

**RESOLUTION NO. 2018-21
RESOLUTION NO. PFA-03
ORDINANCE NO. 2018-02**

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, June 13, 2018
1:00 p.m.

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

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at 209-754-3028. Notification in advance of the meeting will enable CCWD to make reasonable arrangements to ensure accessibility to this meeting. Any documents that are made available to the Board before or at the meeting, not privileged or otherwise protected from disclosure, and related to agenda items, will be made available at CCWD for review by the public.

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. **ROLL CALL**

2. **PUBLIC COMMENT**

At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work through staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda. Comments are limited to 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 May 16, 2018

3b Review Board of Directors Monthly Time Sheets for May 2018

3c Approve to Ratify Claim Summary #555 Secretarial Fund in the Amount of \$1,594,034.10 for May, 2018

BOARD OF DIRECTORS

Scott Ratterman, President Russ Thomas, Vice President
Terry Strange, Director Bertha Underhill, Director Jeff Davidson, Director

(Jeffrey Meyer, Director of Administrative Services)

RES 2018-_____

- 3d Report on the Write-Off of Uncollectible Accounts Receivable for the period of December 1, 2017 through May 31, 2018
(Jeffrey Meyer, Director of Administrative Services)

4. NEW BUSINESS

- 4a Discussion / Action regarding Approval of an Exception to District Policy Regarding Termination of Services for 10 Vista Del Lago Drive, Valley Springs. (Stacey Lollar, Director of Human Resources and Customer Service) **RES 2018-_____**

- 4b Discussion / Action Regarding Fund Transfer of Unclaimed Checks (Jeffrey Meyer, Director of Administrative Services) **RES 2018-_____**

- 4c Presentation of the Preliminary FY 18-19 Operating and Capital Improvement Program Budgets (Jeffrey Meyer, Director of Administrative Services)

5. OLD BUSINESS

Nothing to Report

6.* GENERAL MANAGER REPORT

7.* BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

8. NEXT BOARD MEETINGS

- Tuesday, June 19, 2018, 1:00 p.m., Budget Workshop
- Wednesday, June 27, 2018, 1:00 p.m., Regular Board Meeting / Budget Adoption
- Wednesday, July 11, 2018, 1:00 p.m., Regular Board Meeting

9. CLOSED SESSION

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

- 9b Conference with Labor Negotiators, Management and Confidential Unit Government Code §54957.6 Negotiators: Dave Eggerton and Stacey Lollar

- 9c Public Employee Release Government Code § 54957

10. REPORTABLE ACTION FROM CLOSED SESSION

11. ADJOURNMENT

*No information included in packet

CALAVERAS COUNTY WATER DISTRICT

Board of Directors

District 1 Scott Ratterman
District 2 Terry Strange
District 3 Bertha Underhill
District 4 Russ Thomas
District 5 Jeff Davidson

Legal Counsel

Matthew Weber, Esq.
Downey Brand, LLP

Financial Services

Umpqua Bank
US Bank
Wells Fargo Bank

Auditor

Richardson & Company, LLP

CCWD Committees

*Engineering Committee
*Finance Committee
*Legal Affairs Committee
Executive Committee (*ad hoc*)
Cost of Service Study Committee (*ad hoc*)
Wild and Scenic Committee (*ad hoc*)

Membership**

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

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)

Ratterman (alt. Dave Eggerton)
All Board Members
Ratterman / Underhill (alt. Strange)
Peter Martin (alt. Dave Eggerton)
Russ Thomas
Strange (alt. Thomas)
Davidson (alt. Ratterman)

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)

Ratterman / Strange
Thomas (alt. Underhill)
Thomas / Underhill
All Board Members
All Board Members
Peter Martin (alt. Metzger)

* Standing committees, meetings of which require agendas & public notice 72 hours in advance of meeting.

** The 1st name listed is the committee chairperson.

RESOLUTION NO. 2018-20
RESOLUTION NO. PFA-03
ORDINANCE NO. 2018-01

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

May 16, 2018

Directors Present: Scott Ratterman, President
Russ Thomas, Vice President
Bertha Underhill, Director
Terry Strange, Director
Jeff Davidson, Director

Staff Present: Dave Eggerton, General Manager
Dave Cameron, General Counsel
Rebecca Hitchcock, Clerk to the Board
Jeffrey Meyer, Director of Administrative Services
Peter Martin, Manager of Water Resources
Stacey Lollar, Director of HR and Customer Service
Joel Metzger, Mgr. of External Affairs, Conservation, and Grants
Charles Palmer, District Engineer
Robert Creamer, Engineering Analyst
Joel Metzger, Mgr. of External Affairs, Conservation, and Grants

Others Present: Mike Lemke, TCBI Building Industry

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Ratterman called the Regular Board Meeting to order at approximately 1:00 p.m. and led the pledge of allegiance. Director Strange was absent.

2. PUBLIC COMMENT

Director Strange arrived at 1:04 p.m.

Mr. Lemke commented on California mandates regarding fire sprinkler systems in new homes, and said most fire suppression systems are designed to work with a 1" meter and supply. Calaveras

County Water District (CCWD) has 5/8" meter and supply. He would like to work with staff and the Board regarding this mandate. Dave Eggerton requested that this item be discussed at the engineering committee meeting.

3. CONSENT AGENDA

3a Approval of Minutes for the Board Meeting of April 25, 2018

3b Review Board of Directors Monthly Time Sheets for April 2018

Director Thomas pulled Item 3c from the Consent Agenda

3c Approve to Ratify Claim Summary #554 Secretarial Fund in the Amount of \$2,047,941.17 for April, 2018
(Jeffrey Meyer, Director of Administrative Services) **RES 2018-_____**

AYES: Directors Davidson, Underhill, Strange, Thomas, and Ratterman
NOES: None
ABSTAIN: None
ABSENT: None

OFF CONSENT AGENDA

Director Thomas pulled Item 3c from the Consent Agenda

3c Approve to Ratify Claim Summary #554 Secretarial Fund in the Amount of \$2,047,941.17 for April, 2018
(Jeffrey Meyer, Director of Administrative Services) **RES 2018-20**

DISCUSSION: Director Thomas inquired about some of the expenses listed on Claim Summary #554. Staff responded with explanations of those expenses.

AYES: Directors Thomas, Underhill, Strange, Davidson, and Ratterman
NOES: None
ABSTAIN: None
ABSENT: None

4. NEW BUSINESS
Nothing to Report

5. OLD BUSINESS

5a Update on Actions of the Eastside Groundwater Sustainability Agency and JPA
(Peter Martin, Manager of Water Resources / Director Thomas)

Mr. Martin briefed the Board on the actions of the Eastside Groundwater Sustainability Agency and JPA. He reported that there was a kick off meeting for the advisory committee last week, which he is a member. The group will be active for the next couple of years. Calaveras County is now a member of the Eastside Groundwater Sustainability Committee, which currently has 17 members.

6. GENERAL MANAGER REPORT

Mr. Eggerton reported on the following activities: 1) attending the Association of California Water Agencies (ACWA) Conference held the week of May 8 in Sacramento; 2) attending the Federal Affairs committee meeting which covered potential new regulations the EPA is reviewing regarding the potential groundwater connection between the land application of wastewater effluent and nearby waters of the U.S., which could necessitate a higher level of treatment and National Pollutant Discharge Elimination System (NPDES) permits; and 3) the Reclamation meeting which discussed the WIIN Act which will be covered at an upcoming Legal Affairs Committee meeting.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Strange – reported he was missing the Tuolumne-Stanislaus Integrated Regional Water Management Joint Power Authority (T-Stan) meeting to attend today's Board meeting. T-Stan is working on setting budgets and he hopes we can avoid these conflicts in the future.

Director Davidson - nothing to report.

Director Underhill – reported on the ACWA conference – Director Underhill was very interested in the wildfire sessions and would like to share her notes at an upcoming meeting. Mr. Eggerton suggested a meeting when the Cal AM wildfire protection team presents to the Board. Director Underhill brought attention to a session by Kathy Teagues regarding Women in Water. She said women have had a great impact on the water industry, and CCWD should nurture women within the organization.

Director Thomas – reported on the ACWA conference. Director Thomas spoke about the various sessions he attended and how informative they were.

Director Ratterman – reported that Mountain Counties Water Resources Association is planning a symposium in May. Director Ratterman recommends attendance if possible since Congressmen McClintock and LaMalfa will attend. He also reported on the ACWA conference that had many good programs and speakers including Deputy Secretary of the Interior Burkhart. He added that the County Board of Supervisors meeting is Tuesday May 22nd and they would be voting on support of the outcome of the AB142 Mokelumne River Wild and Scenic Study. CCWD would have a contingency there to help earn their support.

8. NEXT BOARD MEETINGS

- Wednesday, May 23, 2018, 1:00 p.m., Regular Board Meeting / Public Hearing on Proposed Rates
- Wednesday, June 13, 2018, 1:00 p.m., Regular Board Meeting
- Wednesday, June 27, 2018, 1:00 p.m., Regular Board Meeting

9. CLOSED SESSION

The Open Session ended at 1:38 p.m.

The meeting adjourned into Closed Session at approximately 1:38 p.m. Those present were Board Members: Scott Ratterman, Terry Strange, Bertha Underhill, Russ Thomas, and Jeff Davidson;

staff members Dave Eggerton, General Manager, Peter Martin, Manager of Water Resources (item 9b), Robert Creamer, Engineering Analyst (item 9c and 9d); and Matt Weber, General Counsel (by teleconference).

- 9a Conference with Legal Counsel – Existing Litigation
Government Code § 54956.9(a) La Contenta Investors, LTD vs. CCWD (Calaveras County Superior Court #11CV37713)
- 9b Conference with Legal Counsel – Anticipated Litigation. Significant exposure to litigation pursuant to subdivision (d)(2) of Government Code section 54956.9. One potential case.
- 9c Conference with Real Property Negotiators
Government Code §54956.8
Property: APN 055-051-008, Copper Cove, CA
District negotiator(s): Dave Eggerton and Robert Creamer
Under negotiation: price and other terms
- 9d Conference with Real Property Negotiators
Government Code §54956.8
Property: APN 012-011-013, West Point, CA
District negotiator(s): Dave Eggerton and Robert Creamer
Under negotiation: price and other terms

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 2:40 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at approximately 2:40 p.m.

By:

ATTEST:

Dave Eggerton
General Manager

Rebecca Hitchcock
Clerk to the Board

RESOLUTION NO. 2018-21
RESOLUTION NO. PFA-03
ORDINANCE NO. 2018-01

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

May 16, 2018 Special

Directors Present: Scott Ratterman, President
Russ Thomas, Vice President
Bertha Underhill, Director
Terry Strange, Director
Jeff Davidson, Director

Staff Present: Dave Eggerton, General Manager
Rebecca Hitchcock, Clerk to the Board

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Ratterman called the Special Board Meeting to order at approximately 2:40 p.m.

2. PUBLIC COMMENT

There was no public comment.

3. NEW BUSINESS

There was no new business.

The Open Session ended at 2:45 p.m.

The meeting adjourned into Closed Session at approximately 2:45 p.m. Those present were Board Members: Scott Ratterman, Terry Strange, Bertha Underhill, Russ Thomas, and Jeff Davidson; staff member Dave Eggerton, General Manager; and Matt Weber, General Counsel (by teleconference).

4. CLOSED SESSION

4a Conference with Legal Counsel – Potential Litigation Government Code §54956.9(b)(1) – 1 case

5. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 3:00 p.m. There was no reportable action.

6. ADJOURNMENT

With no further business, the meeting adjourned at approximately 3:00 p.m.

By:

ATTEST:

Dave Eggerton
General Manager

Rebecca Hitchcock
Clerk to the Board

Agenda Item

DATE: June 13, 2018

TO: Dave Eggerton, General Manager

FROM: Rebecca Hitchcock Executive Assistant

SUBJECT: Review Board of Directors Time Sheets for May 2018

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 May, 2018.

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 17-18 budget.

Attachments: Board of Directors Time Sheets for May, 2018

CALAVERAS COUNTY WATER DISTRICT DIRECTOR REIMBURSEMENT FORM

For Admin Use	<input checked="" type="checkbox"/>	Payroll
For Expense	<input type="checkbox"/>	Expense

Month/Yr May 2018
Name Terry Strang

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
5/16	CCWD Board Meeting							120		54	
5/23	"							120		54	
For Totals line, multiply miles by the IRS rate: 11/15 \$0.575									240	108	
Pursuant to Board Policy 4030, receipts required; report /materials required.									Totals (use IRS mileage rate)	\$ 240	\$ 5886
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 2010-01; that the service was actually rendered; and that the amount(s) herein are justly true.											
Administrative Review: <u>[Signature]</u> Date: <u>5/25/18</u> Orig to Finance Dept.											

CALAVERAS COUNTY WATER DISTRICT
DIRECTOR REIMBURSEMENT FORM

For Admin Use Payroll Expense

Month/Yr MAY 2018

Name BETHA E 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	
5/2/18	SPEC - ARROYO							120		123
5/8/18	AWA 2018 SPRING CONFERENCE							120		
5/9/18	"							120		
5/10/18	"							120		
5/11/18	"							120		
5/16/18	BOARD MEETING							120		84
5/22/18	BRET HARTE AWARDS							120		62
5/23/18	BOARD MEETING							120		84
		Totals						\$1000	\$	\$259.72
		Totals (use IRS mileage rate)						\$1000	\$	\$259.72

Pursuant to Board Policy 4030, receipts required; report /materials required.

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.

Administrative Review: *[Signature]* Date: 5/25/18 Orig to Finance Dept.

Signature of Claimant: Betha E Underhill

CALAVERAS COUNTY WATER DISTRICT DIRECTOR REIMBURSEMENT FORM

For Admin Use	<input checked="" type="checkbox"/>	Payroll Expense	<input type="checkbox"/>
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Month/Yr May 2018

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					
9-May	ACWA Conference							120		186				
10-May	ACWA Conference							120		0				
16-May	CCWD Board Meeting							120		44				
21-May	CCWD Conference w/ Legal Counsel Re: Rate hearing							120		44				
22-May	Presenting scholarship awards at Bret Harte H.S.							120		36				
23-May	CCWD Board Meeting							120		44				
<i>For Totals line, multiply miles by the IRS rate:</i>										354				
<i>Pursuant to Board Policy 4030, receipts required; report/materials required.</i>										Totals	(use IRS mileage rate)	\$ 720	\$0.00	\$192.93

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 the amount(s) herein are justified and true.

Signature of Claimant:
Russ Thomas

Administrative Review: _____ Date: 5/25/18 Original to Finance Dept.

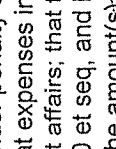
CALAVERAS COUNTY WATER DISTRICT DIRECTOR REIMBURSEMENT FORM

For Admin Use Payroll Expense

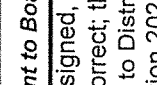
Month/Yr May 2018
Name Jeff Davidson

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
16-May	Regular Board Meeting							120		28
23-May	Regular Board Meeting							120		28
For Totals line, multiply miles by the IRS rate:		1/1/18	\$0.545							56

Totals (use IRS mileage rate) \$ 240

Signature of Claimant: 

Date: 5/25/18

Administrative Review: 

Orig to Finance Dept.

RESOLUTION NO. 2018 –

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

RATIFYING CLAIM SUMMARY NO. 555

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT has reviewed and considered Claim Summary Number 555 at the Regular Meeting held on June 13, 2018; 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 555 in the amount of \$1,594,034.10 for the month of May, 2018.

PASSED AND ADOPTED this 13th day of June 2018 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Scott Ratterman, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

**Calaveras County Water District
Claim Summary # 555**

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.



Jeffrey Meyer
Director of Administrative Services

1. May 2018 payroll checks issued on 05/15/2018	154,328.95
2. May 2018 payroll checks issued on 05/31/2018	157,336.13
3. May 2018 compensation to Directors	2,003.10
4. Vendor payments for May 1 through 31, 2018	975,860.47
5. Other payroll related costs	<u>304,505.45</u>

Claim Summary Total \$1,594,034.10

Calaveras County Water District
AP Disbursement Summary
May 1-31, 2018

CCWD Operating Expenditures		\$ 577,697.62
Expenditures to be reimbursed from other agencies	(A)	130,264.00
Expenditures to be reimbursed from grant agreements	(B)	111,272.56
Fiduciary Payments (funds collected prior to expenditure)	(C)	5,938.64
Partial Reimbursement	(D)	117,361.65
Capital R&R Projects	(E)	24,317.00
Capital Outlay	(F)	9,009.00
Total Payments		\$ 975,860.47

CCWD
AP Disbursements
May 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount	
129741	A COMMUNICATIONS	Construction Daily Work Form - Engineering	05/25/2018	233.81	
129611	A T & T	Internet Service 04/18 - LC	05/10/2018	40.00	
129679	A T & T	Leased Lines 05/18	05/18/2018	66.26	
129742	A T & T	Internet Service 05/18 - LC Complex	05/25/2018	50.00	
129743	A T & T	Phone 05/18 - Mechanics Shop	05/25/2018	101.00	
129612	A T & T CALNET2	District Radio Tower 04/18 - Camp Connell	05/10/2018	375.20	
129744	A T & T CALNET3	Phone 05/18 - Dorrington P/S	05/25/2018	20.27	
129747	A T & T CALNET3	Phone 05/18 - District Wide Long Distance	05/25/2018	1,674.08	
129748	A T & T CALNET3	Phone 05/18 - Hunter's	05/25/2018	20.36	
129749	A T & T CALNET3	Phone 05/18 - Azalea L/S	05/25/2018	18.61	
129750	A T & T CALNET3	Phone 05/18 - CCWHSE	05/25/2018	5.60	
129751	A T & T CALNET3	Phone Back Up 05/18 - OP HQ	05/25/2018	195.60	
129752	A T & T CALNET3	T Line 05/18	05/25/2018	165.13	
129753	A T & T CALNET3	Phone/Fax 05/18 - JLTC	05/25/2018	123.88	
129564	A T & T MOBILITY	Cell Phone 04/18 - Brown	05/03/2018	82.92	
129613	A TEEM ELECTRICAL ENG INC	Consulting Services - JLWTP Pre-Treatment Facility Project	05/10/2018	2,000.00	(E)
129754	A TEEM ELECTRICAL ENG INC	Arc Flash Software License - LCWWTP	05/25/2018	2,450.00	
129754	A TEEM ELECTRICAL ENG INC	Site Visit - DF/VCTO WWTP MBR Project	05/25/2018	1,980.00	
129680	ACWA/JPIA	Workers Compensation Insurance Jan-March 2018	05/18/2018	26,900.29	
129681	ACWA/JPIA	Dental Insurance, Employees 06/18	05/18/2018	6,659.88	(D)
129681	ACWA/JPIA	Vision Insurance, Employees 06/18	05/18/2018	1,354.88	
129681	ACWA/JPIA	EAP 06/18	05/18/2018	159.80	
129681	ACWA/JPIA	Dental Insurance, Retirees 06/18	05/18/2018	2,426.32	
129681	ACWA/JPIA	Vision Insurance, Retirees 06/18	05/18/2018	723.84	
129614	ADP INC	Payroll Processing 04/18	05/10/2018	582.01	
129755	ADP INC	Payroll Processing 05/18	05/25/2018	264.83	
129615	AFLAC	Aflac Insurance 04/18	05/10/2018	2,018.70	(C)
129757	ALHAMBRA DRINKING WATER	Water Cooler 05/18 - LCWWTP	05/25/2018	101.54	
129758	ALHAMBRA DRINKING WATER	Water Cooler 05/18 - JLWTP	05/25/2018	65.88	
129566	AL'S TIRE SERVICE	Remove Studs/Rotate Tires - Vehicle #134	05/03/2018	100.00	
129566	AL'S TIRE SERVICE	Balance/Rotate Tires - Vehicle #718	05/03/2018	32.00	
129566	AL'S TIRE SERVICE	Balance/Rotate Tires - Vehicle #719	05/03/2018	32.00	
129566	AL'S TIRE SERVICE	Remove Studs/Rotate Tires - Vehicle #720	05/03/2018	65.00	
129566	AL'S TIRE SERVICE	Seasonal Tire Change - Vehicle #721	05/03/2018	65.00	
129616	AL'S TIRE SERVICE	Flat Repair - Vehicle #715	05/10/2018	15.00	
129756	AL'S TIRE SERVICE	Flat Repair - Vehicle #718	05/25/2018	20.00	
129617	AMERIPRIDE SERVICES,INC	Uniform Service 04/18	05/10/2018	2,201.72	
129682	AMERITRADE TRUST COMPANY	FTJ Deferred Compensation April/May 2018	05/18/2018	1,400.00	(D)

CCWD
AP Disbursements
May 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount
129568	ANALYTICAL TECHNOLOGY INC	Ozone Sensor - CCWTP	05/03/2018	239.43
EFT	ANTHEM-BLUE CROSS	Health Insurance, Employees 05/18	05/07/2018	109,301.77 (D)
EFT	ANTHEM-BLUE CROSS	Health Insurance, Retirees 05/18	05/07/2018	37,322.37
129683	APLEGATE, JOHN	Safety Boot Reimbursement	05/18/2018	183.12
129759	AQUIONICS, INC	UV Bulbs/Quartz Sleeves/Intensity Sensor Calibration - DF/VCTO WWTP	05/25/2018	6,149.70
129569	ARNOLD AUTO SUPPLY	Diesel Engine Fluid - Vehicle #135	05/03/2018	48.23
129569	ARNOLD AUTO SUPPLY	Gloves/Extensions/Sockets/Screwdrivers/Ratchets - Vehicle #143	05/03/2018	208.89
129569	ARNOLD AUTO SUPPLY	Sensor/Valve/Blower Motor/Resistor/Connector - Vehicle #502	05/03/2018	238.64
129569	ARNOLD AUTO SUPPLY	Batteries (4) - Vehicle #509	05/03/2018	665.09
129569	ARNOLD AUTO SUPPLY	Light Bulb - Vehicle #529	05/03/2018	4.27
129569	ARNOLD AUTO SUPPLY	Battery - Vehicle #535	05/03/2018	105.07
129569	ARNOLD AUTO SUPPLY	Terminals - Vehicle #703	05/03/2018	34.32
129569	ARNOLD AUTO SUPPLY	Neutral Switch/Transmission Filter Kit,Fluid - Vehicle #713	05/03/2018	228.26
129569	ARNOLD AUTO SUPPLY	Adapters/Fire Extinguisher/Brake Controller/Harness - Vehicle #722	05/03/2018	175.86
129569	ARNOLD AUTO SUPPLY	Bungee Cords - EP Barn	05/03/2018	59.80
129569	ARNOLD AUTO SUPPLY	Oil/Gas Cans/Coolant/Supplies/Tools/Absorbant - Mechanics Shop	05/03/2018	413.80
129569	ARNOLD AUTO SUPPLY	Gas Cap/Coolant/Overflow Tank/Tie Downs - LCWWTP Generator	05/03/2018	204.73
129569	ARNOLD AUTO SUPPLY	Engine Heaters (6) - EP Generators	05/03/2018	1,158.24
129569	ARNOLD AUTO SUPPLY	Washer/Light - Hunter's WTP	05/03/2018	32.18
129619	ARNOLD AUTO SUPPLY	Plug/Transmission Fluid - Vehicle #117	05/10/2018	21.45
129619	ARNOLD AUTO SUPPLY	Wrench/Brakleen/Towels/Refrigerant - Vehicle #143	05/10/2018	189.80
129619	ARNOLD AUTO SUPPLY	Battery - Vehicle #533	05/10/2018	141.53
129619	ARNOLD AUTO SUPPLY	Oil - Vehicle #719	05/10/2018	5.09
129619	ARNOLD AUTO SUPPLY	Oil/Filter/Lights - Vehicle #721	05/10/2018	239.34
129619	ARNOLD AUTO SUPPLY	Oil/Filter - DF/VCTO WWTP ATV	05/10/2018	27.88
129619	ARNOLD AUTO SUPPLY	Gaskets/V-Belts/Seals - DF/VCTO WWTP	05/10/2018	259.65
129619	ARNOLD AUTO SUPPLY	Threadlocker/Blaster/Lubricant/Gloves - DF/VCTO WWTP MBR Project	05/10/2018	100.74
129619	ARNOLD AUTO SUPPLY	Shrink Tube - FMWWTP	05/10/2018	8.56
129619	ARNOLD AUTO SUPPLY	Socket Set/Multimeter - Mechanics Shop	05/10/2018	93.18
129620	ARNOLD TIRE AND AUTO CARE	Seasonal Tire Change - Vehicle #551	05/10/2018	80.00
129684	ARNOLD TIRE AND AUTO CARE	Seasonal Tire Change/Sensors - Vehicle #531	05/18/2018	221.46
129684	ARNOLD TIRE AND AUTO CARE	Seasonal Tire Change - Vehicle #534	05/18/2018	80.00
129684	ARNOLD TIRE AND AUTO CARE	Tire Sensors - Vehicle #551	05/18/2018	171.46
129621	BIG VALLEY FORD LINCOLN MERCURY	Antifreeze/O-Rings/Gaskets/Thermostat/Connectors - Vehicle #142	05/10/2018	155.60
129687	BNN, LLC	Building Rent 06/18 - Mechanics Shop	05/18/2018	3,000.00
129760	BNN, LLC	Water Service - Mechanics Shop	05/25/2018	125.28
129760	BNN, LLC	Sewer Service - Mechanics Shop	05/25/2018	201.02
129622	BOBCAT CENTRAL, INC	Connectors - EP Bobcat Snowplow	05/10/2018	154.98

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129622	BOBCAT CENTRAL, INC	Power Tilt Attachment/Grading Bucket - Mini Excavator	05/10/2018	9,009.00	(F)
129570	BURKEY, TIFFANY	Post Office Travel Reimbursement 04/18	05/03/2018	41.97	
129762	BUY & SELL	Director of Operations Recruitment Ad	05/25/2018	274.50	
129763	CADENCE.TEAM	Barracuda Backup Server Annual Maintenance May 2018-April 2019	05/25/2018	2,676.00	
129624	CALAVERAS FIRST COMPANY INC	Public Notice-Local Hazard Mitigation Plan	05/10/2018	116.10	
129624	CALAVERAS FIRST COMPANY INC	Public Notice-Unclaimed Funds	05/10/2018	501.50	
129625	CALAVERAS LUMBER CO INC	Camera Install Supplies/Step Stool/Phone Install Supplies - OP HQ	05/10/2018	96.76	
129625	CALAVERAS LUMBER CO INC	Liner/Bungees/Wrenches/Screwdrivers/Batteries/Towels - FMWWTP	05/10/2018	131.21	
129625	CALAVERAS LUMBER CO INC	Pipe/Elbow/Connector - CCWTP	05/10/2018	683.24	
129625	CALAVERAS LUMBER CO INC	Pliers/Wire Twister/Hay Hook - DF/VCTO WWTP	05/10/2018	57.44	
129625	CALAVERAS LUMBER CO INC	Epoxy/Nozzle/Dispensing Tool - CCWHSE	05/10/2018	184.80	
129764	CALIFORNIA TEES	Employee Relations Supplies	05/25/2018	89.58	
129626	CALIFORNIA WASTE RECOVERY SYSTEMS	Refuse Disposal 05/18 - District Wide	05/10/2018	1,100.21	
129627	CALTEL	Phone 04/18	05/10/2018	1,277.33	
129690	CAMPORA	Propane 04/18 - Wallace	05/18/2018	6.44	
129571	CARBON COPY INC	Copies/Copier Maintenance 04/18	05/03/2018	146.45	
EFT	CARD SERVICES	NWRA Conference, Washington, D.C. Lodging - Ratterman	05/17/2018	340.96	
EFT	CARD SERVICES	NWRA Conference, Washington, D.C. Travel - Eggerton	05/17/2018	2,001.07	
EFT	CARD SERVICES	ACWA Conference, Sacramento Hotel Refund - Eggerton	05/17/2018	(438.85)	
EFT	CARD SERVICES	Questys Conference Travel - Gomes	05/17/2018	178.00	
EFT	CARD SERVICES	Conference Call Fees	05/17/2018	98.94	
EFT	CARD SERVICES	General Administration Mediator Lunch	05/17/2018	10.90	
EFT	CARD SERVICES	Employee Relations Supplies	05/17/2018	84.13	
EFT	CARD SERVICES	Internet E-Mail Back Up - OP HQ	05/17/2018	29.90	
EFT	CARD SERVICES	Internet 04/18 - Hunter's	05/17/2018	76.87	
EFT	CARD SERVICES	E-Mail Hosted Exchange 04/18	05/17/2018	471.47	
EFT	CARD SERVICES	Annual MalWare Bytes Software Maintenance	05/17/2018	1,061.50	
EFT	CARD SERVICES	Dash Cam - Vehicle #529	05/17/2018	119.99	
EFT	CARD SERVICES	AED's (2) - Utilities	05/17/2018	2,573.98	
EFT	CARD SERVICES	Security Cameras - Mechanics/Hunters Shops	05/17/2018	2,743.92	
EFT	CARD SERVICES	HP Power Supply (3) - Electricians	05/17/2018	150.87	
EFT	CARD SERVICES	PA System/Batteries/Door Tag Forms/Drill Battery - Outreach/OP HQ	05/17/2018	912.21	
129628	CARSON HILL ROCK PRODUCTS	3/4 Class II AB - CCWHSE Stock	05/10/2018	644.85	
129691	CARSON HILL ROCK PRODUCTS	3/4 Class II AB - Wilseyville Line Replacement	05/18/2018	323.63	
129765	CARUS CORPORATION	Sodium Permaganate - JLWTP	05/25/2018	8,450.76	
129572	CDK SUPPLY	Wire/Plug/Breakers/Receptacles/Covers/Fasteners - Mechanics Shop	05/03/2018	484.85	
129629	CDK SUPPLY	Cable/Straps/Connectors/Screw Kit/Cover/Chain - Mechanics Shop	05/10/2018	624.29	
129766	CDK SUPPLY	Spring Nuts/Struts/Clamps - Mechanics Shop	05/25/2018	557.06	

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129630	CED CREDIT	Cord/LED Light/Cap/GFI Tester - Mechanics Shop	05/10/2018	368.41	
129692	CED CREDIT	Soft Starts/Panels/Swing Kit - CC L/S #8	05/18/2018	3,227.00	
129767	CED CREDIT	GFI Receptacle/Box/Wire - FMWWTP	05/25/2018	216.16	
129767	CED CREDIT	LED Light Fixtures - Collections Trailer	05/25/2018	613.08	
129767	CED CREDIT	Wire/Electrical Tape/Splices - CC L/S #41/42	05/25/2018	925.77	
129573	CENTRAL CALIFORNIA GENERATOR	Control Board/Installation - Upper Cross Country L/S	05/03/2018	5,085.92	
129631	CISCO FIRE SPRINKLER, INC.	Fire Extinguishers (4) - CC Lift Stations	05/10/2018	240.00	
129574	CITY OF ANGELS	Sewer 04/18 - Six Mile Village	05/03/2018	4,695.23	
129693	CLARK PEST CONTROL	Pest Control 05/18 - AWWTP	05/18/2018	174.00	
129768	CLARK PEST CONTROL	Pest Control 05/18 - LCWWTP	05/25/2018	147.00	
129632	COLUMBIA COMMUNICATIONS	Vehicle Cloud Service 04/18	05/10/2018	700.00	
129575	COMCAST	Internet Service 05/18 - JLWTP	05/03/2018	85.93	
129633	COMCAST	Internet Service 05/18 - DF/VCTO WWTP	05/10/2018	80.93	
129634	COMCAST	Internet Service 05/18 - OP HQ	05/10/2018	85.93	
129769	COMCAST	Internet Service 06/18 - JLTC	05/25/2018	85.93	
129770	COMCAST	Internet Service 06/18 - JLWTP	05/25/2018	85.93	
129694	CONDOR EARTH TECHNOLOGIES INC	Groundwater Monitoring Well Reports Jan-April 2018	05/18/2018	3,105.00	
129771	CONDOR EARTH TECHNOLOGIES INC	Consultation Services - White Pines Dam Project	05/25/2018	3,700.00	
129695	CONETH SOLUTIONS INC	IT Infrastructure Support Services 05/18	05/18/2018	1,325.00	
129635	CPPA	Power 04/18	05/10/2018	66,933.06	
129576	CPUD	Water Service 04/18 - OP HQ	05/03/2018	219.55	
129772	CVCWA	Freshwater Mussels Collaborative Study Phase IIc - FMWWTP	05/25/2018	1,200.00	
129636	CWEA	Collection System Maintenance, Grade 1 Cert Renewal - Knick	05/10/2018	85.00	
129698	CWEA	Collection System Maintenance, Grade 4 Cert Renewal - Fletcher	05/18/2018	100.00	
129773	CWEA	Collection System Maintenance, Grade 1 Cert Renewal - Gravette	05/25/2018	85.00	
129577	DANNER, ALEISA	Post Office Travel Reimbursement 04/18	05/03/2018	20.17	
129637	DATAPROSE	UB Statement Processing/Prop 218 Mailing 04/18	05/10/2018	14,788.88	
129578	DAVIDSON, JEFF	Travel 04/18	05/03/2018	97.01	
129579	DEPARTMENT OF WATER RESOURCES	Beaver Creek Diversion Dam Fee	05/03/2018	9,771.00	(A)
129579	DEPARTMENT OF WATER RESOURCES	Copper Cove Dam Fee	05/03/2018	9,771.00	
129579	DEPARTMENT OF WATER RESOURCES	La Contenta Dam Fee	05/03/2018	10,006.00	
129579	DEPARTMENT OF WATER RESOURCES	McKays Point Diversion Dam Fee	05/03/2018	50,661.00	(A)
129579	DEPARTMENT OF WATER RESOURCES	New Spicer Meadow Dam Fee	05/03/2018	59,356.00	(A)
129579	DEPARTMENT OF WATER RESOURCES	North Fork Diversion Dam Fee	05/03/2018	10,476.00	(A)
129579	DEPARTMENT OF WATER RESOURCES	West Point Regulating Dam Fee	05/03/2018	8,831.00	
129579	DEPARTMENT OF WATER RESOURCES	White Pines Dam Fee	05/03/2018	6,481.00	
129638	DOWNEY BRAND ATTORNEYS LLP	Legal Services 03/18	05/10/2018	22,555.50	
129580	DUDEK	CEQA Services - JLWTP Pre-Treatment Facility Project	05/03/2018	7,721.05	(B)

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129639	EBBETTS PASS GAS SERVICE	Fuel 04/18	05/10/2018	1,659.72
129640	EBBETTS PASS LUMBER	Adapter/Phone/Lock/Chain/Extension Cord/Supplies - Hunter's WTP	05/10/2018	257.52
129581	ECORP CONSULTING, INC	Profesional Services - Mokelumne River Water Supply Study	05/03/2018	16,376.00
129774	EGGERTON, DAVE	California Water Policy Conference Parking Reimbursement	05/25/2018	9.00
129774	EGGERTON, DAVE	NWRA Conference, Washington, D.C. Travel Reimbursement	05/25/2018	344.24
129774	EGGERTON, DAVE	NWRA Conference, Washington, D.C. - Ratterman Meal Reimbursment	05/25/2018	30.00
129641	ELLIS BUEHLER MAKUS LLP	Administrative Professional Services	05/10/2018	12,948.68
129582	ESRI	ArcGIS Upgrades (2) - Basic Concurrent (1 Upgrade) - Engineering	05/03/2018	10,188.75
129642	EUROFINS EATON ANALYTICAL, INC	Waste Water Testing 04/18	05/10/2018	1,147.00
129776	EUROFINS EATON ANALYTICAL, INC	Water Testing 05/18	05/25/2018	3,245.00
129703	FASTENAL	Sanitizer/Drill Bits/Marking Paint/Tape/Grease/Connector/Gloves - JL	05/18/2018	457.41
129703	FASTENAL	Hard Hats - EP Barn	05/18/2018	273.98
129703	FASTENAL	Drill Bits/Shovels/Batteries/Sealant/Paper/Cleaner/Grinding Wheel - EP	05/18/2018	883.78
129777	FASTENAL	Shovels/Gloves - JL Vending	05/25/2018	144.30
129643	FERGUSON ENTERPRISES, INC	Backflow Valve/Rebuild Kit/Check Assemblies/Rubber Kits - WPWWTP	05/10/2018	1,447.83
129643	FERGUSON ENTERPRISES, INC	Backflow Rebuild Kit/Check Assembly - AWWTP	05/10/2018	807.93
129778	FGL ENVIRONMENTAL	Waste Water Testing 05/18	05/25/2018	2,967.88
129778	FGL ENVIRONMENTAL	Water Testing 05/18	05/25/2018	3,681.62
129645	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 04/18 - Sheep Ranch	05/10/2018	93.50
129645	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 04/18 - Wallace	05/10/2018	93.50
129646	FOOTHILL PRINTING & GRAPHICS	Business Cards - Hitchcock/Creamer	05/10/2018	172.66
129779	GAMBI DISPOSAL INC.	Bio-Solids Removal/Deliver, Haul Debris Box - DF/VCTO WWTP	05/25/2018	862.60
129779	GAMBI DISPOSAL INC.	Bio-Solids Removal - AWWTP	05/25/2018	878.75
129779	GAMBI DISPOSAL INC.	Bio-Solids Removal - FMWWTP	05/25/2018	902.50
129780	GARCIA AND ASSOCIATES	Archaeological Services - JLWTP Pre-Treatment Facility Project	05/25/2018	8,573.53 (B)
129647	GENERAL PLUMBING SUPPLY CO INC	Hose/Nozzle/Pipe Fittings - DF/VCTO WWTP MBR Project	05/10/2018	314.83
129647	GENERAL PLUMBING SUPPLY CO INC	Meters (20) - West Point	05/10/2018	3,051.60
129647	GENERAL PLUMBING SUPPLY CO INC	Clamps/Couplings/C/S Valves/Meters (60) - LCWHSE	05/10/2018	19,496.92
129704	GENERAL PLUMBING SUPPLY CO INC	Pipe Tap/Nipple Extractor - Mechanics	05/18/2018	84.15
129583	GEOINSIGHT	Hydrasleeve Sampler Bags - Monitoring Wells	05/03/2018	1,176.50
129705	GODWIN, ROBERT	Pressure Data Logger Waterproof Storage Box Reimbursement	05/18/2018	34.47
129781	GOVCONNECTION, INC	BackUPS's (4); LED Monitors (2); 500 GB SSD HD's (5)	05/25/2018	941.48
129584	GRAINGER	Insulated Strut Clamp - CCWTP	05/03/2018	79.15
129584	GRAINGER	Fan/Switch - Big Trees Generator #2	05/03/2018	242.95
129584	GRAINGER	Fittings - Hunter's WTP/SRWTP	05/03/2018	319.22
129648	GRAINGER	Truck Box - Vehicle #722	05/10/2018	594.03
129782	GRAINGER	Batteries/Eye Bolts - Mechanics Shop	05/25/2018	38.39
129782	GRAINGER	Hose/Brass Union - Wallace WWTP	05/25/2018	114.80

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129585	GRAVETTE, JARED	Class A License Reimbursement	05/03/2018	80.00	
129783	HACH COMPANY	Pocket Colorimeter - FMWWTP	05/25/2018	573.90	
129783	HACH COMPANY	Vials/Stir Bar Remover/Colorimeter/Maintenance Kit - Hunter's WTP	05/25/2018	1,013.58	
129784	HAMPTON, JESSE	Safety Boot Reimbursement	05/25/2018	162.92	
129587	HARRIS, KERRY	CWEA Membership Renewal Reimbursement	05/03/2018	180.00	
129587	HARRIS, KERRY	SWRCB Wastewater Distribution, Grade 2 Cert Renewal Reimbursement	05/03/2018	150.00	
129785	HERD'S MACHINE & WELD SHOP	SS Shaft - Vallecito L/S	05/25/2018	180.00	
129785	HERD'S MACHINE & WELD SHOP	Pipe/Pipe Repair/Custom Metal Tube/Weld Labor - LCWWTP	05/25/2018	664.01	
129785	HERD'S MACHINE & WELD SHOP	Pipe/Fittings/Hinge/Grinding Wheel/Hot Roll Plate/Meter - Mechanics Shop	05/25/2018	359.65	
129785	HERD'S MACHINE & WELD SHOP	MIG Wire - EP Shop	05/25/2018	95.01	
129785	HERD'S MACHINE & WELD SHOP	Square Tubing - Southworth WWTP	05/25/2018	100.55	
129785	HERD'S MACHINE & WELD SHOP	Hydrant Locks - JL	05/25/2018	225.23	
129786	HOBGOODS CLEANING	Janitorial Service 05/18	05/25/2018	1,985.00	
129650	HOLT OF CALIFORNIA	Pump/Hoses/Gaskets/Antifreeze - CC Raw Water Generator	05/10/2018	2,603.89	
129708	HOLT OF CALIFORNIA	Service/Repair Cylinders/Windshields - LC Backhoe	05/18/2018	7,393.18	
129651	HUGHESNET	Internet Service 05/18 - FMWWTP	05/10/2018	82.23	
129709	HUGHESNET	Internet Service 05/18 - AWWTP	05/18/2018	80.94	
129710	HUNT & SONS, INC	Fuel - Copper	05/18/2018	2,461.62	
129652	INDUSTRIAL SAFETY SUPPLY CORPORATION	Confined Space Protection/Retrieval Equipment/Exhaust Blower	05/10/2018	10,716.50	
129653	IRON MOUNTAIN	Document Destruction 04/18	05/10/2018	74.02	
129589	KASL CONSULTING ENGINEERS	Civil Engineering Services - EP Reach 1 Water Pipeline Replacement Project	05/03/2018	22,317.00	(E)
129655	KUBOTA MEMBRANE USA CORPORATION	Diffusers - DF/VCTO WWTP MBR Project	05/10/2018	350.00	
129656	LAWSON PRODUCTS INC	Towels/Tags/Hooks/Chain - Mechanics Shop	05/10/2018	293.07	
129590	LUNSFORD, SCOTT	Travel Reimbursement 03/18	05/03/2018	42.73	
129789	MAIL FINANCE	Maintenance Lease Agreement 03/16/18-06/15/18	05/25/2018	983.27	
129657	MARTIN, PETER	Water Resource Meetings Travel Reimbursement March/April 2018	05/10/2018	248.29	
129713	MARTIN, PETER	ACWA Conference/ESJGPA Travel Reimbursement 05/18	05/18/2018	111.18	
129790	MATHESON TRI-GAS, INC	Liquid Oxygen - CCWTP	05/25/2018	3,856.75	
129791	MEYER, JEFFREY	ACWA Conference Travel Reimbursement	05/25/2018	198.58	
129658	MODESTO AIRCO GAS & GEAR	Cylinder Rental 05/18	05/10/2018	105.60	
129792	MODESTO AIRCO GAS & GEAR	MIG Wire/Tips/Tank Rental - CCWHSE	05/25/2018	86.33	
129659	MOTHER LODGE ANSWERING SERVICE	Answering Service 05/18	05/10/2018	541.92	
129660	MOUNTAIN OASIS PURIFIED WATER	Water/Supplies 04/18	05/10/2018	135.25	
129718	MUNICIPAL MAINTENANCE EQUIP	Boom Lift Cylinder/Adapter/O-Rings - Vehicle #126	05/18/2018	708.53	
129591	NEOFUNDS BY NEOPOST	Postage 04/18	05/03/2018	1,000.00	
129661	NEOPOST USA INC	Maintenance Agreement Folder/Sorter 06/18	05/10/2018	407.61	
129662	NEW YORK LIFE	Life Insurance 04/18	05/10/2018	1,171.74	(C)
129592	NORTHSTAR CHEMICAL	Sodium Hypochlorite - JLWTP	05/03/2018	1,756.77	

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129793	NORTHSTAR CHEMICAL	Sodium Hypochlorite - CCWTP	05/25/2018	1,345.11
129793	NORTHSTAR CHEMICAL	Sodium Hypochlorite - WPWTP	05/25/2018	649.99
129793	NORTHSTAR CHEMICAL	Sodium Hypochlorite - WPWWTP	05/25/2018	343.05
129719	NTU TECHNOLOGIES INC	Polymer - AWWTP	05/18/2018	8,360.79
129719	NTU TECHNOLOGIES INC	Polymer - DF/VCTO WWTP	05/18/2018	5,501.93
129720	OCCU-MED, LTD	Pre-Employment Exam - General Management	05/18/2018	80.00
129794	O'CONNELL & DEMPSEY, LLC	Federal Legislative Advocacy Consulting Services 04/18	05/25/2018	4,000.00
129721	OUTWEST TIRE AND REPAIR	Tire Repair - Vehicle #132	05/18/2018	20.00
129663	P G & E	Power 04/18 - JLTC	05/10/2018	134.46
129664	P G & E	Power 04/18 - Warmwood L/S	05/10/2018	16.26
129665	P G & E	Power 04/18 - Woodgate L/S	05/10/2018	19.27
129666	P G & E	Power 04/18 - OP HQ	05/10/2018	110.78
129722	P G & E	Power 04/18 - CC Water Tank	05/18/2018	38.94
129795	P G & E	Power 05/18 - Hwy 26	05/25/2018	11.00
129796	PACE SUPPLY CORP 23788-00	Valve Extensions - EP Barn	05/25/2018	226.28
129723	PAYMENTUS GROUP INC	Payment Processing 04/18	05/18/2018	5,393.00
129594	PETERSON BRUSTAD INC	Engineering Services - Jenny Lind Water Master Plan Update	05/03/2018	3,429.93
129594	PETERSON BRUSTAD INC	Engineering Services - Copper Cove Water Master Plan Update	05/03/2018	5,993.40
129667	PINNACLE ASSET INTEGRITY SERVICES, LLC	Engineering Consulting Services 03/18	05/10/2018	2,939.00
129595	PONTON INDUSTRIES, INC.	Ozone Sensor - JLWTP	05/03/2018	356.00
129797	POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	05/25/2018	490.68
129668	R.E. SMITH CONTRACTORS, INC.	Construction Contract - JLWTP Pre-Treatment Facility Project	05/10/2018	94,977.98 (B)
129596	RATTERMAN, SCOTT	Travel 04/18	05/03/2018	65.95
129596	RATTERMAN, SCOTT	CSDA Webinar Training Reimbursement	05/03/2018	55.00
129596	RATTERMAN, SCOTT	NWRA Conference, Washington, D.C. Travel Reimbursement	05/03/2018	2,787.02
129597	RIEBES AUTO PARTS 312	Oil Filter/Air Filter/V-Belts/Towels/Windshield Wash - West Point Tractor	05/03/2018	69.59
129598	SEIU LOCAL 1021	Union Dues 04/18	05/03/2018	2,748.20 (C)
129799	SENDERS MARKET INC	Hex Key Set/Gloves/Wrench Set/Batteries/Paint/Paper Towels - Vehicle #134	05/25/2018	214.37
129799	SENDERS MARKET INC	Safety Glasses/Batteries/Nuts/Bolts/Trash Bags - Collections Crew	05/25/2018	106.96
129799	SENDERS MARKET INC	Padlock - JL Pressure Recorders	05/25/2018	12.54
129799	SENDERS MARKET INC	Brooms/Batteries/Trash Bags/Glyphosate/Batteries - LCWHSE	05/25/2018	416.60
129799	SENDERS MARKET INC	Jig Saw/Circular Saw/Degreaser/Blades/Batteries/Fittings - Mechanics Shop	05/25/2018	343.51
129799	SENDERS MARKET INC	Fuel Filter/Compressor Oil - Southworth WWTP	05/25/2018	17.43
129799	SENDERS MARKET INC	Keys/Keychain - JLWTP	05/25/2018	10.96
129799	SENDERS MARKET INC	Fittings - JL D Tank Pressure System	05/25/2018	51.26
129800	SIERRA JANITORIAL SUPPLY	Kitchen/Bathroom Supplies - OP HQ	05/25/2018	376.90
129801	SIGNAL SERVICE	Alarm System Repair - OP HQ	05/25/2018	222.50
129802	SKRBINA, CORINNE	County Offices Mileage Reimbursement Jan-April 2018	05/25/2018	42.51

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129671	SLAKEY BROS - JACKSON	Camlocks - Collections Crew	05/10/2018	72.73
129671	SLAKEY BROS - JACKSON	Meter Stops/Nuts/Valves/Clamps/Curb Stops - EP Barn	05/10/2018	11,146.10
129731	SPENCE RANCH FEED & SUPPLY	Pest Control Supplies - Stock	05/18/2018	134.45
129601	STOCKTON EAST WATER DISTRICT	New Hogan 2018 Contract Year O&M/Principal Deposit	05/03/2018	38,109.02
129602	STRANGE, TERRY	Travel 04/18	05/03/2018	113.91
129672	SWRCB	Wastewater Treatment Plant Operator, Grade 4 Cert Renewal - Lunsford	05/10/2018	110.00
129673	SWRCB	Water Distribution Operator, Grade D4 Cert Application Fee - Burkhardt	05/10/2018	140.00
129673	SWRCB	Water Distribution Operator, Grade 2 Certification Fee - Crank	05/10/2018	60.00
129733	SWRCB	Drinking Water Distribution Operator, Grade D2 Cert Renewal - Samorano	05/18/2018	80.00
129603	THOMAS, RUSS	Travel 04/18	05/03/2018	195.11
129604	TIFCO INDUSTRIES	Rivets/Spray Paint/Screws/Washers/Fittings/Solder Slugs - Mechanics Shop	05/03/2018	338.43
129605	TREATS GENERAL STORE INC	Meeting Supplies	05/03/2018	15.96
129605	TREATS GENERAL STORE INC	Hardware Supplies - OP HQ	05/03/2018	44.49
129605	TREATS GENERAL STORE INC	Pest Control Supplies/Hardware Supplies - Mechanics Shop	05/03/2018	124.11
EFT	UMPQUA BANK	VacCon Truck Loan (Final Loan Payment)	05/10/2018	17,264.85
129606	UNDERHILL, BERTHA	Travel 04/18	05/03/2018	267.05
129674	UNION PUBLIC UTILITY DISTRICT	Water Service 04/18 - DF/VCTO WWTP	05/10/2018	159.00
129675	UNITED PARCEL SERVICE	Shipping 04/18	05/10/2018	53.83
129804	UNITED PARCEL SERVICE	Shipping 05/18	05/25/2018	50.00
129805	UNITED RENTALS NORTHWEST, INC	Articulating Boom Rental - DF/VCTO WWTP Lighting	05/25/2018	1,668.30
129735	UNIVAR USA INC	SLS 45 - CC Lower Thompson L/S #12	05/18/2018	1,576.74
129607	USA BLUE BOOK	Manhole Cover Lifter/Gloves/Hard Hats/Safety Vests/Ear Plugs - Electricians	05/03/2018	201.00
129806	USA BLUE BOOK	Coupling/Gloves - CCWHSE	05/25/2018	146.21
129806	USA BLUE BOOK	Pressure Loggers/Fire Hydrant Adapters - JL Data Collection	05/25/2018	1,853.75
129806	USA BLUE BOOK	Grease/Hydrant Adapters - Copper Fire	05/25/2018	85.32
129806	USA BLUE BOOK	Spin Bars/LMI Pump/Elbow/Chemical Storage Tank - FMWWTP	05/25/2018	1,191.06
129806	USA BLUE BOOK	Stabcal/pH Buffer - CCWWTP	05/25/2018	262.82
129806	USA BLUE BOOK	O-Rings - CCRCF	05/25/2018	22.36
129736	UTILITY TOOL COMPANY INC	Pipe/Cable Locator - Electricians	05/18/2018	1,390.00
129608	VERIZON WIRELESS	Cell Phone Service 04/18	05/03/2018	1,382.20
129737	VERIZON WIRELESS	Cell Phone Service 05/18	05/18/2018	2,831.82
129737	VERIZON WIRELESS	Cell Phone Upgrades 05/18	05/18/2018	1,741.98
129609	VOLCANO TELEPHONE COMPANY	Phone/Internet Service 05/18 - WPWWTP	05/03/2018	152.27
129609	VOLCANO TELEPHONE COMPANY	Phone 05/18 - WPWTP	05/03/2018	350.25
EFT	WEX BANK	Fuel 04/18	05/08/2018	10,614.85
129610	WILLE ELECTRIC SUPPLY CO INC	Street Lights (9) - DF/VCTO WWTP	05/03/2018	6,347.66
129739	WILLE ELECTRIC SUPPLY CO INC	Wire/Conduits/Terminals/Cement/Locknut/Anchor Kit - JL D Tank	05/18/2018	157.60
129676	WOOD ENVIRON & INFRASTRUCTURE SOLUTIONS	Local Hazard Mitigation Plan Update Services 04/18	05/10/2018	3,809.81

CCWD
AP Disbursements
May 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount
129677	YOUNG'S COPPER ACE HARDWARE	Towels/Batteries/Funnels/Nozzle/Gaskets/Paste/Gloves/Pipe Cutter - CC	05/10/2018	265.46
129807	ZOOM SMOG & AUTOMOTIVE	Tires (4) - Vehicle #614	05/25/2018	827.70
	Employee Medical Reimbursements (8)			2,285.61
	Retiree Health Reimbursements (27)			7,524.57
	Customer Refunds (6)			<u>1,438.45</u>
		Total May 2018 AP Disbursements		<u><u>975,860.47</u></u>

Agenda Item

DATE: June 13, 2018

TO: Dave Eggerton, General Manager

FROM: Jeffrey Meyer, Director of Administrative Services

SUBJECT: Report on the Write-Off of Uncollectible Accounts Receivable for the period of December 1, 2017 through May 31, 2018

RECOMMENDED ACTION:

For information only.

SUMMARY:

Financial Management Policy No. 5.05, "Uncollectible Accounts Receivable," provides authorization and guidelines for the write-off of individual accounts receivable that are not deemed bona fide, or valid. Per policy, any uncollectible account in excess of \$2,500 must have the approval of the Board of Directors. All uncollectible accounts receivable that are written-off will be reported to the Board of Directors on a semi-annual basis.

During the reporting period of December 1, 2017 through May 31, 2018 there are no uncollectible accounts receivable in excess of \$2,500. Attachment A lists the uncollectible accounts receivable customers with balances under the \$2,500 threshold for the subject reporting period totaling \$16,027.55.

All bad debt accounts that are not written off due to bankruptcy are placed with a local collection agency in the absence of other remedies. Recovery rate for this reporting period is approximately 18.3% net to the District after collection fees.

FINANCIAL CONSIDERATIONS:

The write-off of these accounts would result in a reduction in current assets in the amount of \$16,027.55 and more fairly present the District's financial position.

*Attachments: Financial Management Policy No. 5.05, Uncollectible Accounts Receivable
Attachment A, Accounts Receivable Write Offs Less Than \$2,500*

5.05.1 Purpose

To provide authorization and guidelines for the write-off of uncollectible accounts receivable.

5.05.2 Policy

The Director of Administrative Services may write off uncollectible accounts receivable that do not exceed \$2,500 (per customer account) after review and written concurrence by the General Manager that such accounts are uncollectible. If the amount in question exceeds \$2,500, the proposed write-off must have the approval of the Board of Directors. All uncollectible accounts receivable write-offs will be reported to the Board of Directors on a semi-annual basis.

5.05.3 General Provisions

On occasion, certain accounts receivable due and owing Calaveras County Water District become uncollectible after all reasonable effort is expended to effect collection. There are also situations where accounts are such a size that more money would be expended to collect the debt itself. The Director of Administrative Services for Calaveras County Water District is in a position to thoroughly evaluate the feasibility of collecting past due accounts and to make a decision as to whether to further the effort.

Attachment A

Calaveras County Water District
Uncollectible Accounts Receivable as of May 31, 2018
For the Period of December 1, 2017 through May 31, 2018

Accounts Receivable Write Offs Less than \$2,500

<u>Account No</u>	<u>Post Date</u>	<u>Amount</u>
002350-000	5/18/2018	158.98
002366-000	4/27/2018	80.03
002419-000	2/12/2018	195.31
004112-000	5/16/2018	118.94
004114-000	2/21/2018	158.64
005207-000	3/30/2018	409.75
005238-000	5/17/2018	646.04
005279-000	1/18/2018	124.92
006606-000	3/21/2018	584.98
012424-000	1/18/2018	15.00
012969-000	5/16/2018	92.75
017034-000	4/27/2018	65.46
018149-000	4/27/2018	395.75
020976-000	4/27/2018	196.09
028004-000	2/12/2018	108.46
028391-000	2/21/2018	76.36
028751-000	4/19/2018	182.52
030682-000	1/22/2018	188.34
032440-000	12/29/2017	59.90
033771-000	4/27/2018	228.71
034290-000	2/21/2018	150.68
036166-000	5/17/2018	516.10
036522-000	1/18/2018	110.31
036826-000	2/21/2018	400.00
037470-000	12/12/2017	96.53
037473-000	1/18/2018	1,654.49
037665-000	12/18/2017	35.03
037858-000	2/21/2018	151.41
037962-000	2/28/2018	186.02
038055-000	1/18/2018	309.70
038103-000	2/21/2018	343.05
038133-000	2/21/2018	343.05
038344-000	5/18/2018	119.77
038485-000	2/21/2018	1,510.05
038489-000	5/17/2018	681.11
038504-000	4/12/2018	276.81
038505-000	2/21/2018	259.05
038517-000	12/18/2017	98.40
038518-000	5/18/2018	1,796.03
038519-000	1/18/2018	1,166.16
038525-000	4/19/2018	684.38
038561-000	5/7/2018	453.72
038657-000	2/28/2018	197.41
038669-000	2/12/2018	196.47
038830-000	3/21/2018	204.89
TOTAL		16,027.55

Agenda Item

DATE: June 13, 2018

TO: Dave Eggerton, General Manager

FROM: Stacey Lollar, Director of HR and Customer Service
Robert Creamer, Engineering Analyst

SUBJECT: Discussion/ Action regarding Approval of an Exception to District Policy Regarding Termination of Services for 10 Vista Del Lago Drive, Valley Springs.

RECOMMENDED ACTION:

Motion: _____/_____ to adopt Resolution No. 2018-____ authorizing termination of services for a landscape meter serving 10 Vista Del Lago Drive, Valley Springs, APN 073-042-114, due to circumstances beyond the control of the customer.

SUMMARY:

Caltrans recently widened and installed a traffic signal at the intersection of Vista Del Lago Drive and Hwy 26, which resulted in the removal of the landscaping along Vista del Lago Drive and Hwy 26. This landscaping belonged to the customer at 10 Vista Del Lago Drive who has three meters. One of the meters is for the Shell Gas Station, the second one is for the small office building at the back of the lot, and the third meter is a dedicated landscape meter for the landscaping which has since been removed by Caltrans.

The customer, Mr. Gurjit Singh, has requested an exception to Section 21.E. of Article III of the District's Rules and Regulations Governing the Furnishing of Water and/or Wastewater Services which states, "Termination of water and/or wastewater services to a property is not allowable under this policy."

Though the District has Resolution 2002-86 which established a policy relating to "Exceptions to Construction Standards" and "Fee Waivers," staff has determined that this resolution does not apply to this request for an exception to the District's termination of service policy, as the request does not involve the District's construction standards nor is it a request for waiver of fees.

The District has other policies to assist customers for temporary suspension of services/billing situations where an event has occurred that temporarily interrupts the

need for service such as fire damage to a home that must be rebuilt. However, this situation is different. This request for termination of service involves a landscape meter that can no longer be used because of the permanent removal of all the landscaping irrigated by the meter as a result of the road improvement project performed by Caltrans.

Because of these unique circumstances which were beyond the control of the affected customer, staff recommends allowing this individual exception to the District's policy regarding termination of service.

Situations such as this which are beyond the control of the owner and have made it permanently impossible to utilize their meter warrant Board consideration of a variance to the District's policy prohibiting termination of service. With this agenda item, the Board is asked to adopt a resolution authorizing termination of service in this unique instance, for this specific customer. Staff will return to the Board in the near future with proposed changes to the policy (Section 21.E. of Article III) providing the flexibility to approve other highly unusual requests for termination of service where similarly justifiable and compelling.

FINANCIAL CONSIDERATIONS:

Loss of monthly billing for landscape meter. No capacity fees were paid for this meter, as they were not required for landscape meters at the time of connection.

Attachments:

- Customer Request for Exception
- Section 21.E of Article III of the Rules and Regulations Governing the Furnishing of Water and/or Wastewater Services
- Resolution 2002-86
- Other Policies – Suspension of Services
- Resolution authorizing Exception to Policy

Robert Creamer

From: Gurjit Singh <pavilionland@outlook.com>
Sent: Monday, February 12, 2018 5:48 PM
To: Robert Creamer
Subject: Request For Water Meter Elimination

Hi Robert Creamer,

*This is Gurjit Singh I own property at **10 Vista Del Lago Dr, Valley Springs, Ca-95252.** (Parcel Number: 073-042-114-000) On property i have three water meters, One of them is for landscaping purpose. Due to construction of the stop light and new sidewalk on Hwy 26 and Vista Del Lago Dr most of the landscaping is eliminated. So there is no need of separate water meter for landscaping purpose. So i would like to make a request to eliminate landscaping water meter. Since I already have two other water meters that i can use for remaining landscaping.*

If you have any question please call or email me.

Thank You,
Pavilion Land Company LLC.
Gurjit Singh.
Ph:(209) 649-3623.

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

APPLICATION FOR SERVICE RATES AND BILLING

The owner must notify the District at least forty-eight (48) hours (excluding weekends and Holidays) prior to the reconnection of the services. If an owner does not establish a reconnection within two (2) years, automatic termination of the suspension will occur and monthly service and consumption charges will be reinstated.

If any District facilities are found to be in use during such time as service has been suspended, owner will immediately become liable for the monthly water and wastewater service and consumption charges that would have been billed during the suspension period.

[21] E. Termination of Services. Termination of water and/or wastewater services to a property is not allowable under this policy.

Resolution 2010-78
November 23, 2010

E.1 Granting and Accepting Capacity Transfers.

Owners of two parcels within the same CCWD service area as defined below may request the ability to transfer capacity from one lot to another provided:

- a. Both lots involved must be:
 - i. Owned in fee title per County of Calaveras Recorder's Office by the same owner at the time capacity transference.
 - ii. Located in the same CCWD service area hereby defined as an area served by the same CCWD distribution and/or collection plants.
 - iii. Designated for single family residential construction only. Capacity transfer is not available to multi-unit or commercial properties.

RESOLUTION NO. 2002 - 86

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE CALAVERAS COUNTY WATER DISTRICT
RESCINDING PROCEDURE RELATING TO "VARIANCES"
AND ESTABLISHING POLICIES RELATING TO "EXCEPTIONS
TO CONSTRUCTION STANDARDS" AND "FEE WAIVERS"

WHEREAS the Calaveras County Water District has in the past allowed consideration of requests for "variances" in the application of its standards, policies and fees based primarily on the alleged financial impact upon individual applicants; and

WHEREAS the past practice is inconsistent with both the District's business and the applicable law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Calaveras County Water District that the past procedure for consideration of requests for "variances" in standards, policies and fees is hereby rescinded.

BE IT FURTHER RESOLVED that the policies regarding "Exceptions" (Attachment One, incorporated herein by reference) and "Fee Waivers" (Attachment Two, incorporated herein by reference) are hereby adopted and shall be universally applied to all applicants.

BE IT FURTHER RESOLVED that District staff shall develop, and present for Board review, procedures implementing the above-referenced policies.

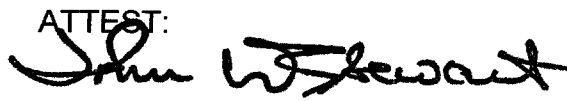
PASSED AND ADOPTED this 10th day of December, 2002 by the following votes:

AYES: Directors Davidson, Hebrard, and Deem
NOES: Directors Fonceca and Underhill
ABSENT: None
ABSTAIN: None

CALAVERAS COUNTY WATER DISTRICT



President

ATTEST:


Secretary/General Manager

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

It is the express policy of the Calaveras County Water District that all of its standards, rules and policies be equally and fairly applied to every person or entity affected thereby. Because of the potential for disparity of treatment, exceptions to the standards, rules, and policies are generally disfavored and shall not be granted unless all of the following conditions are satisfied:

1. Granting of an exception shall not discriminate in favor of, or against, any applicant for the exception or any other District customer.
2. An exception shall not be considered for purposes of financial benefit or relief.
3. Exceptions may be considered only for purposes of protecting significant environmental or aesthetic natural features, or for allowing reasonable beneficial use of real property for residential purposes.
4. Exceptions shall not, in any way, have the effect of establishing sub-standard facilities or services, or result in increased District costs.

All applications for an exception to District standards, rules and policies shall be reviewed in accordance with administrative guidelines promulgated by the General Manager.

End of Document

One of Two Attachments

CALAVERAS COUNTY WATER DISTRICT
POLICY REGARDING WAIVER OF
FEES, RATES AND CHARGES

It is the express policy of the Calaveras County Water District that all of its fees, rates and charges be equally and fairly applied to every person or entity affected thereby.

End of Document

Second of Two Attachments

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

APPLICATION FOR SERVICE RATES AND BILLING

D. Suspension of Services. The District will not allow suspension of monthly water and/or wastewater charges under normal circumstances unless one of the following has occurred to a residential property owner:

- Damage to 75% or more of the structure that renders the structure uninhabitable.
- Issuance by a government agency of a “non-occupancy” order for a structure.
- Other circumstances beyond personal control of an owner that prevents habitation of a structure or use of the District water and/or wastewater systems for at least six (6) months.

Disconnection of water and wastewater services as a result of non-payment of fees by owner does not cause suspension of monthly service fees covered by this policy. The suspension period shall be a minimum of six (6) months but may not exceed two (2) years. Such suspension shall require the approval of the District’s General Manager. The Suspension shall cover all services provided by the District, both water and wastewater, for the same duration.

The owner must notify the District at least forty-eight (48) hours (excluding weekends and Holidays) prior to the reconnection of the services. If an owner does not establish a reconnection within two (2) years, automatic termination of the suspension will occur and monthly service and consumption charges will be reinstated.

If any District facilities are found to be in use during such time as service has been suspended, owner will immediately become liable for the monthly water and wastewater service and consumption charges that would have been billed during the suspension period.

RESOLUTION NO. 2018 –

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

**EXCEPTION TO CALAVERAS COUTNY WATER DISTRICT'S RULES AND
REGULATIONS GOVERNING THE FURNISHING OF WATER AND/OR
WASTEWATER SERVICES, ARTICLE III, SECTION 21.E. TERMINATION OF
SERVICES, FOR 10 VISTA DEL LAGO DRIVE LOCATED IN VALLEY SPRINGS, CA**

WHEREAS, the Board of Directors of the Calaveras County Water District (the 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 III, Section 21.E. Termination of Services by Resolution 2010-78 on November 23, 2010; and

WHEREAS, the property owner of APN 073-042-114, being Parcel 5 of Vista Plaza, located in Valley Springs, California, requested an exception to the District's Article III Section 21.E. to allow termination of the landscape meter only on this property only; and

WHERAS, the landscape meter was for the landscaping along Highway 26 and Vista Del Lago Drive in Valley Springs and said landscaping was removed and land acquired by CalTRANS due to the addition of a traffic signal for the intersection; and

WHERAS, the need for a landscape meter no longer exists due to circumstances out of the control of the property owner.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Calaveras County Water District hereby approves an exception to Section 21.E. of Article III of CCWD's Rules and Regulations Governing the Furnishing of Water and/or Wastewater Services for the landscape meter only currently located at 10 Vista Del Lago Drive, Valley Springs, California;

THEREFORE, BE IT FURTHER RESOLVED there shall be no refund of any monies to this customer or future customers for any capacity fees paid and / or bi-monthly rates paid prior to the adoption of this resolution.

THEREFORE, BE IT FURTHER RESOLVED, should the current or previous owner request a landscape meter the current capacity fees, rates, and all other charges must be paid in full with no consideration of past payments, fees, charges paid.

PASSED AND ADOPTED this 13th day of June 2018 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Scott Ratterman, President
Board of Directors

ATTEST:

Rebecca Hitchcock, Clerk to the Board

Agenda Item

DATE: June 13, 2018

TO: Dave Eggerton, General Manager

FROM: Jeffrey Meyer, Director of Administrative Services

SUBJECT: Approving the Transfer of Funds on Unclaimed Checks to the General District Fund

RECOMMENDED ACTION:

Motion: _____ / _____ adopting Resolution No. 2018-_____ Approving the Transfer of Funds on Unclaimed Checks to the General District Fund.

SUMMARY:

Financial Management Policy No. 5.04, "Unclaimed Check Policy" provides authorization and guidelines for the procedure to take possession of long standing unclaimed checks in accordance with government statutes and to ensure the property of the related accounting transactions.

Per policy, money that is not the property of Calaveras County Water District (District) that remains unclaimed for a period of more than three (3) years is the property of the District forty-five (45) days after the initial public notice if not claimed or if no verified complaint is filed and served (attached). Pursuant to law, notice concerning the checks listed on Exhibit A (attached) was published on April 19, 2018 and April 26, 2018.

Any individual items of less than fifteen dollars (\$15.00) which remain unclaimed for the period of one (1) year may be transferred to the General District Fund by the Board without the necessity of public notification in a newspaper (Exhibit B).

FINANCIAL CONSIDERATIONS:

The transfer of the Unclaimed Check funds to the General District Fund will result in an increase in current assets of \$3,320.70. The cost of the public noticing process is \$501.50.

Attachments: Resolution No. 2018- Approving the Transfer of Funds on Unclaimed Checks to the District General Fund

- Financial Management Policy No. 5.04, Unclaimed Checks*
- Exhibit A – Adopting Unclaimed Checks, over \$15*
- Exhibit B – Adopting Unclaimed Checks, under \$15*

RESOLUTION NO. 2018 -

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

**APPROVING THE TRANSFER OF FUNDS ON
UNCLAIMED CHECKS TO THE GENERAL DISTRICT FUND**

WHEREAS, it is the desire of the Board of Directors of CALAVERAS COUNTY WATER DISTRICT (District) to invoke "Unclaimed Check Policy" in accordance with generally accepted accounting standards and California State Law, Sections 50050 and 50051; and

WHEREAS, for the purpose of fairly representing District liabilities and ensuring the propriety of related accounting transactions.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Calaveras County Water District hereby invokes Financial Management Policy No. 5.04 and take possession of \$3,279.23 as referenced in Exhibit A, attached hereto and made a part hereof, in unclaimed accounts payable checks which have passed the three (3) year expiration period, and to transfer those funds to the General District Fund.

PASSED AND ADOPTED this 13th day of June, 2018 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Scott Ratterman, Board President

ATTEST:

Rebecca Hitchcock, Clerk to the Board

5.04.1 Purpose

The unclaimed check procedure is established to provide the proper mechanism to take possession of long standing unclaimed checks in accordance with government statutes and to ensure the property of the related accounting transactions.

5.04.2 Summary of State Law

- 5.04.21 Money that is not the property of the Calaveras County Water District that remains unclaimed for a period of more than three (3) years is the property of the Calaveras County Water District forty-five (45) days after the initial public notice if not claimed or if no verified complaint is filed and served. (Sec 50050 and Sec 50051)
- 5.04.22 Any time after the expiration of the three (3) year period, the District's Director of Administrative Services may cause a notice to be published once a week for two (2) consecutive weeks in a newspaper of general circulation in Calaveras County. (Sec 50051)
- 5.04.23 The Director of Administrative Services may release to the depositor of the unclaimed money, their heir, beneficiary, or duly appointed representative, unclaimed money if claimed prior to the date the money becomes the property of Calaveras County Water District, upon submitting proof satisfactory to the Director of Administrative Services. (Sec 50052.5)
- 5.04.24 When the unclaimed funds become the property of the District, and are in a Special Fund, the Board of Directors may transfer them, by resolution, to the General District Fund. (Sec 50053)
- 5.04.25 Any individual items of less than fifteen (15) dollars, or any amount if the depositor's name is unknown, which remain unclaimed for the period of one (1) year may be transferred to the General District Fund by the Board of Directors without the necessity of public notification in a newspaper. (Sec 50056)
- 5.04.26 The responsibilities of the Director of Administrative Services may be delegated by the Director of Administrative Services to the department that maintains the supporting records of the uncleared checks on the initial receipt or deposit of the money or both. (Sec 50056)

5.04.3 Public Notification

- 5.04.31 As of December 31 and June 30, all outstanding checks of at least fifteen (15) dollars will be reviewed to determine those that have been issued more than three (3) years prior.

5.04.32 The checks with an issue date older than three (3) years will become part of a notice to be published once a week for two (2) consecutive weeks in a local newspaper.

A. This notice shall include the following information:

- 1) the individual, or business name as shown on the issued check
- 2) the amount of money on the issued check
- 3) a statement announcing that the money shall become the property of Calaveras County Water District on a date that is not less than forty-five (45) days after the first publication of the notice.

B. A copy of the approved notice format is found at the end of this policy. (Exhibit I)

5.04.33 A proof of publication from the newspaper is to be retained as verification that the notice was placed in the publication and ran for two (2) consecutive weeks.

5.04.4 Disbursement and Funds Transfer

5.04.41 The Director of Administrative Services may release to the Depositor of the unclaimed money, their heir, beneficiary, or duly appointed representative, the unclaimed money, except as otherwise noted in this policy, if:

A. Claim is filed prior to the date the money becomes the property of Calaveras County Water District.

B. Proof substantiating the claim is conveyed in writing, including the following:

- 1) claimant's name, address and telephone number
- 2) proof of identity such as a copy of a driver's license
- 3) the amount of the claim
- 4) the grounds on which the claim is founded

C. signed request for stop payment of original check is on file.

5.04.42 Upon rejection of said depositor's claim by the Director of Administrative Services, the depositor may file a complaint seeking to recover all, or a designated part, of the money in a court within Calaveras County. The Director of Administrative Services shall be served with a copy of the complaint and summons which must be issued within thirty (30) days of the depositor's receiving the notice that the claim had been rejected. (Exhibit II)

5.04.43 Upon close of business on the forty-fifth (45) day after publication of the first notice, the unclaimed check amounts revert to Calaveras County Water District.

- 5.04.44 When the unclaimed checks become the property of Calaveras County Water District, the Board of Directors may transfer them to the General District Fund.
- 5.04.45 Unclaimed checks of less than fifteen (15) dollars that are more than twelve (12) months old will be transferred to the General District Fund by the Board of Directors.

*Attachments: Unclaimed Check Public Notification Form
Unclaimed Money Claim Form
Unclaimed Money Claim Acceptance Form
Unclaimed Money Claim Rejection Form*

Calaveras County Water District
120 Toma Court, P.O. Box 846
San Andreas, CA 95249

Notice is hereby given that Calaveras County Water District is holding funds for the following persons. If said funds are not claimed by _____, forty-five (45) days hence, these funds will become the property of Calaveras County Water District in accordance with Government Code Section 50052.

The said funds may be released to the depositor, their heir, beneficiary, or duly appointed representative provided a claim form has been completed with the necessary information. The information needed is as follows:

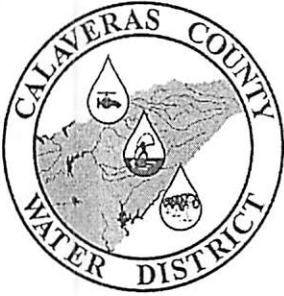
- Name, address, telephone number
- Proof of identity, such as a copy of a driver's license
- Amount of claim
- Grounds on which the claim is founded

The Unclaimed Money Claim Form is available at the Calaveras County Water District Finance Department, located at 120 Toma Court, San Andreas, CA 95249.

Persons with funds on deposit for over three (3) years are:

<u>Name</u>	<u>Amount</u>	<u>Fund</u>
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Calaveras County Water District
Director of Administrative Services



**CALAVERAS
COUNTY
WATER
DISTRICT**

Business Office
120 Toma Court
Post Office Box 846
San Andreas, California 95249
(209) 754-3543
Fax (209) 754-0270

UNCLAIMED MONEY CLAIM FORM

I wish to file a claim to Calaveras County Water District for the unclaimed money due me/or my company under California Government Code Section 50052.5. The claim is filed on behalf of:

Name: _____

Address: _____

City/ State/Zip Code: _____

Proof of Identity: _____

Amount: _____

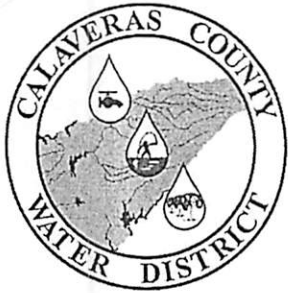
Date: _____

The grounds on which this claim is filed are:

Signature

Date

Printed Name



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COUNTY
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Business Office
120 Toma Court
Post Office Box 846
San Andreas, California 95249
(209) 754-3543
Fax (209) 754-0270

Date

Name

Address

City, State, Zip Code

Dear Sir/Madame;

Thank you for submitting an unclaimed money claim to Calaveras County Water District on behalf of:

Name: _____

Address: _____

City/ State/Zip Code: _____

Proof of Identity: _____

Amount: _____

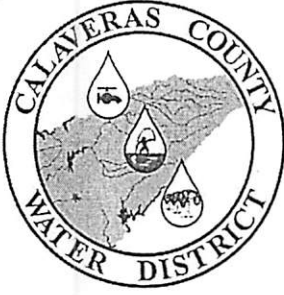
Date: _____

After careful review of your claim, Calaveras County Water District has approved your claim. Enclosed is a check in the amount of \$

Please contact me if you have any questions or if you need further assistance.

Sincerely,
Calaveras County Water District

Jeffrey L. Meyer
Director of Administrative Services



**CALAVERAS
COUNTY
WATER
DISTRICT**

Business Office
120 Toma Court
Post Office Box 846
San Andreas, California 95249
(209) 754-3543
Fax (209) 754-0270

Date

Name

Address

City, State, Zip Code

Dear Sir/Madame;

Thank you for submitting an unclaimed money claim to Calaveras County Water District on behalf of:

Name: _____

Address: _____

City/ State/Zip Code: _____

Proof of Identity: _____

Amount: _____

Date: _____

After careful review of your claim, Calaveras County Water District has rejected this claim based on the following grounds:

Under California Government Code Section 50052, you have the right to file a verified complaint seeking to recover all, or a designated part, of the money in a court of competent jurisdiction within Calaveras County. A copy of the complaint and the summons issued thereon must be served within thirty (30) days of receiving this notice of rejection. Upon being served, the Director of Administrative Services will withhold the disputed amount from being released until a decision is rendered by the Court.

Please contact me if you have any questions or if you need further assistance.

Sincerely,

Calaveras County Water District

Jeffrey L. Meyer

Director of Administrative Services

**CALAVERAS COUNTY WATER DISTRICT
ADOPTING UNCLAIMED CHECKS, OVER \$15
EXHIBIT A**

Name	Amount	Fund
ADVANCED AUTOMOTIVE & TIRE	44.68	101
JASON ANDERSON	75.00	101
FIRST AMERICAN TITLE	66.21	101
PONCIE RODRIQUEZ	43.63	101
CALIFORNIA RURAL WATER ASSOC	125.00	101
SIMMONS LANDSCAPE CO.	167.50	101
WACHOVIA MORTGAGE	15.07	101
SWRCB	346.00	120
YOUNG'S COPPER ACE HARDWARE	315.28	101
THE REED LEASING GROUP	800.00	101
COPPER AUTO & MARINE	773.14	101
PACIFIC SERVICE CREDIT UNION	79.00	101
RS AUTOMOTIVE	67.96	101
GVCSC	25.00	101
HERYFORD INVESTMENTS, LLC	50.00	101
PNC MORTGAGE	32.38	101
ADVANCED AUTOMOTIVE & TIRE	253.38	300

**CALAVERAS COUNTY WATER DISTRICT
ADOPTING UNCLAIMED CHECKS, UNDER \$15
EXHIBIT B**

Name	Amount	Fund
NATE MARTINEZ	6.73	101
P G & E	9.86	500
DAVID & ERICA SEAWELL	10.88	101
JACK MITCHELL	14.00	101

Agenda Item

DATE: June 13, 2018

TO: Dave Eggerton, General Manager

FROM: Jeffrey Meyer, Director of Administrative Services

SUBJECT: Presentation / Discussion Regarding Submittal of the Preliminary
FY 2018-19 Operating and Capital Improvement Program Budgets

RECOMMENDED ACTION:

Presentation / Discussion Regarding Submittal of the Preliminary FY 2018-19 Operating and Capital Improvement Program Budgets.

SUMMARY:

As per Financial Management Policy Section 5.00.2, Budget Policies, the District must strive to maintain financial stability. Financial stability is not only a prudent financial management goal, it can also minimize long-term financial costs (e.g. unnecessary borrowing and large unplanned expenditures). Above all, maintaining financial stability provides the rate payers with the confidence of knowing there is strong, consistent management of the agency and its fiscal resources.

The basis for the FY 2018-19 Capital Improvement Program (CIP) budget is the annual Five-Year CIP update, which was approved by the Board on March 28, 2018. The operating budget is a result of months of review and analysis by departments, finance, and the General Manager. Finance completed revenue projections under the recently adopted rate plan, a review of historical expenditure trends, departmental requests for support of daily operations, and requests for capital outlay equipment and projects.

Staff presented a “draft” Preliminary Operating Budget to the Finance Committee on June 7, 2018. Numerous challenges were identified, including the need to reduce the operating budget in the first three years of the five-year rate plan as a result of the five year “level” rate plan, as well as the ability to accurately predict customer water use and related water consumptive revenues under the new tiered water rate structure.

A budget workshop is scheduled for Tuesday, June 19th at 1:00 p.m., with budget adoption set for the June 27th Board meeting.

FINANCIAL CONSIDERATIONS:

None at this time.