTRICT									
NEW MAINTENANCE AND WAREHOUSE BUILDING PROJECT CIP # 11101									
SCHEDULE B BID ABSTRACT (3 LOWEST)									
				Roland Construction		Robert E Boyer		DF Construction	
ITEM				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
#	WORK / MATERIAL	UNIT	QUNTY	(Figures)	(Figures)	(Figures)	(Figures)	(Figures)	(Figures)
1B	Mobilization & Demobilization For Bid Schedule B Activities	LS	1	\$120,127.00	\$120,127.00	\$57,510.00	\$57,510.00	\$4,500.00	\$4,500.00
2B	Building Permit Actual Cost of Building Permit	LS	1	\$6,800.00	\$6,800.00	\$6,800.00	\$6,800.00	\$6,800.00	\$6,800.00
3B	Metal Building Materials Delivery Cannot Exceed 25% of Total Value of Schedule B. Includes Cost of Metal Building Design	LS	1	\$181,924.00	\$181,924.00	\$279,340.00	\$279,340.00	\$0.00	\$0.00
4B	Metal Building Concrete Slab and Footings	LS	1	\$152,713.00	\$152,713.00	\$143,775.00	\$143,775.00	\$312,000.00	\$312,000.00
5B	Metal Building Construction Complete Metal Building	LS	1	\$228,847.00	\$228,847.00	\$186,226.58	\$186,226.58	\$441,698.00	\$441,698.00
6B	3-Inch Removable Guard Post CCWD Standard Dwg G12	EA	34	\$607.56	\$20,657.00	\$1,150.20	\$39,106.80	\$300.00	\$10,200.00
					<b>\$711,068.00</b>		<b>\$712,758.38</b>		<b>\$775,198.00</b>
	<b>Subcontractors</b>				Russ F Carroll				

CALAVERAS COUNTY WATER DISTRICT									
NEW MAINTENANCE AND WAREHOUSE BUILDING PROJECT CIP # 11101									
SCHEDULE C BID ABSTRACT (3 LOWEST)									
				DF Construction		Robert E Boyer		Roland Construction	
ITEM				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
#	WORK / MATERIAL	UNIT	QUNTY	(Figures)	(Figures)	(Figures)	(Figures)	(Figures)	(Figures)
	Mobilization & Demobilization For bid Schedule C Activities. Cannot Exceed 10% of total amount for Schedule C	LS	1	\$1,200.00	\$1,200.00	\$69,012.00	\$69,012.00	\$188,920.00	\$188,920.00
2C	Wood Framing	LS	1	\$47,000.00	\$47,000.00	\$33,930.90	\$33,930.90	\$49,010.00	\$49,010.00
3C	Cold Formed Metal Framing	LS	1	\$31,000.00	\$31,000.00	\$123,473.97	\$123,473.97	\$24,971.00	\$24,971.00
4C	Interior Finishes	LS	1	\$182,700.00	\$182,700.00	\$189,673.73	\$189,673.73	\$221,295.00	\$221,295.00
5C	Building Insulation (Interior Walls/Ceiling)	LS	1	\$6,600.00	\$6,600.00	\$4,543.29	\$4,543.29	\$9,488.00	\$9,488.00
6C	Plumbing	LS	1	\$82,800.00	\$82,800.00	\$109,269.00	\$109,269.00	\$88,111.00	\$88,111.00
7C	Interior Doors and Windows	LS	1	\$33,715.00	\$33,715.00	\$115,069.46	\$115,069.46	\$29,414.00	\$29,414.00
8C	Lighting	LS	1	\$66,336.00	\$66,336.00	\$67,861.80	\$67,861.80	\$87,924.00	\$87,924.00
9C	Electrical	LS	1	\$110,048.00	\$110,048.00	\$103,518.00	\$103,518.00	\$162,640.00	\$162,640.00
10C	HVAC	LS	1	\$78,000.00	\$78,000.00	\$32,741.59	\$32,741.59	\$30,901.00	\$30,901.00
	Contractor added Item			\$103,200.00	\$103,200.00				
					<b>\$742,599.00</b>		<b>\$849,093.74</b>		<b>\$892,674.00</b>
	<b>Subcontractors</b>				No Listings				Commercial Specialty GN Plumbing Comfort Air Collins Electric



# Agenda Item

DATE: May 13, 2020  
TO: Michael Minkler, General Manager  
FROM: Damon Wyckoff, Director of Operations  
RE: Report on the April 2020 Operations Department

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## **RECOMMENDED ACTION:**

Receive Report on the Operations Department Report for Divisions 1 through 5.

## **SUMMARY:**

Attached is the monthly Operations Department Report for April 2020. This report will review the operational status and work completed by departmental administration and each of the five Divisions. The report will cover the following:

- Administration
- Water treatment plants
- Wastewater treatment plants
- Distribution
- Collections
- Construction
- Electrical
- Mechanical

Staff will be present the report to the Board of Directors and will available for questions

## **FINANCIAL CONSIDERATIONS:**

None.

*Attachment: April 2020 Operations Department Report for Division 1 through 5*

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# Operations Department Report

April 1<sup>st</sup> 2020 through April 30<sup>th</sup> 2020

## **Director of Operations:**

1. Met with FEMA and Cal OES to transition from FEMA to Cal OES as the project manager of the Districts DR-4431 projects (Feb 2019 – atmospheric river storm damages)
2. Worked with Mobile MMS and Field Staff to develop Flushing and Valve Exercising Work orders
3. Worked with Mobile MMS to secure an effective proposal for GIS services
4. Attended field meet with the CCWD GM, Field Staff, and Gold Creek 3 representatives to review the developments work efforts associated with the District's sewer force main from the Huckleberry Lift Station to the La Contenta WWTP
5. Worked with the District's Operations Manager to initiate the rehabilitation of the Hunters WTP filter rehabilitation project
6. Worked with the District Purchasing Agent to ensure the purchase of Personal Protective Equipment (PPE) and disinfectants for staff in relation to the Coronavirus Pandemic and COVID-19
7. On-going work associated with the Operations Department 20/21 FY Budget Requests
8. On-going work with the California Cyanobacterial and Harmful Algal Bloom (CCHABS) Network to review potential options for addressing HAB issues within wastewater effluent storage ponds and water treatment plant intake structures
9. Multiple work efforts associated with coordinating field staff and work efforts relative to the Coronavirus Pandemic and COVID-19 illness. A continued focus on Staff and Ratepayer safety and continuity of water and wastewater service

## **Administrative Technician:**

1. March Spray Reporting
2. Maintained Field Calendar
3. Monitoring Distribution of Line Locates for CMMS Accuracy
4. Facilitate with Employee Reimbursements & Certificate Renewals
5. Field Training Course Ordering/Registrations
6. Process Purchase Order Batches
7. Operations Shipping/ Returns
8. On Call Reminders, Transfers, Logs
9. Electronic Lab Report Filing
10. Organizing and Archiving Operations Department Documents
11. Safety Tailgate Tracking & Archiving
12. Attended Various Meetings
13. Continued Work Efforts of CERS Project
14. Prepping for 2020 Backflow Program
15. Target Solutions
16. COVID-19 Webinars
17. Miscellaneous Administrative Functions

## **Plant Operations Manager:**

1. Completed review of Monthly water reports and submitted them to the State
2. Completed review of Monthly wastewater reports and submitted them to the State
3. Worked to initiate the Hunters WTP Filter Rehabilitation
4. Worked with a Consultant to troubleshoot and remediate the filter operation at the Forest Meadows WWTP
5. Multiple site visits with a chemical vendor to review placement of Caustic Soda Tanks
6. Coordination of Treatment facility coverage to address illnesses and time-off requests
7. Onsite review of the Arnold WWTP forest thinning project
8. Worked with the Director of Operations on developing FY 20/21 Operations Budget Requests
9. Reviewed and accepted the White Pines Division of Safety of Dams (DSOD) Annual Report

## **Purchasing Agent:**

1. On-going time associated with Purchase Order entries in the District's Springbrook financial software
2. Delivered parts to multiple District sites and picked up PO's from field staff
3. Ordered material and PPE equipment to bolster the District's supply relative to COVID-19 protection
4. Obtained quotes and purchased a Barnes pump for Lift Station 14.
5. Met with Enterprise representatives to develop a FY 20/21 Plan to request lease-to-purchase vehicles
6. Delivered PPE and sanitation material (wipes, hand-sanitizer, etc.) to District Field Staff
7. Obtained quotes for Cla-Val Parts – Purchased rebuild kits
8. Delivered Booster Pump to Arnold's Lift Station 3
9. Held Meeting with Samsara – remote monitoring equipment for District facilities
10. Researched pricing and ordered a replacement blower for the West Point Lift Station
11. Ordered material for the Sheep Ranch flow meter replacement job
12. Worked with Construction to refine and update the cost-to-serve worksheets
13. Researched control valve applications in an effort to replace the old failing unit at the Wilseyville Pump Station
14. Researched and ordered replacement pumps for the Arnold WWTP Clarifier
15. Multiple meetings with various vendors to discuss material and equipment viability and availability

## **Water Treatment Plants:**

### **Copper Cove Water Treatment Plant:**

1. Operations as usual
2. Annual Samples Taken
3. On-going routine work efforts conducted under COVID-19 protection directives issued locally and via State and Federal Government

### **Hunter's (Ebbett's Pass) Water Treatment Plant:**

1. Operations as usual
2. Filter Rehabilitation began – starting with Filter #2
3. On-going routine work efforts conducted under COVID-19 protection directives issued locally and via State and Federal Government

### **Jenny Lind Water Treatment Plant:**

1. Operations as usual
2. Continued training of two new operators
3. On-going routine work efforts conducted under COVID-19 protection directives issued locally and via State and Federal Government

### **Sheep Ranch Water Treatment Plant:**

1. Operations as usual
2. On-going work associated with the installation of a new flow meter to Rite of Passage – Meter installed
3. Monthly inspection of the White Pines Dam - Complete
4. On-going routine work efforts conducted under COVID-19 protection directives issued locally and via State and Federal Government

**Wallace Lake Estates Well System:**

1. Operations as usual
2. On-going routine work efforts conducted under COVID-19 protection directives issued locally, via the State, and Federal Governments

**West Point Water Treatment Plant:**

1. Operations as usual
2. On-going routine work efforts conducted under COVID-19 protection directives issued locally, via the State, and Federal Governments

**Wastewater Treatment Plants:**

**Arnold Wastewater Treatment Plant:**

1. Operations as usual
2. Drained the clarifier to allow the Mechanical Department the opportunity to make detailed measurements to rehabilitate the Clarifier

**Copper Cove Wastewater Treatment Plant:**

1. Routine operations as required by permit.

**Copper Cove Wastewater Reclamation Plant:**

1. Plant idle
2. Annual UV maintenance complete
3. Annual maintenance on chemical metering pumps and analyzers complete

**Country House Wastewater Facility:**

1. Operations as usual

**Forest Meadows Wastewater Treatment Plant:**

1. Operations as usual

**Indian Rock Vineyards Wastewater Facility:**

1. Operations as Usual - Weekly inspection of facility. Switched leach fields, tested pumps, changed chart, weekly reads for state compliance

**La Contenta Wastewater Treatment Plant:**

1. Operations as usual
2. On-going routine work efforts conducted under COVID-19 protection directives issued locally and via State and Federal Government

**Mountain Retreat / Sequoia Woods Wastewater Facility:**

1. Operations as usual

**Six Mile Wastewater Collection System:**

1. Monthly reads taken and report submitted to the City of Angels Camp

**Southworth Wastewater Treatment Plant:**

1. Operations as usual

**Vallecito / Douglas Flat Wastewater Treatment Plant:**

1. Operations as usual
2. Construction Crew began forming for a concrete slab in front of the reclaim pump station
3. On-going routine work efforts conducted under COVID-19 protection directives issued locally and via State and Federal Government

**West Point Wastewater Treatment Plant:**

1. Operations as usual

**Wilseyville Wastewater Facility:**

1. Operations as usual

## **Distribution:**

### **Copperopolis Distribution System:**

#### **SERVICE LINE WORK**

1. Bow 2" 4 gpm
2. Bow 2" 7 gpm
3. Raccoon Hollow 1 " 1 gpm
4. Arrowhead 1" 3 gpm
5. Mohawk ct 1" 1 gpm

#### **MAIN LINE WORK**

1. Mineral 4" 12 gpm

#### **Additional Work**

1. USA's
2. Flushed 105,632 gals.
3. PRV Maintenance
4. 132 valves turned
5. meter replacements
6. Cleaned the Shop
7. Many of the work efforts described were completed under Local, State, and Federal guidelines relative to COVID-19

### **Ebbett's Pass Distribution System:**

#### **SERVICE LINE WORK**

1. None at this time

#### **MAIN LINE WORK**

1. Reach 1 Steel – leak at joint

#### **Additional Work**

1. Customer Service Work Orders
2. USA Line Locates
3. Many EP related construction meetings – Reach 1, Techite
4. On-Going training associated with new Distribution Staff
5. Many of the work efforts described were completed under Local, State, and Federal guidelines relative to COVID-19

### **Jenny Lind Distribution System:**

#### **SERVICE LINE WORK**

1. McAtee, 1" x 3" wraparound, .5 gpm
2. Blue Heron Ct, 1" x 6" wraparound, 2 gpm
3. Hartvickson, Leak at ¾" flare at tee, cut our ¾" from tee to meter and replace with 1" and replace curb stop. 5 gpm
4. Hedgepeth, 1" x 6" wraparound, 1 gpm
5. Baldwin, 1" x 6" wraparound, 1.5 gpm
6. Baldwin, replaced ¾" curb stop and 1 foot of ¾" service line, .5 gpm
7. Garner, 1"x 3" wraparound, 1 gpm
8. Sparrowk, Replaced tee between meters, .5 gpm
9. Kirby, 1" x 3" wraparound, 5 gpm
10. Westhill, Hand dig, ¾" x 3" wraparound, .5 gpm
11. Mitchell, 1" x 6" wraparound, 3 gpm, After Hours call out
12. Kirby, Re-flare 1" at the main and cut out and replace 2-foot section of 1" service line, had to shut down main, 7 gpm, Flushed after
13. Rippon 1" x 3" wraparound, 1 gpm, Service line runs under customer retaining wall.
14. Rippon, 1" x 3" wraparound, 1 gpm, this leak was causing the water across driveway at 5711 Rippon.
15. Baldwin, 1" x 3" wraparound, 1 gpm, Full traffic control
16. McAtee, 1" x 3" wraparound, .5 gpm
17. Dunn, 1" x 3" wraparound, 1 gpm, Leak had pushed up asphalt and we had to cut out a 5' x 5' section and replace 7" of saturated soil with road base and compact.

18. Baldwin, cut out and replaced 2-foot section of 1" service line, after hours call out, Leak was shooting about 8 feet in the air.
19. Baldwin, 1" x 3" wraparound, .5 gpm
20. McAtee, 1" x 3" wraparound, 1 gpm, traffic control
21. Pardini, 2 Leaks, 1- 1" x 3" wraparound and 1- 1" x 6" wraparound, Line was smashed against kicker for hydrant, 3 gpm, Traffic control

**MAIN LINE WORK**

1. None at this time

**ADDITIONAL WORK**

1. Flushed 10,825 gallons – flushed the end of Kirby after a service line repair (2,350 gal), and flushed the lower end of the Jenny Lind service area (8,475 gal).
2. 21 Service Requests for the JL area
3. 45 USA line locates for JL area
4. 1-meter replacement
5. Checked on T&S trenches on Gabor on a regular basis
6. Cut and cleared brush outside gate at LC warehouse
7. Checked Distribution system in Wallace
8. Went through approved materials list and sent in suggestions for updates
9. Flushed Mother Lode Acres
10. Replumbed overflow at D tank to front tank and drain and refill front tank (per state)
11. Cut brush and trimmed bushes at D tank
12. Install hydrant meters
13. Check and verify valves between Hwy 26 and Berkesey are open
14. Check on Driver Ct, put down cold patch and clean up old spoils pile that was left
15. Went over maps to count services for possible service line project based on County paving schedule
16. Filled out many County right of way forms before performing leak repair
17. Met with Bob from Gold Creek Homes about ARV
18. Weekly Tank and pump station checks
19. 2 Cost to Serve estimates
20. Pass out door tags for T&S shutdowns on Gabor
21. Restores
22. Touch up cold patch spots
23. Pick up old spoils piles as we come across them
24. PB went up to Pass to assist with mainline leak repair

**West Point Distribution System:**

**SERVICE LINE WORK**

1. Lambert Road – 5 gpm

**MAIN LINE WORK**

1. No work at this time

**ADDITIONAL WORK**

1. USA Line locates
2. Service Requests ranging from Read/Leave Ons, Restores, Pressure issues, Re-reads.
3. Assisted Facilities Maintenance Technician with the installation of conduit at the Bummerville Reservoir

**Collections:**

1. No spill report through CIWQS
2. Vehicle Inspections
3. Safety Tailgate meetings
4. No spill CIWQS report
5. Inventoried sewer supplies at Vallecito storage container and sent to the District's Purchasing Agent.
6. Weekly lift station checks district wide
7. Line locates district wide
8. Smoke test unit 7 in Copperopolis
9. Started repairs based on results from smoke testing

10. Created APN list of easement access issues for Unit 7 in Copperopolis and emailed to Joel for distribution of notification
11. Field meet for force main realignment of Huckleberry force main as part of Gold Creek phase 3 development
12. Worked on check valves at lift station 22 in Copperopolis. Repair kits on order
13. Checked all force main ARV's district wide and serviced as needed
14. Assisted La Contenta distribution crew with water leak on Kirby
15. Pumped backwash return pond at JLWTP
16. Pumped vault and cleaned bio tubes and pump intakes at Wallace WWTP
17. Removed bad pump and installed new in sand filter beds at Southworth WWTP
18. Called out to sewer backup at 100 Robin Wood place in Woodgate. Problem was on our side. Repair is pending determined upon best option
19. Responded to a manhole problem due to a traffic accident at Vista Del Lago. Repairs will be made week of May 4 – 8
20. Called out to septic tank alarm at 9060 Southworth Rd. Installed new pump
21. Installed new control panel, new floats, new splice box and checked all wiring on a reoccurring problem septic tank at 7001 Elizabeth Ct.
22. Called out to septic tank alarm at 4899 Hwy. 4. Plumbing on top of pump had broken and tank was recirculating and not draining. Fixed plumbing. Follow up will be need to replace some very old floats that aren't working well
23. Called to septic tank at 7005 Ospital Rd. in Southworth. Wire on float that controls the pump had pulled out and the pump had stopped working.
24. Installed new pump at lift station 14 in Copperopolis
25. Responded to VFD fault and pump fail problem at Huckleberry lift station
26. Responded to low level alarm at lift station 12 in Copperopolis. Pumps lost prime and stopped pumping. Got pumps to work again. Determined to be a low-level float failure caused this. Replaced float
27. Pulled pump at Saddle Creek lift station 2 in Copperopolis that continually was kicking the electrical breaker and drove it to MarTech for electrical repair
28. Responded to lift station high level alarm at Mtn. Retreat lift station. High level float had come loose and dropped down to the bottom of the well
29. Pulled and cleaned foot valves and incoming filter basket at West Point lift station. Repaired some minor leaks in the plumbing on pumps
30. Cost to serve for 2 septic tank terminations in West Point
31. Pumped and cleaned wet wells at Huckleberry, Hwy. 26, Wood Gate 1 and Wood Gate 2 lift stations in La Contenta

## **Construction:**

1. Assisted the Copper Cove Distribution Crew with service line leak repairs
2. Assisted the Ebbett's Pass Distribution Crew with service line leak repairs
3. Assisted the La Contenta Distribution Crew with service line leak repairs
4. Assisted the Collections Crew in the pulling of pumps at Lift Station 3 in Arnold
5. Excavated test holes at the Arnold Wastewater Treatment Plant to better understand the soil composition
6. Poured Caustic Soda Storage Tank Pad at the Huckleberry Lift Station in La Contenta
7. Poured Caustic Soda Storage Tank Pad at the Connor's Main Lift Station in Copperopolis
8. Continued site clean-up at the Bummerville Reservoir Site
9. Continued the repair of the Road to the Indian Rock WWTP – FEMA funded project
10. Worked with Ebbetts Pass Distribution and the Electrical Department to replace the flow meter to Right of Passage at the Sheep Ranch Raw Water Pump Station
11. Many of the work efforts described were completed under Local, State, and Federal guidelines relative to COVID-19

## **Electrical:**

1. Repaired broken conduit/wires AWWTP spray valve
2. Troubleshoot and repaired failed to acquire standby power fault at Copper Cove Raw Water Pump Station

3. Troubleshoot level problem on the HMI at Copper Cove Sewer Lift Station 11, made parts list to repair
4. Replaced 0-5 psi level transducer in wetwell at FMWWTP
5. Researched belt press shutdown fix at FMWWTP
6. Built new CPU, backplane and option adapter for Copper Cove Sewer Lift Station #11, flashed with 984 ladder logic firmware and uploaded control program
7. Installed new PLC at Copper Cove Sewer Lift Station #11, tested, full function of HMI and lift station pump controls have been restored
8. Troubleshoot/repared Big Trees 4&5 voice radio repeater
9. Replaced 2 failed hour meters at Dorrington Pump Station
10. Replaced failed switch for generator area light at Hunters effluent building
11. Troubleshoot/repared remote SCADA access at WPWTP
12. Troubleshoot odor blower at WPWTP, determined the unit was failed, sent photos of nameplates to the purchasing agent to order new
13. Completed various training courses online via Target Solutions
14. Replaced failed SCADA monitor after lightning strike at FMWWTP
15. Troubleshoot bad pump motor at Copper Cove Sewer Lift Station #14 after hours
16. Replaced failed 750 UPS at FMWWTP after lightning strike
17. Designed new automatic start/battery charger control panel for the generator at Big Trees 2 site
18. Replaced failed UPS at AWWTP
19. Repaired failed remote SCADA access again at WPWTP, after extensive troubleshooting found loose wire, tightened all associated connections
20. Rewired new pump at Copper Cove Sewer Lift Station #14 after replacement
21. Replaced complete control system for septic tank at 7001 Elizabeth Court in Valley Springs restoring proper function
22. Troubleshoot sand filter pump at Southworth WWTP, determined pump was failed, unhooked it electrically after lock out/tag out, awaiting replacement pump
23. Replaced failed GFI for Chlorine pump at JLWTP
24. Wired/set up new Mag Meter Spool at Sheep Ranch Pump Station, restoring proper function of flow meter
25. Wired/set up new chemical pump at JLWTP
26. Wired up new blower for Ozone destruct #1 unit at JLWTP
27. Troubleshoot problem with transfer switch at Mountain Retreat Sewer Lift Station
28. Troubleshoot/repared pressure level transducer for Hunters WTP clearwell
29. Troubleshoot/repared Sump pump #1 at Wallace WWTP problem was sludge
30. Reattached flow meter transducers for sump line at Wallace WTP restoring proper function
31. Calibrated red lion display 4-20ma loop at Jenny Lind B-Tank restoring proper local level display
32. Replaced failed timing relay for a Copper Cove Headworks aerator restoring proper function of unit
33. Integrated new interlock and e-stop for sludge pump at FMWWTP belt press
34. Wired up newer blower motor for Ozone Destruct Unit #2 at JLWTP
35. Adjusted program in new VFD at Huckleberry Sewer Lift Station to auto restart after fault per our standard
36. Unwired Pump #1 at Saddle Creek Sewer Lift Station #2, so collections crew can send it out to get rebuilt
37. Disconnected electrical from filter at Hunters WTP for filter rehab project
38. Troubleshoot flow meter at Meadowmont Pump Station, meter reading way to high, determined meter is failed
39. Completed electrical as-built binder for the new Vallecito recycled water pump building
40. Replaced failed lamps at the main office as well as failed switch in HR office
41. Troubleshoot solenoid valve at Jenny Lind pretreatment system, problem not electrical
42. Walked operator through a fix over the phone for a VFD fault at Wallace WTP Well #3
43. Troubleshoot/reprogrammed failed flow meter at Southworth WWTP restoring proper function of meter
44. Troubleshoot/ordered parts to repair indoor lighting at Vallecito Sewer Lift Station
45. Performed electrical locates in Calypso Bay Copperopolis
46. Troubleshoot/repared Copper Cove Sewer Lift Station #12, replaced bad float restoring proper control system function of lift station
47. Performed an electrical inspection for all 3 blowers at AWWTP per operator
48. Configured remote SCADA access to work with new high-speed internet at LCWWTP
49. Designed solar backup system for telemetry panel at 602 Tank
50. Replaced/relocated new 4' LED lighting fixtures away from generator muffler at the Mokelumne River Pump Station in West Point
51. Troubleshoot/ordered parts to repair interior lighting at Meadowmont Pump Station in Arnold



52. Replaced failed odor blower and motor at West Point Sewer Lift Station

## **Mechanical:**

1. Re-built Cla-val at the Wilseyville Pump Station. Worked with the District's Purchasing Agent to order a replacement valve.
2. Dismantled the Clarifier Shaft Components at the Arnold WWTP and developed a blue print for a machinist to upgrade the shaft and components
3. Installed new backup generator at the Big Trees #2 Tank site
4. Replaced the Ozone Destruct Blower #2 at the Jenny Lind WTP
5. Transported waste oil to Rock Creek Landfill
6. Replaced the Backwash Blower Valve at the Hunters WTP
7. District-wide generator inspections and re-fueling efforts
8. Serviced the Generator at the Dorrington Pump Station, Big Trees 4&5, Mtn Retreat Lift Station, Sawmill PS, Big Trees Tank #1 site
9. Troubleshoot the Standby Generator at the West Point WTP. PG&E issue
10. Serviced Truck #592 & replaced tires
11. Removed and replaced blend-door actuator on Veh. #126 – VacCon
12. Repaired broken tires and trailer plug for trailer #T04
13. Removed and replaced beacon light on truck #716 (Ford F-150)
14. Installed work lights and fuel tank on new Service Truck
15. Many of the work efforts described were completed under Local, State, and Federal guidelines relative to COVID-19

**Prepared by: Damon Wyckoff, Director of Operations**