

**RESOLUTION NO. 2020-59
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, August 12, 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, social distancing measures are imposed, Board chamber's capacity will be limited to 8 persons during public meetings. Social distancing and cloth facemasks are required.

The following alternatives are available to members of the public to watch these meetings and provide comments to the Board before and during the meeting:

[Join meeting](#)

Meeting number (access code): 126 660 6721

Meeting password: CCWD081220 (22930812 from phones and video systems)

Or join by phone [+1-408-418-9388](tel:+14084189388) Meeting number (access code): 126 660 6721

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

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 Meeting of July 22, 2020

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

3c Ratify Claim Summary #581 Secretarial Fund in the Amount of \$2,440,069.90 for July, 2020
(Rebecca Callen, Director of Administrative Services) **RES 2020-_____**

3d Adopt Position on State Legislation
(Brad Arnold, Manager of Water Resources)

3e Consideration of Amendment to Policy 5070, Conflict of Interest Code
(Rebecca Hitchcock, Clerk to the Board) **RES 2020-_____**

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

3g Consideration of Agreement for Legal Services with Downey Brand
(Michael Minkler, General Manager) **RES 2020-_____**

4. **NEW BUSINESS**

4a Recognition of Kelly Gerkenmeyer and Mike Samorano for their receipt of ACWA/JPIA's H.R. LaBounty Safety Award
(Damon Wyckoff, Director of Operations)

4b Development of Calaveras County Public Water Resources Data Packets
(Brad Arnold, Manager of Water Resources)

4c* Discussion/Action regarding Implementation of CCWD's Wholesale Water Agreement with Blue Lake Springs Mutual Water Company
(Michael Minkler, General Manager)

5. **OLD BUSINESS**

None

6. REPORTS

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

6b* General Manager Report

7.* BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

8. NEXT BOARD MEETINGS

- Wednesday, August 26, 2020, 1:00 p.m., Regular Board Meeting
- Wednesday, September 9, 2020, 1:00 p.m., Regular Board Meeting

9. CLOSED SESSION

9a Conference with Legal Counsel – Potential Litigation Government Code
§54956.9(b)(1) – 3 cases

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)

Ratterman / Secada

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

Ratterman / Thomas
Thomas (alt. Ratterman)

Thomas / Underhill
All Board Members

All Board Members
Brad Arnold

Brad Arnold

* 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. 2020-51
RESOLUTION NO. PFA-03
ORDINANCE NO. 2020-01**

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING**

July 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
Charles Palmer, District Engineer
Rebecca Callen, Director of Administrative Services
Damon Wyckoff, Director of Operations
Brad Arnold, Manager of Water Resources
Jesse Hampton, Plant Operations Manager
Tiffany Burke, Administrative Technician-Senior

Others Present: Kevin Cornejo
Herbert Pike

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.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

MOTION: Directors Ratterman/Secada-Approved Consent Agenda Items: 3a, 3c, 3d, 3e, 3f, 3g, and 3h as presented

3a Approval of Minutes for the Board Meetings of June 10 and June 24, 2020

Director Ratterman pulled Item 3b from the Consent Agenda

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

3c Ratify Claim Summary #580 Secretarial Fund in the Amount of \$2,925,258.46 for June, 2020
(Rebecca Callen, Director of Administrative Services) **RES 2020-51**

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

3e Review and Direction of the FY 2019-20 Fourth Quarter Investment Report
(Rebecca Callen, Director of Administrative Services)

3f UB Delinquencies Submitted to the Tax Rolls
(Rebecca Callen, Director of Administrative Services) **RES 2020-52**

3g Adoption of Fiscal Year 2020/2021 District Pay Schedule for CalPERS Compliance
(Stacey Lollar, Human Resources Manager) **RES 2020-53**

3h Amendment of the CCWD High School Scholarship Program
(Rebecca Callen, Director of Administrative Services) **RES 2020-54**

Director Ratterman pulled Item 3i from the Consent Agenda

3i Authorization of Capital Equipment Order
(Rebecca Callen, Director of Administrative Services) **RES 2020-_____**

Director Ratterman pulled Item 3j from the Consent Agenda

3j Consideration of Renewal of Contract for Federal Advocacy Services with Mia O'Connell of O'Connell & Dempsey, LLC for Fiscal Year 2020-21
(Michael Minkler, General Manager) **RES 2020-_____**

OFF CONSENT AGENDA

Director Ratterman pulled Item 3b from the Consent Agenda

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

MOTION: Directors Ratterman/Thomas-Approved Directors Monthly Time Sheets for June, 2020

DISCUSSION: Director Ratterman pointed out that the time sheet for Director Davidson has an extra meeting listed with no description. The Clerk to the Board will correct on the July time sheet.

PUBLIC COMMENT: There was no public comment.

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

NOES: None
ABSTAIN: None
ABSENT: None

Director Ratterman pulled Item 3i from the Consent Agenda

3i Authorization of Capital Equipment Order
(Rebecca Callen, Director of Administrative Services) **RES 2020-55**

MOTION: Directors Ratterman/Thomas–Authorized Capital Equipment Order

DISCUSSION: Director Ratterman asked for a better understanding of the dollar amount listed on the Resolution. Ms. Callen responded to the question.

PUBLIC COMMENT: There was no public comment.

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

Director Ratterman pulled Item 3j from the Consent Agenda

3j Consideration of Renewal of Contract for Federal Advocacy Services with Mia O’Connell of O’Connell & Dempsey, LLC for Fiscal Year 2020-21
(Michael Minkler, General Manager) **RES 2020-56**

MOTION: Directors Ratterman/Thomas–Approved Renewal of the Contract for Federal Advocacy Services with Mia O’Connell of O’Connell & Dempsey, LLC for Fiscal Year 2020-21

DISCUSSION: Director Ratterman pointed out that the Resolution states Russ Thomas as President. The Clerk to the Board will correct the Resolution before President Underhill signs.

PUBLIC COMMENT: There was no public comment.

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

4. NEW BUSINESS

4a Presentation on Urban Water Management Plan (UWMP) 2020 Plan Cycle Update
(Brad Arnold, Manager of Water Resources)

DISCUSSION: Mr. Arnold presented the Urban Water Management Plan (UWMP) 2020 Plan Cycle update. He advised the completion of the UWMP is due by July 1, 2021 and he responded to questions from the Board.

PUBLIC COMMENT: There was no public comment.

This item was for information only; no action was taken.

4b Discussion/Action regarding Award of Contract and Adoption of USDA Loan Resolutions for AMR/AMI Radio Read Meter Project, CIP #11096 (Michael Minkler, General Manager)

- Awarding a Construction Contract for the Automatic Meter Reading (AMR) and Advanced Metering Infrastructure (AMI) Radio Read Meter Project, CIP #11096

RES 2020-57

- Authorizing and Providing for the Incurrence of Indebtedness for the Purpose of Providing the Costs of Acquiring and Installing Radio Read Meters, CIP #11096

RES 2020-57

MOTION: Directors Ratterman/Underhill–Awarded Contract and Adoption of USDA Loan Resolutions for AMR/AMI Radio Read Meter Project# CIP# 11096

DISCUSSION: Mr. Minkler presented the bid given by Mueller as a responsible bidder. He explained that Mueller is a meter manufacturer and the price given on the meters could not be beat by a construction company. Staff reviewed the various options such as doing the meter replacement in house and found outsourcing the project makes the most sense for timing and cost. He explained that the interest rate on the USDA loan is 2.25% for 40 years, which are very reasonable terms. There was discussion regarding the radio read fixed networks versus radio drive by reads, the additional debt service, the potential increase in consumptive revenues, the Mueller meter specs, logistics of the replacements, and the timing and cost of the project.

PUBLIC COMMENT: There was no public comment.

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

- Approval of Project Specific Legal Services Agreement

MOTION: Directors Ratterman/Thomas–by Minute Entry to Approve the Project Specific Legal Services Agreement

DISCUSSION: Mr. Minkler explained that the USDA Loan/Grant required an agreement stating the District has Legal Counsel for the project.

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

PUBLIC COMMENT: There was no public comment.

5. **OLD BUSINESS**

None

6. **REPORTS**

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

DISCUSSION: Mr. Wyckoff presented the June 2020 monthly Operations report. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: There was no public comment.

This item was for information only; no action was taken.

6b General Manager Report

DISCUSSION: Mr. Minkler reported on the following activities: 1) the tremendous progress the Distribution crew in Jenny Lind has made with leak repairs; 2) Damon Wyckoff has received his Grade 5 Treatment Plant Certification; 3) the District has hired a new External Affairs Manager who will begin on August 10th; 4) update on the Termination of Service Policy. There was enough direction from the Board at the last meeting for staff to move forward with the applications without changing the Policy; 5) a productive meeting with the new manager at the UTICA Water and Power Authority; 6) a Strategic Planning kick-off meeting should be sometime in August; 7) he participated in the interview panel for the new General Manager for Amador Water Agency; 8) crowds at White Pines Lake; and 9) an update on construction projects.

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

Director Ratterman has filed his documents for re-election in November and there is a Legal Affairs Committee Meeting on August 4, 2020 at 2:00 p.m.

Director Thomas reported he will be attending the virtual ACWA Conference next week.

Director Secada reported her recent meetings were cancelled.

Director Davidson had nothing to report.

Director Underhill reported on the Techite line project.

8. **NEXT BOARD MEETINGS**

- Wednesday, August 12, 2020, 1:00 p.m., Regular Board Meeting
- Wednesday, August 26, 2020, 1:00 p.m., Regular Board Meeting

The meeting adjourned into Closed Session at approximately 2:35 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, Jeff Davidson, and Scott Ratterman; staff members Michael Minkler, General Manager, and Matt Weber, General Counsel.

9. **CLOSED SESSION**

9a Conference with Legal Counsel – Potential Litigation Government Code §54956.9(b)(1) – 3 cases

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 3:05 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at 3:06 p.m.

Respectfully Submitted:

ATTEST:

Michael Minkler
General Manager

Rebecca Hitchcock
Clerk to the Board

DRAFT

Agenda Item

DATE: August 12, 2020
TO: Michael Minkler, General Manager
FROM: Rebecca Hitchcock, Clerk to the Board
SUBJECT: Review Board of Directors Time Sheets for July, 2020

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 July, 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 July 2020

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

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

Month/Yr July 2020
Name S. RaHerman

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
7-22	CCWD Reg mtg							\$120. ⁻		7	
Total	<i>For Totals line, multiply miles by the IRS rate: 1/1/2020 \$0.575</i>								0	7.0	
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>							Totals (use IRS mileage rate)		120. ⁻		
<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>							<p>Signature of Claimant:</p> 				
<p>Administrative Review: <u><i>M. [Signature]</i></u></p>					<p>Date: <u>7/24/20</u></p>		<p>Orig to Finance Dept.</p>				

CALAVERAS COUNTY WATER DISTRICT
2020 DIRECTOR REIMBURSEMENT FORM

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

Month/Yr Jul-20
 Name Cindy Secada

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-Jul	Regular Meeting canceled										
22-Jul	Regular Meeting							\$120.00		38.7	
Total	<i>For Totals line, multiply miles by the IRS rate:</i>	11/2020	\$0.575						0	38.7	
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>								Totals (use IRS mileage rate)	\$120.00	\$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: 7/24/20

Orig to Finance Dept.

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

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

Month/Yr Jul-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	
22-Jul	CCWD Regular Board Meeting-Virtual							\$120.00		
29-Jul	ACWA Conference - Virtual							\$120.00		
30-Jul	ACWA Conference - Virtual							\$120.00		
Total	<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>				Totals (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:

Bertha Underhill

Administrative Review: 

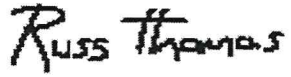


Date: 7/24/20

Orig to Finance Dept.

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

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

Month/Yr July 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		
7/7/2020	Engineering Committee meeting							120		44	
7/17/2020	Eastside GSA - Virtual Mtg							120		0	
7/22/2020	CCWD Regular Board meeting							120		44	
7/29/2020	ACWA Summer Virtual Conference Day One							120		0	
7/30/2020	ACWA Summer Virtual Conference Day Two							120		0	
Total	<i>For Totals line, multiply miles by the IRS rate:</i>	1/1/2020	\$0.575					\$ 600.00	0	88	
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>				Totals (use IRS mileage rate)						\$ 50.60	
<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>							<p>Signature of Claimant: </p>				
Administrative Review: 					Date: 			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 Jul-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		
7-Jul	CCWD Engineering Committee							\$120.00		28	
22-Jul	CCWD Regular Board Meeting							\$120.00		28	
	Deduction from June-One Additional Mtg.							-\$120.00			
Total	<i>For Totals line, multiply miles by the IRS rate:</i>	1/1/2020	\$0.575						0	56	
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>								Totals (use IRS mileage rate)		\$120.00	\$32.20
<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>							<p>Signature of Claimant:</p> <p><i>Jeff Davidson</i></p>				
Administrative Review: <u><i>Jeff Davidson</i></u>					Date: <u>7/24/20</u>			Orig to Finance Dept.			

Calaveras County Water District Claim Summary # 581

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

Rebecca Callen
Director of Administrative Services

1. July 2020 payroll checks issued on 7/15/2020	187,007.39
2. July 2020 payroll checks issued on 7/31/2020	162,197.23
3. July 2020 compensation to Directors	990.86
4. Vendor payments for July 1 through 31, 2020	1,835,214.61
5. Other payroll related costs	<u>254,659.81</u>

Claim Summary Total \$2,440,069.90

Calaveras County Water District
 AP Disbursement Summary
 July 1-31, 2020 -vs- June 1-30, 2020

	June 2020	July 2020
CCWD Operating Expenditures	\$ 874,824.09	\$ 1,005,192.57
Expenditures to be reimbursed/Fiduciary Payments (A)	10,618.14	687,099.85
Capital R&R Projects (B)	1,339,084.14	142,864.11
Capital Outlay (C)	51,555.08	58.08
Total Payments	\$ 2,276,081.45	\$ 1,835,214.61

CCWD
AP DISBURSEMENTS
JULY 1-31, 2020

Check No.	Vendor/Employee	Transaction Description	Date	Amount	
EFT	A T & T CALNET 3	Phone 07/20 - Camp Connell Radio Tower	07/31/2020	121.00	
135728	A TEEM ELECTRICAL ENG INC	Consulting Services - JLWTP Pre-Treatment Facility	07/09/2020	2,730.00	(B)
135776	A TEEM ELECTRICAL ENG INC	Electrical Construction Services - Wallace WWTP	07/16/2020	1,340.00	(B)
135729	A-1 LAND MANAGEMENT INC	Tree Removal - CC	07/09/2020	675.00	
135674	ACWA	Manager of Water Resources Recruitment Ad	07/01/2020	1,250.00	
135730	ACWA/JPIA	Excess Crime Insurance Coverage FY 20-21	07/09/2020	903.00	
135731	ACWA/JPIA	Dental Insurance, Employees (66) 08/20	07/09/2020	5,851.84	
135731	ACWA/JPIA	Vision Insurance, Employees 08/20	07/09/2020	1,224.96	
135731	ACWA/JPIA	EAP 08/20	07/09/2020	156.77	
135731	ACWA/JPIA	Dental Insurance, Retirees (44) 08/20	07/09/2020	2,843.60	
135731	ACWA/JPIA	Vision Insurance, Retirees 08/20	07/09/2020	816.64	
135777	ACWA/JPIA	Workers Compensation Insurance 04/01-06/30/20	07/16/2020	21,620.47	
135777	ACWA/JPIA	Property Program Insurance FY 20-21	07/16/2020	79,457.97	
135868	ADP INC	Payroll Processing 07/20	07/31/2020	1,468.77	
135827	AFLAC	Aflac Insurance 06/20	07/23/2020	2,215.38	(A)
135828	AL'S TIRE SERVICE	Tires - Vehicle #614	07/23/2020	1,488.55	
135828	AL'S TIRE SERVICE	Tire Repair - Vehicle #612	07/23/2020	20.00	
135675	ANGELS HEATING AND AIR CONDITIONING	HVAC Repair - JLWTP	07/01/2020	373.78	
135675	ANGELS HEATING AND AIR CONDITIONING	HVAC Repair - OP HQ	07/01/2020	114.75	
135732	ANGELS HEATING AND AIR CONDITIONING	HVAC Units (2) - AWWTP	07/09/2020	10,462.00	
135829	ANGELS HEATING AND AIR CONDITIONING	HVAC Maintenance - CC L/S #22	07/23/2020	305.00	
135733	APPLEGATE, JOHN	Safety Boot Reimbursement	07/09/2020	200.00	
135778	ARNOLD AUTO SUPPLY	Vehicle and Equipment Maintenance/Supplies 06/20	07/16/2020	361.21	
135830	ARNOLD RENTAL	Air Hose Washer - LCWHSE	07/23/2020	5.00	
135677	BIG VALLEY FORD LINCOLN MERCURY	Shifter Assembly - Vehicle #519	07/01/2020	113.04	
135779	BNN, LLC	Rent 08/20 - SA Shop	07/16/2020	3,000.00	
135779	BNN, LLC	Utility Reimbursement 06/20 - SA Shop	07/16/2020	268.40	
135678	BUTLER, CHRIS	Incident Settlement	07/01/2020	2,300.00	
135734	BUY & SELL	External Affairs Manager Recruitment Ad	07/09/2020	114.10	
135781	CALAVERAS AUTO SUPPLY	Vehicle and Equipment Maintenance/Supplies 06/20	07/16/2020	2,264.62	
135679	CALAVERAS COUNTY	Encroachment Permit - JL Emergency Water Replacement Project	07/01/2020	1,000.00	
135680	CALAVERAS FIRST COMPANY INC	Public Notice FY 20-21 Budget	07/01/2020	208.00	
135680	CALAVERAS FIRST COMPANY INC	External Affairs Manager Recruitment Ad	07/01/2020	120.92	
135735	CALAVERAS FIRST COMPANY INC	Plant Operator Recruitment Ad	07/09/2020	89.92	
135869	CALAVERAS FIRST COMPANY INC	Construction Mgr/W/WW Operator/Eng Coord Recruitment Ads	07/31/2020	434.74	
135782	CALAVERAS LUMBER CO INC	Vehicle and Equipment Maintenance/Supplies 06/20	07/16/2020	1,372.29	
135681	CALIFORNIA WELDING SUPPLY CO	Gloves - SA Shop	07/01/2020	133.12	
EFT	CALPERS	Health Ins, Employees (59) 07/20	07/07/2020	97,904.15	
EFT	CALPERS	Health Ins, Retirees (52) 07/20	07/07/2020	41,251.25	
EFT	CALPERS	CalPERS FY 2020-21 UAL Prepayment	07/24/2020	277,155.00	
EFT	CALPERS	CalPERS Annual SSA Admin Fee	07/24/2020	500.00	
135736	CARBON COPY INC	Copies/Copier Maintenance 06/20	07/09/2020	58.68	
EFT	CARD SERVICES	ACWA Fall Conference Refund - Secada	07/20/2020	(725.00)	

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EFT	CARD SERVICES	ACWA Summer Virtual Conference Registration - Wyckoff	07/20/2020	350.00
EFT	CARD SERVICES	ACWA Summer Virtual Conference Registration - Arnold	07/20/2020	350.00
EFT	CARD SERVICES	WebEx User License - Arnold	07/20/2020	163.44
EFT	CARD SERVICES	CSDA Ethics Training - Arnold	07/20/2020	55.00
EFT	CARD SERVICES	Utility Leadership Course - Burkhardt	07/20/2020	115.55
EFT	CARD SERVICES	Operators Math Course - Hibbard	07/20/2020	25.00
EFT	CARD SERVICES	Alhambra Water Cooler Service 06/20 - JLWTP/LCWWTP	07/20/2020	53.73
EFT	CARD SERVICES	Ameripride Laundry Service 06/20 - District Wide	07/20/2020	2,301.15
EFT	CARD SERVICES	AT&T Phone Service 06/20 - LC	07/20/2020	53.50
EFT	CARD SERVICES	AT&T Phone Service 06/20 - Leased Lines	07/20/2020	66.08
EFT	CARD SERVICES	AT&T Phone Service 06/20 - Sheep Ranch	07/20/2020	84.49
EFT	CARD SERVICES	Cal.Net Phone Service 06/20 - Wallace	07/20/2020	57.92
EFT	CARD SERVICES	CalTel Phone Service 06/20 - Copper	07/20/2020	1,446.00
EFT	CARD SERVICES	CalWaste Disposal Services 06/20 - District Wide	07/20/2020	1,397.98
EFT	CARD SERVICES	City of Angels Sewer Service 06/20 - Six Mile Village	07/20/2020	3,465.75
EFT	CARD SERVICES	Comcast Internet Service 05/20 - JLTC	07/20/2020	119.69
EFT	CARD SERVICES	Comcast Internet Service 06/20 - DF/VCTO WWTP	07/20/2020	114.69
EFT	CARD SERVICES	Comcast Internet Service 06/20 - JL Office	07/20/2020	108.08
EFT	CARD SERVICES	Comcast Internet Service 06/20 - JLWTP	07/20/2020	109.69
EFT	CARD SERVICES	Comcast Internet Service 06/20 - OP HQ	07/20/2020	154.69
EFT	CARD SERVICES	Earthlink E-Mail Back Up Service 06/20 - OP HQ	07/20/2020	30.90
EFT	CARD SERVICES	Mail Chimp Services 06/20 - Water Resources	07/20/2020	17.99
EFT	CARD SERVICES	Rack Space Hosted E-Mail Service 06/20 - OP HQ	07/20/2020	753.57
EFT	CARD SERVICES	UPUD Water Service 06/20 - Vallecito	07/20/2020	168.00
EFT	CARD SERVICES	Volcano Telephone Service 06/20 - West Point	07/20/2020	553.12
EFT	CARD SERVICES	HMI Doors - JLWTP	07/20/2020	1,225.65
EFT	CARD SERVICES	Masks - District Wide (COVID-19 Supplies)	07/20/2020	726.80
EFT	CARD SERVICES	Sound Blocks - Training Room Soundproofing	07/20/2020	346.84
EFT	CARD SERVICES	Acoustic Panels - Training Room Soundproofing	07/20/2020	162.87
EFT	CARD SERVICES	LED Reactive Bulbs - JLWTP Pre-Treatment Facility	07/20/2020	129.13 (B)
EFT	CARD SERVICES	Flow Transmitter - Hunters WTP	07/20/2020	252.04
EFT	CARD SERVICES	Disinfectant Refund (COVID-19 Supplies)	07/20/2020	(140.48)
EFT	CARD SERVICES	Headset Noise Cancelling Microphone	07/20/2020	39.67
EFT	CARD SERVICES	Picture Frames - OP HQ	07/20/2020	39.40
EFT	CARD SERVICES	External Affairs Manager Recruitment Ads	07/20/2020	480.00
EFT	CARD SERVICES	Microsoft Office Subscription - HR	07/20/2020	6.99
EFT	CARD SERVICES	Supplies - Employee Relations	07/20/2020	53.99
EFT	CARD SERVICES	Touchless Soap Dispensers - OP HQ	07/20/2020	61.12
135783	CARDINAL, BILL	Water Treatment Plant Study Course Fee Reimbursement	07/16/2020	50.00
135870	CARDINAL, BILL	Water Operator, Grade T3 Certificate Renewal Reimbursement	07/31/2020	105.00
135870	CARDINAL, BILL	Safety Boot Reimbursement	07/31/2020	172.15
135682	CARSON HILL ROCK PRODUCTS	3/4 AB Class II - EP Barn	07/01/2020	334.03
135784	CARSON HILL ROCK PRODUCTS	Rock - CC Sawmill PRV	07/16/2020	198.15

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135683	CDK SUPPLY	Gate Structure Repair - AWWTP	07/01/2020	362.47	
135683	CDK SUPPLY	Strut/Nipples - PSPS Tanks	07/01/2020	58.08	(C)
135683	CDK SUPPLY	Pipe - CC	07/01/2020	172.41	
135737	CDK SUPPLY	Breakers/Cable Ties - AWWTP	07/09/2020	68.42	
135785	CDK SUPPLY	Plugs/Wire - AWWTP	07/16/2020	280.10	
	EFT CDTFA	Use Tax April-June 2020	07/28/2020	1,153.00	
135684	CED CREDIT	Clamps/Hangers/Straps - Hunters WTP	07/01/2020	120.87	
135786	CED CREDIT	HVAC Switch/Fuses/Conduit/Gaskets - AWWTP	07/16/2020	661.95	
135787	CENTRAL CALIFORNIA GENERATOR	Radiator Hose/Water Pump Assembly/Thermostat/Gasket - CC	07/16/2020	472.90	
135788	CLARK PEST CONTROL	Pest Control Services 06/20 - LCWHSE	07/16/2020	85.00	
135788	CLARK PEST CONTROL	Pest Control Services 06/20 - Wallace	07/16/2020	66.00	
135788	CLARK PEST CONTROL	Pest Control Services 06/20 - Huckleberry	07/16/2020	64.00	
135788	CLARK PEST CONTROL	Pest Control Services 06/20 - JLWTP	07/16/2020	124.00	
135832	CLARK PEST CONTROL	Pest Control Services 06/20 - WPWTP	07/23/2020	108.00	
135832	CLARK PEST CONTROL	Pest Control Services 06/20 - WPWWTP	07/23/2020	132.00	
135832	CLARK PEST CONTROL	Pest Control Services 06/20 - FMWWTP	07/23/2020	89.00	
135871	CLARK PEST CONTROL	Pest Control Services May/June - Burson	07/31/2020	172.00	
135738	COLLIER CAPITAL MACHINE CORPORATION	Clarifier Shaft - AWWTP	07/09/2020	6,204.41	(B)
135739	COLUMBIA COMMUNICATIONS	Vehicle Cloud Service 07/20	07/09/2020	840.00	
135740	CONDOR EARTH TECHNOLOGIES INC	Materials Testing and Inspection Services - Techite Water Line Repl Proj	07/09/2020	1,958.25	(B)
135740	CONDOR EARTH TECHNOLOGIES INC	Materials Testing and Inspection Services - JL Water Line Repl Project	07/09/2020	634.25	(B)
135789	CONDOR EARTH TECHNOLOGIES INC	Groundwater Monitoring - District Wide	07/16/2020	11,403.00	
135789	CONDOR EARTH TECHNOLOGIES INC	Maintenance Oversight/Annual Report - White Pines	07/16/2020	300.00	
135872	CONDOR EARTH TECHNOLOGIES INC	Materials Testing & Inspection Services - EP Reach 1 Water Line Repl	07/31/2020	4,862.00	(B)
135686	COPPEROPOLIS FIRE PROTECTION DISTRICT	Fire Hydrant Maintenance - Copperopolis	07/01/2020	276.00	
135790	CPPA	Power 06/20 - District Wide	07/16/2020	84,820.60	
	EFT CPUD	Water Service 06/20 - OP HQ	07/31/2020	308.47	
135873	CUES	Granite Net Software Maintenance Renewal	07/31/2020	3,115.25	
135833	CULVER, NANCY	Claim Settlement	07/23/2020	142.50	
135687	CUNEO, DYLAN	Safety Boot Reimbursement	07/01/2020	200.00	
135834	CUNEO, DYLAN	Winter Weather Gear Reimbursement	07/23/2020	200.00	
135688	CWEA	Collection System Maintenance, Grade 1 Cert Renewal - Atnip	07/01/2020	89.00	
135835	CWEA	Collection System Maintenance, Grade 1 Cert Renewal - Crank	07/23/2020	91.00	
135835	CWEA	Collection System Maintenance, Grade 1 Cert Renewal - DuBurg	07/23/2020	91.00	
135835	CWEA	Membership Renewal - DuBurg	07/23/2020	192.00	
135874	CWEA	Collection System Maintenance, Grade 4 Cert Renewal - Skrbina	07/31/2020	106.00	
135741	DATAPROSE	UB Statement Processing 06/20	07/09/2020	4,002.15	
135791	DATAPROSE	Custom Reply Envelope Imprint	07/16/2020	740.03	
135689	DAVIDSON, JEFF	Travel 06/20	07/01/2020	32.20	
135875	DAVIDSON, JEFF	Travel 07/20	07/31/2020	32.48	
	EFT DE LAGE LANDEN FINANCIAL SRVC INC	Copier Lease 06/20	07/31/2020	294.71	
135792	DEAMICIS, GABRIEL	Safety Boot Reimbursement	07/16/2020	200.00	
135876	DEAMICIS, GABRIEL	Damaged Safety Boots Reimbursement	07/31/2020	200.00	

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135690	DOWNEY BRAND ATTORNEYS LLP	Legal Services 05/20	07/01/2020	11,785.63
135877	DOWNEY BRAND ATTORNEYS LLP	Legal Services 06/20	07/31/2020	18,388.18
135743	EBBETTS PASS GAS SERVICE	Fuel 06/20	07/09/2020	824.51
135793	EBBETTS PASS LUMBER	Vehicle and Equipment Maintenance/Supplies 06/20	07/16/2020	508.40
135691	EDGES ELECTRICAL GROUP, LLC	Light Fixture - CCWHSE	07/01/2020	526.49
135691	EDGES ELECTRICAL GROUP, LLC	Wire - Wallace WTP	07/01/2020	1,533.55
135794	EDGES ELECTRICAL GROUP, LLC	Battery - JL 602 Tank	07/16/2020	123.34
135794	EDGES ELECTRICAL GROUP, LLC	Actuator - Avery P/S	07/16/2020	846.49
135794	EDGES ELECTRICAL GROUP, LLC	Generator Panels/Bolt - JL Tanks	07/16/2020	721.42
135837	EDGES ELECTRICAL GROUP, LLC	Receptacles/Plugs/Wire - District Wide Generators	07/23/2020	5,109.09
135795	ENTERPRISE FM TRUST	Vehicle Lease 06/20	07/16/2020	7,360.98
135838	ENTERPRISE FM TRUST	Vehicle Lease 07/20	07/23/2020	7,382.98
135744	ERS INDUSTRIAL SERVICES, INC.	Filter Rehab - Ebbetts Pass	07/09/2020	67,071.00 (B)
135796	EUROFINS EATON ANALYTICAL, INC	Treatment Plant Effluent Test - Jenny Lind	07/16/2020	425.00
135692	FASTENAL	Disinfectant/Supplies - District Use (COVID-19 Supplies)	07/01/2020	268.92
135692	FASTENAL	Safety Vest - District Use	07/01/2020	38.55
135692	FASTENAL	Gloves/Tape/Thread Seal/Supplies - EP	07/01/2020	512.26
135797	FASTENAL	Gloves/Earplugs/Cable Ties/Tape/Pipe Wrap/Supplies - JL	07/16/2020	767.31
135797	FASTENAL	Gloves/Earplugs - CC	07/16/2020	124.16
135798	FERGUSON ENTERPRISES, INC 1423	Meters (7) - LCWHSE	07/16/2020	186.55
135799	FGL ENVIRONMENTAL	Waste Water Testing 06/20	07/16/2020	5,471.00
135799	FGL ENVIRONMENTAL	Water Testing 06/20	07/16/2020	9,725.00
135878	FGL ENVIRONMENTAL	Waste Water Testing 07/20	07/31/2020	3,822.00
135878	FGL ENVIRONMENTAL	Water Testing 07/20	07/31/2020	6,797.00
135693	FILIPPINI, ROC	Safety Boot Reimbursement	07/01/2020	179.83
135879	FINANCIAL PACIFIC LEASING	Municipal Lease Non-Refundable Security Deposit	07/31/2020	500.00
135694	FLEXIM AMERICAS CORP	Flow Meter - Meadowmont Pump Station	07/01/2020	8,136.68
135840	FLO-LINE TECHNOLOGY, INC	Motor/Blower - DF/VCTO WWTP	07/23/2020	4,172.90
135695	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 06/20 - Sheep Ranch	07/01/2020	93.50
135695	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 06/20 - Wallace	07/01/2020	93.50
135880	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 07/20 - Sheep Ranch	07/31/2020	93.50
135880	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 07/20 - Wallace	07/31/2020	93.50
135745	FOOTHILL PRINTING & GRAPHICS	Accounts Payable Vendor Stamps (18) - District Wide	07/09/2020	1,351.90
135800	GAMBI DISPOSAL INC.	Bio-Solids Removal - FMWWTP	07/16/2020	682.50
135800	GAMBI DISPOSAL INC.	Bio-Solids Removal - AWWTP	07/16/2020	735.00
135881	GARCIA, GEORGE	Safety Boot Reimbursement	07/31/2020	200.00
135801	GATEWAY PRESS, INC	Flushing Signs - Collections Crew	07/16/2020	99.10
135802	GENERAL AIR COMPRESSORS	Filters - JLWTP	07/16/2020	170.40
135746	GERKENSMEYER, KELLY	Safety Boot Reimbursement	07/09/2020	200.00
135803	GFOA	CPE Training - Callen	07/16/2020	638.00
135882	GIERLICH-MITCHELL, INC	Pumps/Motors - Arnold Secondary Clarifier	07/31/2020	29,795.88 (B)
135841	GOVCONNECTION, INC	HP Officejet Pro - DF/VCTO WWTP	07/23/2020	368.69
135841	GOVCONNECTION, INC	USB Dock/Monitor - Utility Dept.	07/23/2020	263.46

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135883	GOVCONNECTION, INC	Keyboards/Monitors - OP HQ	07/31/2020	456.48	
135842	GOVINVEST INC	OPEB Implementation/Annual Licensing Fees	07/23/2020	11,500.00	
135697	GRAINGER	Sealant/Traffic Cones - CC	07/01/2020	411.42	
135804	GRAINGER	Pumps (2) - JLWTP	07/16/2020	381.82	
135804	GRAINGER	Washers - SA Shop	07/16/2020	10.32	
135843	GRAINGER	Apron/Pen - JLWTP	07/23/2020	57.10	
135748	GRUTZMACHER, SCOTT	Drink Reimbursement - CalFire Services at Forest Meadows	07/09/2020	22.01	
135699	HACH COMPANY	Ice Pic Calibration - CCWTP	07/01/2020	376.12	
135749	HACH COMPANY	Turbidimeter - Hunters WTP	07/09/2020	2,230.91	
135844	HACH COMPANY	pH Probe/Stabcal/Formazin NTU - WPWTP	07/23/2020	705.81	
135700	HERD'S MACHINE & WELD SHOP	Annual Cylinder Rental - June 2019-June 2020	07/01/2020	1,920.00	
135700	HERD'S MACHINE & WELD SHOP	Flat Bar/Pipe - LCWWTP	07/01/2020	56.33	
135700	HERD'S MACHINE & WELD SHOP	Channel/Nuts/Bolts/Thread/Metal - Vehicle #126	07/01/2020	188.56	
135700	HERD'S MACHINE & WELD SHOP	Stainless Steel - SA Shop	07/01/2020	54.14	
135700	HERD'S MACHINE & WELD SHOP	Aluminum Bar Grating - AWWTP	07/01/2020	1,630.20	
135700	HERD'S MACHINE & WELD SHOP	Gloves/Bolts/Steel - Vehicle #143	07/01/2020	53.97	
135845	HERD'S MACHINE & WELD SHOP	Steel - CC Reclaim	07/23/2020	239.01	
135846	HOBGOODS CLEANING	Janitorial Service 07/20 - OP HQ	07/23/2020	1,985.00	
135805	HOLT OF CALIFORNIA	Hose/Hydraulic Oil - CCWTP	07/16/2020	330.01	
135805	HOLT OF CALIFORNIA	Hose/Hydraulic Oil - CCWWTP	07/16/2020	185.63	
135701	HOPKINS TECH. PRODUCTS	Caustic Discharge Valve - CC Connors Main	07/01/2020	378.63	
135702	HUNT & SONS, INC	Fuel - West Point	07/01/2020	485.38	
135806	HUNT & SONS, INC	Envirocleanse Disinfectant - District Wide (COVID-19 Supplies)	07/16/2020	407.55	
135806	HUNT & SONS, INC	Emergency Vents - CC Lower XC Generator	07/16/2020	655.51	
135847	HUNT & SONS, INC	Disinfectant - District Use (COVID-19 Supplies)	07/23/2020	858.00	
135847	HUNT & SONS, INC	Fuel - CC	07/23/2020	1,179.70	
135847	HUNT & SONS, INC	Fuel - West Point	07/23/2020	573.59	
135884	HUTSON, DAMON	Safety Boot Reimbursement	07/31/2020	200.00	
135848	INDUSTRIAL ELECTRICAL CO	Motor - LC Tank	07/23/2020	1,615.31	
135751	IRON MOUNTAIN	Document Destruction 06/20	07/09/2020	77.64	
135703	JAMESVILLE OFFICE FURNITURE	Adjustable Desks (2) - OP HQ	07/01/2020	2,162.84	
135807	KASL CONSULTING ENGINEERS	Construction Management Services - EP Reach 1 Water Line Repl Proj	07/16/2020	25,766.86	(B)
135753	KIRSCHMAN, NATHANIAL	Safety Boot Reimbursement	07/09/2020	200.00	
135885	LANG, ERTHIE	Safety Boot Reimbursement	07/31/2020	200.00	
135704	LAUTERBACH, TRAVIS	Temp Easement/Right of Entry - EP Reach 1 Water Line Repl Project	07/01/2020	1,000.00	(B)
135849	LAWSON PRODUCTS INC	Sanitizing Wipes - District Use (COVID-19 Supplies)	07/23/2020	2,909.31	
135705	LIEBERT CASSIDY WHITMORE	Legal Services 05/20	07/01/2020	797.00	
135886	LIEBERT CASSIDY WHITMORE	Legal Services 06/20	07/31/2020	418.00	
135808	LOLLAR, STACEY	Supplies Reimbursement - Employee Relations	07/16/2020	51.12	
135706	LOWE'S	Ladder - Vehicle #551	07/01/2020	275.36	
135706	LOWE'S	Gate Structure Repair Materials - AWWTP	07/01/2020	215.87	
135809	MANTECA TRUCK ACCESSORIES	Light Bar - Vehicle #732	07/16/2020	562.79	
135850	MEAD & HUNT INC	Inundation Mapping - WP Regulating Dam	07/23/2020	1,020.00	

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135810	MID VALLEY AGRICULTURAL INC	Roundup Custom ATU - Weed Control	07/16/2020	755.79	
135811	MODESTO AIRCO GAS & GEAR	Cylinder Rental 07/20	07/16/2020	91.00	
135851	MOORE, CHRISTY	Cleaning Services - White Pines Portable Toilets	07/23/2020	4,600.00	(A)
135754	MOTHER LODE ANSWERING SERVICE	Answering Service 7/20	07/09/2020	565.00	
135755	MOUNTAIN COUNTIES WATER RESOURCES ASSOC	Membership Dues FY 20-21	07/09/2020	10,992.00	
135812	MOUNTAIN OASIS PURIFIED WATER	Water Cooler Services/Supplies 06/20 - District Wide	07/16/2020	187.25	
135707	MUNICIPAL MAINTENANCE EQUIP	Repair Kit - Vehicle #135	07/01/2020	1,015.97	
135756	MUTUAL OF OMAHA	Life/AD&D/STD Insurance, Employees 07/20	07/09/2020	6,232.77	
135852	NASH CHEVRON	Tires - Vehicle #28	07/23/2020	3,388.31	
135853	NEW YORK LIFE	Life Insurance 06/20	07/23/2020	1,124.36	(A)
135757	NORTHSTAR CHEMICAL	Sodium Hypochlorite - CCWTP	07/09/2020	2,441.54	
135757	NORTHSTAR CHEMICAL	Sodium Hypochlorite - JLWTP	07/09/2020	2,393.67	
135758	NTU TECHNOLOGIES INC	Protek 301 - CCWTP	07/09/2020	2,318.40	
135758	NTU TECHNOLOGIES INC	Protek 301 - JLWTP	07/09/2020	2,898.00	
135758	NTU TECHNOLOGIES INC	Polymer 925 - Hunters WTP	07/09/2020	9,207.67	
135855	NTU TECHNOLOGIES INC	CE 919 Polymer - EP	07/23/2020	5,681.48	
135855	NTU TECHNOLOGIES INC	Pro Pac 926 - JLWTP	07/23/2020	8,446.32	
135856	O'CONNELL & DEMPSEY, LLC	Federal Legislative Advocacy Consulting Services 06/20	07/23/2020	5,000.00	
135813	O'REILLY AUTO PARTS	Vehicle and Equipment Maintenance/Supplies 06/20	07/16/2020	59.31	
135708	OUTWEST TIRE AND REPAIR	Tires - Vehicle #303	07/01/2020	463.40	
EFT	P G & E	Gas 06/20 - OP HQ	07/31/2020	8.66	
EFT	P G & E	Power 06/20 - CC Water Tank	07/31/2020	34.99	
EFT	P G & E	Power 06/20 - District Wide	07/31/2020	2,697.40	
EFT	P G & E	Power 06/20 - Highway 26	07/31/2020	10.37	
EFT	P G & E	Power 06/20 - SA Shop	07/31/2020	271.61	
EFT	P G & E	Power 06/20 - Silver Rapids/JLTC	07/31/2020	192.12	
EFT	P G & E	Power 06/20 - VS House	07/31/2020	50.14	
EFT	P G & E	Power 06/20 - Wallace Spray Fields	07/31/2020	28.12	
EFT	P G & E	Power 06/20 - Warmwood L/S	07/31/2020	19.13	
EFT	P G & E	Power 06/20 - Woodgate L/S	07/31/2020	25.66	
135857	PAC MACHINE CO INC.	Pump - 6 Mile L/S	07/23/2020	4,724.50	
135857	PAC MACHINE CO INC.	Pump - CC L/S #4	07/23/2020	2,540.50	
135709	PACE SUPPLY CORP	PVC Fittings - LCWHSE	07/01/2020	20.25	
135858	PACE SUPPLY CORP	Pump Control Valve - Wilseyville Pump Station	07/23/2020	5,879.63	
135859	PAYMENTUS GROUP INC	Payment Processing 06/20	07/23/2020	7,681.13	
135814	PIUMARTA, MARY	UB Termination of Services Application Fee Refund	07/16/2020	300.00	
135710	POTRERO HILLS LANDFILL	Bio-Solids Disposal - AWWTP	07/01/2020	225.86	
135815	POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	07/16/2020	192.60	
135860	PROCLEAN SUPPLY	Paper Towels/Bathroom Tissue - District Use	07/23/2020	641.24	
135711	QUADIENT FINANCE INC	Postage - OP HQ	07/01/2020	2,000.00	
135861	QUADIENT LEASING INC	Maintenance Agreement Folder/Sorter 05/07-08/06/20	07/23/2020	1,097.48	
135712	R & B COMPANY	Meter Adapters - CCWHSE	07/01/2020	259.55	
135712	R & B COMPANY	Repair Couplings - EP Barn	07/01/2020	377.48	

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135759	R & B COMPANY	Tape - CCWHSE	07/09/2020	101.67
135759	R & B COMPANY	Repair Couplings - EP Barn	07/09/2020	549.07
135816	R & B COMPANY	Repair Clamps - EP Barn	07/16/2020	268.53
135862	R & B COMPANY	Restraint/90's/Saddle - CC	07/23/2020	777.56
135862	R & B COMPANY	Hydrant Extension - LCWHSE	07/23/2020	825.83
135713	RATTERMAN, SCOTT	Travel 06/20	07/01/2020	24.15
135889	RATTERMAN, SCOTT	Travel 07/20	07/31/2020	4.06
135714	REECE, CHRISTOPHER	Safety Boot Reimbursement	07/01/2020	143.05
135760	RELEVANT INDUSTRIAL LLC	Solenoid Valve - CCWTP	07/09/2020	606.97
135715	REXEL	LCD Display with Keypad	07/01/2020	45.47
135890	RICHARDSON & COMPANY	FY 2019-20 Audit Services	07/31/2020	7,800.00
135762	SAPIEN, ROBERT	Tree Falling Services	07/09/2020	950.00
135763	SCHEIDT, RANDY	Safety Boot Reimbursement	07/09/2020	150.14
135892	SECADA, CINDY	Travel 07/20	07/31/2020	22.45
135817	SEIU LOCAL 1021	Union Dues 06/20	07/16/2020	2,640.00 (A)
135818	SENDERS MARKET INC	Vehicle and Equipment Maintenance/Supplies 06/20	07/16/2020	459.89
135764	SIGNAL SERVICE	Alarm Monitoring Service July-Sept - District Wide	07/09/2020	1,954.20
135764	SIGNAL SERVICE	On Site Service - CCWTP	07/09/2020	150.00
135864	SIGNAL SERVICE	On Site Service - LCWWTP	07/23/2020	95.00
135716	SKRBINA, CHRISTOPHER	Safety Boot Reimbursement	07/01/2020	200.00
135716	SKRBINA, CHRISTOPHER	DMV Exam Reimbursement	07/01/2020	130.00
135865	SLAKEY BROS - JACKSON	Mask - District Use (COVID-19 Supplies)	07/23/2020	689.60
135865	SLAKEY BROS - JACKSON	Pipe/Couplings - Collections Crew Stock	07/23/2020	919.89
135717	SPENCE RANCH FEED & SUPPLY	Straw - WWTP's	07/01/2020	57.85
135765	SPRINGBROOK HOLDING & CO INC	Springbrook Software Annual Maintenance Fee FY 20-21	07/09/2020	26,605.00
135766	STAPLES CREDIT PLAN	Office Supplies	07/09/2020	600.19
135718	SUNSET AUTO	Tire Rotation - Vehicle #519	07/01/2020	29.95
135866	SUPERIOR POOL PRODUCTS, LLC	Hypochlorite Tabs - JLWTP	07/23/2020	534.11
135719	SWRCB	Water Treatment Operator, Grade D2 Cert Renewal - Crank	07/01/2020	60.00
135898	SWRCB	Waste Water Operator, Grade 1 Exam Fee - Hibbard	07/31/2020	120.00
135769	T & T VALVE AND INSTRUMENT INC	Butterfly Valve - Hunters WTP	07/09/2020	590.41
135720	THE CAR DOCTOR	Oil/Lube/Service - Vehicle #712	07/01/2020	69.61
135761	THE SACRAMENTO BEE	External Affairs Manager Recruitment Ad	07/09/2020	525.00
135761	THE SACRAMENTO BEE	Notice Inviting Bids - AMR/AMI Radio Read Project	07/09/2020	1,372.33 (B)
135721	THOMAS, RUSS	Travel 06/20	07/01/2020	75.90
135893	THOMAS, RUSS	Travel 07/20	07/31/2020	51.04
135722	TIFCO INDUSTRIES	Spray Paint/Electrodes/Relay Switch - SA Shop	07/01/2020	1,005.35
135722	TIFCO INDUSTRIES	Terminals - Vehicle #723	07/01/2020	123.70
135722	TIFCO INDUSTRIES	Wiring/Seals/Switches - Vehicle #732	07/01/2020	306.70
135722	TIFCO INDUSTRIES	Fittings - Hunters WTP	07/01/2020	333.63
135819	TIFCO INDUSTRIES	Hose/Hydraulic Oil - CCWTP	07/16/2020	863.67
135770	TREATS GENERAL STORE INC	Hardware/Water - SA Shop	07/09/2020	23.72
135820	TUOLUMNE STANISLAUS IRWMA	IRWMA FY 20-21 Membership	07/16/2020	8,064.00

CCWD
AP DISBURSEMENTS
JULY 1-31, 2020

Check No.	Vendor/Employee	Transaction Description	Date	Amount
135894	UNDERGROUND SERVICE ALERT NORTH 811	Dig/Line Locates FY 20-21 Membership	07/31/2020	2,679.13
135723	UNDERHILL, BERTHA	Travel 06/20	07/01/2020	10.93
135724	UNITED PARCEL SERVICE	Shipping 06/20	07/01/2020	111.65
135867	UNITED PARCEL SERVICE	Shipping 07/20	07/23/2020	87.00
135896	US BANK CORP TRUST SVCS	Dalee/Cassidy AD Improvement Bond - Principal/Interest Payment	07/31/2020	41,207.38 (A)
135896	US BANK CORP TRUST SVCS	FIA AD Limited Obligation Improvement Bond - Principal/Interest Payment	07/31/2020	84,584.38 (A)
135896	US BANK CORP TRUST SVCS	Saddle Creek AD Refunding Bond - Principal/Interest Payment	07/31/2020	548,026.37 (A)
135725	USA BLUE BOOK	Chlorine Test Strips - Vehicle #716	07/01/2020	30.66
135773	USA BLUE BOOK	Drum Pump Motor - JLWTP Pre-Treatment Facility	07/09/2020	845.60
135821	USA BLUE BOOK	Hydrant Wrenches/Supplies - Hunters WTP	07/16/2020	2,776.83
135821	USA BLUE BOOK	Air Motor - JLWTP Pre-Treatment Facility (returned)	07/16/2020	11.97
135821	USA BLUE BOOK	Thermometers - CCWWTP	07/16/2020	134.64
135774	VERIFIED FIRST, LLC	Employee Background Investigation (3)	07/09/2020	135.00
135897	WAGEWORKS	FSA Admin 06/20	07/31/2020	210.00
135726	WECO INDUSTRIES	Safety Harness - Collections Crew	07/01/2020	168.44
135822	WECO INDUSTRIES	Test/Repair Camera - Vehicle #133	07/16/2020	387.63
135727	WEST POINT LUMBER INC	Vehicle and Equipment Maintenance/Supplies 06/20	07/01/2020	639.04
135824	WESTERN HYDROLOGICS	Gage Maintenance - White Pines	07/16/2020	1,516.98
EFT	WEX BANK	Fuel 06/20	07/16/2020	11,097.43
135775	WILLDAN	Assessment District Services - Wallace	07/09/2020	625.23 (A)
135775	WILLDAN	Assessment District Services - 3A West Point	07/09/2020	402.72 (A)
135775	WILLDAN	Assessment District Services - Fly In Acres	07/09/2020	641.65 (A)
135775	WILLDAN	Assessment District Services - 9S4 Arnold	07/09/2020	1,032.38 (A)
135825	WILSON, JIM	Patch Paving Dec-June - CC	07/16/2020	5,909.00
135826	YOUNG'S COPPER ACE HARDWARE	Vehicle and Equipment Maintenance/Supplies 06/20	07/16/2020	81.57
	Employee Medical Reimbursements (3)			765.00
	Retiree Health Payments (3)			788.88
	Customer Refunds (6)			3,799.54
TOTAL JULY 2020 AP DISBURSEMENTS				<u>1,835,214.61</u>

RESOLUTION NO. 2020-

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

RATIFYING CLAIM SUMMARY NO. 581

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT has reviewed and considered Claim Summary Number 581 at the Regular Meeting held on August 12, 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 581 in the amount of \$2,440,069.90 for the month of July, 2020.

PASSED AND ADOPTED this 12th day of August, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Bertha Underhill, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

Agenda Item

DATE: August 12, 2020

TO: Board of Directors

FROM: Michael Minkler, General Manager
Brad Arnold, Water Resources Program Manager

SUBJECT: Adopt a Position on Upper Mokelumne River Watershed Authority
Legislative Issues

RECOMMENDED ACTION:

Motion: _____/_____ by Minute Entry adopting a Support Position on SB 1348 and AB 2421

SUMMARY:

Receive information regarding the legislative issues highlighted by the Upper Mokelumne River Watershed Authority during its last July 24, 2020 meeting. Staff is recommending a support position on SB 1348 and AB 2421, pending board approval. The Legal Affairs Committee recommended presentation to the full Board for consideration.

Calaveras County Water District (CCWD) is a member of the Upper Mokelumne River Watershed Authority (UMRWA). UMRWA serves as the regional coordination group for the Mokelumne-Amador-Calaveras region to enhance water supply and environmental conditions, and to procure planning and infrastructure grant funds. At their most recent meeting on July 24, 2020, UMRWA's Board of Directors, received a request from EBMUD to support SB 1348 and AB 2421. The item was deferred until UMRWA's member agencies had an opportunity to consider their positions on the bills. If a majority of UMRWA's members adopt support positions on the bills, UMRWA will submit letters of support on behalf of the joint powers authority.

The legislative update summarized SB 1348 (Stern) and AB 2421 (Quirk) which pertain to fuel management/forest health and standby generation/emergency conditions, respectively. SB 1348 would require the California Department of Forestry and Fire Protection (Cal Fire) to take on additional responsibilities related to 'defensible space' and vegetation regulations, and would expand eligible activities for Cal Fire local assistance grant funding. AB 2421 would expedite some reviews required for installation of emergency standby generators for wireless communication (cellular) towers, which could help improve cellular signal preparedness for power outage conditions like the Public Safety Power Shutoffs (PSPS). Both bills appear to benefit emergency preparedness in the region by providing regulation clarity, potential funding, and improving infrastructure.

UMRWA is asking its members to take part in joint letters of support for SB 1348 and AB 2421.

CCWD staff will continue to monitor these bills and related legislative updates provided by UMRWA. Staff will update the Board as new info is received and regarding the status of the UMRWA member support letter for SB 1348 and AB 2421.

FINANCIAL CONSIDERATIONS:

None at this time.

Attachments: UMRWA Legislative Issues Update from July 24, 2020 Meeting



Upper Mokelumne River Watershed Authority

Agenda No: **12**

Meeting Date: July 24, 2020

Title:

Legislative Issues Update

Recommended Action:

For discussion and possible action – legislative matters discussed by the Board.

Summary:

Two documents prepared by EBMUD are included in this agenda package. The first summarizes SB 1348 (Stern) and AB 2421 (Quirk) which pertain to fuel management/forest health and standby generation/emergency communication, respectively. The second document briefly summarizes the two budget bills and 18 budget trailer bills signed by Governor Newsom in June including how those bills might impact the Pine Grove Youth Conservation Camp. The EO will summarize any additional relevant legislative information that may be obtained prior to the Board meeting. Additionally, Board directors and/or agency staff may have particular legislation of interest and this agenda item is intended to facilitate discussion of it.

SB 1348
(Stern)

**FIRE PREVENTION: VEGETATION
MANAGEMENT: PUBLIC EDUCATION:
GRANTS: DEFENSIBLE SPACE:
FIRE HAZARD SEVERITY ZONES:
FOREST MANAGEMENT**

Existing law requires the Director of the Department of Forestry and Fire Protection (CAL FIRE) to identify areas of the state as very high fire hazard severity zones based on specified criteria. Pursuant to legislation in 2017, CAL FIRE established a local assistance grant program for fire prevention activities in the state. Existing law defines the eligible activities for this grant funding. Existing law also requires a property owner in a high fire hazard severity zone to maintain defensible space and authorizes a local agency enforcing these requirements to conduct defensible space work if the owner fails to, and to place a lien on the property for the cost of that work. Additionally, existing law establishes tiers of penalties for failure to maintain defensible space for repeat violators.

SB 1348 (Stern), as amended on June 18, 2020, makes changes to state law in the four main areas described below.

First, the bill would require the Director of CAL FIRE to identify areas of the state as “moderate” and “high” fire hazard severity zones based on consistent statewide criteria and the severity of fire hazard expected for those areas. Cities or counties with areas designated by CAL FIRE as a moderate or high would be required to make the information available for public review and comment within 30 days of the designation. These requirements are similar to existing law for very high fire hazard severity zones.

Second, the bill would expand the eligible activities for CAL FIRE’s local assistance grant fund program to specifically include projects for vegetation management along roadways and driveways, and public education outreach regarding home and community wildfire resistance. This bill also authorizes any project or program to improve forest health and reduce GHG emissions or any grant funded by the Greenhouse Gas Reduction Fund (GGRF) to include projects or programs for vegetation management along roadways and driveways, including defensible space training, as well as public education outreach and community wildfire assistance.

Third, SB 1348 would require CAL FIRE to take on additional responsibilities to:

- adopt regulations related to defensible space requirements in vacant lots;
- create and maintain a public database relating to defensible space inspections and assessments conducted by CAL FIRE, local agencies, or volunteers;
- develop and propose to the legislature a financial penalty structure to apply to situations where CAL FIRE has authorized and removed vegetation and placed a lien upon the property to recover its costs; and
- establish in cooperation with the U. S. Forest Service and specified federal agencies, a program for purposes of the development of specified federal and state environmental protection documents for landscape scale ecological restoration and fire resiliency projects on national forest lands that are at least 50,000 acres.

Finally, SB 1348 would require the California Building Standards Commission to update its code pertaining to the construction of new buildings in specified fire hazard zones.

SB 1438 is intended to enhance fire prevention efforts throughout the state by expanding the range of projects for which funding may be available and, according to the author, to address recommendations contained in CAL FIRE's 2019 Community Wildfire Prevention & Mitigation Report, which was prepared in response to Governor Newsom's Executive Order N-05-19.

AB 2421
(Quirk)

LAND USE: PERMITTING: WIRELESS
COMMUNICATIONS: EMERGENCY
STANDBY GENERATORS

Existing law provides that a state or local government may not deny, and shall approve, any request for a modification of an existing wireless tower or base station that does not substantially change the physical dimensions of such a tower or base station. Under the FCC rules governing such requests, the approval must be issued within 60 days or the request shall be deemed granted. Existing law also provides that the placement or installation of certain wireless facilities, including antennas and related equipment, on or immediately adjacent to a wireless telecommunications facility, is a permitted use not subject to a county or city discretionary permit.

AB 2421 (Quirk), as amended June 4, 2020, would require a city and county to make the installation of an emergency standby generator within the physical footprint of a macro cell tower site that meets specified requirements a permitted use subject only to local agency administrative review. The bill's provisions require the city or county to act on the completed application within 60 days, or the application will be deemed approved upon expiration of that period. Though the bill specifies that the city or county shall not require the applicant to submit proof of authorization from the property owner at the time of initial application, a city or county may require documentation of authorization prior to final installation. Additionally, if the city or county determines that the emergency standby generator violates any applicable state or local law or regulation, including building and fire safety codes, the permit or approval status may be revoked through the appropriate process. Provisions of the bill would sunset on January 1, 2024, and apply to all counties and cities, including charter cities.

According to the author, "In order to facilitate wireless network upgrades needed to mitigate the impacts of public safety power shutoffs, this legislation will help enable the rapid deployment of emergency standby generators at macro cell sites. These resources are vital for public safety and welfare to help ensure consumers maintain access to 911 services, wireless emergency alerts, and other public safety communications." A recent committee analysis of the bill notes that AT&T reported delays ranging from five to 30 months in some jurisdictions for the permitting of back-up generators.

Agenda Item

DATE: August 12, 2020

TO: Board of Directors

FROM: Rebecca Hitchcock, Clerk to the Board

SUBJECT: Consideration of Amendment to the District's Conflict of Interest Code

RECOMMENDED ACTION:

Motion: _____/_____ adopting Resolution No. 2020-____ amending Policy No 5070 Conflict of Interest Code, and Appendix "A", the designation of employees and their disclosure categories.

SUMMARY:

The District adopted its original Conflict of Interest Code in 1996 by Resolution No. 96-146. The Political Reform Act requires each local government agency to review its conflict of interest code biennially and make amendments as necessary to meet the requirements of the law.

Staff recommends updating its Conflict of Interest Code and amending Appendix "A" to update the designated employees and their disclosure categories by deleting the following designated positions: Field Operations Manager, Deputy Director of Operations, and Distribution/Collections Manager; and the addition of the Board approved positions of Construction Maintenance Manager and Purchasing agent. Staff also has removed the reference in Section 5070.50 to the Employee Handbook Policy 1020, which is no longer a valid policy.

FINANCIAL CONSIDERATIONS:

None.

Attachments: Current Policy No. 5070, Conflict of Interest Code
Redlined Policy No. 5070, Conflict of Interest Code
Resolution No. 2020-__ Approving Policy No. 5070, Conflict of Interest Code

Conflict of Interest Code

5070.10 Policy Purpose

The purpose of this policy is to establish procedures developed in compliance with the terms of the Political Reform Act and related regulations concerning the adoption of Conflict of Interest Codes in the state of California.

5070.20 Policy Statement

The Political Reform Act, Government Code Section 81000, *et seq.* requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation, 2 California Code of Regulations, Section 18730, which contains the terms of a standard Conflict of Interest Code, which may be incorporated by reference and which may be amended by the FPPC to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18370 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference as the Conflict of Interest Code of the Calaveras County Water District (District). The Standard Conflict of Interest Code requires a list of District positions subject to its provisions, and Appendix A attached hereto and incorporated herein, defines designated employees and disclosure categories.

5070.30 Policy Implementation

The requirements of when and where to file Statements of Economic Interests are as provided in Title 2 Section 18754, which is incorporated herein by reference. All designated employees and District Board and Joint Powers Agency members shall file Statements of Economic Interests, on forms required by the FPPC, with the Clerk to Board of the District or respective Joint Powers Agency, no later than April 1 of each calendar year. Members of the District's designated positions shall file such statements also upon assuming office and leaving office.

The Clerk to the Board of the District shall be responsible to ensure Statements of Economic Interests are completed and filed as required. Individuals holding designated positions shall file Statements of Economic Interests with the District's Clerk to the Board, and shall have available and annually review the current provisions of Title 2, California Code of Regulations Section 18370 to ensure District compliance with its requirements.

5070.40 Policy Review

In accordance with Government Code 87306.5, the Conflict of Interest Code of the District is reviewed in even-numbered years and Appendix A is updated, if necessary. A completed notice of review will be filed with the Clerk of the Calaveras County Board of Supervisors. Revisions to the District's Conflict of Interest Code or its Appendix A, approved by the District Board of Directors will be forwarded to the Clerk of the Calaveras County Board of Supervisors.

5070.50 Related Policies

Employee Handbook Policy Section 1020, Conflict of Interest, shall incorporate Board Policy 5070 by reference, and a copy shall be provided therefor.

Members of the Board of Directors are directed to Board Policy 4010, Ethics, which incorporates conflict of interest concerns directly related to Board member responsibilities.

. . .

Attachment: Appendix A

**Conflict of Interest Code
5070.60 Appendix A**

Disclosure Categories

1. A person in this category must report investments, interests in real property or income affected by actions and activity of District decisions, and whether he/she owns or has interests in business entities in which he/she is a director, officer, partner, trustee, employee, or holds any position of management or fiscal oversight which may be affected by actions and activities of the District.
2. A person who makes or participates in making decisions which may foreseeably have a material financial effect on any financial interest of the District must report as in 1., above.

Note: Consultants are included in the list of designated employees, and shall disclose pursuant to Category 1 subject to the following limitation:

The General Manager may make a determination, in writing, that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements. Such written determination shall include a description of the consultant/legal counsel’s duties, and, based upon that description, a statement of the extent of disclosure requirements. The General Manager’s determination is a public record and shall be retained for public inspection.

Designated Employees:

Position	Disclosure Category
1. Board Members	1
2. General Manager	1
3. District Engineer	2
4. Director of Administrative Services	1
5. Information Systems Administrator	2
6. District Counsel (Consultant, see above note)	1
7. Manager of Water Resources	2
8. Maintenance Manager	1
9. Field Operations Manager	1
10. Plant Operations Manager	2
11. Deputy Director of Operations	1
12. Director of Operations	1
13. Distribution / Collections Manager	2
14. Human Resources Manager	1
15. External Affairs Manager I/II	1
16. Legislative Consultant	2

Conflict of Interest Code

5070.10 Policy Purpose

The purpose of this policy is to establish procedures developed in compliance with the terms of the Political Reform Act and related regulations concerning the adoption of Conflict of Interest Codes in the state of California.

5070.20 Policy Statement

The Political Reform Act, Government Code Section 81000, *et seq.* requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission (FPPC) has adopted a regulation, 2 California Code of Regulations, Section 18730, which contains the terms of a standard Conflict of Interest Code, which may be incorporated by reference and which may be amended by the FPPC to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18370 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference as the Conflict of Interest Code of the Calaveras County Water District (District). The Standard Conflict of Interest Code requires a list of District positions subject to its provisions, and Appendix A attached hereto and incorporated herein, defines designated employees and disclosure categories.

5070.30 Policy Implementation

The requirements of when and where to file Statements of Economic Interests are as provided in Title 2 Section 18754, which is incorporated herein by reference. All designated employees and District Board and Joint Powers Agency members shall file Statements of Economic Interests, on forms required by the FPPC, with the Clerk to Board of the District or respective Joint Powers Agency, no later than April 1 of each calendar year. Members of the District's designated positions shall file such statements also upon assuming office and leaving office.

The Clerk to the Board of the District shall be responsible to ensure Statements of Economic Interests are completed and filed as required. Individuals holding designated positions shall file Statements of Economic Interests with the District's Clerk to the Board, and shall have available and annually review the current provisions of Title 2, California Code of Regulations Section 18370 to ensure District compliance with its requirements.

5070.40 Policy Review

In accordance with Government Code 87306.5, the Conflict of Interest Code of the District is reviewed in even-numbered years and Appendix A is updated, if necessary. A completed notice of review will be filed with the Clerk of the Calaveras County Board of Supervisors. Revisions to the District's Conflict of Interest Code or its Appendix A, approved by the District Board of Directors will be forwarded to the Clerk of the Calaveras County Board of Supervisors.

5070.50 Related Policies

~~Employee Handbook Policy Section 1020, Conflict of Interest, shall incorporate Board Policy 5070 by reference, and a copy shall be provided therefor.~~

Members of the Board of Directors are directed to Board Policy 4010, Ethics, which incorporates conflict of interest concerns directly related to Board member responsibilities.

. . .

Attachment: Appendix A

**Conflict of Interest Code
5070.60 Appendix A**

Disclosure Categories

1. A person in this category must report investments, interests in real property or income affected by actions and activity of District decisions, and whether he/she owns or has interests in business entities in which he/she is a director, officer, partner, trustee, employee, or holds any position of management or fiscal oversight which may be affected by actions and activities of the District.
2. A person who makes or participates in making decisions which may foreseeably have a material financial effect on any financial interest of the District must report as in 1., above.

Note: Consultants are included in the list of designated employees, and shall disclose pursuant to Category 1 subject to the following limitation:

The General Manager may make a determination, in writing, that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements. Such written determination shall include a description of the consultant/legal counsel’s duties, and, based upon that description, a statement of the extent of disclosure requirements. The General Manager’s determination is a public record and shall be retained for public inspection.

Designated Employees:

Position	Disclosure Category
1. Board Members	1
2. General Manager	1
3. District Engineer	2
4. Director of Administrative Services	1
5. Information Systems Administrator	2
6. District Counsel (Consultant, see above note)	1
7. Manager of Water Resources	2
8. <u>Construction and Maintenance Manager</u>	<u>2</u> + 1
9. Field Operations Manager	1
10. Plant Operations Manager	2
11. Deputy Director of Operations	1
12. Director of Operations	1
13. Distribution / Collections Manager	2
14. Human Resources Manager	1
15. External Affairs Manager I/II	1
<u>16. Purchasing Agent</u>	<u>2</u>
17. Legislative Consultant	2

RESOLUTION NO. 2020-

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

AMENDING THE DISTRICT'S CONFLICT OF INTEREST CODE

WHEREAS, on December 18, 1996, the Board of Directors of the Calaveras County Water District (District) adopted a Conflict of Interest Code by Resolution No. 96-146 and amendments thereafter; and

WHEREAS, pursuant to the terms of the California Political Reform Act the District must undertake a biennial review of its Conflict of Interest Code, and thereafter adopt necessary amendment(s); and

WHEREAS, that the Board of Directors does hereby rescind in its entirety the Conflict of Interest Code adopted by Resolution No. 2010-63, on September 22, 2010, and any subsequent resolutions or amendments thereto; and

WHEREAS, since last amending Appendix "A", changes in staffing titles have occurred necessitating the change of the following designated positions: adding the positions of Purchasing Agent and Construction Maintenance Manager; and deleting position titles of Field Operations Manager, Deputy Director of Operations, Distribution Collections Manager.

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors does hereby approve and adopt Board Policy 5070 as the District's Conflict of Interest Code, including its Appendix "A", Designated Employees, and their disclosure categories.

PASSED AND ADOPTED this 12th day of August, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Bertha Underhill, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

Agenda Item

Rebecca Callen

DATE: August 12, 2020
 TO: Michael Minkler, General Manager
 FROM: Rebecca Callen, Director of Administrative Services
 SUBJECT: Report on the Monthly Investment Transactions for July 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 July 2020, the following investment transactions occurred.

TRANSACTION DESCRIPTION	JUNE	JULY	DATE
Interest received on the Wells Fargo Money Market Investment Account	9.91	---	---
Interest received on LAIF Investments April-June 2020	---	102,196.80	7/14/2020
Transfer funds from the District's Operating Account to LAIF	---	2,446,000.00	7/15/2020
Interest received on LAIF Investments April-June 2020 (see note below)	---	8,320.19	7/29/2020
Board direction to discharge Lehman Bros Outstanding Balance	15,787.78	---	---
Transfer from Umpqua Bank Money Market Account to the District's Operating Account	---	1,000,000.00	7/31/2020
Interest Received on the Umpqua Bank Money Market Investment Account	74.76	75.88	7/31/2020

On July 29, 2020 LAIF notified participants that a correction was made to the earnings allocation that resulted in additional interest earned. Staff monitors cash flow to ensure operational needs are met and excess funds are invested.

Attachment: Investment Activity Report for July 2020

**CALAVERAS COUNTY WATER DISTRICT
INVESTMENT ACTIVITY ENTRY
FOR THE MONTH ENDING JULY 31, 2020**

INVESTMENT TRUSTEE/TYPE	MARKET VALUE	INVESTMENT COST		CPN RATE	INVESTMENT DATE	MATURITY DATE	CM INTEREST RECVD
		COST	PAR (PRINC)				
Wells Fargo Money Market	22.95	22.95	22.95	0.010%	ongoing	n/a	-
Umpqua Bank Money Market	819,258.24	819,258.24	819,258.24	0.050%	06/14/07	n/a	75.88
Local Agency Investment Fund	35,121,406.20	35,121,406.20	35,121,406.20	0.840% *	ongoing	n/a	110,516.99
Totals	35,940,687.39	35,940,687.39	35,940,687.39				110,592.87

Current Month Transactions:	Date	Amount
Interest received on LAIF Investments April-June 2020	7/14/2020	102,196.80
Transfer from the District's Operating Account to LAIF	7/15/2020	2,446,000.00
Interest received on LAIF Investments April-June 2020 (additional)	7/29/2020	8,320.19
Transfer from Umpqua Bank Money Market Account to the District's Operating Account	7/31/2020	1,000,000.00
Interest received on the Umpqua Bank Money Market Investment Account	7/31/2020	75.88

*as of 07/29/20

Agenda Item

DATE: August 12, 2020
TO: Board of Directors
FROM: Michael Minkler, General Manager
SUBJECT: Agreement for Legal Services with Downey Brand

RECOMMENDED ACTION:

Motion: _____/_____ to adopt Resolution 2020-_____ approving Engagement Letter for Legal Services.

SUMMARY:

Downey Brand has provided legal services to CCWD since 1999. Their service for general counsel was initially acquired in November 2005 by a board minute entry and a letter. Over the years, they have provided sound legal guidance in a variety of matters, including but not limited to potential litigations, water rights, and regulatory issues. Their expertise and knowledge of the District have been instrumental in assisting staff through growing challenges and requirements facing many water agencies throughout the State. Additionally, their involvement in many of the statewide water issues has been beneficial to the District's regional planning efforts.

Downey Brand has provided an updated engagement letter that reduces their rates for general counsel services. The engagement letter and terms of agreement are attached.

Staff recommends entering into the agreement with Downey Brand.

FINANCIAL CONSIDERATIONS:

The funds for legal services has been budgeted in FY 2020/21

*Attachments: Downey Brand LLP Engagement Letter dated August 7, 2020
Resolution No. 2020-___ - Approving the Engagement Letter for Legal Services*

RESOLUTION NO. 2020-

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

**APPROVING ENGAGEMENT LETTER FOR
LEGAL SERVICES WITH DOWNEY BRAND LLP**

WHEREAS, the Downey Brand LLP has provided legal representation to the Calaveras County Water District acting as general counsel and special counsel services; and

WHEREAS, Downey Brand LLP has provided an Engagement Letter for Legal Services that outline standard provisions and terms for services to the Calaveras County Water District to continue legal services.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors OF CALAVERAS COUNTY WATER DISTRICT that the Engagement Letter with Downey Brand LLP dated August 7, 2020, is hereby approved and made a part hereof.

FURTHER RESOLVED, that the General Manager is hereby authorized to execute the Engagement Letter with Downey Brand LLP Agreement.

PASSED AND ADOPTED this 12th day of August, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Bertha Underhill, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk of the Board

August 7, 2020

VIA E-MAIL ONLY - MICHAELM@CCWD.ORG

Michael Minkler
CALAVERAS COUNTY WATER
DISTRICT
P.O. Box 846
San Andreas, CA 95249

Re: Representation by Downey Brand LLP

Dear Michael:

This letter is to update our current engagement for Downey Brand LLP (“Downey Brand”) as counsel to represent Calaveras County Water District (hereinafter “Client”) with respect to general counsel services (the “Matter”). As you know Downey Brand has been providing these services for years now, and the last engagement letter we had has been covering our work since 2012, we are providing this letter to update the previous letter and to update the agreed upon rate for the General Counsel Services. A mutual understanding of the terms of our engagement from the beginning of any matter helps us to maintain a good and effective working relationship and is vital to our effective representation of Client.

Downey Brand will represent only Client as a public entity. Our services do not extend to the representation of any of the officers or directors of the public agency absent written agreement otherwise. Our receipt or use of confidential information from you or others during our representation of Client does not mean that Downey Brand will provide any advice or other legal services other than those described in this letter.

At Downey Brand, I will be primarily responsible for this Matter. We will seek to staff this matter in an effective and efficient manner, while best serving Client's needs. In addition, other attorneys, including junior associates, may be working with me on the Matter as the need arises. If you have any concerns about staffing, at any time, or about our billing statements, please contact me. My office telephone number and address are above.

Downey Brand charges fees on an hourly basis, and bills in tenths of an hour (.1 hour = 6 minutes). My current rate is \$420 per hour, however, in recognition of the long term relationship we have had, as well as the impact of COVID on CCWD, I am willing to provide a discounted rate in the amount of \$340 per hour, which will remain in effect until at least the end of 2021. This rate will apply for myself as well as Dave Cameron when we are providing general counsel services to CCWD. For any work that is not general counsel related, we will discuss a specific

engagement for that matter as well as applicable rates. Normally, billing rates are set based upon seniority and expertise, and are subject to annual firm-wide fee adjustments on January 1 of each year. Before we adjust my above rate, we will have a discussion with you and come to a mutual agreement. Downey Brand also charges for costs and disbursements that the firm incurs in rendering its services, as described more fully in the attached Terms of Engagement Agreement.

This engagement letter and the accompanying Terms of Engagement Agreement will be effective upon execution of this letter. This engagement agreement may be executed in counterpart, and an electronically transmitted signature will be deemed to be the legal equivalent of an original signature.

If this letter, together with our attached Terms of Engagement Agreement, accurately reflects our agreement, please confirm by signing the attached Terms of Engagement Agreement and returning it to me.

If you have any questions regarding this agreement, please contact me. I encourage you to review this agreement with separate counsel, if you wish, to answer any questions or concerns you may have before signing this agreement.

Thank you again for this opportunity to assist you. I look forward to working with you.

Very truly yours,

DOWNEY BRAND LLP



Matthew J. Weber

MJW:bs

TERMS OF ENGAGEMENT AGREEMENT

In order to avoid any misunderstandings, it is the Firm's policy to set out the terms of our engagement at the beginning of our relationship in our Terms of Engagement Agreement, which is incorporated into the Engagement Letter provided with this Agreement. This Agreement sets forth the terms, promises, and conditions of our representation and provision of legal services to Calaveras County Water District ("Client"). Except as modified in writing by the accompanying engagement letter or in another agreement signed by the Client and Downey Brand, the following provisions apply to the relationship between Downey Brand and Client.

I. CLIENT

Our engagement is only on behalf of Client, as identified in the engagement letter accompanying these Terms of Engagement, and whose signature is set forth in this Agreement. Our representation of the Client does not extend to or encompass any other person or entity affiliated with Client, including, but not limited to, any business, corporation, subsidiary, officer, director, shareholder, manager, partner, member or employee of Client ("Client's Affiliates"). Accordingly, Client understands and agrees that any representation by Downey Brand of another client adverse to any of Client's Affiliates or other third parties does not constitute a conflict of interest and does not require the Client's consent.

II. SCOPE OF LEGAL SERVICES

Downey Brand's services shall be limited to the scope identified in the accompanying engagement letter and upon conclusion of those services the representation shall be concluded. If Client desires that we provide additional services, Downey Brand's agreement to any expansion of the scope of its representation of the Client will be subject to, among other things, Downey Brand's approval and such additional conflict checks, consents/waivers, fee deposits, retainers, approvals, and other arrangements as Downey Brand may, in its professional judgment, deem necessary or appropriate. Unless otherwise provided in a written engagement letter between Downey Brand and Client (or written amendment of a prior engagement letter between them), the agreement reflected in these Terms of Engagement, and in the accompanying engagement letter, applies to Downey Brand's current representation of the Client and to any subsequent matters that Downey Brand agrees to undertake on the Client's behalf. Please note that unless specifically indicated otherwise, our engagement does not include representing the Client in any adversarial proceeding, such as a court action.

III. FEES, COSTS AND DISBURSEMENTS

Our fees are based on the amount of time spent on the Matter, billed in 6-minute increments (tenths of one hour). Each attorney, legal assistant or other timekeeper assigned to any Matter at the firm has an hourly billable rate based on experience and seniority. Our billing rates are adjusted annually. The billing rates of attorneys assigned to this Matter are set forth in the attached engagement letter.

In addition to fees, Client also will be billed for costs and expenses we incur in connection with our representation of Client. Costs and expenses include, but are not limited to, filing fees, telephone charges, mileage at the Internal Revenue Service mileage rate, parking, document reproduction, computerized legal research, witness fees, transcript costs, consultant and expert witness fees, messenger services, out-of-town travel, and the like. Subject to our ethical obligations, certain of such items may be charged at more than Downey Brand's direct cost to cover its estimated associated administrative costs, overhead and materials. More specific information regarding our cost and disbursement policies is available upon request. We may, at times, for larger expenses (like transcript costs or consultant or expert fees), request that Client directly pay the specific payee involved.

If any claim or action is brought against Downey Brand or any of its personnel, which claim or action alleges negligence or wrongdoing of the Client or a third party, or if Downey Brand or any current or former attorney or employee of Downey Brand is asked or required by a third party to testify or produce documents as a result of Downey Brand's representation of the Client, the Client agrees to pay Downey Brand for any resulting costs or expenses, including Downey Brand's time, even if Downey Brand's representation of the Client has ended. This paragraph is not intended to apply to any claim brought by or on behalf of the Client alleging wrongdoing by Downey Brand.

Although Downey Brand may already have provided Client, or may in the future provide Client, estimates of fees or costs that the firm anticipates will be incurred, any such estimates shall not be binding. Estimates are subject to unforeseen circumstances and are, as a matter of course, inexact. Actual fees or costs may vary significantly from any estimates provided.

IV. BILLING AND PAYMENT

A. Billing Statements

Downey Brand will bill the Client on a monthly basis for our services. Our billing statements are payable promptly upon receipt. Payment is required within 30 days following our invoice date. The duty to timely pay our billing statements is solely the Client's and is not contingent upon, nor shall payment due date be extended or otherwise affected by, any judgment or settlement; any right the Client may have for reimbursement, indemnification or insurance; or the Client's receipt of any other form of payment the Client may claim or expect to receive from any other party.

Each statement is fully due and payable upon receipt, but in no event later than thirty (30) days of its issuance date. Any statement not paid within forty-five (45) days of its issuance date will accrue interest on the principal balance (fees, costs and disbursements) shown on the statement. Interest will be calculated by multiplying the unpaid balance by the periodic rate of .8333% per month (ten percent (10%) annual percentage rate). The unpaid balance will bear interest until paid. Our failure to charge Client interest on any particular statement will not constitute a waiver of our right to do so on future bills.

If the Client has any question, concern, or disagreement regarding any bill, the Client should notify us promptly, and must nevertheless promptly pay any portion of the bill that is not the subject of Client's question, concern or disagreement.

Our policy is to discontinue work on pending matters for a client who has not paid a statement in full (or in full having deducted for any question, concern or disagreement, as set forth above) within 75 days of the billing statement's issuance, to the extent consistent with our obligations under the applicable rules of professional conduct. In addition, and notwithstanding the previous sentence, we reserve the right to withdraw from Client's representation and immediately cease performing all services if we do not receive full payment of amounts owed to us within thirty (30) days of issuance of any billing statement.

Billing statements are confidential communications to Client that, either individually or taken together, are reasonably apt to reveal the nature, strategy and status of our representation of Client, including information regarding legal opinions formed or advice given by us to Client in the course of our attorney-client relationship. We therefore consider billing statement to be confidential attorney-client communications, subject to the attorney client privilege, that may also contain attorney work product. Client agrees that billing statements reflect attorney-client communications, subject to the attorney client privilege, that may also contain attorney work product, and signifies that understanding and agreement by executing this Agreement.

B. Advance Deposit

While we are not requiring an advance fee deposit from Client at this time, as set forth in the accompanying engagement letter, we reserve the right to do so. By signing below, Client agrees that Downey Brand may require an advance fee deposit in the future by giving Client written notice that we require such a deposit, and if Client declines to provide such a deposit, we may withdraw from representing Client. Should we require an advance fee deposit in the future, that deposit will be applied against attorney's fees and costs incurred in connection with the services we provide under this Agreement. This deposit amount will be applied against each statement, and Client agrees to make further payments toward Client's deposit in the amount necessary to replenish the original amount of the deposit. Such further amounts are due and payable under the same terms and conditions as Client's required payment of periodic statements. All further amounts paid to replenish Client's deposit shall be held and applied in the same manner as Client's initial deposit.

Interest on Lawyers Trust Account (IOLTA) Trust Account: Any deposit will be deposited in our client trust account in Client's name. The interest on that trust account is paid to the California State Bar in accordance with California law. Client authorizes the firm to withdraw the principal from the trust account to pay Client's bill for fees and costs as they are incurred. Any unused deposit remaining at the conclusion of our services will be refunded to Client.

V. WAIVER CONCERNING INTERNAL DOWNEY BRAND LLP ATTORNEY-CLIENT PRIVILEGE

We may need to consult, at our own expense, with our own counsel (for example, our General Counsel, other firm lawyers who do not perform work for the Client on the Matter, or our own outside counsel) regarding our engagement with Client. To the extent that we are addressing our own rights and responsibilities, a conflict of interest could be considered to exist between us and Client as to any such consultation or resulting communications, particularly if a dispute were to arise between Downey Brand and the Client regarding the Matter.

By signing this Agreement, and as a condition of this engagement, Client consents to such consultation occurring and waives any claim of conflict of interest based on such consultation or resulting communications that could otherwise disqualify us from continuing to represent the Client or from acting in our own behalf, even if such consultation or communications might be deemed adverse to the interests of Client. By signing this Agreement, the Client so consents and waives any such claims of conflict. By signing this Agreement, Client further acknowledges and agrees that any such consulting and communications are protected from disclosure to the Client, by Downey Brand's own attorney-client privilege.

VI. OUR RESPECTIVE RESPONSIBILITIES

A. Downey Brand

Downey Brand will represent client as described in the scope of services set forth in the accompanying engagement letter and in this Agreement. Downey Brand will take reasonable steps to keep Client informed about significant developments relating to the representation.

By signing below, the Client agrees that it understands that Client should not, and will not, look to or rely upon Downey Brand for any investment, accounting, financial or other non-legal advice, including, without limitation, any advice regarding the character or credit of any person or entity with whom the Client may be dealing.

Although Downey Brand will, at times, communicate with the Client by email, letter, or written form, we may provide much of our counsel and assistance in person in meetings, or in telephone conversations with the Client. If the Client ever wishes for us to confirm any advice in writing, please be sure to let us know.

We also have a duty of confidentiality to the Client, and to each of our other clients. We take this duty very seriously and, except to the extent permitted by the applicable rules of professional conduct, we will not disclose any confidential information of the Client to any other client or person. Likewise, we cannot and will not disclose to the Client the confidences of any other client, even when such information relates to matters that might affect the Client.

B. Client

Our effective representation of the Client requires accurate and complete information, and the necessary help of the Client. Client agrees to provide us with complete and candid information regarding the Matter, and to keep us informed of any relevant developments or changes in facts or circumstances. Client further agrees to make decisions necessary for us to fulfill our responsibilities in the Matter and otherwise provide us with the Client's reasonable assistance and cooperation during the course of this representation.

VII. INSURANCE COVERAGE

While the Client has not retained Downey Brand to represent the Client in connection with issues relating to insurance coverage, it is important that the Client consider notifying any relevant insurance carriers of the Matter, in order to determine whether there is insurance coverage for the Matter involved or any claim(s) asserted or anticipated in connection with the Matter.

VIII. WAIVER OF FUTURE CONFLICTS OF INTEREST

Our agreement to represent the Client is conditioned upon the understanding that we are free to represent any clients (including current, former, and future clients, and including the Client's adversaries), and to take positions either adverse to the Client or an affiliate of the Client in any matters that do not involve the same or substantially related factual and legal issues, as matter for which the Client has retained us or may hereafter retain us, and where we have not obtained confidential information of the client material to the representation of that other client. Such representations may include, for example, appearance on behalf of another client adverse to the Client in litigation or arbitration, and can also, if necessary, involve examination or cross-examination of the Client's personnel on behalf of that other client in such proceedings or in other proceedings to which the Client is not a party, provided the other matter is not substantially related to our representation of the Client, and in the course of representing the Client, we have not obtained confidential information of the client material to the representation of that other client.

In agreeing to these conditions, the Client should be aware that we provide services on a wide variety of legal subjects to a large number of clients, some of whom are or may be operating in the same area(s) of business in which the Client operates or may operate. A summary of our current practices and industries in which we represent clients is available on our website at www.downeybrand.com.

By consenting to this arrangement, the Client is waiving our obligation of loyalty to it so long as we maintain Client's confidentiality and adhere to the foregoing limitations. We seek this consent to allow our Firm to meet the needs of existing and future clients, and to remain available to those other clients, and to render legal services with vigor and competence.

We will, of course, hold in confidence the Client's secrets and confidences. Likewise, Client understands that, while Downey Brand may obtain confidential information from other clients

that may be of interest to the Client, Downey Brand cannot and will not share such information with the Client.

IX. TERMINATION OR END OF REPRESENTATION

A. Termination by Client

The Client may terminate this representation at any time, with or without cause, but in the case of litigation (which is not currently anticipated in this Matter), court approval may be necessary.

B. Termination by Downey Brand

Subject to the application of the applicable rules of professional conduct, Downey Brand also reserves the right to withdraw if, among other things, the Client fails to timely pay our billing statements; the Client fails to cooperate or follow Downey Brand's advice on a material matter; or any fact or circumstances arise that, in Downey Brand's view, renders our representation unlawful or unethical, or we otherwise have the right to withdraw pursuant to the applicable rules of professional responsibility. Any termination of our representation of the Client would be subject to such approval as may be required from any court(s) or tribunal(s) in which we are appearing on the Client's behalf. In the event of termination by either of us, the Client agrees to pay us fees and costs for work performed prior to termination, to the extent permitted by law.

C. End of Representation and Applicable Date

Unless otherwise agreed in writing, Client agrees, by signing this Agreement, that our representation will be considered to be complete, and to have ended, upon the earliest date of: (i) the Client's termination of the representation (if applicable); (ii) Downey Brand's withdrawal from the representation (if applicable); (iii) the substantial completion Downey Brand's substantive work for the Client; (iv) our sending you our final billing statement for services rendered in the Matter; or (vii) that date upon which Downey Brand has provided no services to client for a six-month period, except where we are awaiting an action or decision by a court, tribunal or governmental agency, or specific actions are necessary to complete the representation that extend beyond the six-month period. We may send you a letter to confirm the end of representation, but our failure to send such a letter shall not change the Agreement set forth in this paragraph, and shall not be considered to be an extension of our services.

When our representation ends, all unpaid charges for fees or costs shall be due and payable immediately.

X. FILES

Unless otherwise required by outside counsel guidelines or specific client instruction, Downey Brand will retain all hardcopy and electronic records for a period consistent with its internal Record Retention policy. When that time expires, Downey Brand's policy is to destroy all records related to the Matter in a manner that preserves confidentiality. Downey Brand will

make best efforts to contact Client, using the most up to date contact information in its possession, prior to the destruction of any records so that you may provide alternate retention instructions as necessary. Client understands, and agrees, that records related to the Matter will be destroyed in the absence of such alternate instruction or if Downey Brand is unable to establish contact with Client. If Client has a Records Retention Policy in place with which outside counsel will need to comply, please advise us so that we may so inform our Records Manager.

We reserve the right to make, at our expense, certain copies of all documents generated or received by us in the course of our representation. When you request copies of documents from us, copies that we generate will be made at Client's expense. We will maintain the confidentiality of all documents throughout this process.

Our own files pertaining to the Matter will be retained by the firm (as opposed to being sent to Client) or destroyed. These firm files include, for example, internal communications, firm administrative records, time and expense reports, personnel and staffing materials, and credit and account records. For various reasons, including the minimization of unnecessary storage expenses, we reserve the right to destroy or otherwise dispose of any of our own files within a reasonable time after the engagement has concluded.

XI. ARBITRATION

A. Fee Disputes

Client has the right to have any fee dispute handled in accordance with the Mandatory Fee Arbitration Act set forth at Business and Professions Code sections 6200, *et. seq.* Venue for any mandatory fee arbitration proceeding shall be the Sacramento County Bar Association's Mandatory Fee Arbitration Program. Any de novo proceeding following (or in lieu of) arbitration under the Mandatory Fee Arbitration Act shall be subject to binding arbitration in Sacramento County, California, before a single retired judge or justice.

B. Other disputes

Any other dispute arising from this Agreement or services provided pursuant to this Agreement, including without limitation any claim for breach of contract, breach of fiduciary duty or of any duty to any of the parties hereto, or legal malpractice, also shall be subject to binding arbitration in Sacramento County, California, before a single retired judge or justice.

C. Discovery

Pursuant to Code of Civil Procedure section 1283.1(b), the provisions of Code of Civil Procedure section 1283.05, which addresses discovery in arbitration, are incorporated into and shall be applicable to an arbitration conducted pursuant to subsection (B) of this Section of this Agreement, but not to an arbitration conducted pursuant to subsection (A) of this Section of the Agreement. *Client acknowledges that, by agreeing to binding arbitration, client waives any*

right to (1) engage in formal discovery pursuant to the Code of Civil Procedure (except as may be permitted within the arbitration proceeding as set forth above), (2) a jury trial, (3) a court trial, or (4) an appeal.


XII. CHOICE OF LAW, JURISDICTION, AND SEVERABILITY

This Agreement shall be governed by, and construed in accordance with, the laws of the State of California. Venue of any action or proceeding arising out of this Agreement, or out of services performed pursuant to this agreement, shall be the Superior Court of the State of California, in and for the County of Sacramento. If any provision of this Agreement is held in whole or part to be unenforceable, the remainder of that provision and of the entire Agreement will be severable and remain valid, enforceable and in effect.

XIII. BINDING AGREEMENT

The accompanying engagement letter and this Terms of Engagement Agreement represent the entire understanding and agreement between the Client and Downey Brand with respect to the subject matter referred to herein. By signing below, the Client acknowledges that the Client has carefully reviewed the accompanying engagement letter and these Terms of Engagement Agreement, understands their content, and agrees to be bound by all of the terms and conditions set forth in such documents. **Furthermore, the Client acknowledges that Downey Brand has made no representations or guarantees to the Client regarding the outcome of the Matter or the time necessary to complete the Matter. Downey Brand makes no such promises or guarantees.** The provisions of the engagement letter and Terms of Engagement Agreement may only be amended in writing and signed by both parties.

DATED: August 7, 2020

BY: 
Matthew J. Weber

ACCEPTANCE

The undersigned hereby accepts the terms and conditions set forth in this Agreement and the accompanying engagement letter pertaining to the engagement of Downey Brand LLP for the legal services described in this Agreement and the accompanying engagement letter. In doing so, the undersigned represents and warrants that the undersigned has read and understood the terms disclosures and provisions of this Agreement, and further warrants and represents that the undersigned is authorized and competent to execute this agreement.

DATED: _____

BY: _____
Michael Minkler, General Manager

Agenda Item

DATE: August 12, 2020

TO: Michael Minkler, General Manager

FROM: Damon Wyckoff, Director of Operations

SUBJECT: Recognition of Kelly Gerkenmeyer and Mike Samorano for their receipt of ACWA/JPIA's H.R. LaBounty Safety Award

RECOMMENDED ACTION:

None. Information Only

SUMMARY:

In the recent past there was a mishap with a VacCon at the White Pines Barn Maintenance Yard. District Staff accidentally backed the truck into the bay of the barn with the tank door of the truck up and open. This accident caused minor damage to the building. Upon review of the accident, and in contemplation of how to avoid future incidents, Kelly Gerkenmeyer, Senior Distribution Operator for the Ebbett's Pass Service Area, proposed adding a backup camera to the VacCon. This would allow Field Staff to see where they are going when backing up and ensure the tank door is closed prior to doing so. Kelly discussed this improvement with Mike Samorano, District Mechanic, and he identified an acceptable camera, coordinated its purchase, and installed it on the VacCon.

Stacey Lollar, HR Director for the District, submitted their solution to the ACWA/JPIA for consideration for their H.R. LaBounty Safety Award Program. This Program is designed to promote safe workplace practices and behavior and reward Staff that demonstrate safe behavior, take part in recognizable proactive safety activities, and/or participate in risk-reducing actions. Kelly and Mike were awarded the H.R. LaBounty Safety Award because their solution-based efforts related to the VacCon accident illustrate those elements.

In short, Kelly and Mike worked effectively to eliminate a safety exposure to both Staff and the District. Their solution was elegant, easy to implement, effective, and recognized by both industry professionals within ACWA/JPIA and by the District. Their receipt of the H.R. LaBounty Safety Award is a testament to those facts.

FINANCIAL CONSIDERATIONS:

The cost for the backup camera was approximately \$150.00 which will help to avoid potentially thousands in future damages.

Agenda Item

DATE: August 12, 2020
TO: Board of Directors
FROM: Brad Arnold, Water Resources Program Manager
SUBJECT: Development of Calaveras County Public Water Resources Data Packets

RECOMMENDED ACTION:

Receive and discuss information regarding the development of new Calaveras County Public Water Resources Data Packets. This is an information-only item and no action is required.

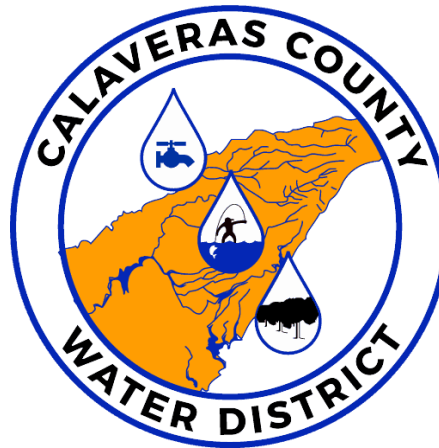
SUMMARY:

Calaveras County Water District (CCWD) staff have developed an automated software tool to compile daily data and information reports which will provide the public with up-to-date water conditions for Calaveras County (County). Attachment 1 illustrates the latest 'Calaveras County Public Water Resources Data Packet' (Public Data Packet), including County data for accumulated precipitation, reservoir/lake water levels, streamflows, and state-wide drought conditions. All information originates from publicly-available web sources that are gathered daily using the automated tools – meaning minimal CCWD staff-time to maintain/update. Going forward, the Public Data Packet will be available for download from the CCWD Water Resources Department's website at the following address: ccwd.org/water-resources/public-data-packet.

FINANCIAL CONSIDERATIONS:

None at this time.

Attachments: Latest Public Data Packet



[DRAFT VERSION]

All data are from publicly-available web sources as referenced, however, initial Data Packet releases may contain info or data in need of revisions or additional notations (see Disclaimer below). Please submit any comments, questions, and/or requests to CCWD e-mail address below.

Notice provided through Dec. 31, 2020.

Calaveras County Public Water Resources Data Packet

Provided by Calaveras County Water District's Water Resources Department, 120 Toma Court, San Andreas, CA 95249

Acknowledgements for Data Availability*

- California Department of Water Resources (CDWR)
 - California Data Exchange Center (CDEC)
- Northern California Power Agency (NCPA)
- East Bay Municipal Utility District (EBMUD)
- National Oceanic and Atmospheric Administration (NOAA)
 - National Centers for Environmental Information (NCEI)

* Agencies/organizations not associated with development of Water Resources Data Packet.

Disclaimer: The information gathered in this Packet was collected from public data sources (as referenced) by Calaveras County Water District (CCWD) using automated tools, for uses beneficial to Calaveras County. While CCWD believes this information to be reliable and has made efforts to assure its reliability at the time the information was compiled, the information provided is "as is". CCWD is not responsible for the accuracy, completeness, quality, or legal sufficiency of this information. Any express or implied warranties, including, but not limited to, the implied warranties of merchantability and fitness for purpose are specifically disclaimed. Neither CCWD nor the owners of the data sources, especially those listed under the Acknowledgements, shall be held liable for any direct, indirect, incidental, special, exemplary, or consequential damages (including, but not limited to: procurement or substitute goods or services; loss of use; data or profits; or business interruption), however caused and on any theory of liability, whether in contract, strict liability or tort, arising in any way out of the use of this information. This disclaimer applies to use of the information alone and to its aggregate use with other information, data, or programs.

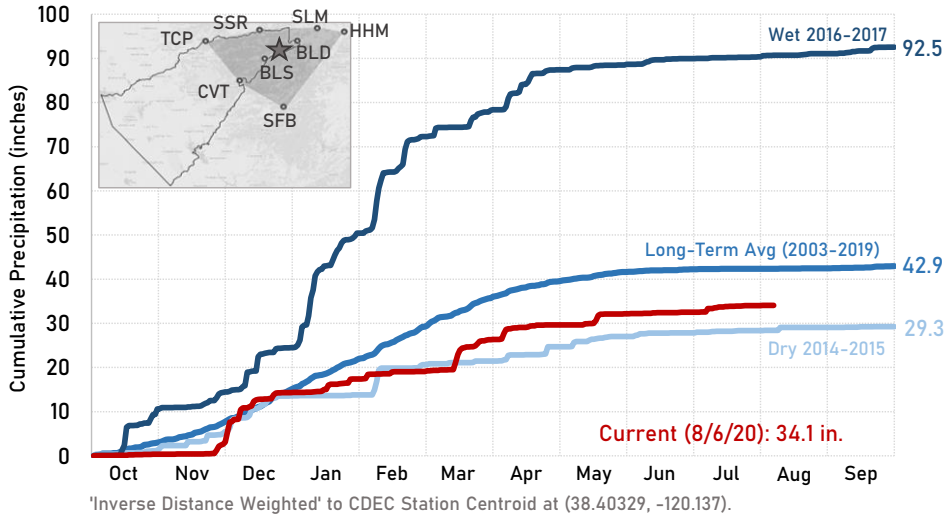
For more information, e-mail Brad Arnold at brada@ccwd.org.

Packet generated 08/07/2020.

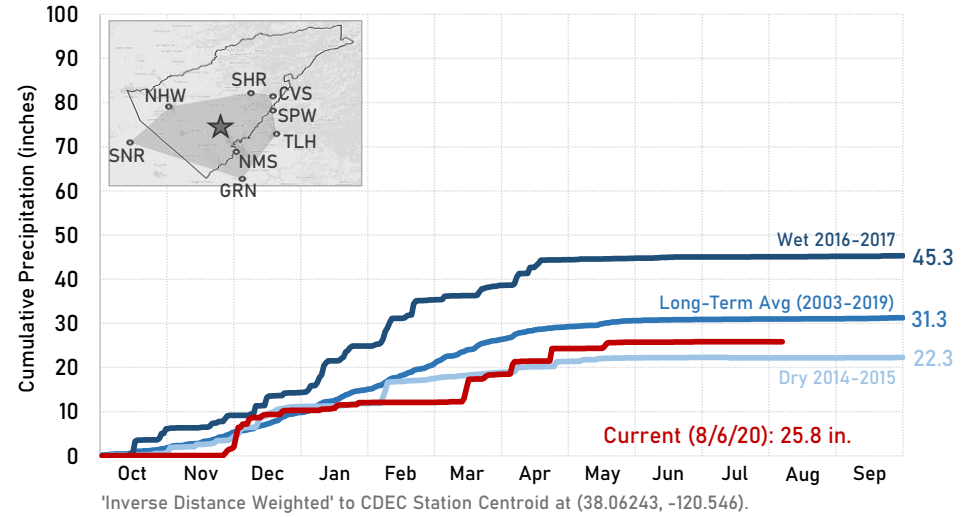
Calaveras County Precipitation Data: Sub-Region Indices (thru August 06, 2020)

Provided by Calaveras County Water District, using data from CA Dept. of Water Resources 'California Data Exchange Center' (CDEC).

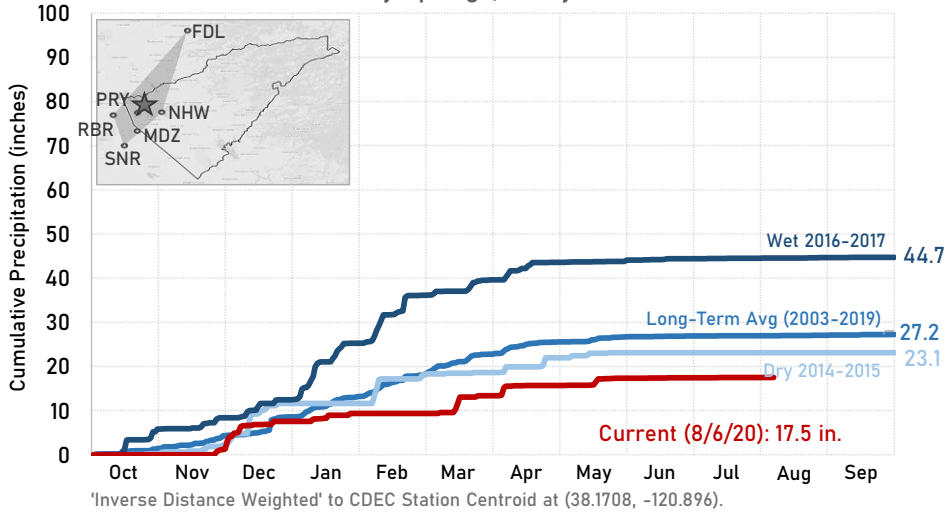
Upper Hwy 4 (Ebbetts Pass)



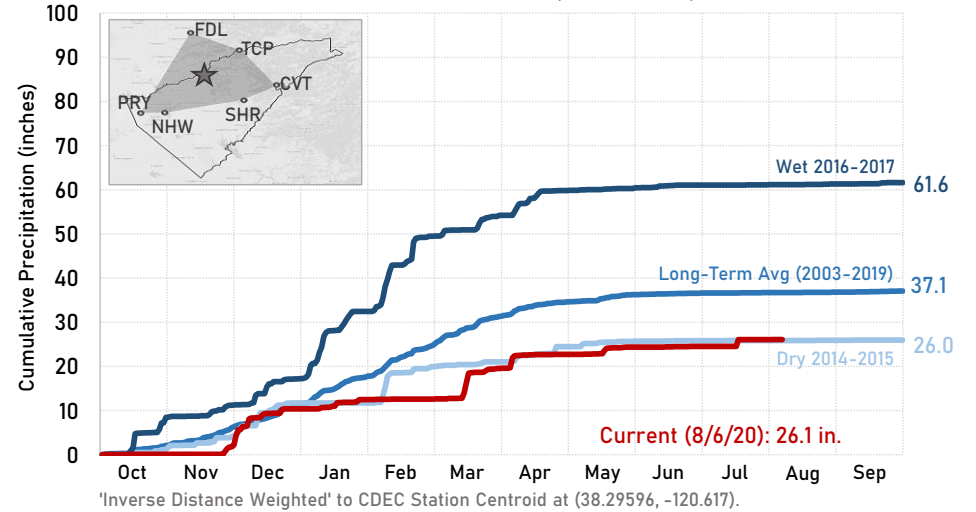
Lower Hwy 4 (Angels Camp/Copperopolis)



Valley Springs/Jenny Lind



Mokelumne Watershed (West Point)



Note: Graphs illustrate accumulated (total) precipitation in four parts of Calaveras County since last October 1st.

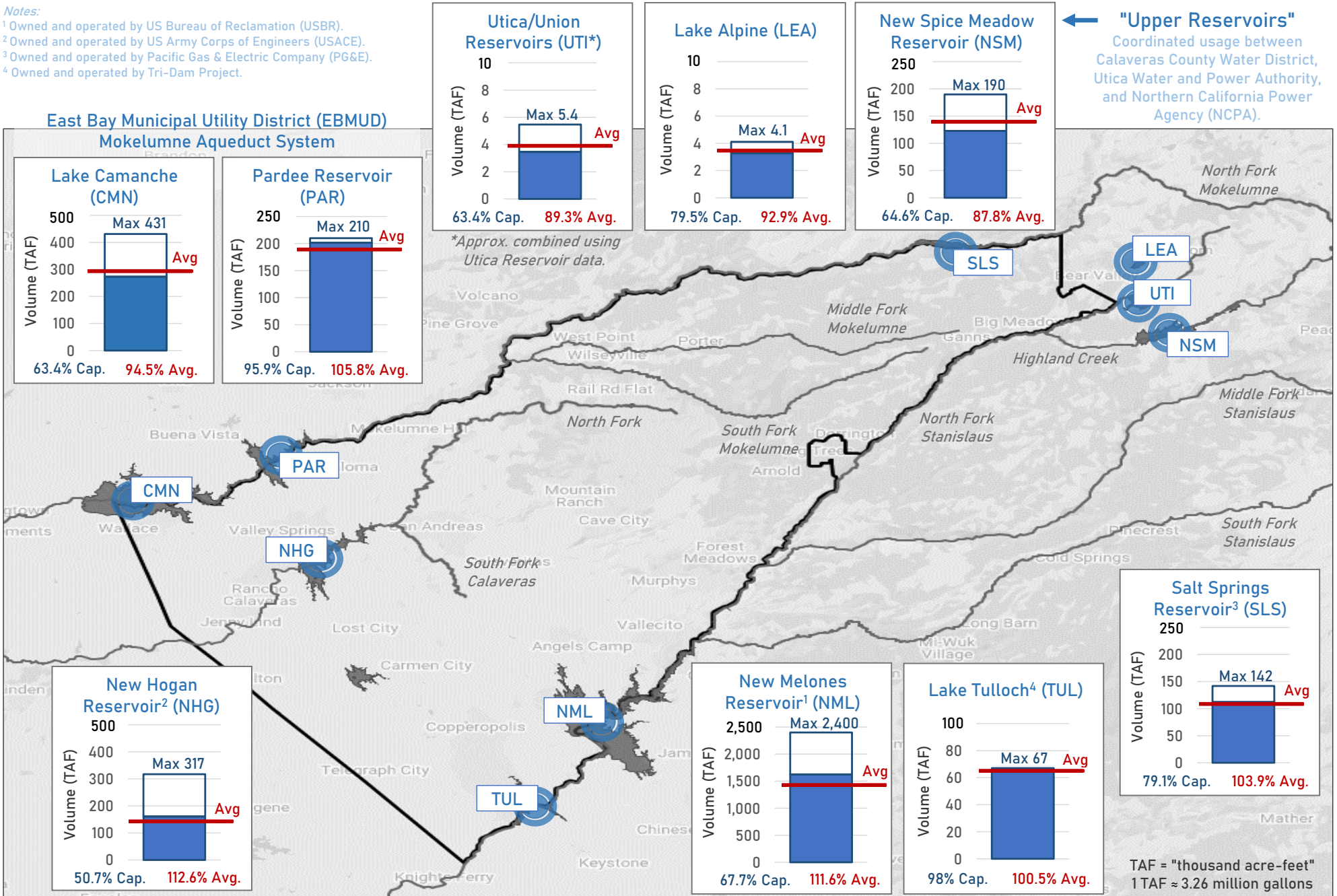
Calaveras County Reservoir Storage Data (thru August 06, 2020)

Provided by Calaveras County Water District, using data from CA Dept. of Water Resources 'California Data Exchange Center' (CDEC).

Notes:

- ¹ Owned and operated by US Bureau of Reclamation (USBR).
- ² Owned and operated by US Army Corps of Engineers (USACE).
- ³ Owned and operated by Pacific Gas & Electric Company (PG&E).
- ⁴ Owned and operated by Tri-Dam Project.

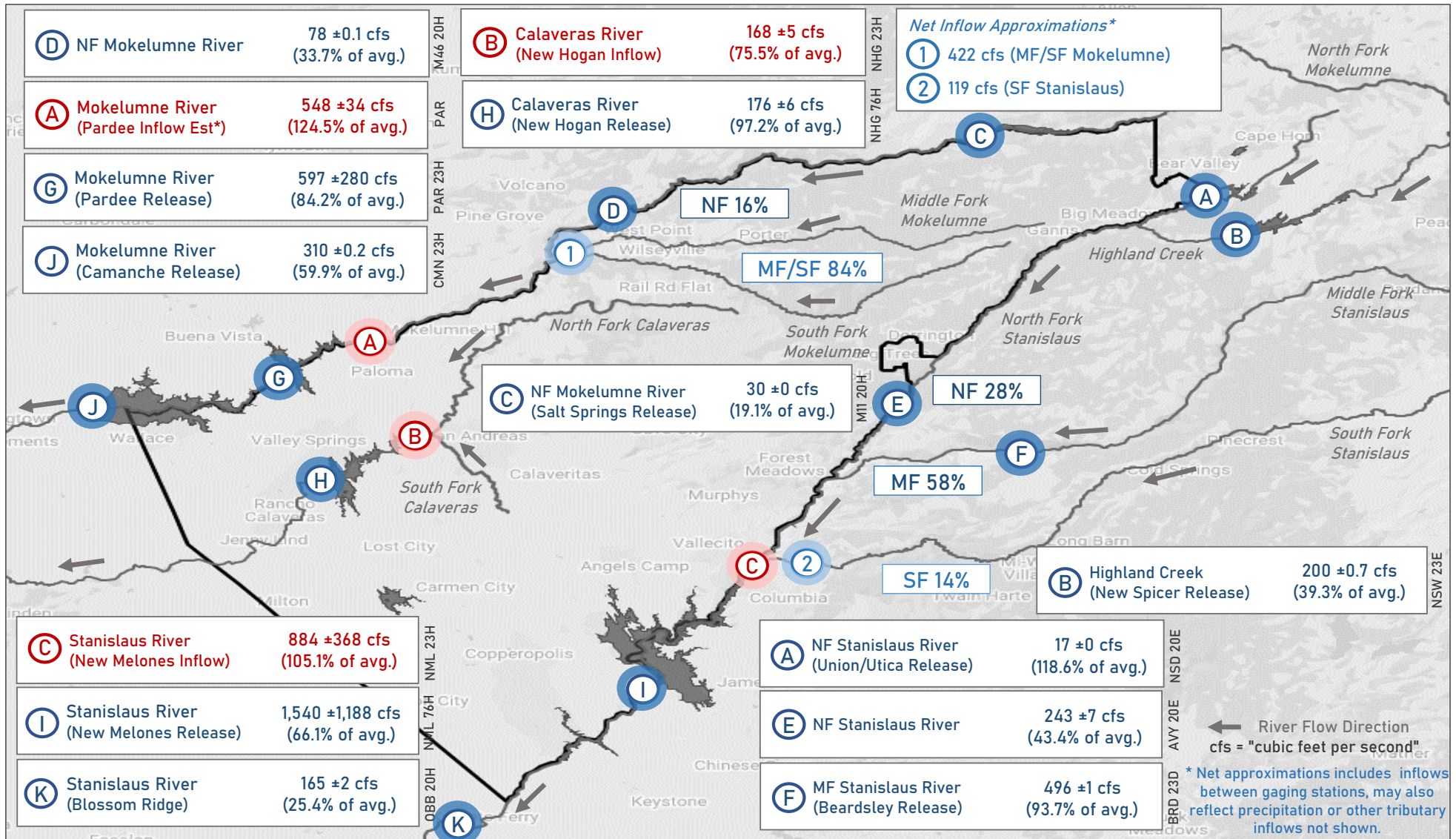
← **"Upper Reservoirs"**
 Coordinated usage between
 Calaveras County Water District,
 Utica Water and Power Authority,
 and Northern California Power
 Agency (NCPA).



Note: Figures illustrate major reservoir and lake levels in Calaveras County compared to capacities (cap) and long-term averages (avg).

Calaveras County Watersheds Flow Data (for August 05, 2020)

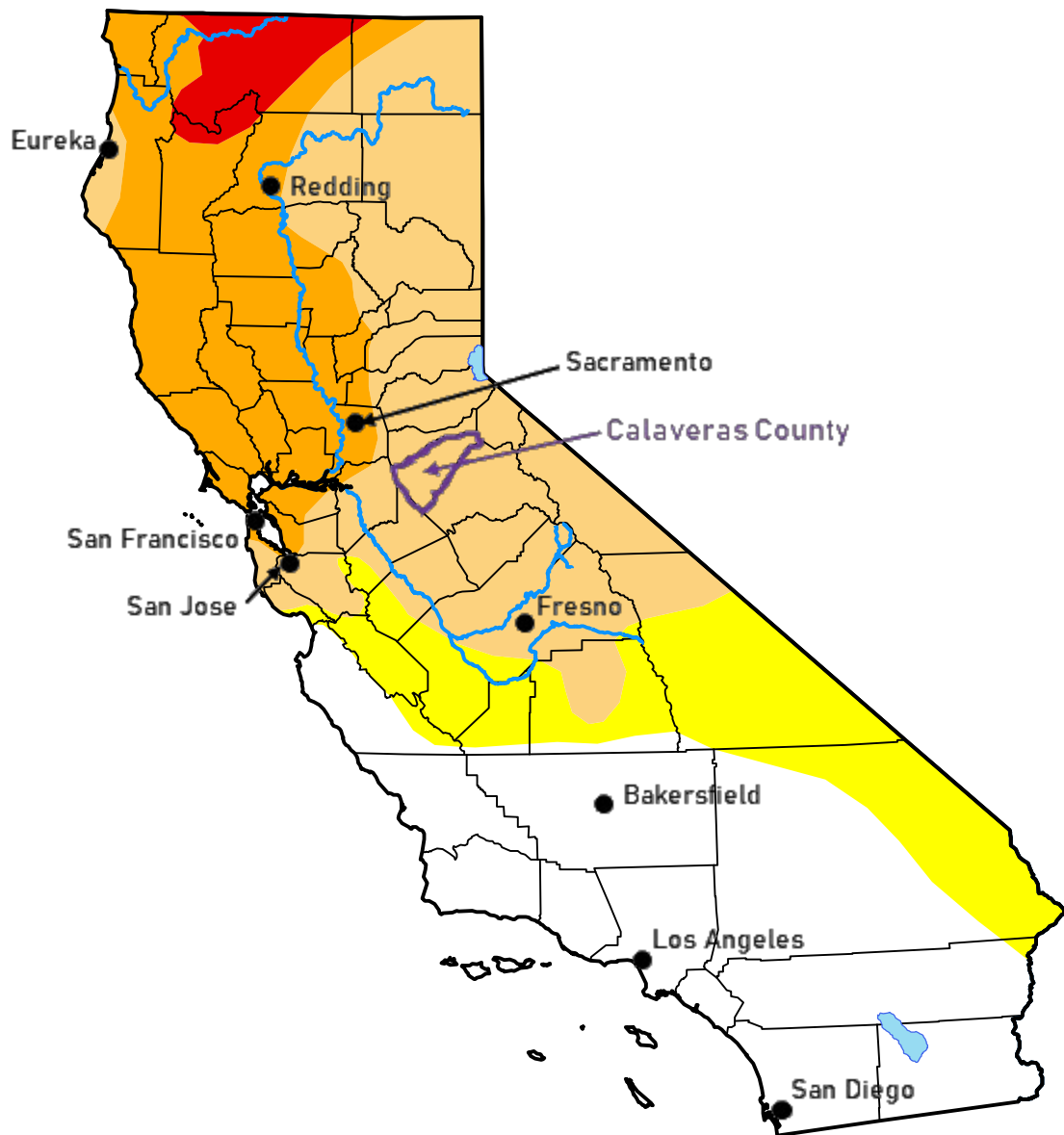
Provided by Calaveras County Water District, using data from CA Dept. of Water Resources 'California Data Exchange Center' (CDEC).









Note: Indicates daily average flow rates with ± providing variation in flow rates throughout day, as compared to daily long-term average.
(example: 100 ± 5 cfs means 100 cfs average with 5 cfs variation throughout day, meaning flow rate at any given time was between 95 to 105 cfs)

U.S. Drought Monitor California

August 4, 2020
(Released Thursday, Aug. 6, 2020)
Valid 8 a.m. EDT



Intensity:

-  None
-  D0 Abnormally Dry
-  D1 Moderate Drought
-  D2 Severe Drought
-  D3 Extreme Drought
-  D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

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National Drought Mitigation Center



droughtmonitor.unl.edu

Agenda Item

DATE: August 12, 2020
TO: Michael Minkler, General Manager
FROM: Damon Wyckoff, Director of Operations
RE: Report on the July 2020 Operations Department

RECOMMENDED ACTION:

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

SUMMARY:

Attached is the monthly Operations Department Report for July 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: July 2020 Operations Department Report for Division 1 through 5

Operations Department Report

July 1st 2020 through July 31st 2020

Director of Operations:

1. Attended the ACWA “Resilience Rising” virtual conference. Informative, efficient, and overall a positive conference
2. Accompanied the Plant Operations Manager and a consultant RE: the site assessment of the Larkspur Tank and Pump Station for rehabilitation
3. Accompanied the Jenny Lind Distribution Crew Supervisor on a site assessment of Barney Way in West Point in anticipation of patch paving leak repair sites
4. On-going work associated with obtaining applicable permits to remove sediment and stormwater runoff debris from the Bear Creek Diversion – West Point
5. On-going work efforts associated with Construction Crew scheduling and work effort coordination with all field departments
6. Participated in the interview and selection process for the newly created Construction and Maintenance Manager Position
7. On-going work associated with completion of the Bummerville Reservoir’s (West Point) Emergency Action Plan (EAP)
8. Work to complete updates and revisions to the District’s Public Safety Power Shutoff (PSPS) EAP
9. Participated in the training session associated with receipt of the District’s new Gapvax – Vacuum Truck
10. On-going work associated with the development of a District-wide Generator spreadsheet (location, run-hours, etc)

Administrative Technician:

1. June Spray Reporting
2. Maintained Field Calendar
3. Received All USA North Line 811 Locates – Handled Associated Calls
574 District Line Locates – 07/01 – 07/31
4. Facilitate with Employee Reimbursements & Certificate Renewals
5. Field Training Course Ordering/Registrations
6. Process Purchase Order Batches
7. Assisted Purchasing Agent with AP Entry
8. On Call Reminders, Transfers, Logs
9. Electronic Lab Report Filing
10. Organizing and Archiving Operations Department Documents
11. Safety Tailgate Meetings: Create, Track, & Archive
12. Continued Work Efforts for 2020 Backflow Program
13. Covid-19 Updates
14. Attended Various Meetings
15. Miscellaneous Administrative Functions

Plant Operations Manager:

1. Completed review of Monthly and annual water reports and submitted them to the State
2. Completed review of Monthly wastewater reports and submitted them to the State
3. On-going work associated with facilitating the installation of wildfire monitoring cameras at District facilities
4. On-going work to coordinate and implement the replacement of the existing filters at the Indian Rock Village WWTP

5. Accompanied the Director of Operations and a consultant RE: the site assessment of the Larkspur Tank and Pump Station for rehabilitation
6. Coordination of Treatment facility coverage to address illnesses and time-off requests
7. Participated in the phase 1 startup of the Jenny Lind Pre-treatment facility
8. On-going work to facilitate timber harvest operation at the Arnold WWTP
9. Participated in the Quarterly Board Meeting of the USA North Organization
10. Participated in the interview process for the new Construction and Maintenance Manager for the District

Purchasing Agent:

1. Completed PO and AP Entry's.
2. Purchased and coordinated delivery for new blower for the Vallecito WWTP
3. Coordinated delivery of Sonic Solutions ultra-sonic algae control unit
4. Coordinated the delivery of new pumps at the Arnold WWTP
5. Participated in a meeting with Mechanical, Electrical, and the Director of Operations to discuss generators and generator replacements
6. Onsite assessment with the Senior Mechanic of private sale propane generator - purchased
7. Obtained quotes for 275 kw generator at Hunters WTP – Continued post right-size generator confirmation
8. Participated in a meeting for the District's AMI/AMR meter project
9. Participated in a meeting about the feasibility of upgrades to the Six-Mile Lift Station
10. Delivered parts to multiple District Facilities
11. On-going work associated with developing an inventory and pricing list for the West Point and La Contenta Shops
12. Awarded leak repair parts quote to Pace and R&B Co. (repair clamps only)
13. Implemented recently developed Monthly Vehicle Inspection Report into CMMS
14. Attended training session RE the new Gapvax Vacuum Truck
15. Purchased Jar Tester for the Jenny Lind WTP – Provides for the optimization of coagulant dosage
16. Site survey's with Field Supervisors to develop a Surplus property list
17. Reviewed pricing for asphalt paving from Contractors for District Service Areas
18. Coordinated re-allocation of service trucks in order to optimize District Operations
19. Obtained quotes for multiple items for multiple facilities – intensive amount of purchases to meet District objectives.

Water Treatment Plants:

Copper Cove Water Treatment Plant:

1. Operations as usual
2. Filter 2 operational post June clarifier screen replacement

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

1. Operations as usual
2. Filter Rehabilitation Project is complete
3. Asco control valve on filter #1 – Replaced

Jenny Lind Water Treatment Plant:

1. Operations as usual
2. Continued training of two new operators

Sheep Ranch Water Treatment Plant:

1. Operations as usual

Wallace Lake Estates Well System:

1. Operations as usual

West Point Water Treatment Plant:

1. Operations by committee to accommodate the fact that the District's West Point System Operator is out on leave

Wastewater Treatment Plants:

Arnold Wastewater Treatment Plant:

1. Operations as usual
2. Logging outfit masticating brush and harvesting timber
3. Rebuild of clarifier operating shaft complete

Copper Cove Wastewater Treatment Plant:

1. Routine operations as required by permit.
2. Ponds slowly dropping due to the operation of the Reclamation Plant

Copper Cove Wastewater Reclamation Plant:

1. UV System operational post repair but awaiting more parts to complete final repairs
2. UVT sensor causing false spikes which equates to recurring plant shutdowns. Awaiting replacement sensor

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
2. Received topographic survey of the site- on-going work associated with the design of the new filter process

La Contenta Wastewater Treatment Plant:

1. Operations as usual

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. Replaced failed blower
- 3.

West Point Wastewater Treatment Plant:

1. Operations as usual

Wilseyville Wastewater Facility:

1. Operations as usual

Distribution:

Copperopolis Distribution System:

SERVICE LINE WORK

1. Choctaw 1" 4gpm
2. Arrowhead 1" 10 gpm
3. Sunrise 1" 4gpm
4. Sunrise 1" 3gpm
5. Hi Point 1 " 3 gpm
6. Poker Flat 1" 6gpm
7. Arrowhead 1" 5 gpm
8. Deer field 1" 4gpm

MAIN LINE WORK

1. Bow dr. 3" 10 gpm

Additional Work

1. USA's
2. Flushed 78,543 gals.
3. PRV Maintenance
4. 45 valves exercised
5. meter replacements
6. Worked with the Contractor to complete the Bow Drive Emergency Water Main replacement

Ebbett's Pass Distribution System:

SERVICE LINE WORK

1. Navajo – 5 gpm
2. Dogwood – 5 gpm
3. Avery Sheep Ranch Road – 5 gpm
4. Dardanelle Vista – 5 gpm
5. Shoshone – 5 gpm
6. Cedar – 5 gpm

MAIN LINE WORK

1. El Camino Bootstrap – 100 gpm
2. Forest Meadows Drive – 30 gpm

Additional Work

1. Customer Service Work Orders
2. USA Line Locates
3. Multiple Reach 1 shut-downs to facilitate the Project's implementation

Jenny Lind Distribution System:

SERVICE LINE WORK

1. Stabulis, Union fitting was leaking on bottom of meter setter, .5 gpm
2. Sparrowk, Flare at main leaking, Re-flare at main and run 4 feet of new 1" and installed 90-degree Instatite fitting, Shutdown, 1 gpm
3. Dunn, 1" x 3" wrap, 1.5 gpm
4. Mockingbird, Meter gasket leaking, .5 gpm
5. Hartvickson, Replaced tee and 2 feet of 1" service line, 1 gpm
6. Baldwin, 1" x 3" wrap, Full traffic control, 2 gpm
7. Baldwin, 1" x 3" wrap, Full traffic control, 1.5 gpm
8. Baldwin, 1" x 6" wrap, hand dig, 2 gpm
9. Dunn, 1" x 3" wrap, 1 gpm
10. Hartvickson, 1" x 3" wrap, .5 gpm
11. Hartvickson, 1" x 3" wrap, 1 gpm
12. Baldwin, replaced tee, both curb stops, and 4 feet of ¾" line and 2 feet of 1", 2 gpm
13. McAtee, 1" x 3" wrap, 1 gpm
14. Driver, Replaced 5 feet of 1" service line, 1.5 gpm
15. Berkesey, 1" x 3" wrap, .5 gpm
16. Thompson Way, 1" x 3" wrap, 1.5 gpm
17. Thornicroft, Leak at flare, re-flared and ran 4 feet of new 1", Shutdown, 1 gpm
18. Heney Ct, 1" x 3" wrap, .5 gpm

MAIN LINE WORK

1. None at this time

ADDITIONAL WORK

1. Flushed 175,600 gallons – Multiple flushing efforts as a result of the T&S Service Line Replacement Project, routine flushing efforts completed, and flushing related to leak-repair shutdowns
2. 126 Service Requests for the JL area
3. 17 USA line locates for JL area
4. Potholed at Sparrowk and McAtee to verify mainline connection for Engineering to assist with pressure situation
5. Flushed the lower end of the Distribution System
6. Flushed the Wallace Lake Estates Distribution System
7. Flushed lower end
8. Weekly tank and pump station checks
9. Investigated multiple leaks
10. Training on the new GapVax Vacuum Truck

West Point Distribution System:

SERVICE LINE WORK

1. HWY 26, 1"x3" Wrap – 1 gpm
2. Barney Way, 1"x3" Wrap – 1 gpm

MAIN LINE WORK

1. No work at this time
- ADDITIONAL WORK**
1. 40 USA Line locates
 2. 4 Service Requests ranging from Read/Leave Ons, Restores, Pressure issues, Re-reads.
 3. Attended meeting on Barney Way to review Asphalt Patch Paves
 4. Locked off service with special locking mechanism due to continued re-connection (even with the meter removed)

Collections:

1. Vehicle Inspections
2. Excessive amount of line locates
3. Weekly lift station checks
4. No spill report through CIWQS
5. Cost to serve for new sewer connection at 410 Sun Rise Rd. in Copperopolis
6. Work order for loose manhole at 1380 Knolls Dr. in Copperopolis
7. Repaired damaged manhole on Snowberry Ct. in Forest Meadows
8. Installed new sewer service connection at 375 Sun Rise Rd. in Copperopolis
9. Dug up and repair lateral at 1073 Heather Dr. in Forest Meadows due to root intrusion problems
10. Pumped septic tank at 4184 Cedar Circle in Six Mile Village
11. Septic tank alarm at 9136 Cliff Ct. in Southworth. Replaced bad on/off float
12. Pumped tank at 3528 Vallecito Bypass Rd – Tank was never added to map and was unknown to our crew until this time
13. Worked with George Garcia to fix irrigation problems at Saddle Creek lift station 1 in Copperopolis
14. Hydro flushed hot spot in Arnold down to lift station 3
15. Pumped and cleaned wet wells at lift station 1 in Arnold
16. Pumped and cleaned wet well at lift station 2 in Arnold
17. Pumped and cleaned wet well at lift station 3 in Arnold
18. Performed maintenance on all dry cans in Copperopolis and Forest Meadows
19. Pulled and cleaned both check valves at lift station 22 in Copperopolis
20. Pulled and cleaned mixer at lift station 22 in Copperopolis
21. Repaired leaking cooling line at lift station 18 in Copperopolis
22. Drained overflow tank at lift station 21 that had filled up during a control problem at lift station 22
23. Moved caustic tank from lift station 40 to lift station 12 to start chemical dosing
24. Installed rebuilt pump back into wet well at Saddle Creek lift station 2 in Copperopolis
25. Installed new pump at Six Mile lift station
26. Created a pump replacement list based on age and need in each area and started pulling pumps to verify tag plates for ordering purposes
27. Checked grease traps district wide
28. Pulled and troubleshoot effluent pump at Wallace waste water treatment plant for John Applegate
29. Pumped effluent tank at Wallace waste water treatment plant
30. Pumped sludge basin and clarifier tanks at Wallace waste water treatment plant
31. Pumped and cleaned wet well at West Point lift station
32. Pumped thickener tank at Jenny Lind Water Treatment Plant
33. Pumped the septic tank at the Barn
34. Pumped and cleaned septic tank and wet well at Sequoia Woods lift station
35. Pumped and cleaned septic tank at Iroquois Apartments in Dorrington

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. Provided Construction Inspection coverage for the Jenny Lind Service Lateral Replacement Project and the Reach 1 Pipeline Replacement Project in Ebbetts Pass
5. Replaced a broken hydrant in the Woodgate subdivision in the Jenny Lind Service Area
6. Worked with the District's Purchasing Agent to obtain quotes for a new dumptruck – Prepared the District's dumptruck for trade-in.
7. Began work on the FEMA funded road repair projects in West Point

8. Worked with Cal-Fire Crews to brush the road to the Bear Creek Diversion in West Point
9. Finished cleaning the Vallecito WWTP Final Effluent Pond's embankment of willows and shrubbery

Electrical:

1. Troubleshoot and repaired start contact wires for Wallace WTP well #3
2. Troubleshoot and repaired control system for one malfunctioning spray field zone at Southworth WWTP
3. Updated call out order of SCADAAlarm at CCWTP
4. Added SCADA #2 to remote access at WPWTP
5. Unhooked failed pump at Warmwood lift station in Valley Springs
6. Installed tamperproof panel covers on the Jenny Lind pretreatment panel
7. Troubleshoot and repaired control system at 6-mile lift station
8. Troubleshoot and repaired return can control system at LCWWTP, replaced transducer and 2 floats
9. Troubleshoot and repaired level transmitting problem at Lakeside lift station in Forest Meadows
10. Troubleshoot and repaired communications failure at Arnold lift station #3, replaced bad UPS battery
11. Replaced bad indicator panel lamp in the LCWWTP Parkson Biolac control panel
12. Confirmed proper electrical infrastructure in place at LCWWTP for new headworks system
13. Repaired motor operated valve state indication in SCADA system at LCWWTP
14. Added SCADA #2 machine to remote access at LCWWTP
15. Set static IP addresses for SCADA #1 and #2 machines at LCWWTP
16. Confirmed proper electrical infrastructure in place at FMWWTP for new headworks system
17. Confirmed proper electrical infrastructure in place at AWWTP for new headworks system
18. Repaired control system and replaced float at Upper Cross-Country lift station in Copperopolis
19. Finished constructing battery charger/remote start control panel for generator at Big Trees #2 site
20. Confirmed proper electrical infrastructure in place at VWWTP for new headworks system
21. Troubleshoot and replaced bad level transducer at Copper Tank
22. Troubleshoot and repaired control system for pond 6 aerator at CCWWTP, replaced blown fuse
23. Troubleshoot and replaced failed UPS at AWWTP SCADA system
24. Installed new generator control panel at Big Trees 2 site
25. Diagnosed loud starter problem in Parkson Biolac control panel at LCWWTP
26. Troubleshoot and replaced bad 500VA UPS at lift station #14 in Copperopolis
27. Added SCADA #2 machine to remote access at FMWWTP
28. Troubleshoot and repaired loose overload heaters at JLWTP backwash return pump #3 starter
29. Troubleshoot and repaired Copper Tank level indication system after intrinsically safe relay failed
30. Troubleshoot and repaired truck #551 voice radio
31. Checked function of Hunt Road and A-tank voice radio repeaters, also mobile radio app
32. Terminated electrical for new blower motor at VWWTP
33. Troubleshoot and repaired pump control system at Upper Cross-Country lift station in Copperopolis, replaced 2 bad floats, properly arranged all floats
34. Scheduled air condition repair with Angels Sheet metal at Upper Cross-Country lift station in Copperopolis
35. Completed employee performance evaluation
36. Replaced all floats at Copper Cove lift station #6
37. Wired up/tested new pump motor at Warmwood lift station
38. Wired up/troubleshoot failed thermal switch for newly rebuilt pump at Saddle Creek #2 lift station in copper, removed wiring and set up warranty repair
39. Inspected electrical service feed to "Tee it up" site in Arnold after it was hit by a logging contractor
40. Inspected blowers at Hunters water treatment plant after a fail to start alarm
41. Troubleshoot and replaced bad motor in a M.O.V at VWWTP, ordered replacement motor for spare
42. Met with Angels sheet metal for A/C system repair at Upper Cross-Country lift station in Copper
43. Troubleshoot and replaced failed UPS battery at Saddle Creek #2 lift station in Copper after a communications failure
44. Troubleshoot SCADA remote access problem at FMWWTP and AWWTP, problem was Verizon internet down
45. Installed/wired up new pump motor at D-Tank pressure system in Valley Springs
46. Repaired alarm database logger manager problem at FMWWTP SCADA system after power spike
47. Reset remote SCADA security appliance at CCWTP, restoring remote SCADA connectivity

48. Managed online GPS system, deleted surplus vehicles from program
49. Troubleshoot/repaired control system at Arnold lift station #3 after communications failures
50. Removed 2 failed effluent pumps at Wallace WWTP, replaced with new, wired up, tested rotation and flow
51. Sized electrical, ordered new size 2 motor starters, overloads and wire for new larger effluent pumps at AWWTP
52. Ran conduit and mounted new manual transfer switch/generator receptacle at Copper Cove lift station #7 for PSPS events
53. Pulled wire and installed pass through breaker at Copper Cove lift station #7, completing PSPS generator switch/plug in installation
54. Automated streaming current monitor pump at the Jenny Lind pretreatment system
55. Tested the Big Trees 4&5 site voice radio repeater for proper function
56. Extended the coagulant failure alarm timer within the PLC at WPWTP to eliminated nuisance plant shutdown and callout upon weekly generator exercise

Mechanical:

1. Replaced blower at the Vallecito WWTP
2. Repaired VacCon in Copperopolis-#123
3. Participated in operation training of new GapVax Vacuum Truck
4. Deployed sonic solutions algae control device on the West Point Regulator
5. Repaired Arnold WWTP clarifier track for scraping arm
6. District wide Generator checks. Re-fueled the Generators as needed
7. Avery Pump station Cla-Val repair
8. Re-Packed Pump at Lift Station 18 – Copperopolis
9. Annual Maintenance on Pumper Truck 145
10. Worked with Collections Crew to troubleshoot Lift Station 3 Operations
11. Adjusted Wilseyville Pressure Station Cla-Val – works well
12. Serviced Truck 592
13. Adjusted hertz on the generator at Sawmill PS to optimize its operation
14. Re-adjusted automatic generator exercise at the Wilseyville pressure station
15. Repaired Jenny Lind clear well and A Tank vent screens
16. Reassembled the pump motor covers at the Jenny Lind WTP
17. Repaired control valve on backwash pump 1 at the Jenny Lind WTP
18. Serviced trailer mounted generator G02 and replaced hoses
19. Repaired generator at LS 18 in Copperopolis – engine oil cooler
20. Replaced brakes – truck 723 and truck 533
21. Installed tool box compartment door – truck 134
22. Removed and replaced failed effluent pumps – Wallace WWTP
23. Repaired coolant leak on the generator at the Wallace WWTP
24. Replaced the batteries for the Generator at the Hunters WTP
25. Replaced the block heater on the Copper Cove WWTP generator
26. Fabricated electrical panel frame for the Bummerville Reservoir bubbler/aerator/algae control wiring
27. Installed new belts on the blowers at the La Contenta WWTP
28. Repaired Truck #122 – Crane Truck in Copperopolis

Prepared by: Damon Wyckoff, Director of Operations