



**RESOLUTION NO. 2019-69  
RESOLUTION NO. PFA-03  
ORDINANCE NO. 2019-03**

## **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, October 9, 2019  
1:00 p.m.

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

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

## **ORDER OF BUSINESS**

### **CALL TO ORDER / PLEDGE OF ALLEGIANCE**

1. **ROLL CALL**

2. **PUBLIC COMMENT**

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

3. **CONSENT AGENDA**

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

3a Approval of Minutes for the Board Meeting of September 25, 2019

3b Review Board of Directors Monthly Time Sheets for September, 2019.

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### **BOARD OF DIRECTORS**

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

- 3c Ratify Claim Summary #571 Secretarial Fund in the Amount of \$2,434,398.67 for September, 2019  
(Peter Martin, Interim Director of Administrative Services) **RES 2019-\_\_\_\_\_**
- 3d Support for the Association of California Water Agencies' Integrated Regional Water Management Policy Principles  
(Peter Martin, Manager of Water Resources) **RES 2019-\_\_\_\_\_**

**4. NEW BUSINESS**

There is no new business

**5. OLD BUSINESS**

- 5a Update on the Calaveras County General Permit Conditions and Specifications for Trench Cuts and Street Resurfacing  
(Michael Minkler, General Manager)

**6. REPORTS**

- 6a Report on the August 2019 Operations Department  
(Damon Wyckoff, Director of Operations)
- 6b\* General Manager Report

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

**8. NEXT BOARD MEETINGS**

- Wednesday, October 23, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, November 13, 2019, 9:00 a.m., Regular Board Meeting (Please note new time)

**9. CLOSED SESSION**

- 9a Conference with Legal Counsel – Potential Litigation Government Code §54956.9(d)(4) –1 case

**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  
Executive 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)  
Davidson / Thomas (alt. Ratterman)  
Thomas / Underhill

Ratterman (alt. Michael Minkler)  
All Board Members  
Ratterman / Underhill (alt. Secada)  
Peter Martin (alt. Michael Minkler)  
Thomas  
Secada (alt. Thomas)  
Davidson (alt. Ratterman)

Ratterman / Thomas  
Thomas (alt. Ratterman)

Thomas / Underhill  
All Board Members

All Board Members  
Peter Martin (alt. Metzger)

Peter Martin

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

\*\* The 1<sup>st</sup> name listed is the committee chairperson.



RESOLUTION NO. 2019-67  
RESOLUTION NO. PFA-03  
ORDINANCE NO. 2019-03

**MINUTES**

**CALAVERAS COUNTY WATER DISTRICT  
REGULAR BOARD MEETING**

**September 25, 2019**

- Directors Present: Russ Thomas, President  
Bertha Underhill, Vice President  
Scott Ratterman, Director  
Cindy Secada, Director
- Directors Absent: Jeff Davidson, Director
- Staff Present: Peter Martin, Interim Director of Administrative Services  
Matt Weber, General Counsel  
Rebecca Hitchcock, Clerk to the Board  
Chares Palmer, District Engineer

**ORDER OF BUSINESS**

**CALL TO ORDER / PLEDGE OF ALLEGIANCE**

**1. ROLL CALL**

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

**2. PUBLIC COMMENT**

There was no public comment

**3. CONSENT AGENDA**

**MOTION: Directors Secada/Underhill - Approved Consent Agenda Items:  
3b and 3c as presented**

***Director Thomas pulled Item 3a from the Consent Agenda***

3a Approval of Minutes for the Board Meetings of August 28 and September 11, 2019

- 3b Ratify Claim Summary #570 Secretarial Fund in the Amount of \$4,454,320.14 for August, 2019  
(Peter Martin, Interim Director of Administrative Services) **RES 2019-67**
- 3c Accept the Report on the Monthly Investment Transactions for August, 2019

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

**OFF CONSENT AGENDA**

***Director Thomas pulled Item 3a from the Consent Agenda***

- 3a Approval of Minutes for the Board Meetings of August 28 and September 11, 2019

**MOTION: Directors Thomas/Ratterman – Approved Consent Item 3a as amended.**

**DISCUSSION:** Director Thomas requested a change to the August 28 Minutes. In the Board Reports section for Director Thomas, the name of the meeting he attended should be listed as Saddle Creek Citizens Group. Director Secada also requested a change on Consent item 3a. It currently shows the Approval of Minutes for the Board Meeting date of August 28, 2019 and should be August 14, 2019.

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

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

The meeting adjourned into Closed Session at approximately 1:10 p.m. Those present were Board Members: Russ Thomas, Bertha Underhill, Cindy Secada, Scott Ratterman, and Jeff Davidson; and District Counsel, Matt Weber.

**4. CLOSED SESSION**

- 4a Public Employee Performance Evaluation-Government Code §54957  
General Manager

The Board reconvened into Open Session at approximately 1:35 p.m. There was no reportable action.

**5. NEW BUSINESS**

- 5a Discussion/Action Authorizing Revisions to the Division 5/Jenny Lind and La Contenta/Gold Creek Estates Unit 3, Water and Wastewater Service Facilities Agreement  
(Charles Palmer, District Engineer) **RES 2019-68**

**MOTION:**        **Directors Ratterman/Underhill - Adopted Resolution 2019-68 Authorizing Revisions to the Division 5/Jenny Lind and La Contenta/Gold Creek Estates Unit 3, Water and Wastewater Service Facilities Agreement**

**DISCUSSION:**    Mr. Palmer reviewed the changes to the Division 5/Jenny Lind and La Contenta/Gold Creek Estates Unit 3, Water and Wastewater Service Facilities Agreement. Mr. Palmer responded to questions from the Board regarding the changes and reasons behind them.

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

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

5b        Discussion/Action Regarding Consideration of General Manager Contract Addendum (President Thomas)

**MOTION:**        **Directors Secada/Underhill - By Minute Entry Approve Amendment No. 1 to the General Manager’s Employment Contract**

**DISCUSSION:**    Director Thomas reported on the General Manager evaluation. He stated that Mr. Minkler has done a fine job and the Board would like to increase his annual salary by 3% effective October 1, 2019. The Board feels there has been positive improvements since Mr. Minkler has been with the District.

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

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

**6.        REPORTS**

6a        General Manager Report

**DISCUSSION:**    Mr. Martin reported on the following activities in Mr. Minkler’s absence: 1) the Draft County Trenching Policy details will be presented at the next Board meeting; 2) the District is close to making a decision on hiring a Director of Administrative Services; 3) the FY 2018-19 Audit will be completed soon; 4) the GFOA Training Mr. Martin and Mr. Minkler attended regarding strategic planning and setting performance goals and planning as part of the budget process; and 5) he is research is underway regarding sound proofing for the District conference rooms.

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

Director Underhill reported that the White Pines Ball Park had a break in at the Snack Shack last week. Also, Cal Fire will be taking down about 50 dead trees at White Pines Park and would like the District to supply a wood chipper for the project.

Director Ratterman reported that the Mountain Counties Association Tour and reception in Murphys is November 14. He thanked Downey Brand and Condor Earth Technologies for sponsoring the event.

Director Secada attended the T-Stan IRWM JPA meeting and the financial reports showed a surplus to roll over into the next fiscal year. They adopted a Resolution authorizing submission of a Proposition 1 Round 1 Implementation Grant.

Director Thomas encouraged Staff to reach out to the counties affected by the recent PG&E Safety Power Shutdown to see if there were any surprises the District could learn from.

**8. NEXT BOARD MEETINGS**

- Wednesday, October 9, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, October 23, 2019, 1:00 p.m., Regular Board Meeting

**9. ADJOURNMENT**

With no further business, the meeting adjourned at 2:06 p.m.

By:

ATTEST:

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

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

# Agenda Item

DATE: October 9, 2019  
TO: Michael Minkler, General Manager  
FROM: Rebecca Hitchcock, Clerk to the Board  
SUBJECT: Review Board of Directors Time Sheets for September 2019

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## **RECOMMENDED ACTION:**

For information only.

## **SUMMARY:**

Pursuant to direction from the Board of Directors, copies of the Board's monthly time sheets from which the Board is compensated from, are included in the monthly agenda package for information. Attached are copies of the Board's time sheets for the month of September 2019.

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 September 2019*







**CALAVERAS COUNTY WATER DISTRICT  
2019 DIRECTOR REIMBURSEMENT FORM**

For Admin Use  Payroll Expense

Month/Yr SEPTEMBER 2019  
Name BEGNA E UNDERHILL

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
9/4/19	EXPC - ARCOLA										
9/5/19	HWY 4 WORKING GROUP - TRAVEL ONLY									42	
9/6/19	STATE OF THE COUNTY - SAN ANGELES							120		84	
9/11/19	BOARD MEETING							120		84	
9/21/19	WHITE PINES - CALL OUT									18	
9/24/19	FINANCE COMMITTEE							120		84	
9/25/19	BOARD MEETINGS							120		84	
<b>Total</b>											
<b>Totals</b> (use IRS mileage rate)											
Pursuant to Board Policy 4030, receipts required; report materials required.		11/1/2019	\$0.580								
<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>											
Administrative Review: <u>[Signature]</u>										Date: <u>9/24/19</u>	
										Orig to Finance Dept.	

Signature of Claimant:  
Begna E Underhill

# CALAVERAS COUNTY WATER DISTRICT 2019 DIRECTOR REIMBURSEMENT FORM

For  Payroll  Expense  
Admin Use

Month/Yr September 2019  
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	
8/31/2019	Spoke, along with M. Minkler and J. Metzger at Poker Fit.							120		18
9/5/2019	Highway 4 Working Group							120		53
9/6/2019	State of the County Breakfast							120		46
9/11/2019	CCWD Regular Board meeting							120		44
9/25/2019	CCWD Regular Board meeting							120		44
<b>Total</b>								\$ 600.00	0	205
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>										
<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><b>Totals</b> (use IRS mileage rate)</p>		<p><b>Totals</b> (use IRS mileage rate)</p>		<p><b>Totals</b> (use IRS mileage rate)</p>		<p><b>Totals</b> (use IRS mileage rate)</p>		<p>\$ 118.90</p>
<p>Administrative Review: <u><i>[Signature]</i></u></p>		<p>Date: <u>9/24/19</u></p>		<p>Signature of Claimant: <u>Russ Thomas</u></p>		<p>Orig to Finance Dept.</p>				



**Calaveras County Water District  
Claim Summary # 571**

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.



\_\_\_\_\_  
Peter Martin  
Interim Director of Admin Services

1. September 2019 payroll checks issued on 9/13/2019	161,980.84
2. September 2019 payroll checks issued on 9/30/2019	166,315.61
3. September 2019 compensation to Directors	1,467.69
4. Vendor payments for September 1 through 30, 2019	1,855,888.63
5. Other payroll related costs	<u>248,745.90</u>

**Claim Summary Total                    \$2,434,398.67**

Calaveras County Water District  
AP Disbursement Summary  
September 1-30, 2019

CCWD Operating Expenditures		\$ 558,203.16
Expenditures to be reimbursed from other agencies	(A)	-
Expenditures to be reimbursed from grant agreements	(B)	225.00
Fiduciary Payments (funds collected prior to expenditure)	(C)	6,277.20
Partial Reimbursement	(D)	226,605.36
Capital R&R Projects	(E)	1,021,961.14
Capital Outlay	(F)	42,616.77
Total Payments		\$ 1,855,888.63

CCWD  
AP DISBURSEMENTS  
SEPTEMBER 1-30, 2019

Check No.	Vendor/Employee	Transaction Description	Date	Amount
133563	A T & T	Leased Lines 09/19	09/13/2019	66.08
133564	A T & T	Internet Service 09/19 - LC	09/13/2019	50.00
133674	A T & T	Internet Service (U Verse) 10/19 - LC Complex	09/26/2019	55.00
133675	A T & T	Phone 09/19 - SA Shop	09/26/2019	107.56
133565	A T & T CALNET3	District Radio Tower 08/19 - Camp Connell	09/13/2019	346.20
133627	A T & T CALNET3	Phone 09/19 - Dorrington P/S	09/19/2019	21.22
133628	A T & T CALNET3	Phone 09/19 - District Wide	09/19/2019	1,145.46
133629	A T & T CALNET3	T Line 09/19	09/19/2019	126.25
133676	A T & T CALNET3	Phone 09/19 - JLTC	09/26/2019	106.95
133677	A T & T CALNET3	Phone 09/19 - OP HQ Long Distance	09/26/2019	441.19
133678	A T & T CALNET3	Phone 09/19 - Hunters	09/26/2019	21.22
133679	A T & T CALNET3	Phone 09/19 - Azalea L/S	09/26/2019	19.56
133680	A T & T CALNET3	Phone 09/19 - CCWHSE	09/26/2019	4.90
133681	A T & T CALNET3	Phone 09/19 - OP HQ Back Up	09/26/2019	191.46
133682	A T & T CALNET3	Phone/Fax 09/19 - JLTC	09/26/2019	21.22
133493	A T & T MOBILITY	Cell Phone 09/19 - Brown	09/06/2019	65.28
133494	A-1 SHARPENING & SMALL ENGINE REPAIR, LLC	Service/Repair - CCWHSE Chop Saw	09/06/2019	314.05
133494	A-1 SHARPENING & SMALL ENGINE REPAIR, LLC	Pallet Forks - Southworth WWTP Tractor	09/06/2019	745.39
133630	ACE ARMATURE & MOTOR SHOP, INC.	Pump Inspection - CC Lake Pump	09/19/2019	425.71
133496	ACWA/JPIA	Dental Insurance, Employees 09/19	09/06/2019	6,201.68 (D)
133496	ACWA/JPIA	Vision Insurance, Employees 09/19	09/06/2019	1,262.08
133496	ACWA/JPIA	EAP 09/19	09/06/2019	148.05
133496	ACWA/JPIA	Dental Insurance, Retirees 09/19	09/06/2019	2,819.32
133496	ACWA/JPIA	Vision Insurance, Retirees 09/19	09/06/2019	798.08
133496	ACWA/JPIA	Dental Insurance, Employees 10/19	09/06/2019	5,955.72 (D)
133496	ACWA/JPIA	Vision Insurance, Employees 10/19	09/06/2019	1,206.40
133496	ACWA/JPIA	EAP 10/19	09/06/2019	143.35
133496	ACWA/JPIA	Dental Insurance, Retirees 10/19	09/06/2019	2,819.32
133496	ACWA/JPIA	Vision Insurance, Retirees 10/19	09/06/2019	798.08
133683	ADP INC	Payroll Processing Aug/Sept	09/26/2019	1,276.77
133497	AFLAC	Aflac Insurance 08/19	09/06/2019	2,135.48 (C)
133684	ALCAL GLASS AND SUPPLY	Bolts/Washers - EP L/S #2	09/26/2019	8.77
133684	ALCAL GLASS AND SUPPLY	Brushes/Flux/Solder/Sandpaper - EP Dorrington P/S	09/26/2019	75.65
133684	ALCAL GLASS AND SUPPLY	Elbow/Nipple/Ball Valve/Teflon - EP Meadowmont P/S	09/26/2019	20.52 (E)
133567	ALHAMBRA DRINKING WATER	Water Cooler Service 09/19 - LCWWTP	09/13/2019	65.48
133568	ALHAMBRA DRINKING WATER	Water Cooler Service 09/19 - JLWTP	09/13/2019	185.81
133566	AL'S TIRE SERVICE	Flat Repair - Vehicle #150	09/13/2019	20.00
133569	AMERIPRIDE SERVICES, INC	Uniform Laundry Service 08/19 - District Wide	09/13/2019	2,316.30
133685	ANGELS HEATING AND AIR CONDITIONING	Refrigerant - CC Flint Trail L/S	09/26/2019	67.83
133685	ANGELS HEATING AND AIR CONDITIONING	Refrigerant - CC Raw Water P/S	09/26/2019	112.12
EFT	ANTHEM-BLUE CROSS	Health Insurance, Employees 09/19	09/06/2019	99,718.84 (D)
EFT	ANTHEM-BLUE CROSS	Health Insurance, Retirees 09/19	09/06/2019	42,323.95



CCWD  
AP DISBURSEMENTS  
SEPTEMBER 1-30, 2019

Check No.	Vendor/Employee	Transaction Description	Date	Amount
133499	AQUA TECH COMPANY	Water Tank Inspections - Copper	09/06/2019	13,641.60
133686	AQUA TECH COMPANY	Water Tank Inspections - Copper/Meadowmont/Sheep Ranch	09/26/2019	16,488.50
133570	ARNOLD AUTO SUPPLY	Diesel Exhaust Fluid - Vehicle #135	09/13/2019	45.00
133570	ARNOLD AUTO SUPPLY	Cleaner/Penetrant/Freon/Ratchet Wrenches - Vehicle #143	09/13/2019	70.30
133570	ARNOLD AUTO SUPPLY	Lubricant/Flashlight/Freon - Vehicle #522	09/13/2019	128.66
133570	ARNOLD AUTO SUPPLY	Oil/Filters/Degreaser/Rags - Vehicle #523	09/13/2019	73.75
133570	ARNOLD AUTO SUPPLY	Filters/Oil - Vehicle #529	09/13/2019	66.44
133570	ARNOLD AUTO SUPPLY	Sockets/Brake Rotors/Disc Pad/Adhesive - Vehicle #717	09/13/2019	351.16
133570	ARNOLD AUTO SUPPLY	Diesel Exhaust Fluid - Vehicle #723	09/13/2019	16.08
133570	ARNOLD AUTO SUPPLY	Transmission Fluid/Coolant/Clamp/Ratchet/Extension Set - SA Shop	09/13/2019	279.05
133570	ARNOLD AUTO SUPPLY	Fasteners - EP Meadowmont Generator	09/13/2019	7.24
133570	ARNOLD AUTO SUPPLY	Hoses/Clamps/Caps/Oil/Coolant/Degreaser - Generator Maintenance	09/13/2019	202.12
133570	ARNOLD AUTO SUPPLY	Cleaner/Water Pump/Gaskets/Weld Gloves/Pintle/Socket/Adapters - EP Barn	09/13/2019	476.96
133570	ARNOLD AUTO SUPPLY	Switches/Terminals/Drill Bit/Crimping Tool/Rags - Hunters WTP	09/13/2019	91.09
133570	ARNOLD AUTO SUPPLY	Battery - EP Dorrington Generator	09/13/2019	129.05
133570	ARNOLD AUTO SUPPLY	Battery Charger - EP Sawmill Generator	09/13/2019	171.59
133571	ARNOLD TIRE AND AUTO CARE	Tires (4) - Vehicle #131	09/13/2019	1,037.17
133687	BAUMANN, GREGG	Aquatic Management - FMWWTP Pond	09/26/2019	715.00
133688	BEELINE CONCRETE CUTTING	Cut Slab Floor - JLWTP (Leak Repair)	09/26/2019	2,500.00
133502	BEND GENETICS LLC	Cyanobacterial Toxin Testing - District Wide	09/06/2019	6,525.00
133631	BEND GENETICS LLC	Cyanobacteria Sampling - FMWWTP Pond	09/19/2019	1,450.00
133631	BEND GENETICS LLC	Cyanobacteria Sampling - Calaveras River	09/19/2019	4,185.00
133573	BIG VALLEY FORD LINCOLN MERCURY	Alternator - Vehicle #134	09/13/2019	500.93
133573	BIG VALLEY FORD LINCOLN MERCURY	Window Regulator - Vehicle #140	09/13/2019	85.23
133573	BIG VALLEY FORD LINCOLN MERCURY	Water Pump/Hoses - Vehicle #142	09/13/2019	175.86
133689	BLUE TARP CREDIT SERVICES	Fuel Tanks (7) - District Wide	09/26/2019	23,726.93 (F)
133632	BNN, LLC	Rent 10/19 - SA Shop	09/19/2019	3,000.00
133690	BNN, LLC	Utility Reimbursement 08/19 - SA Shop	09/26/2019	299.88
133691	BURKE, WILLIAMS, & SORENSON, LLP	Assessment District 604 Services 08/19	09/26/2019	302.50 (C)
133574	BURKE, ZACHARY	Safety Boot Reimbursement	09/13/2019	200.00
133575	CABRAL	Bushings/Filters/Oil - Vehicle #129	09/13/2019	150.64
133633	CAL.NET-MOTHERLODE	Internet Service 10/19 - Wallace	09/19/2019	57.92
133576	CALAVERAS AUTO SUPPLY	Starter Solenoid - Vehicle #123	09/13/2019	74.72
133576	CALAVERAS AUTO SUPPLY	Axle Bearings/Seal/Plug/Brake Drums - Vehicle #129	09/13/2019	176.19
133576	CALAVERAS AUTO SUPPLY	Socket/Plug - Vehicle #134	09/13/2019	29.37
133576	CALAVERAS AUTO SUPPLY	Chassis Grease - Vehicle #135	09/13/2019	24.29
133576	CALAVERAS AUTO SUPPLY	Batteries - Vehicle #143	09/13/2019	287.45
133576	CALAVERAS AUTO SUPPLY	Brake Pads/Diesel Exhaust Fluid - Vehicle #527	09/13/2019	110.63
133576	CALAVERAS AUTO SUPPLY	Brake Pads/Rotors - Vehicle #554	09/13/2019	286.66
133576	CALAVERAS AUTO SUPPLY	Plug - Vehicle #592	09/13/2019	13.93
133576	CALAVERAS AUTO SUPPLY	Gloves - SA Shop	09/13/2019	13.92
133576	CALAVERAS AUTO SUPPLY	Battery - Wallace WTP Generator	09/13/2019	139.45

CCWD  
AP DISBURSEMENTS  
SEPTEMBER 1-30, 2019

Check No.	Vendor/Employee	Transaction Description	Date	Amount
133506	CALAVERAS COUNTY ENVIRONMENTAL HEALTH	Haz Mat Response Plan/CUPA - CC L/S #12	09/06/2019	227.00
133506	CALAVERAS COUNTY ENVIRONMENTAL HEALTH	Haz Mat Response Plan/CUPA - CC L/S #40	09/06/2019	227.00
133506	CALAVERAS COUNTY ENVIRONMENTAL HEALTH	Haz Mat Response Plan/CUPA - Avery P/S	09/06/2019	227.00
133506	CALAVERAS COUNTY ENVIRONMENTAL HEALTH	Haz Mat Response Plan/CUPA - Meadowmont P/S	09/06/2019	227.00
133507	CALAVERAS FIRST COMPANY INC	Director of Admin Services Recruitment Ad	09/06/2019	90.84
133507	CALAVERAS FIRST COMPANY INC	Notice of Intent to File Application Publication - USDA RD Radio Read Meters Grant	09/06/2019	135.00 (E)
133507	CALAVERAS FIRST COMPANY INC	Notice Inviting Bids Publication - JL Pipeline Replacement Project	09/06/2019	672.00 (E)
133577	CALAVERAS LUMBER CO INC	Gauge/Ball Valve/Nipples/Coupling/Hose Bib/Bushing - Slurry Line	09/13/2019	117.60
133577	CALAVERAS LUMBER CO INC	Couplers/PVC Cement/Tape/Grease/Epoxy/Pipe - Collections Crew	09/13/2019	193.69
133577	CALAVERAS LUMBER CO INC	Screwdrivers/Nutsetter/Bit Holder/Hose/Caulk - DF/VCTO WWTP	09/13/2019	248.05
133626	CALIFORNIA DEPT OF FISH & WILDLIFE	Lake/Stream Alteration Fee - Copper Cove Pump Replacement	09/17/2019	2,241.00 (F)
133578	CALIFORNIA WASTE RECOVERY SYSTEMS	Refuse Disposal 09/19 - District Wide	09/13/2019	1,417.98
133579	CALIFORNIA WELDING SUPPLY CO	Welding Gloves/Tips/Wire - SA Shop	09/13/2019	94.71
133580	CALTEL	Leased Lines 08/19	09/13/2019	1,443.95
133581	CAMMISA, JASON	Safety Boot Reimbursement	09/13/2019	166.18
133692	CARBON COPY INC	Copies/Copier Maintenance 09/19	09/26/2019	111.97
EFT	CARD SERVICES	MCWRA Water Symposium Registration - Underhill	09/13/2019	45.00
EFT	CARD SERVICES	ACWA Region 3 Tour - Ratterman	09/13/2019	45.00
EFT	CARD SERVICES	ACWA Fall Conference Registration - Thomas	09/13/2019	725.00
EFT	CARD SERVICES	ACWA State Legislative Committee Meetings Meals/Parking/Hotel - Minkler	09/13/2019	318.57
EFT	CARD SERVICES	GSA Meeting Meal - Minkler	09/13/2019	20.38
EFT	CARD SERVICES	GFOA Capital Project Budget Training Lodging Cancellation Fee - Minkler	09/13/2019	12.99
EFT	CARD SERVICES	ACWA Fall Conference Registration - Minkler	09/13/2019	725.00
EFT	CARD SERVICES	ACWA Region 3 Tour - Minkler	09/13/2019	45.00
EFT	CARD SERVICES	EPPOC Lunch Meeting - Minkler/Wyckoff	09/13/2019	23.95
EFT	CARD SERVICES	CalPELRA Membership - Minkler/Lollar	09/13/2019	740.00
EFT	CARD SERVICES	CalPELRA Academy for Experienced Negotiators - Minkler/Lollar	09/13/2019	1,500.00
EFT	CARD SERVICES	CSDA Webinar - Hitchcock/Lollar	09/13/2019	55.00
EFT	CARD SERVICES	GFOA Capital Project Budget Training - Palmer	09/13/2019	544.50
EFT	CARD SERVICES	GFOA Membership - Martin	09/13/2019	150.00
EFT	CARD SERVICES	GFOA Budget Monitoring/Process Training - Martin	09/13/2019	940.50
EFT	CARD SERVICES	Water Distribution System O&M Course Package - Broglio	09/13/2019	160.53
EFT	CARD SERVICES	Water Distribution Review Course Lodging Cancellation - Crank	09/13/2019	(302.65)
EFT	CARD SERVICES	AWWA Managing Water Main Breaks Training - Cuneo	09/13/2019	195.00
EFT	CARD SERVICES	AWWA Water Main Installation/Inspection Training - Cuneo	09/13/2019	195.00
EFT	CARD SERVICES	AWWA Water Distribution Review Course Lodging - Filippini	09/13/2019	131.18
EFT	CARD SERVICES	AWWA Water Distribution/Math Review Courses - Filippini	09/13/2019	390.00
EFT	CARD SERVICES	AWWA Water Distribution Review Course Lodging - Hibbard	09/13/2019	111.01
EFT	CARD SERVICES	AWWA Water Distribution/Math Review Courses - Hibbard	09/13/2019	390.00
EFT	CARD SERVICES	AWWA Water Distribution Review Course Lodging - Kirschman	09/13/2019	136.22
EFT	CARD SERVICES	AWWA Water Distribution/Math Review Courses - Kirschman	09/13/2019	390.00

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EFT	CARD SERVICES	Small Water System O&M Course Package - Knick	09/13/2019	160.53
EFT	CARD SERVICES	AWWA Water Distribution Review Course Lodging - Reece	09/13/2019	131.18
EFT	CARD SERVICES	AWWA Water Distribution/Math Review Courses - Reece	09/13/2019	390.00
EFT	CARD SERVICES	Internet E-Mail Back Up 09/19 - OP HQ	09/13/2019	29.90
EFT	CARD SERVICES	Internet Service 09/19 - Hunters	09/13/2019	76.87
EFT	CARD SERVICES	Mokelumne River Association (MRA) Meeting - CCWD Hosted	09/13/2019	456.65
EFT	CARD SERVICES	Fuel Solenoid - Vehicle #123	09/13/2019	325.46
EFT	CARD SERVICES	Wi-Tech 12-Month Software Subscription/License - SA Shop	09/13/2019	2,900.00
EFT	CARD SERVICES	Meeting Supplies - Utility Department	09/13/2019	23.00
EFT	CARD SERVICES	Mailchimp Services 08/19 - Metzger	09/13/2019	17.99
EFT	CARD SERVICES	Director of Administrative Services Recruitment Advertising	09/13/2019	505.00
EFT	CARD SERVICES	Civil Engineer Recruitment Advertising	09/13/2019	597.67
EFT	CARD SERVICES	Wireless Mouse/Stylus/Cooling Vests (3)/Phone Case/Car Mount Chargers	09/13/2019	600.29
133693	CARUS CORPORATION	Sodium Permaganate - JLWTP	09/26/2019	5,743.24
133694	CDK SUPPLY	Splices/Wire - CCWWTP	09/26/2019	169.34
133695	CDW GOVERNMENT INC	Cradlepoint Routers (2) - AWWTP/Hunters WTP	09/26/2019	1,147.04
133634	CENTRAL CALIFORNIA GENERATOR	Troubleshoot Generator - DF/VCTO WWTP	09/19/2019	805.25
133582	CHRISTENSEN, PATRICIA	CDIAC Seminar Mileage Reimbursement	09/13/2019	74.24
133508	CITY OF ANGELS	Sewer 08/19 - Six Mile Village	09/06/2019	4,695.23
133583	CLARK PEST CONTROL	Pest Control Service 09/19 - WPWTP	09/13/2019	106.00
133583	CLARK PEST CONTROL	Pest Control Service 09/19 - WPWWTP	09/13/2019	130.00
133636	CLARK PEST CONTROL	Pest Control Service 09/19 - LCWWTP	09/19/2019	147.00
133696	CLARK PEST CONTROL	Pest Control Service 09/19 - AWWTP	09/26/2019	87.00
133696	CLARK PEST CONTROL	Pest Control Service 09/19 - JLWTP	09/26/2019	62.00
133584	COLUMBIA COMMUNICATIONS	Vehicle Cloud Service 09/19	09/13/2019	740.00
133584	COLUMBIA COMMUNICATIONS	Radio Chargers/Antennas/Adapters/Earphones - CalFire	09/13/2019	2,289.57
133509	COMCAST	Internet Service 09/19 - DF/VCTO WWTP	09/06/2019	83.08
133510	COMCAST	Internet Service 09/19 - OP HQ	09/06/2019	153.08
133697	COMCAST	Internet Service 10/19 - JLTC	09/26/2019	88.08
133698	COMCAST	Internet Service 10/19 - JLWTP	09/26/2019	85.94
133511	CONDOR EARTH TECHNOLOGIES INC	Compaction Testing - EP	09/06/2019	236.25
133511	CONDOR EARTH TECHNOLOGIES INC	Groundwater Monitoring - District Wide	09/06/2019	1,054.00
133637	CONDOR EARTH TECHNOLOGIES INC	Monitoring Work Plan Concurrence Letters - Wallace/West Point	09/19/2019	840.00
133699	CONDOR EARTH TECHNOLOGIES INC	Sustainable Groundwater Management Act (SGMA) Support	09/26/2019	512.50
133699	CONDOR EARTH TECHNOLOGIES INC	Maintenance Oversight/Annual Report - White Pines	09/26/2019	1,681.25
133699	CONDOR EARTH TECHNOLOGIES INC	Materials Testing/Inspection Services - EP Reach 1 Pipeline Repl Project	09/26/2019	20,764.65 (E)
133585	CONETH SOLUTIONS INC	IT Infrastructure Support Services Aug/Sept	09/13/2019	1,625.00
133586	CPPA	Power 08/19 - District Wide	09/13/2019	94,834.62 (D)
133701	CUES	Annual Software Maintenance/Support 2019	09/26/2019	3,115.25
133587	DATAPROSE	UB Statement Processing 08/19	09/13/2019	4,008.80
133587	DATAPROSE	Statement Update/Safety Inserts	09/13/2019	1,300.56
133702	DAVIDSON, JEFF	Travel 09/19	09/26/2019	16.24

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133515	DEAMICIS, GABRIEL	Water Treatment Operations Manual Reimbursement	09/06/2019	122.55
133588	DEAMICIS, GABRIEL	Surface Pro Stylus Reimbursement	09/13/2019	39.99
133638	DELTA TRUCK CENTER	Power Steering Pump Gasket - Vehicle #126	09/19/2019	2.97
133589	DOWNEY BRAND ATTORNEYS LLP	Legal Services 07/19	09/13/2019	15,249.83
133639	DRM CONSTRCTION	Anchor Bolts/Tank Replacement - JL D Pump Station	09/19/2019	16,500.00 (F)
133639	DRM CONSTRCTION	Embankment Repair - JL Transmission Line	09/19/2019	28,290.68
133703	DRM CONSTRCTION	Septic Tank Repairs 08/19	09/26/2019	48,362.87 (E)
133703	DRM CONSTRCTION	Driveway Repair (2) - JL	09/26/2019	1,498.00
133704	DUBURG, MICHAEL	Safety Boot Reimbursement	09/26/2019	173.75
133640	DWYER INSTRUMENTS, INC	Level Transmitters (12) - Electrical Stock	09/19/2019	6,598.67
133590	EBBETTS PASS GAS SERVICE	Fuel 08/19	09/13/2019	1,888.91
133591	EBBETTS PASS LUMBER	Filter/Ball Valves/Pliers/Lopper/Torch Kit/Vinyl Decals - Hunters WTP	09/13/2019	214.64
133641	EDGES ELECTRICAL GROUP, LLC	Control Wire/Shrink Tube - Electrical Stock	09/19/2019	2,174.10
133641	EDGES ELECTRICAL GROUP, LLC	Conduit/Fittings - JLWTP Pre-Treatment Facility Project	09/19/2019	1,042.81 (E)
133641	EDGES ELECTRICAL GROUP, LLC	Connectors/Conduit - EP Meadowmont P/S	09/19/2019	1,056.93
133705	EDGES ELECTRICAL GROUP, LLC	Pressure Switches - JL D Tank	09/26/2019	148.84 (F)
133592	ENVIRONMENTAL OPERATING SOLUTIONS	Micro C 2000 - DF/VCTO WWTP	09/13/2019	3,854.91
133642	EUROFINS EATON ANALYTICAL, INC	UCMR4 Testing - JL	09/19/2019	1,530.00
133520	FASTENAL	Pipe Wrap/Glue/Sealant/Paint/Blades/Tape/Gloves/Batteries/Paper - EP	09/06/2019	775.37
133593	FASTENAL	Impact Wrench/Cut Off Tool Kit - CCWHSE	09/13/2019	768.70
133593	FASTENAL	Batteries/Paint/Grinding Wheels/Safety Glasses - EP	09/13/2019	244.45
133521	FERGUSON ENTERPRISES, INC	Repair Clamps - LCWHSE	09/06/2019	2,373.23
133643	FERGUSON ENTERPRISES, INC	Angle Valve/Pipe/Couplings/Gaskets/PRV's/ClaVal Springs - CCHWSE	09/19/2019	11,955.20
133643	FERGUSON ENTERPRISES, INC	Radio Read Meters (50) - CCWHSE	09/19/2019	14,404.75
133594	FGL ENVIRONMENTAL	Waste Water Testing 08/19	09/13/2019	3,585.00
133594	FGL ENVIRONMENTAL	Water Testing 08/19	09/13/2019	6,373.00
133706	FGL ENVIRONMENTAL	Waste Water Testing 09/19	09/26/2019	1,882.62
133706	FGL ENVIRONMENTAL	Water Testing 09/19	09/26/2019	3,346.88
133707	FOOTHILL CONSERVANCY	CEQA Workshop - Martin/Singh/Williams	09/26/2019	300.00
133646	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 09/19 - Sheep Ranch	09/19/2019	93.50
133646	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 09/19 - Wallace	09/19/2019	93.50
133595	FROGGY'S AUTO WASH & LUBE	Oil/Lube/Wash - Vehicle #140	09/13/2019	66.76
133647	GAMBI DISPOSAL INC.	Bio-Solids Removal - AWWTP	09/19/2019	617.50
133647	GAMBI DISPOSAL INC.	Bio-Solids Removal - FMWWTP	09/19/2019	546.25
133708	GARCIA AND ASSOCIATES	Archaeological Monitoring - JLWTP Pre-Treatment Facility Project	09/26/2019	10,929.51 (E)
133596	GATEWAY PRESS, INC	Safety Signs (10) - FMWWTP	09/13/2019	127.73
133709	GCR TIRES & SERVICE	Tires (8) - Vehicle #123	09/26/2019	3,683.15
133710	GENERAL PLUMBING SUPPLY CO INC	Pipe/Couplings/Check Valve/Elbows/Adapters/Primer/Glue - Collections	09/26/2019	97.65
133597	GEORGE REED INC	3/4 Class II AB - CCWHSE Stock	09/13/2019	480.41
133648	GOLDEN STATE FLOW MEASUREMENT, INC	Command Link with Chargers (2) - Meter Reader Handhelds	09/19/2019	1,233.02
133598	GOVCONNECTION, INC	Laptop/Docking Station/Software - Engineering	09/13/2019	3,178.54
133598	GOVCONNECTION, INC	UPS's - Electrical Stock	09/13/2019	862.12

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133649	GOVCONNECTION, INC	Surface Pro's (4)/Software - Utility Staff/OP HQ	09/19/2019	6,543.70
133599	GRAINGER	Bulkhead Fittings - Hunters WTP	09/13/2019	61.71
133599	GRAINGER	Light Bar - Vehicle #150	09/13/2019	320.80
133650	GRAINGER	Solenoid Valves/Flowmeter/Gloves - JLWTP	09/19/2019	400.65
133650	GRAINGER	Fire Extinguisher - Vehicle #150	09/19/2019	35.80
133650	GRAINGER	Tape/Cable Ties - Electrical Stock	09/19/2019	212.11
133650	GRAINGER	Hammer Drill Kit - Vehicle #721	09/19/2019	396.47
133711	GRAINGER	Bushings/Elbows/Nipples/Adapters - JLWTP	09/26/2019	18.93
133523	HACH COMPANY	Turbidity Sensor Repair - JLWTP	09/06/2019	898.75
133600	HACH COMPANY	Tubeing Harness/Chlorine Colorimeter Calibration Kit - Hunters WTP	09/13/2019	290.73
133651	HACH COMPANY	Premium Field Kit - Southworth WWTP	09/19/2019	2,839.71
133712	HACH COMPANY	Annual Service Contract - District Wide Analyzers	09/26/2019	5,736.00
133712	HACH COMPANY	pH Probe/Phosphate Reagent - WPWTP	09/26/2019	499.28
133712	HACH COMPANY	Sodium Chloride - WPWWTP	09/26/2019	21.61
133524	HAMPTON, JESSE	SWRCB T5 Exam Application Fee Reimbursement	09/06/2019	155.00
133601	HD SUPPLY CONSTRUCTION & INDUSTRIAL - WHITE CAP	Safety Fence - FMWWTP	09/13/2019	1,549.64
133602	HIBBARD, RICHARD	AWWA Water Distribution Training Mileage Reimbursement	09/13/2019	104.40
133652	HOBGOODS CLEANING	Janitorial Service 09/19	09/19/2019	1,985.00
133713	HOWARTH, DEJA	Safety Training Meal Reimbursement	09/26/2019	61.92
133528	HUGHESNET	Internet Service 09/19 - FMWWTP	09/06/2019	82.23
133603	HUGHESNET	Internet Service 09/19 - AWWTP	09/13/2019	80.94
133653	HUNT & SONS, INC	Fuel - CC	09/19/2019	3,236.85
133653	HUNT & SONS, INC	Fuel/Nozzle - WP	09/19/2019	1,193.03
133604	INKS, KEVIN	Crane Service - EP Meadowmont P/S Pump/Motor Install	09/13/2019	640.00
133605	IRON MOUNTAIN	Document Destruction 08/19	09/13/2019	73.13
133714	JACKSON TIRE SERVICE, INC	Front End Alignment - Vehicle #130	09/26/2019	67.95
133715	KASL CONSULTING ENGINEERS	Construction Management Services - EP Reach 1 Pipeline Repl Project	09/26/2019	22,573.00 (E)
133606	KOFF & ASSOCIATES, INC	Comprehensive Salary & Benefits Review & Analysis	09/13/2019	1,984.00
133607	KUREY & ASSOCIATES	Labor Compliance Monitoring/Compliance Program 2018-2019	09/13/2019	225.00 (B)
133716	LEE & RO, INC	Engineering/Design Services - CC L/S's 8,12,13 & Force Main Bypass	09/26/2019	10,701.22 (E)
133716	LEE & RO, INC	Engineering/Design Services - CC L/S's 15,16 Renovations	09/26/2019	10,701.21 (E)
133717	LIEBERT CASSIDY WHITMORE	Legal Services 08/19	09/26/2019	645.00
133608	LOWE'S	Shelving Unit/Shelves/Totes/Brackets/Screws - DF/VCTO WWTP	09/13/2019	398.21
133608	LOWE'S	Toolboxes/Jumper Cables/Paint/Ratchet Straps/Drill Bits - Vehicle #150	09/13/2019	537.06
133530	LUNSFORD, SCOTT	Safety Boot Reimbursement	09/06/2019	193.67
133718	MARTIN, PETER	GFOA Budget Workshop Mileage Reimbursement	09/26/2019	171.00
133718	MARTIN, PETER	GSA Meeting Mileage Reimbursement	09/26/2019	58.58
133718	MARTIN, PETER	DWR Grant Workshop Mileage Reimbursement	09/26/2019	55.68
133718	MARTIN, PETER	Stockton Water Advisory Meeting Mileage Reimbursement	09/26/2019	55.10
133532	MATHESON TRI-GAS, INC	Liquid Oxygen - CCWTP	09/06/2019	5,047.46
133719	MATHESON TRI-GAS, INC	Liquid Oxygen - JLWTP	09/26/2019	5,575.47
133720	MERCER, ELIZABETH	2019 Scholarship Award	09/26/2019	500.00

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133610	MODESTO AIRCO GAS & GEAR	Cylinder Rental 09/19	09/13/2019	91.00
133611	MOTHER LODE ANSWERING SERVICE	Answering Service 09/19	09/13/2019	697.67
133536	MOUNTAIN OASIS PURIFIED WATER	Water Cooler Service/Supplies 08/19 - District Wide	09/06/2019	200.10
133721	MOZINGO CONSTRUCTION, INC.	Construction Contract - EP Reach 1 Water Pipeline Replacement Project	09/26/2019	822,832.85 (E)
133654	MUNICIPAL MAINTENANCE EQUIP	Valves/Adapters/Breather Assembly/Hose/Wireless Remote - Vehicle #123	09/19/2019	5,957.64
133654	MUNICIPAL MAINTENANCE EQUIP	Hose End/Inlet Reducer - Vehicle #126	09/19/2019	554.76
133654	MUNICIPAL MAINTENANCE EQUIP	Wireless Controller/Decal - Vehicle #135	09/19/2019	1,650.50
133537	MUTUAL OF OMAHA	Life/AD&D/LTD/STD Insurance 09/19	09/06/2019	6,288.02
133538	NASH CHEVRON	Flat Repair - Vehicle #533	09/06/2019	20.00
133612	NEW YORK LIFE	Life Insurance 08/19	09/13/2019	1,124.36 (C)
133613	NICOLAY CONSULTING GROUP	GASB 75 (OPEB) Actuarial Services FY 2018-19	09/13/2019	3,600.00
133539	NOLTE ASSOCIATES INC. DBA NV5	Design Services/Phase 1 - District Corp Yard	09/06/2019	1,005.50
133540	NORTHSTAR CHEMICAL	Sodium Hypochlorite - CCWTP	09/06/2019	1,292.58
133614	NORTHSTAR CHEMICAL	Sodium Hypochlorite - AWWTP	09/13/2019	1,761.75
133614	NORTHSTAR CHEMICAL	Sodium Hypochlorite - Hunters WTP	09/13/2019	4,404.35
133614	NORTHSTAR CHEMICAL	Sodium Hypochlorite - JLWTP	09/13/2019	2,263.46
133723	NORTHSTAR CHEMICAL	Sodium Hydroxide - LCWWTP	09/26/2019	5,601.02
133723	NORTHSTAR CHEMICAL	Sodium Hypochlorite - CCWTP	09/26/2019	1,283.01
133615	NTU TECHNOLOGIES INC	Pro Tek - Hunters WTP	09/13/2019	3,260.25
133750	O.S.T.S. INC	Qualified Crane Operator Training/Materials - Utility Staff (12)	09/30/2019	5,500.00
133657	OCCU-MED, LTD	Pre-Employment Exam (3)	09/19/2019	417.00
133656	O'CONNELL & DEMPSEY, LLC	Federal Legislative Advocacy Consulting Services 08/19	09/19/2019	5,000.00
133616	O'REILLY AUTO PARTS	Beacon Light Bulbs - Vehicle #126	09/13/2019	114.86
133616	O'REILLY AUTO PARTS	Brake Rotors/Pads/Shoes - Vehicle #129	09/13/2019	144.32
133616	O'REILLY AUTO PARTS	Shop Towels/Steering Wheel Cover - Vehicle #711	09/13/2019	51.45
133616	O'REILLY AUTO PARTS	Scan Tool/Steering Wheel Cover - Vehicle #720	09/13/2019	126.53
133616	O'REILLY AUTO PARTS	Diesel Exhaust Fluid - Vehicle #723	09/13/2019	15.00
133616	O'REILLY AUTO PARTS	Gas Can/Spark Plug/Oil/Lubricant/Starting Fluid - LCWHSE Equipment	09/13/2019	73.93
133616	O'REILLY AUTO PARTS	Cleaning Agent/Wire Brushes - SA Shop	09/13/2019	34.28
133616	O'REILLY AUTO PARTS	O-Rings - Construction Crew	09/13/2019	19.37
133616	O'REILLY AUTO PARTS	Degreaser - JLWTP	09/13/2019	5.67
133658	OUTWEST TIRE AND REPAIR	Tire Repair - Vehicle #129	09/19/2019	20.00
133541	P G & E	Power 08/19 - JLTC	09/06/2019	249.34
133542	P G & E	Power 08/19 - Warmwood L/S	09/06/2019	19.70
133543	P G & E	Power 08/19 - Woodgate L/S	09/06/2019	23.26
133544	P G & E	Gas 08/19 - OP HQ	09/06/2019	15.64
133617	P G & E	Power 08/19 - VS House	09/13/2019	15.40
133659	P G & E	Power 08/19 - CC Water Tank	09/19/2019	40.07
133660	P G & E	Power 08/19 - SA Shop	09/19/2019	300.03
133545	PARCELQUEST	Parcel Quest Annual License Renewal	09/06/2019	2,600.00
133724	PAYMENTUS GROUP INC	Payment Processing 08/19	09/26/2019	6,486.00
133725	PONTON INDUSTRIES, INC.	Level Controller/Transducer - CCWWTP	09/26/2019	2,500.00

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133662	POTRERO HILLS LANDFILL	Bio-Solids Disposal - AWWTP	09/19/2019	211.50
133662	POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	09/19/2019	158.40
133661	POWERPLAN PAPE KENWORTH	Hydraulic Filters/Screen/Gasket/Manifold - CC L/S #2	09/19/2019	252.41
133661	POWERPLAN PAPE KENWORTH	Hydraulic Oil - LCWWTP Backhoe B05	09/19/2019	223.96
133726	POWERPLAN PAPE KENWORTH	Water Pump/Gaskets/Seals/Alternator/Belts - EP Dorrington P/S	09/26/2019	935.10
133726	POWERPLAN PAPE KENWORTH	Fuel Pump - CC L/S #4	09/26/2019	215.99
133663	PUMPWORKS, INC	Pump - DF/VCTO Sprayfields	09/19/2019	19,635.08
133618	RATTERMAN, SCOTT	ACWA Fall Conference Airfare Reimbursement	09/13/2019	311.96
133727	RATTERMAN, SCOTT	Travel 09/19	09/26/2019	30.16
133729	RICHARDSON & COMPANY	Auditing Services FY 2018-19	09/26/2019	19,145.00
133664	SAFE T LITE	Safety Signs/Stand/Crossbrace/Vests - LCWHSE	09/19/2019	2,176.15
133730	SAM BERRI TOWING	Tow Service - Vehicle #522	09/26/2019	325.00
133665	SAN JOAQUIN COUNTY PUBLIC WORKS	2019 Groundwater Sustainability Plan Local Cost Share	09/19/2019	19,894.50 (D)
133731	SECADA, CINDY	Travel 09/19	09/26/2019	94.19
133620	SEIU LOCAL 1021	Union Dues 08/19	09/13/2019	2,714.86 (C)
133666	SENDERS MARKET INC	Sockets/Tape/Trowel/Septic Pumps/Risers/Floats - Collections Crew	09/19/2019	4,077.13
133666	SENDERS MARKET INC	Pump/Rope/Couplers/Hose Clamps - LCWWTP	09/19/2019	185.68
133666	SENDERS MARKET INC	Buckets/Lumber/Nozzle/Brush/Ball Valve/Hose Mount/Hose - JLWTP	09/19/2019	222.76
133666	SENDERS MARKET INC	Batteries/Rake/Job Light/Pipe Cutter/Impact Wrench - LCWHSE	09/19/2019	454.80
133666	SENDERS MARKET INC	Ratchets/Tow Chain/Tire/Soap/Screws/Anchors - Southworth WWTP	09/19/2019	370.38
133666	SENDERS MARKET INC	Sockets - SA Shop	09/19/2019	96.52
133666	SENDERS MARKET INC	Tie Downs - Vehicle #608	09/19/2019	42.45
133732	SIGNAL SERVICE	Alarm Service Oct-Dec - District Wide	09/26/2019	1,954.20
133667	SLAKEY BROS - JACKSON	Couplings/Brass Nipples/Elbows/Tees - LCWHSE	09/19/2019	1,570.02
133667	SLAKEY BROS - JACKSON	Nipples - WPWWTP	09/19/2019	15.99
133621	STAPLES CREDIT PLAN	Office Supplies	09/13/2019	1,312.37
133552	SULLIVAN, RYAN	Safety Boot Reimbursement	09/06/2019	200.00
133668	SWRCB	Drinking Water Distribution Operator, Grade D3 Cert Renewal - Duburg	09/19/2019	120.00
133668	SWRCB	Drinking Water Distribution Operator, Grade D4 Cert Renewal - Knick	09/19/2019	105.00
133735	THOMAS, RUSS	Travel 09/19	09/26/2019	118.90
133736	TIFCO INDUSTRIES	Cut Off Wheels/Disks/Bits/Mini Angle Magnet - SA Shop	09/26/2019	825.16
133736	TIFCO INDUSTRIES	Lifting Sling - Vehicle #143	09/26/2019	175.51
133736	TIFCO INDUSTRIES	Brass Nipples/Plug/Clamps/Disks - Hunters Shop	09/26/2019	134.29
133554	TREATS GENERAL STORE INC	Meeting Supplies	09/06/2019	17.26
133554	TREATS GENERAL STORE INC	Hardware/Static Spray - OP HQ	09/06/2019	9.63
133738	UMRWA	Membership Renewal 10/19-09/20	09/26/2019	28,320.00
133739	UNDERHILL, BERTHA	Travel 09/19	09/26/2019	229.68
133622	UNION PUBLIC UTILITY DISTRICT	Water Service 08/19 - Six Mile Village	09/13/2019	174.87
133623	UNITED PARCEL SERVICE	Shipping 08/19	09/13/2019	54.00
133740	UNITED PARCEL SERVICE	Shipping 09/19	09/26/2019	81.24
133741	UNITED RENTALS NORTHWEST, INC	Rammer Repair (2) - CC/LC WHSE	09/26/2019	662.00
133741	UNITED RENTALS NORTHWEST, INC	Rammer Rental (2) - CC/LC WHSE	09/26/2019	1,249.68

CCWD  
AP DISBURSEMENTS  
SEPTEMBER 1-30, 2019

Check No.	Vendor/Employee	Transaction Description	Date	Amount
133624	USA BLUE BOOK	Pipe Cutter - Construction Crew	09/13/2019	685.32
133742	USA BLUE BOOK	Beakers/Brushes/Colorimeter/pH Probe/Lamps - Hunters WTP	09/26/2019	1,182.67
133742	USA BLUE BOOK	Meter Scope - Meter Readers	09/26/2019	79.32
133742	USA BLUE BOOK	Line Locator - EP Barn	09/26/2019	4,509.17
EFT	USDA RURAL DEVELOPMENT	Ebbetts Pass Reach 3A Principal & Interest Loan Payment	09/03/2019	73,225.50 (E)
133625	VERIFIED FIRST, LLC	Pre-Employment Background Investigation (3)	09/13/2019	128.00
133743	VERIZON WIRELESS	Cell Phone Service 08/19	09/26/2019	2,727.45
133743	VERIZON WIRELESS	Cell Phone Service 09/19	09/26/2019	3,106.54
133557	VOLCANO TELEPHONE COMPANY	Phone/Fax/Internet 08/19 - WPWTP	09/06/2019	393.75
133557	VOLCANO TELEPHONE COMPANY	Phone 08/19 - WPWWTP	09/06/2019	163.57
133670	WAGeworks	FSA Admin July/August	09/19/2019	400.00
133671	WALKER, GARETT	Backflow Testing (23) - WP	09/19/2019	1,050.00
133744	WEST POINT LUMBER INC	Bottled Water/Pry Bar/Shovel/Container - WP	09/26/2019	80.15
133744	WEST POINT LUMBER INC	Trowel/Concrete Level - WPWTP	09/26/2019	10.70
133744	WEST POINT LUMBER INC	Muriatic Acid - WPWWTP	09/26/2019	25.71
133744	WEST POINT LUMBER INC	Hose - Collections Crew	09/26/2019	30.02
133745	WESTECH ENGINEERING, INC.	Surface Wash Bearing - CCWTP	09/26/2019	1,876.88
133560	WESTERN HYDROLOGICS	White Pines Gaging Project	09/06/2019	3,033.96
133560	WESTERN HYDROLOGICS	Gage Installation/Maintenance - Bear Creek Diversion	09/06/2019	1,659.12
EFT	WEX BANK	Fuel 08/19	09/10/2019	16,009.38
133746	WILLIAM R. ANDERSON CONST.	Road Base - LCWHSE	09/26/2019	421.06
133747	WILSON, JIM	Patch Paving - CC	09/26/2019	33,367.00
133672	WQI	Water Treatment Review Course - Grutzmacher	09/19/2019	250.00
133748	YOUNG'S COPPER ACE HARDWARE	Filter/Hose/Gloves/Pipe Thread/Paint/Hammer/Sockets - CCWHSE	09/26/2019	160.13
133748	YOUNG'S COPPER ACE HARDWARE	Brake Cleaner/Fuel Filter - Vehicle #538	09/26/2019	17.13
133748	YOUNG'S COPPER ACE HARDWARE	Sunscreen/Keys/Tire Plug Kit - SA Shop	09/26/2019	51.28
133748	YOUNG'S COPPER ACE HARDWARE	Pipe Cutters/Tape/Compound/Hose Bib - Construction Crew	09/26/2019	57.82
133748	YOUNG'S COPPER ACE HARDWARE	Gloves/Keys - Electricians	09/26/2019	29.95
133673	ZAMORAS AUTO BODY & GLASS	Windshield Replacement - Vehicle #719	09/19/2019	410.44
	Employee Medical Reimbursements (5)			1,548.80
	Retiree Health Reimbursements (24)			6,734.62
	Customer Refunds (2)			601.89
Total September 2019 AP Disbursements				<u>1,855,888.63</u>



**RESOLUTION NO. 2019- \_\_\_\_**

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

**RATIFYING CLAIM SUMMARY NO. 571**

**WHEREAS**, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT has reviewed and considered Claim Summary Number 571 at the Regular Meeting held on October 9, 2019 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 571 in the amount of \$2,434,398.67 for the month of September, 2019.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of October, 2019 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

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Russ Thomas, President  
Board of Directors

**ATTEST:**

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Rebecca Hitchcock  
Clerk to the Board

# Agenda Item

DATE: October 9, 2019

TO: Michael Minkler, General Manager

FROM: Peter Martin, Manager of Water Resources

SUBJECT: Support for the Association of California Water Agencies' Integrated Regional Water Management Policy Principles

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## RECOMMENDED ACTION:

Motion: \_\_\_\_\_/\_\_\_\_\_ adopting Resolution No. 2019 - \_\_\_\_ supporting the Association of California Agencies' Integrated Regional Water Management Policy Principles.

## SUMMARY:

At their July 26, 2019 Meeting, the Association of California Water Agency's (ACWA) Board of Directors adopted newly revised policy principles on Integrated Regional Water Management (IRWM) in California. Integrated Regional Water Management (IRWM) is a voluntary, collaborative effort to plan and implement water management solutions on a regional scale. State lawmakers created the IRWM Planning Act in 2002 to encourage local entities to improve water quality and water supply reliability to meet the state's overall agricultural, domestic, industrial and environmental water needs.

The "Roundtable of Regions" is requesting that individual agencies like CCWD adopt the ACWA policy principles. The Roundtable of Regions is an all volunteer forum of IRWM "regions" engaged in preparing and implementing Integrated Regional Water Management Plans. The Roundtable is an opportunity to network, share ideas and provide feedback to the California Department of Water Resources (DWR) on the IRWM program. Locally, delegated representatives from the Mokelumne-Amador-Calaveras and Tuolumne-Stanislaus IRWMs have enjoyed ongoing participation in the Roundtable of Regions.

The revised policy identifies 12 principles that are intended to show the value of IRWM as a comprehensive approach (not solely a grant program) that local water agencies may use in their overall water management planning activities. The policy principles are envisioned to support ACWA members in future IRWM efforts, as well as in the continued implementation of the Proposition 1 IRWM-related funding (totaling \$510

million), including the Disadvantaged Community (DAC) Involvement program, updates to IRWM plans, and development of multi-benefit projects and are attached for review and consideration.

**FINANCIAL CONSIDERATIONS:**

None at this time.

*Attachments: ACWA IRWM Policy Principles  
Resolution 2019-\_\_\_\_ Supporting the Association of California Agencies' Integrated Regional Water  
Management Policy Principles*



# INTEGRATED REGIONAL WATER MANAGEMENT

## ACWA POLICY PRINCIPLES

### PREAMBLE

Integrated Regional Water Management (IRWM) is a voluntary, collaborative effort to plan and implement water management solutions on a regional scale. State lawmakers created the IRWM Planning Act in 2002 to encourage local entities to improve water quality and water supply reliability to meet the state's overall agricultural, domestic, industrial and environmental water needs. IRWM is an efficient model for water management planning. IRWM delivers higher value for investments by utilizing early and collaborative stakeholder processes and prioritizing funding for multi-benefit projects that help diversify a region's water management portfolio. The public water agencies which have engaged in IRWM have significantly invested in this collaborative approach. IRWM provides a path forward to address many of California's major water challenges.

### Following are the Association of California Water Agencies' IRWM Policy Principles:

1. Water resources are best managed by local jurisdictions to effectively and efficiently manage water quality and supplies. ACWA supports IRWM as a tool to assist local water agencies in solving short- and long-term water management challenges through an integrated planning approach.
2. IRWM integrates planning across water management sectors, including water supply, water quality, flood management, stormwater, and habitat restoration to achieve regional goals and objectives. Integrated planning results in multi-benefit projects developed in a time- and cost-efficient manner.
3. Local and regional scale planning through IRWM is integral to California's comprehensive water management planning, providing a foundation for the state to achieve its coequal goals of improved water supply reliability and enhanced ecosystem health in an era of climate change.
4. IRWM is a hub for diverse stakeholder engagement at the regional scale. The collaborative partnerships attained through IRWM result in improved water management planning and project development, reducing potential conflicts, and forming regional leadership.
5. ACWA supports the continued use of IRWM governance structures, known as Regional Water Management Groups (RWMGs), to build on the well-established, inclusive stakeholder outreach and facilitation efforts through IRWM. RWMG stakeholder processes result in the balance of diverse interests within a region.

## CASE STUDIES

### Climate Resiliency Planning



**VENTURA IRWM**

The Watersheds Coalition of Ventura County (IRWM Region) recently completed a collaborative process regarding the impacts of climate change on its region. This process, hosted through IRWM, began with a study conducted by climatologists at the Desert Research Institute who provided scaled down projections for future changes in climate based on accepted climate models. The results are informing development of adaptation strategies and selection of projects/programs for implementation. Two workshops and a series of small group meetings were conducted with local stakeholders and the researchers, resulting in new opportunities and methods to be climate resilient.

### Comprehensive Management



**UPPER SACRAMENTO-MCCLLOUD IRWM**

After seven years of writing the Upper Sacramento, McCloud and Lower Pit River IRWM Plan, a diverse group of stakeholders including municipalities, Tribes and community organizations have built an unprecedented level of trust and familiarity in Siskiyou County. With an established foundation for communication and a successful track record of funding projects, the IRWM stakeholders are strengthening their region's capacity to respond appropriately to climate change. Important investments include funding grey and green infrastructure improvement projects in this critical source water area to replenish California's high quality water supply and serve as a giant carbon sink for the state.

### Involving Underserved Communities



**MOJAVE IRWM**

The Mojave IRWM region has partnered with a non-profit who specializes in assisting rural disadvantaged water systems. Through strong, transparent regional support and oversight via local IRWM plan governance structure, the regional Small Water Systems Assistance Program consistently delivers technical, managerial and financial support to these traditionally underserved utilities in an effort to make them sustainable moving forward. The Program consistently attracts financial support from a variety of local, state level and federal sources and serves approximately 40 disadvantaged small water systems in the region.

### Managing at a Watershed System Scale



**SANTA ANA WATERSHED PROJECT AUTHORITY IRWM**

In the Santa Ana River watershed, the One Water, One Watershed (OWOW) Program used IRWM grants to encourage agencies to focus on actions to benefit the entire watershed. The result was the Santa Ana River Conservation and Conjunctive Use Project, which combines demand reduction with groundwater banking to increase resilience. The heart of the project is collaboration to optimize the use of multiple distinct groundwater basins in order to store imported water during wet years, and then produce dry year supplies to benefit all the partners. The partners include the five large water agencies in three different counties whose service areas comprise the entire urbanized part of the watershed.

6. RWMGs organize transparent processes that encourage the involvement of and input from underserved and disadvantaged communities (DACs), Tribes, environmental and non-governmental organizations (NGOs), and interested stakeholders into local water resources decision-making, planning and management. ACWA supports the role of RWMGs in working with DACs, Tribes, academia and NGOs.
7. IRWM is a voluntary program that can help achieve regulatory compliance through project development and implementation. State or federal entities should streamline permit processes or allow flexibility on the development of regulatory requirements for projects supported by IRWM. Such regulatory alignment supports efficient, integrated water resource management.
8. Projects developed and funded through IRWM result in measurable benefits for local and regional entities. Benefits and regional data for these projects are recommended to be integrated with statewide water resource management efforts for accountability, stewardship and transparency purposes, where applicable.
9. Streamlined administrative practices are essential for continued success of IRWM. The Department of Water Resources, other state and federal funding agencies, and RWMGs must partner, analyze and improve the efficiency and consistency of current grant administration and plan review practices.
10. Successful implementation of IRWM throughout California will require continued federal, state, regional, local and private investments. ACWA further supports increased funding for IRWM and encourages funding entities to align funding criteria and cycles to encourage IRWM participation.
11. ACWA encourages RWMGs to leverage multiple funding sources of different types and purposes, including but not limited to funding from federal, state, local, public, and private sources. The development of diverse funding portfolios at the regional scale strengthens the ability for local entities to continue to develop integrated, multi-benefit solutions.
12. ACWA will continue to coordinate on IRWM with interested entities and encourages other statewide associations, local and regional entities, interest groups and the state to educate and collaboratively advocate regarding why IRWM enhances water resource planning and project development efforts statewide.



**SAN DIEGO IRWM**

Through IRWM, the Yuima Municipal Water District is facilitating the partnership of six water districts and resource conservation districts and the San Luis Rey Indian Water Authority, an intertribal organization formed by five San Luis Rey basin tribes. The groundwater sub-basin aquifers are depleted, putting stress on water supplies for the many overlying disadvantaged communities. These stakeholder engagement efforts are the first steps toward developing a Groundwater Sustainability Plan for the Upper San Luis Rey Valley Groundwater Sub-basin, located in the Pauma Valley in North San Diego County. Regional-scale stakeholder engagement through IRWM can continue to support SGMA efforts.



**SOUTH ORANGE COUNTY WMA IRWM**

The SOC Watershed Management Area (WMA) IRWM is a 22-member agency cooperative agreement comprising the backbone for the funding and governance structure for IRWM stakeholder activities that are developed and then successfully implemented through projects for the past decade. The IRWM Group and other NGO, regulatory and municipal representatives identified the need for a watershed-based, stakeholder-driven project development framework, providing opportunities for water, wastewater, stormwater, and groundwater representatives to coordinate on a regional scale with a data-driven planning process that helps meet statewide resiliency goals.

## CASE STUDIES

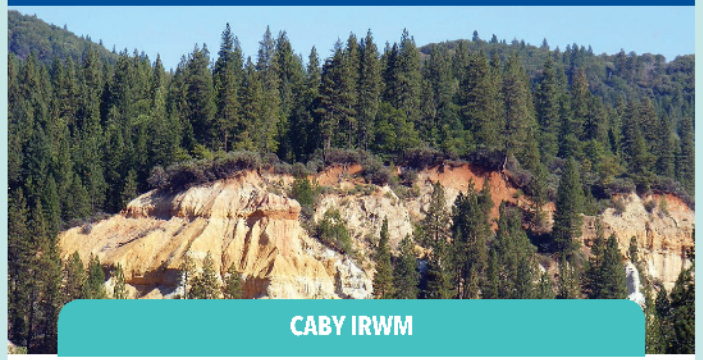
### Measurable Benefits



**SANTA BARBARA COUNTY IRWM**

The City of Santa Barbara completed its Recycled Water Enhancement Project through IRWM planning and funding efforts. The Project supports regional priorities of protecting, conserving, and augmenting water supplies by upgrading the City's recycled water plant in order to meet turbidity requirements so the City no longer needs to use potable "blend water" to serve its recycled water customers, thus reducing the City's potable water demand by up to 990 acre-feet per year.

### Funding Portfolios



**CABY IRWM**

The Cosumnes, American, Bear, Yuba (CABY) IRWM group has successfully attracted more than \$20 million from a variety of sources, including the California Department of Water Resources for a series of integrated water management programs, developing a broad funding portfolio. One example is the CABY-sponsored project at the Malakoff Diggins State Historic Park, a collaborative project with the state, U.S. Geological Survey, U.S. Forest Service, and The Sierra Fund assessing an historic gold mine for remediation to improve water quality in the Yuba River.

### Funding Alignment



**GREATER LOS ANGELES COUNTY IRWM**

The Safe, Clean Water Program is a Los Angeles-based special property tax that passed by voters in November 2018. This Program was developed collaboratively with stakeholders to create an expenditure plan to implement eligible municipal, regional, and district-wide programs and projects for improved water supply, water quality and community investment. Implementation is ongoing and includes integrated regional governance committees, broad stakeholder input, DAC consideration, and transparency and accountability. The result from this Program will be up to \$300 million in annual revenue starting in Spring 2020.

### Investing in Ecosystems



**INYO-MONO IRWM**

The Inyo-Mono IRWM Region received funding for a stream stabilization study for the Oak Creek watershed on the eastern slope of the Sierra Nevada in collaboration with the Inyo National Forest and the Fort Independence Indian Reservation. The study serves as the planning foundation for the restoration of the Oak Creek watershed, which experienced a severe flood and mudslide following a fire in the watershed in previous years.

**RESOLUTION NO. 2019 - \_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
CALAVERAS COUNTY WATER DISTRICT ADOPTING THE ASSOCIATION OF  
CALIFORNIA WATER AGENCIES' INTEGRATED REGIONAL WATER  
MANAGEMENT POLICIES**

**WHEREAS**, the Calaveras County Water District recognizes the essential value of Integrated Regional Water Management (IRWM) in California; and

**WHEREAS**, the District has enjoyed participation in local IRWM activities for years through participation in the Mokelumne-Amador-Calaveras and Tuolumne-Stanislaus IRWMs; and

**WHEREAS**, the Board of Directors has shown continuing commitment by supporting in IRWM beyond its origins as exclusively a grant program in 2002; and

**WHEREAS**, the Board of Directors of the Calaveras County Water District does hereby find that the Association of California Water Agencies (ACWA) revised IRWM Policy Principles are in alignment with regional water management goals; and

**NOW, THEREFORE BE IT RESOLVED**, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT does hereby adopt ACWA's revised IRWM Policy Principles as adopted by their Board of Directors on July 26, 2019.

**PASSED AND ADOPTED** this 9<sup>th</sup> day of October, 2019 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

CALAVERAS COUNTY WATER DISTRICT

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Russ Thomas, President  
Board of Directors

**ATTEST:**

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Rebecca Hitchcock  
Clerk to the Board



# Agenda Item

DATE: October 9, 2019  
TO: Board of Directors  
FROM: Michael Minkler, General Manager  
RE: Discussion/Direction Regarding Calaveras County General Permit Conditions and Specifications for Trench Cuts and Street Resurfacing

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## **RECOMMENDED ACTION:**

Discussion only

## **SUMMARY:**

Calaveras County Department of Public Works (Public Works) has developed a Draft of General Permits Conditions and Specifications for Street Cuts and Resurfacing (Draft Plan). This Draft Plan was made available for public review on April 29th, 2019 with a timeline for providing feedback to the Public Works no later than May 28th, 2019.

The District submitted a comment letter to the Public Works detailing the proposals that were at odds with the methods and objectives of the District on May 20, 2019.

On May 28th, 2019, Public Works presented the Draft Plan to the Calaveras County Board of Supervisors in a public workshop format where they entertained additional feedback from utilities and members of the public. In addition, the Draft was discussed at the Utility Coordination meeting held here at CCWD on September 10, 2019.

A revised Draft of General Permits Conditions and Specifications for Street Cuts and Resurfacing was released on September 19, 2019 (attached). The Public Works department plans to bring the final revised policy to the Board of Supervisors on November 5, 2019 for consideration and adoption. Agencies interested in submitting additional comments on the revised policy need to do so by October 11, 2019 to be considered for any final revisions prior to Board consideration.

Staff are reviewing the revised policy and plans to submit comments prior to the October 11 deadline. CCWD's comment letter will express our appreciation for the work the County has put into substantially revising the policy after the first draft. It will identify several remaining concerns regarding the technical specifications. Our greatest concern at this point is seemingly endless liability for road conditions after satisfactory work in County roads has been completed. Accordingly, staff is focusing attention on

Sections 1.14 and 1.15 of the policy and will likely recommend the removal of section 1.15 to make the policy more consistent with industry standard.

**FINANCIAL CONSIDERATIONS:**

None at this time

*Attachments: General Permits Conditions and Specifications for Street Cuts and Resurfacing (Draft Plan)*



**COUNTY OF CALAVERAS**

**DEPARTMENT OF PUBLIC WORKS**

**DRAFT**

**GENERAL PERMIT CONDITIONS  
AND SPECIFICATIONS FOR**

**TRENCH CUTS AND  
STREET RESURFACING**

Revised 9/17/2019

## **Introduction**

The public Right-of-Way is a unique public resource held in trust for the benefit of the public. This physically limited resource requires proper management to maximize its efficiency, minimize the costs to taxpayers, and minimize the inconvenience to and negative effects on the public from the use of the public Right-of-Way by contractors and utility companies (“Permittees”).

Nationwide studies have concluded that excavations in paved streets degrade and shorten the life of the surface of roads, and this degradation increases the frequency and cost to the public of necessary resurfacing, maintenance, and repair. In addition, studies have concluded that pavement degradation occurs no matter how well the excavation is restored. The cutting of pavement and trenching in county roads permits water seepage into the street and weakens pavement support around the patch, allowing deterioration at an accelerated rate. Even if pavement restoration in the trench itself appears to be structurally adequate, excavations damage the strength and life of the pavement located adjacent to the trench where the excavation occurs. The potential for damage to the pavement is magnified when a street is subject to multiple excavations being surfaced or resurfaced. In addition to these concerns, trenches result in additional aesthetic and rideability impacts that can affect quality of life and result in a public nuisance.

Over the next five years, Calaveras County plans to invest more than \$20 million dollars in comprehensive pavement repairs, rehabilitation, and restoration efforts throughout Calaveras County. This includes a recent allocation of PG&E settlement funds for roads affected by the Butte Fire along with Senate Bill 1 Road Maintenance and Rehabilitation Account funding earmarked for countywide pavement restoration. These efforts are scheduled to begin in earnest in 2020. With the proposed investment of millions of dollars in public funds on various road projects, it is desirable to adopt a Policy that will help protect roads and safeguard the value of the public’s investment in the near future.

At the same time, many Permittees provide valuable services to the community that include both wet (sewer, water) and dry (fiber optic, electrical, telecommunications) utilities. Calaveras County residents and businesses rely on these Permittees to provide vital utility services. Many of the Permittees perform quality work and have adopted their own separate policies and procedures that provide construction and repair methods that meet or exceed the County’s expectations.

This proposed Policy is directed at all Permittees who perform excavation work within the public Right-of-Way. It includes standard requirements relating to public safety, preservation of public property, site maintenance, materials and equipment, trenching and compaction, and insurance. It also includes detailed road resurfacing requirements in an attempt to protect county roads and road infrastructure from the effects of trench installation. Many of the policies identified in this Policy are based on existing policies and are consistent with industry standards.

Focusing specifically on trench restoration, resurfacing and maintenance, this Policy also recognizes that a “one size fits all” approach may not be appropriate. Some roads in good or great shape would be significantly affected by construction efforts. For roads in poor shape, a properly restored trench may be in better condition than adjacent portions of road. This Policy includes key street resurfacing policies that reflect the following scenarios:

- For roads repaved or resurfaced within the last 3 years or for roads with a Pavement Condition Index (PCI) above 80, trenching is generally prohibited except under certain circumstances.
- For roads in good or fair condition (PCI between 45 and 80), the Permittee is required to either repave half the road width or resurface the entire road width to restore the road to a pre-construction condition or better.
- For roads that are scheduled for resurfacing or repaving with a PCI greater than 45, the Permittee has the option to make an in-lieu cash contribution to the Department of Public Works to fund their pro rata share of pavement restoration costs.
- For roads in poor condition (PCI less than 45), no additional pavement restoration efforts or in-lieu cash contribution will be required.

This Policy includes exceptions to the aforementioned trenching prohibitions that include emergencies that endanger life or property, interruption of essential utility services and service for buildings where no other reasonable means of providing service exists. The Policy also provides opportunities for alternative solutions that may benefit both the County and Permittee.

This Policy does not have the same requirements for excavation and trenching outside of the paved road area. Under most circumstances, Permittees are strongly encouraged to locate trenches in available shoulders or other unpaved areas. The Director of Public Works – at their discretion – may consider other options or alternatives to address road restoration concerns.

Many of the conditions and specifications included in the Policy have been adopted by numerous agencies throughout California and are considered standard practice in the construction industry. Some of the conditions included in this Policy are also holdovers from previous conditions. Some proposed conditions – in fact – provide some improved leniency and flexibility in an effort to reduce Permittee costs. However, the Policy is part of a policy shift directed by the Board of Supervisors and enforced by the Public Works Department to improve trench performance. The County believes that these efforts will result in long term cost savings due to reduced ongoing maintenance efforts on behalf of the County or the Permittee.

While the general aim of this policy is to require accountability on behalf of the Permittees for the impacts their activities have on public roads and infrastructure, there is also an expectation that Public Works must continue to be a willing and able partner with all affected Permittees. To that end, Public Works must continue to accurately share pending road maintenance and construction activity with our partners and allow opportunities for Permittees to complete work prior to these efforts. As part of these efforts, Public Works must continue to schedule regular Utility Coordination meetings with local utility providers to share information about upcoming projects and activities, continue annual updates to the Capital Improvement Program to provide information on upcoming construction activities and schedules that could impact Permittees, and continue to coordinate and cooperate with Permittees whenever reasonably feasible when both parties have mutual interests.

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- 8.4 Temporary Winter Repair
- 8.5 Excessive Pavement Removal
- 8.6 Cumulative Pavement Removal
- 8.7 Lateral Trenching Projects
- 8.8 Driveway Approaches
- 8.9 Portland Cement Concrete

## 9. MISCELLANEOUS REQUIREMENTS

- 9.1 Insurance Requirements
- 9.2 Warranty
- 9.3 Maintenance Bonds
- 9.4 Hold Harmless
- 9.5 Applicability

Attachment 1: Standard Trench Drawings (2)

## 1. GENERAL

- 11 Authority to Enforce** – The authority to enforce this Policy shall be granted to the Director of Public Works of the County of Calaveras. For the purposes of this Policy, this authority includes the Director of Public Works or employees of the Department of Public Works whose duties include administrative oversight or inspection of Utility Encroachment Permit and construction activities. Any deviation from the requirements outlined in this Policy shall be approved by the Director of Public Works.
- 12 Permittee** – For purposes of this Policy, Permittee shall mean the Utility Encroachment Permit applicant and/or the owner of the facilities, or any and all successors in interest to the facilities, for which the permit was issued under the provisions of this Policy.
- 13 Essential Utilities** – For the purposes of this Policy, an essential utility is one that provides an essential service to the public such as electricity, telephone and telecommunications, natural gas, water, or wastewater services. Essential utilities shall be recognized and regulated public utilities.
- 14 Trench** – Trench work includes pavement removal and/or excavation of any nature. Trench repair requirements typically apply to all trench-related activity within the public right of way including installation of new trenches and utilities or maintenance of existing trenches and utilities unless otherwise specified in this Policy.
- 15 Standards and Specifications** – All work within the public Right-of-Way shall be performed in accordance with the current applicable County of Calaveras and State of California standards and requirements outlined in this Policy.

The County recognizes that Permittees may have adopted a standard that provides similar or better protections than provided in this Policy. Under those conditions, the County may choose to accept a proposed Permittee standard. The Director of Public Works reserves the right to approve Permittee standards under the following circumstances:

- The proposed standard has been adopted by the Permittee’s governing body and prepared by a licensed Civil Engineer in the State of California.
- The proposed standard provides protection that is equal to or better than the standard outlined in this Policy.
- The proposed standard does not result in increased future deficiencies or liabilities on behalf of the Permittee or County.
- The proposed standard does not otherwise create an undue or unreasonable burden on the County.
- Approval of Permittee standard does not relieve the Permittee of other applicable sections of this Policy.

The Director of Public Works reserves the right to summarily reject Permittee standards if they do not clearly meet or exceed these expectations.

- 16 Encroachment Permit** – Other than emergency repairs, there shall be no work performed in the public Right-of-Way (i.e. not on private property) until a Utility Encroachment Permit (Encroachment Permit or Permit) is issued. Permits for utility trenching, including utility service trenching, within the County Right-of-Way, shall be issued to the respective utility purveyor or a California licensed contractor acting on behalf of the utility purveyor provided that the contractor meets all County requirements. A copy of this permit, a set of approved plans, and permits required by any other legally constituted authority shall be on site at all times construction is in progress.

Application for the Encroachment Permit can be obtained from the Public Works offices located at 891 Mountain Ranch Road (Building D) in San Andreas. Encroachment Permit applications are also available for download on the County's website at [www.calaverasgov.us](http://www.calaverasgov.us).

The Director of Public Works reserves the right to make any changes or additions to a Permit after issuance if such changes or additions are determined to be necessary for the protection of the roads or for the health and safety of the public.

- 17 Notification** – Permittee shall notify Public Works at 209-754-6402 a minimum of two full working days, excluding weekends and holidays, prior to starting a project and prior to each subsequent phase of construction. Before work is started, the Permittee shall furnish names and telephone numbers of persons on-call if the County requires emergency work at the jobsite. In addition, the Permittee shall notify Dig Alert/USA at 800-227-2600 a minimum of two full working days prior to any excavation. In emergencies, immediately contact the County Public Works Department and the assigned County Inspector at 209-754-6402. These requirements are not designed to limit or prohibit Permittee activities during emergencies that threaten life and property. However, the Permittee shall notify Public Works as soon as feasibly possible once an emergency has occurred. Permittees are still required to comply with all other applicable sections of this Policy.
- 18 Licensed Contractor** – All excavation, repair and restoration in County road Right-of-Way shall be performed by a contractor with the appropriate license issued by the State of California Contractors License Board or by utility purveyor's regular employees.
- 19 Inspection** – All construction performed in relation to an Encroachment Permit shall be inspected by the County prior to and during installation except as otherwise determined by the Director of Public Works. Construction performed without inspection may be subject to removal and replacement. The entire cost of removal and replacement shall be borne by the Permittee regardless of whether the installation removed was found to be defective.
- 110 Permittee Responsibility** – At a minimum, the Permittee shall comply with all general Encroachment Permit conditions and additional project specific conditions



that may be added at the discretion of the Director of Public Works.

In addition to all conditions herein and included in the Encroachment Permit, the Permittee is responsible for safety requirements within the limits of the project. The Permittee or his employees shall abide by all the regulations of any legally constituted authority.

- 1.11 NPDES** – The Permittee is responsible for instituting Best Management Practices (BMP) to comply with National Pollutant Discharge Elimination System (NPDES) requirements when applicable.
- 1.12 SWPPP** – The Permittee is responsible for instituting Best Management Practices (BMP) to comply with Storm Water Pollution Prevention Plan (SWPPP) requirements and is responsible for obtaining the State of California 2009-0009-DWQ Construction General Permit when applicable.
- 1.13 Failure To Comply** – Anyone failing to obtain all necessary permits of any legally constituted authority or failing to comply with the provisions of the Encroachment Permit, the Director of Public Works may order to stop work, wholly or in part, until the discrepancies have been resolved. Written approval from the Director of Public Works shall be required before work resumes. Failure to comply may result in revocation of permits or other actions in accordance with Section 12.08.320 “Relocation or removal” and 12.08.410 “Penalty for violation” of the Calaveras County Municipal Code. The Director of Public Works reserves the right to pursue additional actions that may include (but are not limited to) revocation of any applicable County Business Licenses and a formal report issued to the California State License Board (CLSB).
- 1.14 Performance Period** – Within two years from the time the County approves and accepts the Permittee’s completed work for work performed under a blanket encroachment permit, or from the time the County accepts and closes out the encroachment permit for work performed under an individual utility encroachment permit, the County and/or Permittee shall inspect the work to ensure the pavement has not failed<sup>1</sup>. If the trench fails within the performance period, the Permittee will be required to make the necessary repairs as directed by the Director of Public Works.

The Permittee agrees to conduct repairs immediately after receiving notification from the County if the damage represents an immediate threat to public safety. For other non-emergency minor maintenance issues, repairs shall be completed within ten (10) business days unless otherwise agreed upon by the Permittee and County. All such repair or restoration work shall be subject to an additional warranty period of two (2) years from the date of the completion of such repair.

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<sup>1</sup> Settlement of replaced road surface of 1/2 inch or more within a 6 foot straight edge shall constitute evidence of improperly compacted backfill material. If test results do not meet these standards, the contractor shall be responsible for repairs or replacement to meet these standards. Subsequent settlement of 3/8 inch or greater with a 6 foot straight edge will be cause for repair in the case of settlement, or replacement in the case of unsatisfactory workmanship. Trench settlement that results in water ponding or other drainage issues may also be considered inadequate despite meeting the aforementioned requirements.

**1.15 Trench Failure and Repair** – If the trench fails after the two-year Performance Period, one of two scenarios are possible:

- If the Permittee did not follow the requirements outlined in this Policy, the Permittee will be required to make the necessary repairs as directed by the Director of Public Works.
- If the Permittee has submitted all compaction testing documentation, and if the failure is attributable to the excavation, repaving the excavation, or resulting from a failure of the utility service, the Permittee shall coordinate the proposed trench repair method and schedule with the Director of Public Works.

If Permittee and County disagree on responsibility for trench failures and repairs, the parties will agree to a neutral third-party geotechnical engineering analysis prepared by a Geotechnical Engineer identified in the County's on-call consultant services list and agreed upon by both parties. The County will initially fund the costs for the third-party analysis. The County, Permittee, and Geotechnical Engineer shall all meet and agree upon a testing method and procedures prior to start of work. Work may require test borings, compaction testing, and other procedures to identify fault. Following an analysis, the Geotechnical Engineer will provide documentation identifying the cause of the failure.

If the Permittee is determined to be at fault, the Permittee shall be responsible for repairs in accordance with this Policy and other applicable codes and procedures. The Permittee shall also be responsible for all Geotechnical Engineering service costs as well as additional county administration and inspection costs necessary to carry out this service. Reimbursement by the Permittee to the County shall occur through the blanket utility encroachment permit or another method approved by both parties.

If the County is held at fault, the Permittee shall not be held liable for the damage. All costs for the Geotechnical Engineering services, repairs, or administrative and inspection services shall be borne by the County.

If the Geotechnical Engineer finds fault with both parties, each party shall agree on a pro rata share of the costs of the Geotechnical Engineer and repair costs as identified by the Geotechnical Engineer. The party found greater at fault shall be responsible for conducting the repairs. If both parties are found equally at fault, the county will bear the responsibility to conduct repairs.

If the County is responsible for a pro rata share of repairs conducted by the Permittee, the Permittee shall prepare a cost estimate of the work to be performed (if work performed by Permittee) that includes three written quotes from qualified third-party contractors or another cost estimating procedure approved by the Director of Public Works. Both parties shall agree upon the scope of work and cost estimate before work may proceed. The County and Permittee may enter into a Memorandum of Understanding, contract, or other

form of agreement in accordance with the Calaveras County Purchasing Guidelines and the Municipal Code. Failure of the Permittee to follow these procedures shall result in loss of their rights to claim reimbursement.

**1.16 Permittee Acknowledgment** – By acceptance of this Permit, the Permittee agrees that whenever future construction, reconstruction, or maintenance work upon the road may require removal or relocation, the Director of Public Works shall give the Permittee a written demand specifying the place of relocation, or that the installations or encroachment must be removed from the Right-of-Way, and specifying a reasonable time within which the encroachment must be removed or relocated. If the Permittee fails to comply with said instructions, the County may cause the removal or relocation of the encroachment at the expense of the Permittee in accordance with Municipal Code Section 12.08.320.

**1.17 Exceptions** – Exceptions to this Policy are as follows:

- Emergencies that endanger life or property.
- Interruption of an Essential Utility service.
- Service for buildings where no other reasonable means of providing service exists.
- Boring is not feasible due to technical engineering reasons.

If an exception is granted by the Director of Public Works, trenching and restoration efforts shall continue to be governed by this Policy. All reasonable efforts must be made by the Permittee to restore the road to its original condition.

**1.18 Appeals** – The Permittee aggrieved by the refusal of an Encroachment Permit for failure to meet the conditions outlined in this Policy may appeal to the Board of Supervisors in accordance with Section 12.08.400 “Appeal Procedure.”

## **2. PUBLIC CONVENIENCE AND SAFETY**

**21 Traffic and Access** – The Permittee's operation shall cause no unnecessary inconvenience to the public. Unless otherwise approved by the County, the access rights of the public, including adequate bicycle, pedestrian, snow removal, and vehicular access shall be maintained at all times. No road shall be closed without authorization from the Director of Public Works.

An authorized road closure will allow the detour of *through* traffic only. The Permittee shall provide a smooth dust controlled route that allows unimpeded access for emergency vehicles and residents at all times.

To apply for a road closure authorization, submit the following to the Department of Public Works:

- Written request for the closure with the time schedule included.
- Justification for the road closure authorization.
- Detour route, sign type designation and sign locations.

- A minimum of ten (10) working days is required to process the application.

Road closures and other projects that have a significant impact on traffic may require additional public outreach and notification including (but not limited to):

- Deployment of Changeable Message Signs (CMS) at key locations to inform the public of the road closure at least one (1) calendar week prior to the start of work.
- Mailing or delivering of project information pamphlets or letters to residents affected by the road closure at least one (1) calendar week prior to the start of work.
- The issuance of a press release informing the public of the road closure at least one (1) calendar week prior to the start of work.

If any part of an installation interferes with the present use of roads by the general public or is in conflict with future or current County improvement projects, that part of the installation shall be removed or relocated in accordance with Section 12.08.320 “Relocation or removal” of the Calaveras County Municipal Code.

- 22 Traffic Control** – Traffic control shall conform to the current California Manual of Uniform Traffic Control Devices (MUTCD).
- 23 Working Hours** – Except for emergency repairs, no work shall be performed within County road Right-of-Way on weekends, County holidays, before 7 AM or after 6 PM unless authorized by the Director of Public Works.
- 24 Roadside Clearance** – No above ground utility facility will be allowed in a ditch line or within three feet of the road or road shoulder unless otherwise approved by the Director of Public Works.
- 25 Dewater Operations** – Release of, or the directing of water onto County roads shall be authorized only by the Director of Public Works and shall include traffic control, clean up, and erosion control and in accordance with this Policy. If erosion occurs, grading shall be as required to restore site conditions to a condition at or better than the original condition. Discharges shall comply with the National Pollutant Discharge Elimination System and with Federal law, State law and local ordinance.

### 3. PRESERVATION OF PROPERTY

- 31 Protection of Property** – The Permittee shall be responsible for the protection of public and private property adjacent to the work and shall exercise due caution to avoid damage to such property.

The Permittee shall repair or replace all existing improvements or landscaping damaged within the Right-of-Way that are not designated for removal on the approved plans. Such repairs and replacements shall match the original in finish and dimension. Trees, lawns and shrubbery that are not designated for removal on the plans shall be protected from damage or injury. If damaged or removed because of the Permittee

operations, they shall be restored or replaced in as nearly the original condition and location as is reasonably possible as approved by Public Works personnel. The Permittee shall give seven (7) days' notice to occupants or owners of adjacent property to allow them to salvage or relocate plants, trees, fences, sprinklers and other improvements within the Right-of-Way that are designated for removal on the plans and would be destroyed because of the work. A copy of such notice to occupants of owners of adjacent property, or evidence of posting the work site shall be furnished to the Director of Public Works prior to issuance of a Permit.

**32 County Facilities** – Prior to construction, the Permittee may be asked to assess the condition of County facilities within project limits. Photographs, video, and/or written field notes are all acceptable methods of adequate documentation. Any damages to County facilities during construction shall immediately be brought to the attention of the County. The Permittee shall not be responsible for damage caused by others within a project area unless that damage was caused as a result of Permittee activities. Prior to final acceptance of the project, the County will inspect the work to ensure that all County facilities are in the same or better condition as determined by the Director of Public Works. If the County identifies any deficiencies as a result of Permittee activity, the condition assessment documentation shall provide a record of prior condition. Failure to provide condition assessment data could result in Permittee liability.

**33 Survey Monuments** – The Permittee shall locate, protect or tie-out all survey monuments that may be disturbed or destroyed. Survey monuments shall be located, referenced and a Corner Record filed with the County Surveyor prior to the start of construction. Following completion of the work, the monuments shall be reset in the surface of the new construction, a suitable monument box placed thereon, or permanent witness monuments set as determined by the Director of Public Works and a Corner Record filed with the County Surveyor prior to final project notice of completion issued by the Department of Public Works. All work shall be performed under the direction of a licensed Land Surveyor or registered Civil Engineer authorized to practice Land Surveying at no expense to the County.

#### **4. PROJECT SITE MAINTENANCE**

**4.1 Surplus Materials** - There shall be no equipment or materials stored or stockpiled in road Right-of-Way except as approved by the Director of Public Works. Surplus soil, debris, rocks or building materials stored on site during Permit work shall be protected by appropriate signing and barriers, shall be contained, and shall not be placed in such a manner that might result in the blockage of any drainage structure at either the inlet or outlet. At the completion of the Permit work, the previous drainage patterns must be restored.

**4.2 Clean up and Dust Control** – Throughout all phases of construction, including suspension of work, the Permittee shall keep the work site clean and free from rubbish and debris. The Permittee shall regularly clean and sweep, or other means necessary, to abate dust nuisance and reduce the possibility of debris being carried by runoff into a storm drain, stream or natural drainage course or lake. All soil and construction material shall be removed from the roadway prior to that portion of the road being

made available to traffic. BMPs shall be used at all times. When power sweeping is required, a self-contained sweeper that picks up and contains the material shall be used. The use of water resulting in mud on roads or drainage facilities will not be allowed as a substitute for sweeping or other cleaning methods.

- 4.3 Haul Routes** – Haul route approval shall be obtained before beginning work. Approval will be issued within five (5) working days after filing of complete plans, fees and application to Public Works. Plans for haul routes shall specify the deposition site, and evidence shall be provided of all approvals for the deposition site. Care shall be exercised to prevent spillage on, or damage to County roads. Any such spillage or damage shall be removed or repaired immediately. If soil deposited in the public Right-of-Way is not cleaned immediately, the Director of Public Works may require immediate sweeping, the cost of which shall be borne by the Permittee. Dust control and traffic control shall be provided for all hauling operations.
- 4.4 Emergency Response for Unsafe Jobsite Conditions** – The County, at its sole discretion, may elect to perform emergency work at the jobsite as necessary for the protection of the roads or for the health and safety of the public. The cost of all such emergency work at the jobsite shall be borne by the Permittee.

## 5. MATERIALS AND EQUIPMENT

- 5.1 Pavement Traffic Markings and Striping** – Pavement traffic markings and striping shall be painted with two (2) coats on the roadway surface with all-weather, oil-based paint, which conforms to the most current version of the Caltrans Standard Plans and Specifications unless otherwise approved by the Director of Public Works. All damaged or removed pavement markers shall be replaced in kind. Visual uniformity, as determined by the Director of Public Works, may require that adjacent markings and all markings within an intersection be repainted by the Permittee at no cost to the County.
- 5.2 Asphalt Concrete (AC)** – AC paving shall be restored in accordance with Caltrans State Standard Specifications Section 39. AC mix formula shall be prepared by an approved certified independent laboratory under the supervision of a certified asphalt technician. Finish coarse shall be 1/2-inch maximum medium (MM) PG 64-16 conforming to Caltrans State Standard Specifications Section 92. AC shall not be applied to ground temperatures lower than 50°F/10°C. The Permittee may also utilize paving asphalt that best matches the specification of existing asphalt. Exceptions shall be approved by the Director of Public Works. Asphalt dike shall be Type A, 3/8-inch maximum. All paving shall be done in accordance with County plans and specifications and generally accepted best practices.
- 5.3 Backfill Material**– Bedding backfill material shall be specified by utility to a depth of 12 inches above the top of the pipe. Material for backfill from 12 inches above the top of the pipe to AC paving or finished grade shall be:
- Class II Aggregate Base (AB) for trenches within the roadway and up to 3-feet beyond the edge of pavement, or equal as approved by the Director of

Public Works; or

- Native material for trenches outside of roadway and greater than 3-feet beyond the edge of pavement. Select native material shall be free from organic matter, debris, and rock larger than 4 inches, and shall generally conform to the following gradation:

<u>Sieve Size</u>	<u>% Passing</u>
4"	100
3"	95-100
#4	50-100
#200	0-50

Unless otherwise authorized, trenches in paved areas which are one (1) foot or less in width shall be backfilled to pavement sub-grade with two-sack slurry or greater. Potholes in paved areas shall be backfilled with two-sack slurry above the pipe blanket. Two-sack slurry may be required in other road surfaces or on steep slopes as directed by the Director of Public Works.

Warning tape and tracer wire shall be required when applicable.

- 54 Microsurface** – When directed by the Director of Public Works, Microsurface shall be a Type II polymer cationic micro-surfacing emulsion on top of the existing pavement surface in accordance with the current Caltrans Standard Specifications. The Director of Public Works may require a Type III Microsurface in lieu of a Type II when appropriate.
- 55 Track Equipment** – Track equipment and outriggers used on paved surfaces shall be equipped with street pads and be operated so as not to mar the surface or cause additional damage to any County facility. If pavement is marred or damaged as a result of the equipment, it shall be repaired in accordance with these conditions and specifications.
- 56 Grading Equipment** – Grading of soil roads or soil shoulders may be accomplished by any means that will provide a smooth, compacted and uniform surface that varies less than 0.1-foot in 10-feet for line or grade up to 300-feet. Projects greater than 300-feet in length will require that grading be performed with approved motor grader equipment.
- 57 Paving Equipment** – Paving 6-feet wide or wider in a driving lane shall be accomplished by use of a self-propelled vibrating screed paving machine (Barber-Greene or equivalent) and may be subject to additional requirements. Shoulder paving and miscellaneous paving shall be installed as approved by the Public Works Inspector.

## 6. TRENCHING

- 61 Cal OSHA** – All excavations shall conform to the requirements of the State of California Division of Occupational Safety and Health as applicable. The Permittee for a street-cut permit shall possess a permit to excavate from the Division of Industrial Safety, Department of Industrial Relations, State of California, and shall submit a copy of said permit with the street cut permit application as applicable.
- 62 Depth of Installation** – Underground installations of wet utilities shall have a minimum cover below finished grade of 36” in accordance with Ordinance 2295 and as indicated by the attached drawings and applicable County standards.
- 63 Separation of Utilities** – Adequate separation shall be maintained between new or replaced underground main lines from existing sewer lines, water lines and drainage culverts. The alignment of new main installations or replacement of existing mains shall be shown in the permit application. Unless specifically authorized by the Director of Public Works:
- The minimum separation for new or replaced main lines running parallel shall be 3 feet from outside of pipe to outside of pipe.
  - The minimum separation for new or replaced main line crossings shall be 1 foot clear from outside of pipe to outside of pipe.
- County requirements do not supersede State requirements.
- 64 Pavement Removal** – Paving shall be cut for removal and excavated in a manner that does not disturb the adjacent pavement. Paving shall be sawcut or cold planed for permanent repair as specified in these conditions and specifications. Trenching within the wheel path shall be prohibited unless no other options or alternatives exist.
- 65 Open Trench** – The maximum length of open trench (excavation or backfill not resurfaced) allowed during construction within the paved surface or shoulder shall be the distance of construction that can be reasonably installed in a single day. Contractor’s personnel shall protect the traveling public from any open trenches at all times. Where pavement has been removed, a minimum of 2 inches of temporary paving or sufficient temporary paving to match the grade of the travel way (as applicable) shall be placed before that area is made available to traffic. Before leaving the project and at the end of each day, all areas of pavement removal, including sidewalk, drainage courses and driveway approaches, shall be backfilled, compacted and surfaced with temporary asphalt. Upon approval of the Director of Public Works, appropriate areas of the trench may be protected by plate bridging or protective fencing.
- 66 Trench/Plate Bridging** – Plate bridging in the traveled way shall be completed in accordance with Caltrans Standard Plans and Specifications and approved by the Director of Public Works prior to start of work.
- 67 Protective Fencing** – When protective fencing is used to secure an area, it shall be constructed of 6 foot high, pipe framed chain link panels or equal material, secured into position and placed in a manner that there are no gaps larger than 3 inches.



Fencing shall be placed a minimum of 4 feet from the nearest driving lane and shall be protected by appropriate signing and barriers per Section 2.2, Traffic Control.

- 68 Inclement Weather** – Other than emergency repairs or as directed by the Director of Public Works, there shall be no excavation within the traveled way of County roads during periods of inclement weather.
- 69 Manhole Construction** – Manholes shall remain below the grading plane until final paving has been completed and then set flush with the surface. In areas that require snow removal, the manhole frame shall be permanently set not less than 0.5 inches nor more than 0.75 inches below pavement surface. In graded earth shoulders or earth flowline areas, manholes are to be protected in place.
- 610 Buried Cable Installation** – Direct burial of cables will not be permitted within paved road surfaces. Direct burial may be permitted within three feet of the paved travel way and shall not be allowed on the fill side of a mountainous roadway.
- 611 Lateral Trench Installation** – Unless otherwise approved by the Director of Public Works, lateral trench installation for new utilities is allowed at a minimum interval of 150 feet. If multiple lateral trenches are installed for new construction within 150 feet minimum intervals, the entire section between the first and last cross cut shall be repaired in accordance with Table 8.1. Exceptions or modifications to this policy may be approved by the Director of Public Works for existing essential utilities on a case by case basis.

## 7. COMPACTION

- 71 Relative Compaction (RC)** – Asphalt cement shall be placed in layers not to exceed 0.20 feet and be a minimum of 95% RC. Aggregates placed beneath paved surfaces and within 3 feet of the edge of pavement shall be compacted to achieve a minimum 95% RC of ASTM D1557 or Caltrans Test Methods CTM 216 and CTM 231. Soils placed beyond 3 feet of the edge of pavement shall be compacted to achieve a minimum of 90% RC of ASTM D1557 or Caltrans Test Methods CTM 216 and CTM 231.
- 72 Mechanical Compaction** – Backfill shall be placed in horizontal layers of thickness compatible to the material being placed and the type of equipment being used as specified by the Permittee's soils engineer. Each layer shall be evenly spread then tamped or rolled until the specified relative compaction is attained.
- 73 Water Densification** – Currently not allowed.
- 74 Compaction Testing Frequency And Location** – Trench backfill testing shall be at random 100-foot maximum intervals. After three (3) successful tests the intervals may be increased by 50 feet increments per successive successful tests up to a maximum interval of 250 feet. The Director of Public Works shall determine test locations. One test shall be performed for each 4 feet of depth or fraction thereof starting at the top of the installation. Twenty percent (20%) of laterals and one hundred (100%) of

manholes shall be tested independently of the main line. Failure of a compaction test will result in the entire area represented by that test being uniformly reworked and retested at a random location. Additionally, a failed test, at the discretion of the County, may result in more frequent compaction testing to a minimum of 100-foot intervals.

The use of two-sack slurry in lieu of compacted materials shall be exempt from compaction testing requirements.

- 75 Test Reports** – Tests shall be certified by a registered California Civil or Geotechnical engineer or testing laboratory in accordance with the State of California test requirements. Test reports shall be listed individually for each trench or for each type and phase of construction. The test report shall include an accurate description of the test location. **Compaction reports shall be submitted to the County’s inspector and approved prior to permanent paving.** If an alternate compaction method has been approved in accordance to these conditions and specifications, alternate test reports specified at time of permit issuance shall be submitted.

## 8. PAVEMENT

- 8.1 Temporary Pavement** – In accordance with Section 6.5, Open Trench, temporary asphalt compacted to 2 inches thick shall be placed and maintained in a smooth and compacted condition at all locations where paving has been removed before traffic is allowed to pass over. Temporary asphalt shall be removed for permanent repair. Temporary pavements shall be approved by the Director of Public Works.
- 8.2 Trench Pavement Repair** – If required by Public Works, trench edges shall be sawcut with straight lines and cold planed 2 inches to a minimum of 1 foot beyond sawcut edge and shall be parallel and at right angles to the centerline of the road. For roads that have 2 inches of asphalt paving or less, alternate methods of t-cut trenching shall be discussed and approved by the Director of Public Works prior to construction.

Damaged paving adjacent to the trench edges shall be sawcut and removed in rectangular sections, and that area included in the paving repair per these conditions and specifications. If the edge of a trench repair is less than 3 feet from the edge of pavement, the remaining strip of pavement between the trench and edge of pavement shall also be removed and included in the replacement paving.

The repaired section of asphalt shall not be less than 1 inch thicker than the existing paving but not less than 2 inches thick, flush with the existing paving. For roads with considerable pavement thickness, the Permittee is allowed to install sufficient asphalt to meet or exceed the calculated structural section of the roadway (Traffic Index) in accordance with Chapter 610 “Pavement Engineering Considerations” of the latest Caltrans Highway Design Manual or as approved by the Director of Public Works. Prior to paving, areas to be joined with asphalt paving shall be cleaned of all soil and foreign material and tacked (100% coverage) with asphaltic emulsion or paint binder.

Permanent paving shall be placed as soon as possible after compaction trench tests

have been approved by the County and within sixty (60) days of completion of the subsurface installation. Deviation from this schedule shall receive prior approval by the Director of Public Works.

Any damage to the roadway beyond the trench excavation as a result of negligence by the Permittee or his/her contractor shall be repaired to meet or exceed prior street conditions as determined by the Director of Public Works.

- 8.3 Overlay Paving or Resurfacing** – When a trench is 300 feet or longer, in addition to the permanent pavement requirements listed in Section 8.2, pavement restoration shall be required in accordance with Table 8.1 below. The specific requirement will be determined before the issuance of an Encroachment Permit for the proposed work. Should work start prior to the issuance of an encroachment permit or without prior approval, the Permittee shall not be relieved from the responsibility of restoring the street. Where there are existing surface coats on the existing paving, open graded paving, chip seal or any type of surfacing that has been removed as a result of construction activity, such surfacing and paving shall be replaced in-kind.

For roads scheduled for repaving or resurfacing in the County’s Capital Improvement Program (CIP), in lieu of restoring the street, the County gives the Permittee the option contribute cash for the cost of street restoration. The cash contribution from the Permittee will be used to defray the County’s cost of restoring the pavement in accordance with Table 8.1. The cost of cash contribution will be determined by the length and width of the trench as specified hereinafter. The Director of Public Works shall update unit costs for street overlay and resurfacing by utilizing cost data obtained from appropriate capital projects constructed within the County during the previous twelve months or from other sources as necessary to obtain representative costs for the quantities of work to be accomplished.

When trenching occurs in a road where existing pavement/structural section has a PCI (Pavement Condition Index) of less than 45, the Permittee shall only be required to restore the trench in accordance with this Policy. The Permittee shall not be required to contribute cash for the cost of pavement restoration, even if the road is identified in the County’s CIP.

The Director of Public Works, at their discretion, will consider other options or alternatives that address these concerns. Permittees are strongly encouraged to locate trenches in available shoulders or other unpaved areas whenever possible.

- 8.4 Temporary Winter Repairs** – In the event that the Director of Public Works determines that the finish paving should not be completed per the schedule above due to weather or other factors, the finish paving may be deferred up to six months. The Director of Public Works shall be required to approve any temporary repairs that deviate from these conditions and specifications due to inclement weather. Under no circumstances shall the County permit conditions that are deemed to be unsafe. The Permittee may be required to post a bond or other security to ensure future project completion.

**Table 8.1 – Pavement Restoration Options**

Street Category	Options
A	<p><b>Option 1</b> - Trenching prohibited. Directional boring or jacking may be permitted.  <b>Option 2</b> - Grind and replace length of trench with 2” overlay over half road width.  <b>Option 3</b> - 1 ½” overlay over entire road surface for length of trench with shoulder backing as appropriate.  <b>Option 4</b> - <b>(Qualified Projects)</b> - CIP Project, eligible for in-lieu cash contribution.</p>
B	<p><b>Option 1</b> - Grind and replace length of trench with 2” overlay over half road width.  <b>Option 2</b> - Type II or Type III Microsurface across entire road width for length of trench.  <b>Option 3</b> - Other approved resurfacing method to conform to current road conditions.  <b>Option 4</b> - Directional boring or jacking may be permitted.  <b>Option 5</b> - <b>(Qualified Projects)</b> - CIP Project, eligible for in-lieu cash contribution.</p>
C	<p><b>Option 1</b> - Trench pavement repair (per Section 8.2) and crack seal trench. No additional pavement restoration required.</p>

**STREET CATEGORIES**

**A**-Street newly constructed or repaved within 3 years of trench cut application date or PCI of 80 or greater.

**B**-Street in good or fair condition that have not been newly constructed or repaved within 3 years and PCI of less than 80 or greater than 45.

**C**-Street in poor condition, PCI 45 or less.

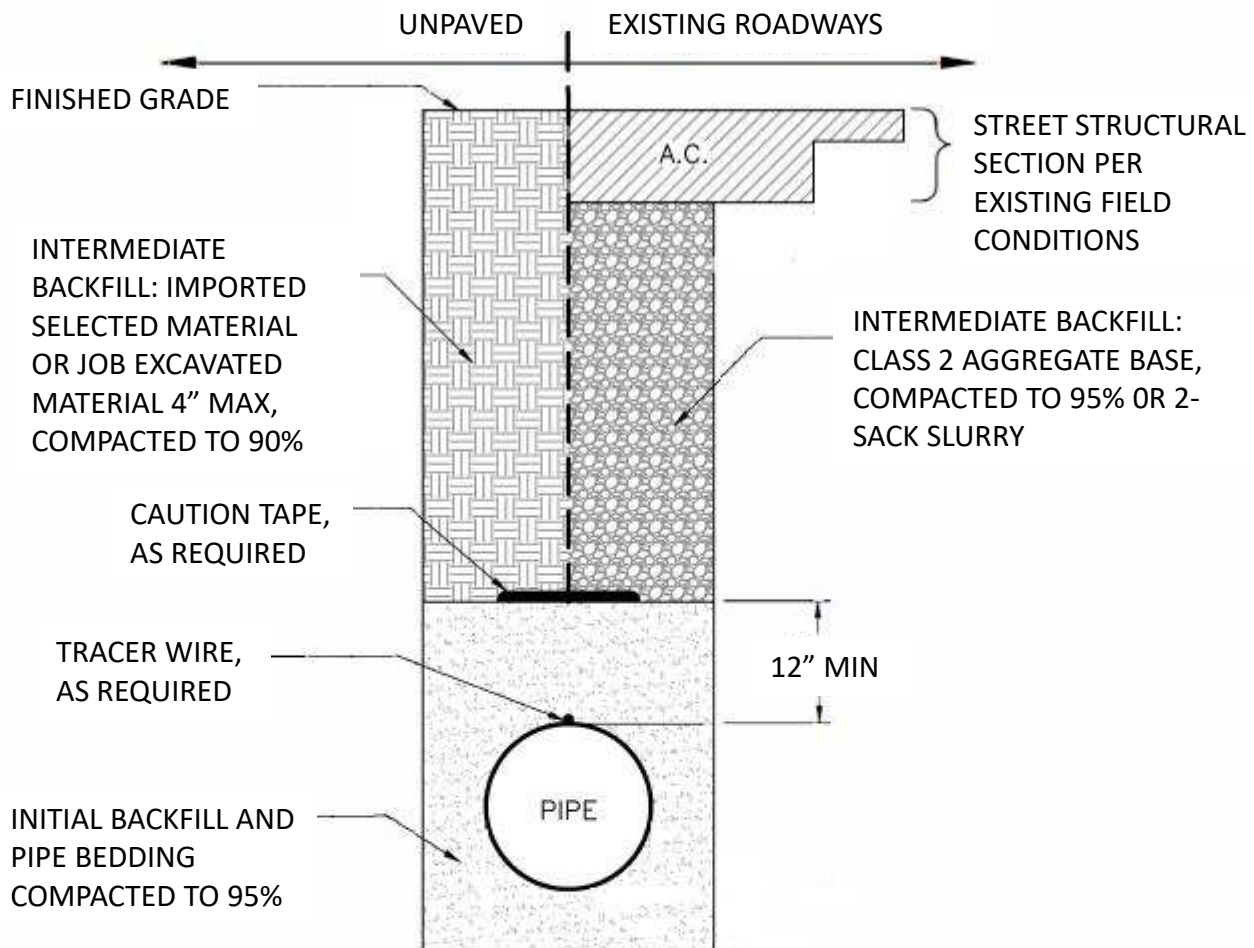
- 8.5 Excessive Pavement Removal** – Removal of six or more separate areas of pavement equal to 15% of the total area of a lane (excluding work done within the paved shoulder) by a Permittee within a continuous 300-foot length of street, shall require pavement restoration per Table 8.1 from the first cut to the last. Lateral
- 8.6 Cumulative Pavement Removal** – When performing trenching work on various roads, the minimum 300-foot condition is applicable as an aggregate total along any individual road segment or adjacent roads. For example, if the Permittee trenches 200 feet at one location along Road A and then performs an additional 150 feet of trench work at another location along Road A, or adjacent Road B, pavement restoration per Table 8.1 shall apply. Lateral trenches fall under the requirements of Section 8.7.
- 8.7 Lateral Trenching Projects** – The installation of multiple lateral trenches constructed as part of a service expansion project shall adhere to the conditions outlined in Table 8.1. Repairs of multiple lateral trenches within 150 feet intervals, the entire section between the first and last cross cut shall be repaired in accordance with Table 8.1. The requirements of Table 8.1 may be waived or reduced by the Director of Public Works on a case by case basis for repairs of existing lateral trenches in excess of 150-foot intervals or the installation of a single new lateral trench for existing essential utilities.
- 8.8 Driveway Approaches** – Driveway approaches constructed of AC and damaged or affected by utility trenching operations shall be repaired to a condition at or better than

the condition prior to trenching operations at the discretion of the Director of Public Works. The contractor shall be required to conform the driveway approach to the existing roadway at their expense if applicable. Gravel or other unpaved driveway surfaced shall be restored to a condition at or better than their prior condition in accordance with this Policy.

- 89 Portland Cement Concrete** – Potholes or trenches in PCC shall be repaired by saw cutting or grinding and removed in full panels at the score lines or as directed by the Director of Public Works. A minimum section of five feet by five feet shall be removed and replaced in the absence of panels.

## 9. INSURANCE REQUIREMENTS

- 91 Insurance Requirements** - Before issuing the encroachment permit, the qualified licensed contractor shall provide the County with evidence of General Liability Insurance in the amount of at least \$1 million and provide an endorsement naming the COUNTY OF CALAVERAS as additionally insured in accordance with the Encroachment Permit application requirements.
- 92 Warranty** – In accordance with Section 12.08.220 of the Calaveras County Municipal Code, the Permittee may be required to annually file an approved surety bond or other security in a sum fixed by the Director of Public Works as sufficient to reimburse the County for expenses to be incurred in restoring the right-of-way to its former condition.
- 93 Maintenance Bond** – The County – at its discretion – may require the posting of a Maintenance Bond or other Security. If applicable, the Permittee shall post a one-year maintenance bond or cash deposit in an amount specified by the Department. In no circumstance shall the Maintenance Bond or cash deposit be less than 10% of the cost of improvements or exceed 100% of the cost of improvements.
- 94 Hold Harmless** – The Permittee shall preserve and hold harmless the County and each officer and employee thereof, from any liability or responsibility for any accident, loss of damage to persons or property happening or occurring as a proximate result of Permittee’s negligence or the negligence of Permittee’s agents, servants, employees or contractors in the design or performance of any work undertaken under any permit granted to Permittee pursuant to the application.
- 95 Applicability** –These conditions and specifications are applicable to roads maintained by Calaveras County, including roads maintained in County Service Areas (CSAs) or Permanent Road Divisions (PRDs). Nothing in these conditions or specifications prohibits their use on roads outside of the County’s maintenance responsibilities by third parties. The County shall not be responsible for complications or other issues arising from the use of these conditions and specifications by other jurisdictions, Community Service Districts (CSDs), or local road maintenance or homeowner associations. These entities may choose to utilize or adopt this Policy at their own risk.



**NOTES:**

1. MINIMUM COVER FROM TOP OF PIPE TO FINISHED GRADE SHALL BE 36 INCHES.
2. PAVEMENT SAW CUT SHALL BE CLEAN AND STRAIGHT LINES, PARALLEL AND PERPENDICULAR TO EXISTING ROADWAY IMPROVEMENTS.
3. EXISTING ROADWAY INCLUDES 3 FEET BEYOND EDGE OF PAVEMENT.
4. SAWCUT OR GRIND PAVEMENT A MIN. OF 1 FOOT BEYOND EACH SIDE OF TRENCH CUT. REMOVE 2-INCH MINIMUM OF AC PAVEMENT BY COLD PLANING
5. REPLACE PAVEMENT ALL THE WAY TO THE EDGE OF PAVEMENT IF EXCAVATION IS WITHIN 3 FEET OF THE EDGE OF PAVEMENT.
6. INITIAL BACKFILL MATERIAL TO BE SPECIFIED BY UTILITY.



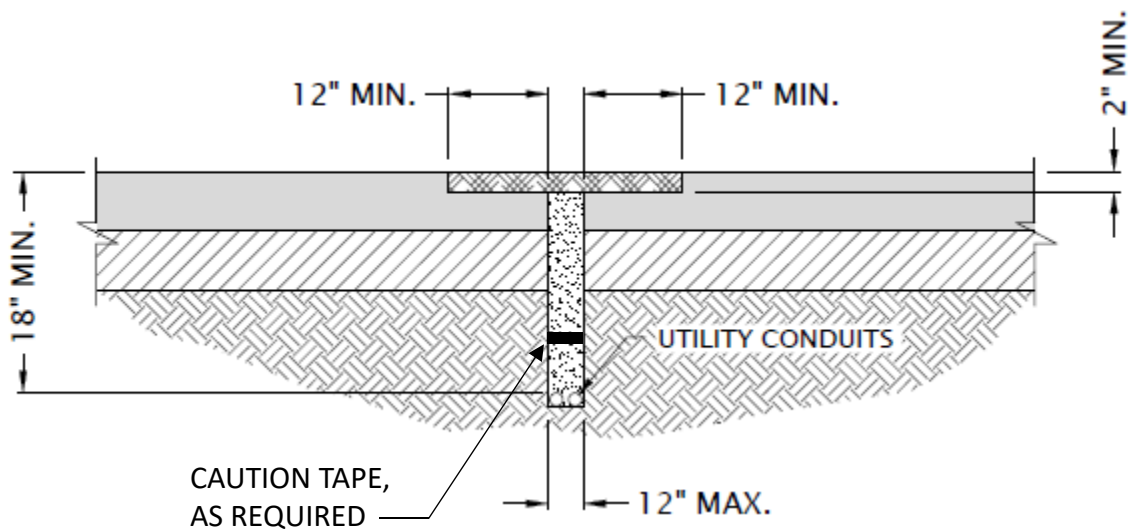
Department of Public Works  
 891 Mountain Ranch Road  
 San Andreas, CA 95249  
 Phone: (209) 754-6401  
 Fax: (209) 754-6664

## TRENCH RESTORATION DETAIL

DATE: SEPTEMBER 2019

### HATCH LEGEND:

	NEW AC PAVEMENT
	EXISTING AC PAVEMENT
	EXISTING CRUSHED AGGREGATE BASE
	2-SACK PCC SAND SLURRY
	EXISTING EARTH



### NOTES:

1. SAWCUT OR GRIND PAVEMENT A MIN. OF 1 FOOT BEYOND EACH SIDE OF TRENCH CUT. REMOVE 2-INCH MINIMUM OF AC PAVEMENT BY COLD PLANING
2. REPLACE PAVEMENT ALL THE WAY TO THE EDGE OF PAVEMENT IF EXCAVATION IS WITHIN 3 FEET OF THE EDGE OF PAVEMENT.
3. MINIMUM COVER FROM TOP OF PIPE TO FINISHED GRADE SHALL BE 36 INCHES.
4. PLACE AND COMPACT AC PAVEMENT PER THE COUNTY OF CALAVERAS TRENCH CUTS AND STREET RESURFACING POLICY
5. TRENCHES BEYOND 3 FEET OF THE EDGE OF PAVEMENT MAY BE BACKFILLED WITH IMPORTED SELECTED MATERIAL OR JOB EXCAVATED MATERIAL 4" MAX, COMPACTED TO 90%.



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## TRENCH RESTORATION DETAIL – NARROW TRENCH

DATE: SEPTEMBER 2019

# Agenda Item

DATE: October 9, 2019  
TO: Michael Minkler, General Manager  
FROM: Damon Wyckoff, Director of Operations  
RE: Report on the September 2019 Operations Department

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## **RECOMMENDED ACTION:**

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

## **SUMMARY:**

Attached is the monthly Operations Department Report for September 2019. 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: September 2019 Operations Department Report for Division 1 through 5*



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# Operations Department Report

September 1<sup>st</sup> 2019 through September 30<sup>th</sup> 2019

## **Director of Operations:**

1. Extensive work associated with the Algal Bloom on the Forest Meadows Effluent Pond. Worked with District Staff and the Central Valley Regional Water Quality Control Board (CVRWQCB) to develop a Long-Term Course of Action to remediate algal blooms. Met with all parties involved at CVRWQCB Headquarters to discuss the issue.
2. On-going work associated with planning the coordination and implementation of Mobile MMS, the District's Service Request and Work Order Software.
3. Continued work with FEMA and Cal OES to ensure completion of project worksheets and Damage Inventory Descriptions related to the February 13<sup>th</sup> – 15<sup>th</sup> Valentine's Day Storm.
4. Developed a working group and plan of operation to replace a failed pump at the Copper Cover Water Treatment Plant's (WTP) Raw Water Pump Station
5. Participated in interviews for the Director of Administrative Services Position
6. Worked with the Engineering Department and Calaveras County Department of Public Works to contemplate how best to re-establish the integrity of the District's 8" water main in the proposed Murphys Drive Bridge
7. Conducted the District's Quarterly Utilities Coordination Meeting. The County's proposed Trench Restoration Policy was among the topics of discussion. Positive conversation RE: The Policy
8. Completed Notice of Intent (NOIs) Applications for FEMA 75% match grant funds for multiple proposed projects

## **Admin Assistant:**

1. August Spray Reporting
2. Maintained Field Calendar
3. Daily Distribution of Line Locates (209 received from 09/01 – 09/30)
4. Collect, Organize, and Enter Department Purchase Orders (181 PO's entered from 09/01-09/30)
5. Operations Work Order Tracking
6. Track Weekly Safety Tailgate Meetings
7. Facilitated Employee Reimbursements & Certificate Renewals
8. Facilitated Field Staff Training – Including Registrations & Travel Arrangements
9. Miscellaneous Ordering for Field Staff
10. Operations Shipping/ Returns
11. Completed Credit Applications for New Vendor Accounts
12. Updated Authorized Buyers Lists
13. Met with Purchasing Agent & Warehouse Worker at TUD
14. Assisted with work efforts to post On Call Guide on ADP
15. On Call Reminders, Transfers, Logs
16. Updated AWWA Standards Binders
17. Organized Data for Monthly Vehicle Inspection Reports
18. Bi-Weekly Mail Pick-Up & Sorting
19. Updated Jenny Lind Customer contact information for Lead & Copper Sampling
20. Continued Work Efforts pertaining to Annual Backflow Testing

## **Plant Operations Manager:**

1. Attended and participated on the monthly Operations Supervisor Meeting
2. Onsite visit with EBMUD at the Middle Fork of the Mokelumne River Pump Station to contemplate a gauging station installation
3. Completed the monthly review of District water reports and submitted to the Division of Drinking Water
4. Completed the monthly review of wastewater reports and submitted to the Central Valley Regional Water Quality Control Board
5. Meeting with the Army Corps to discuss Huckleberry Lift Station storm water improvements
6. Met with FEMA for site visits associated with roads damaged during the February 2019 storms
7. Worked to issue and receive Lead & Copper samples for analysis in the Districts Jenny Lind and Ebbetts Pass Service Areas
8. Met with the Division of Safety of Dams (DSOD) and the District's Consultant for an inspection at White Pines Dam
9. Met with Aquatech on disassembling Hunters old redwood clearwell
10. Participated in a kickoff meeting with Condor for AWWTP land application study
11. Completed monthly review of purchase orders
12. Conducted site visits with Conifer Communications to facilitate the contemplation of use by Conifer for Internet Signal antennae
13. Facilitated the District's Consultant installation of Monitoring Wells at Wallace and West Point
14. On-going work associated with the Algae Bloom in the Forest Meadows Pond
15. Met with Tri-Dam to discuss the District's Copper Cove Raw Pump Station pump replacement project

## **Water Treatment Plants:**

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

1. Operations as usual
2. Repaired Ozone System Leak
3. Continued participation in planning related to Copper Raw Pump Replacement

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

1. Operations as usual

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

1. Operations as usual
2. Continued infiltration gallery problems
3. Acti-Flo startup/Phase 1 on hold due to incorrect influent valve on unit

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

1. Operations as usual

### **Wallace Lake Estates Well System:**

1. Operations as usual
2. Well #2 Pump Replaced and back online

### **West Point Water Treatment Plant:**

1. Operations as usual
2. On the Mokelumne River Raw Water Flow September 9th

## **Wastewater Treatment Plants:**

### **Arnold Wastewater Treatment Plant:**

1. Operations as usual

### **Copper Cove Wastewater Treatment Plant:**

1. Routine operations as required by permit.

### **Copper Cove Wastewater Reclamation Plant:**

1. Plant in operation during the month
2. Plant taken offline Sept 19<sup>th</sup>— storage pond emptied for Winter

### **Country House Wastewater Facility:**

1. Operations as usual

### **Forest Meadows Wastewater Treatment Plant:**

1. Operations as usual

2. Odor Complaints regarding the storage pond
3. Worked to sample the Effluent Storage Pond and clean out algae mats

**Indian Rock Vineyards Wastewater Facility:**

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

**La Contenta Wastewater Treatment Plant:**

1. Operations as usual
2. Reclaimed water still being sent to the golf course

**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

**West Point Wastewater Treatment Plant:**

1. Operations as usual

**Wilseyville Wastewater Facility:**

1. Operations as usual

**Distribution:**

**Copperopolis Distribution System:**

**SERVICE LINE WORK**

1. Mitchell Lake 1" 3gpm
2. Arrowhead rd 1" 3gpm
3. Salmon CT 3/4 5gpm
4. Oakhurst 1" 4gpm
5. Sunrise 1" 2gpm
6. Hi Point 1" 6gpm
7. Tomahawk Trail 1" 4gpm
8. Salmon 1" 4gpm
9. Salmon 1" 3gpm

**MAIN LINE WORK**

None at this time

**Additional Work**

1. Completed PRV maintenance and repair on PRVs at Flint, Bear Claw, and Kiva
2. On-going work associated with replacing a failed raw water pump in Lake Tulloch for the Water Treatment Plant
3. Exercised 134 valves
4. Flushed 34,567 gal

**Ebbett's Pass Distribution System:**

**SERVICE LINE WORK**

1. Dardanelle Vista – 4 gpm
2. Navajo Drive – 3 gpm
3. St. Moritz – 5 gpm, replaced service line

**MAIN LINE WORK**

1. Considerable amount of time devoted to providing operational oversight assistance on the District's Reach 1 Pipeline Replacement Project
2. Poison Oak Peak – 5 gpm
3. Valley View Drive – 2 gpm
4. Bigfoot Circle – 1000 gpm
5. Ottawa Drive – 1000 gpm

### **Additional Work**

1. Customer Service Work Orders
2. USA Line Locates

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

#### **SERVICE LINE WORK**

1. Hartvickson, 1" x 3" wrap around, 2 gpm
2. Hartvickson, 1" x 3" wrap around, 2 gpm
3. Clements Ct, 3/4" x 3" wrap around, 1/2 gpm
4. Baldwin, 1" x 6" wrap, 3 gpm
5. Sparrowk, replace curb stop, 1 gpm
6. Cassidy, replaced meter, freeze plate gasket blew, 1 gpm
7. Kirby, replaced 8 feet of 1" service line, 4gpm
8. Baldwin, replaced 1" x 3/4" x 3/4" tee for both services, 1 gpm
9. Thornicroft, replaced 1" x 3/4" x 3/4" tee for both services, 2 gpm
10. Cox, replaced 1" x 3/4" x 3/4" tee for both services, 2 gpm
11. Cox, CSV had small leak, 1 gpm
12. Schumann Ct, 2 leaks, 2 1" x 3" wrap arounds, 3gpm
13. Kirby, 3/4" x 3" wrap around, 3 gpm, after hours repair
14. Montero, 1" x 3" wrap around, 1 gpm, hand dig
15. Baldwin, 1" x 3" wrap around, 2 gpm, hand dig
16. Laurent, 1" x 3" wrap around, 5gpm, after hours repair by on-call person
17. Laurent, leaking again, replaced 9 feet of 1" service line, 4 gpm
18. Dunn, 1" x 3" wrap around, 2 gpm
19. Yost, 1" x 3" wrap around, 1/2 gpm
20. Westhill, 1" x 3" wrap around, 1 gpm
21. O' Reilly, 1" x 3" wrap around, 2 gpm
22. Goggin, replaced 1" x 3/4" x 3/4" tee for both services, 1/2 gpm
23. Dunn, 2 leaks, 2 1" x 3" wrap arounds, 5 gpm, leak repaired after hours
24. Kirby, 3/4" x 3" wrap around, 1 gpm
25. Kirby, 1" x 3" wrap around, 2 gpm
26. Kirby, 1" x 3" wrap around, 3 gpm
27. Westhill, 3/4" x 3" wrap around, 1 gpm
28. Antonovich, replaced 25 feet of 1" service line, 2 gpm
29. Westhill, 1" x 3" wrap around, 2 gpm
30. Hwy 26, 2 leaks, replaced 3 feet of 1" service line, 3 gpm
31. Crosby Ct, replaced 25 feet of 1" service line, pulled line under customer driveway, 2 gpm
32. Dunn, 1" x 3" wrap around, 2 gpm
33. Dunn, replaced 15 feet of 1" service line, shutdown main and ran new line from main to meters, 4 gpm
34. Baldwin, 2 leaks, 2 1" x 3" wrap arounds, 3 gpm
35. O' Reilly, 1" x 3" wrap around, 2 gpm
36. Hwy 26, 1" x 3" wrap around, 3 gpm, full traffic control
37. Baldwin/McAtee, 3 leaks, replaced 15 feet of 1" service line, 3 gpm
38. McCauley, 1" x 3" wrap around, 2 gpm

#### **MAIN LINE WORK**

1. Hoffman Dr, 8" x 12" wrap around. small hole in mainline, 8" AC, 3 gpm

#### **ADDITIONAL WORK**

1. USA line locates
2. Customer Service Work Orders for various items including but not limited to: check meter function, re-read, replace meter, restore service, etc.
3. Flushed 94,350 Gallons
4. Coordinated with Grocery Outlet for Backflow Prevention Device Testing
5. Assisted Meter Readers in passing out payment reminder door tags

### **West Point Distribution System:**

#### **SERVICE LINE WORK**

1. Iris way, 1" x 3" wrap around, 2 gpm

#### **MAIN LINE WORK**

1. None during this time period

#### **ADDITIONAL WORK**

1. Responded to Customer concerns RE: An Air Relief Valve (ARV) and its operation. Reassured Customer all was normal
2. USA Line locates

## **Collections:**

1. Finished manhole inspections with Jared in the La Contenta Homeowners Association (HOA) related to their Re-Pave Project
2. Worked with contract company to clean out every manhole and hydro flush every sewer main line affected by the La Contenta HOA's Re-Pave Project
3. Confined space entry completed for the construction crew at the Saddle Creek Pressure Reducing Valve (PRV) Vault in Copperopolis
4. Confined space entry into septic tank to reattach effluent line that had broken off
5. Continued hydro flushing and camera work in Arnold collection system
6. Pumped another set of backwash ponds for John Brown at Jenny Lind water treatment plant
7. Worked with Cal Fire crew to clean out drainage canal at Huckleberry Lift Station (LS) and cut down oak tree behind Pizza Factory in La Contenta that was giving us root problems at our manhole
8. Pumped and cleaned wet well at Lakeside LS in Forest Meadows
9. Pumped and cleaned wet well at Azalea Ct LS in Forest Meadows
10. Pumped and cleaned wet well at Hwy. 4 LS in Forest Meadows
11. Pumped and cleaned wet well at 6 Mile Village LS
12. Pumped and cleaned wet well at Arnold LS #3
13. Pumped and cleaned wet well at Lower Cross Country LS in Copperopolis
14. Pumped the septic tank at White Pines barn for the distribution crew
15. Hydro flushed all known trouble area sewer mains in Forest meadows as an annual maintenance item
16. Exposed the ball and check valve on septic tank at 3908 Juniper in 6 mile. Valves were plugged with swiffers and the tank was not draining
17. Exposed the ball and check valve on septic tank at 22939 Hwy 26 in West Point. Valve was broken and roots had plugged it off so tank was not draining
18. Wired in new panel and new floats and pump and installed new basket in septic tank on Pyshton Lane in Vallecito where house had been torn down and rebuilt
19. Worked with electricians to install new low-level float and transducer at LS 8 in Copperopolis
20. Worked with DRM to complete second round of septic tank repairs in Southworth to help mitigate I&I problems at plant
21. Exposed two separate service stub-outs to open lots in meadow at LS #3 IN Arnold. Upon CCTV of this area we found that these services were capped and we found a large amount of water leaking by both of these caps. We exposed them, removed the old caps, and glued new caps on to stop the water from getting in to our system
22. Exposed the outside of manhole 55 in Arnold and sealed the cone and barrel connection with hydraulic cement to stop the I&I we found pouring in to manhole upon our initial inspection
23. Saw-cut concrete panel pad outside of the wet well at LS 19 in Copperopolis to expose electrical conduit that had broken and was letting a large amount of I&I into our system and made the repair
24. Weekly lift station checks district wide
25. USA Line locates district wide
26. Weekly tailgate safety meetings
27. Vehicle inspections of all collections crew-maintained vehicles
28. No spill report for August through CIWQS website

## **Construction:**

1. On-going work associated with testing and re-establishing the operation of the Slurry Line
2. On-going work (trenching, set the pump skid, electrical) associated with a new Vallecito Reclaim WWTP Pump Station
3. Worked to remove algal mats and install fencing at the Forest Meadows Effluent Pond
4. Assisted the Ebbett's Pass Distribution Crew in the repair of two water main breaks on the Techite Line in Big Trees Village

5. Assisted the Jenny Lind and Copperopolis Distribution Crews in completing leak repairs
6. Installed rainwater / run-on drain valve in the Southworth Sprayfield
7. Replaced 8-ton concrete PRV vault lid with an aluminum lid at the Saddle Creek PRV Vault in Copperopolis. Reduced safety risks associated with vault entry and operation and maintenance of the PRV.
8. Completed full service on equipment and service trucks
9. Assisted the Collections Crew with a sewer line repair near White Pines
10. Poured a concrete pad at the Vallecito / Douglas Flat yard for fuel tank installation

## **Electrical:**

1. Replaced ozone generator door switch Copper Cove WTP
2. Replaced UPS and upgraded capacity at Forest Meadows WWTP main control cabinet
3. Replaced ViPR telemetry radio at Lakeside sewer lift station in Arnold after failure
4. Wired in new pump at Mountain Retreat sewer lift station in Arnold
5. Wired in new pump at Arnold sewer lift station #2
6. Adjusted pressure switch at Reeds Turnpike pump station in Copperopolis
7. Replaced failed 400-amp circuit breaker for booster pump #2 at the Copper Cove raw water pump station
8. Added new staff members to SCADA and alarming lists at Copper Cove WTP
9. Verified flow rate of well #2 at Wallace Water Treatment Plant
10. Replaced failed UPS at Hwy 26 sewer lift station in Valley Springs
11. After hours repair of control system at Copper Cove sewer lift station #18
12. Performed electrical system locates in Arnold
13. Repaired/de-ragged pump #1 at Arnold sewer lift station #2
14. Had Gold Electric quote solar backup for telemetry/control systems at Copper Tank and Moran valve
15. Replaced pump at Huckleberry sewer lift station in Valley Springs
16. Preliminary startup of the new Jenny Lind pretreatment plant
17. Adjusted well flows at Wallace Water treatment plant
18. Repaired crane at Huckleberry sewer lift station in Valley Springs
19. Restored function of remote SCADA access at Arnold WWTP
20. Restored operation of blower #2 at Hunters water treatment plant
21. Wired in additional control relays for the Jenny Lind pretreatment plant
22. New Employee (SCADA / Electrical Controls Tech) orientation
23. Replaced failed UPS at West Point WTP
24. Restored operation of pump #1 and pump #2 at Avery tank pump station
25. Replaced failed T96SR telemetry radio at Larkspur tank in Forest Meadows
26. Added cooling fan to pump #1 control cabinet at Avery pump station
27. Replaced failed level transducer at Copper Cove sewer lift station #41
28. Verified proper function of level transducer at B-Tank in Copperopolis
29. Replaced UPS and polyphaser at Larkspur tank in Forest Meadows
30. After hours replacement of PLC at Pinebrook tank in Arnold
31. After hours replacement of failed PLC at Larkspur Tank in Forest Meadows
32. After hours replacement of failed telemetry antenna and coax at Larkspur Tank in Forest Meadows
33. Restored Blower #2 fail to start alarm in the SCADA system at West Point WTP after blower replacement
34. Replaced failed control cable from level transducer termination box to control panel at Pinebrook Tank in Arnold
35. Installed new ultrasonic level transducer at Arnold WWTP ditch
36. Replaced UPS's at Copper Cove sewer lift stations #3, #11 and #43
37. Replaced failed control panel heater at Jenny Lind WTP

## **Mechanical:**

1. Eliminated sand and rock blockage within the intake at the Mokelumne Middle Fork Pump Station
2. Adjusted Cla-Val at the Avery Pump Station
3. Repaired air compressor on the Diffused Air Flotation (DAF) Units at the Forest Meadows WWTP
4. Received and installed fuel storage tanks, pumps, vents, and fill caps throughout the District's Service Areas in an effort to bolster the District's ability to respond to PSPS.
5. Participated in meetings, organizing, and planning associated with replacing a failed pump in Lake Tulloch for the Copper Cove WTP. Began constructing the intake structure

6. Installed safety stabilization cabling on aerator at the Forest Meadows Effluent Pond
7. Re-scaled Cla-Val stem at the Saw Mill Pump Station.
8. Changed the accumulator on the new Return Activated Sludge (RAS) pump at the Arnold WWTP
9. Test operated the Acorn Pump Station Pumps in anticipation of the need to return raw flow operation to the Middle Fork Mokelumne Pump Station (West Point WTP).
10. Conducted Generator Checks in the Copperopolis Service Area
11. Replaced RAS Pump at the Arnold WWTP
12. Topped off all generators with fuel
13. Inspected standby generators on the Highway 4 Corridor
14. Adjusted Standby Generator output at LS 6 in Copperopolis
15. Removed a Chemical storage tank at LS 12 in Copperopolis in anticipation of installation of new chemical tank by the vendor
16. Replaced front brakes and steering box on Vehicle #710
17. Re-welded Kanaflex weldment connection (flexible hose connection), troubleshot aux motor, and replaced leaking fuel pump on VacCon #126
18. Re-programmed motor for new hydraulic and installed backup camera on Truck #135 (VacCon)
19. Restored proper Operation to the T01 Hydrotrailer
20. Replaced Fuel filter on Truck #127(Ford F350)
21. Troubleshot Generator at the CCWTP for Over-crank condition. No Over-crank found
22. Removed Rear Differential from Jeep #129 and installed in Jeep #130. Jeep #130 is out of service
23. Annual Service on Truck 145 (Collections Pump Truck)
24. Changed Engine Oil on Truck #723 (Mechanics Dodge 5500)
25. Re-installed wiring near Mass Air Flow Sensor in Truck 121 (F150 Van)
26. Replaced failed Cla-val stem at the A-Tank Pump Station in the Jenny Lind Service Area
27. Replaced leaking upper control Valve #3 indicator stem and re-established seal on the influent check valves at the Jenny Lind WTP
28. Completed 90 Day BIT inspection on Vehicle #123 (VacCon)
29. Replaced coolant housing on Truck #124 (Ford Ranger)
30. Replaced leaking coolant hose on Truck #525 (Collections Ford F350)

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