



RESOLUTION NO. 2022-95
RESOLUTION NO. PFA-02
ORDINANCE NO. 2022-02

AGENDA

OUR MISSION

Protect, enhance, and develop Calaveras County's water resources and watersheds to provide safe, reliable, and cost-effective services to our communities.

Regular Board Meeting
Wednesday, September 14, 2022
1:00 p.m.

Calaveras County Water District
120 Toma Court
San Andreas, California 95249

Board Chambers are open to the public and the following alternative is available to members of the public who wish to participate in the meeting virtually:

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 323-647-8603,,992667616#](#)

Phone Conference ID: 992 667 616#

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.

BOARD OF DIRECTORS

Cindy Secada, President
Bertha Underhill, Director

Scott Ratterman, Vice President
Russ Thomas, Director

Jeff Davidson, Director

3. CONSENT AGENDA

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

- 3a Approval of Minutes for the Board Meetings of July 27 and August 10, 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3b Review Board of Directors Monthly Time Sheets for August 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #606 Secretarial Fund in the Amount of \$4,085,775.66 for August 2022
(Jeffrey Meyer, Director of Administrative Services) **RES 2022-_____**
- 3d Re-Authorizing Remote Teleconference Meetings of the Board of Directors of The Calaveras County Water District for the Period of September 14 through October 13, 2022, Pursuant to AB 361
(Rebecca Hitchcock, Clerk to the Board) **RES 2022-_____**
- 3e Approval of Budget Amendment for the Purchase of West Point APN 012-011-014
(Jeffrey Meyer, Director of Administrative Services) **RES 2022-_____**
- 3f* Recognition of George Garcia for his Service with CCWD
(Jesse Hampton, Plant Operations) **RES 2022-_____**
- 3g District Records Destroyed per Retention Schedule
(Rebecca Hitchcock, Clerk to the Board)
- 3h Designating Authorized Agents to Sign on behalf of the Calaveras County Water District pertaining to State Disaster Assistance Program Grants
(Jessica Self, External Affairs Manager) **RES 2022-_____**

4. NEW BUSINESS

No New Business

5. OLD BUSINESS

- 5a Discussion/Direction regarding the Commercial Meter Policy
(Jessica Self, External Affairs Manager)

6. REPORTS

- 6a* Customer Service Report
(Kelly Richards, Customer Service Supervisor)
- 6b Report on the August 2022 Operations and Engineering Departments
(Damon Wyckoff, Director of Operations)

6c* General Manager's Report
(Michael Minkler)

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

8. **NEXT BOARD MEETINGS**

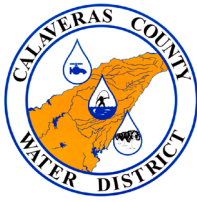
- Wednesday, September 28, 2022, 1:00 p.m., Regular Board Meeting
- Wednesday, October 12, 2022, 1:00 p.m., Regular Board Meeting

9. **CLOSED SESSION**

9a Conference with Legal Counsel – Potential Litigation
Government Code §54956.9(b)(1) – 2 cases

9b Public Employee Performance Evaluation-Government Code §54957 General Manager

9. **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

Legal Counsel

Matthew Weber, Esq.
Downey Brand, LLP

Financial Services

Umpqua Bank
US Bank
Wells Fargo Bank

Auditor

Richardson & Company, LLP

CCWD Committees

*Engineering Committee
*Finance Committee
*Legal Affairs Committee

Membership**

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

Joint Power Authorities

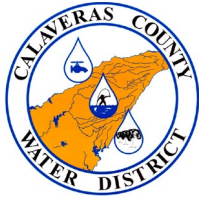
ACWA / JPIA	Ratterman (alt. Michael Minkler)
CCWD Public Financing Authority	All Board Members
Calaveras-Amador Mokelumne River Authority (CAMRA)	Ratterman / Underhill (alt. Secada)
Calaveras Public Power Agency (CPPA)	Michael Minkler (Alt. Brad Arnold)
Eastern San Joaquin Groundwater Authority	Thomas
Tuolumne-Stanislaus Integrated Regional Water Management Joint Powers Authority (T-Stan JPA)	Secada (alt. Thomas)
Upper Mokelumne River Watershed Authority (UMRWA)	Davidson (alt. Ratterman)

Other Regional Organizations of Note

Calaveras County Parks and Recreation Committee	Thomas (alt. Ratterman)
Highway 4 Corridor Working Group	Thomas / Underhill
Mountain Counties Water Resources Association (MCWRA)	All Board Members
Mokelumne River Association (MRA)	All Board Members
Tuolumne-Stanislaus Integrated Regional Water Mgt. JPA Watershed Advisory Committee (WAC)	Brad Arnold
Eastern San Joaquin Groundwater Authority-Technical Advisory Committee	Brad Arnold

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

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



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

JULY 27, 2022

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

Staff Present: Michael Minkler, General Manager
Matt Weber Esq, General Counsel
Rebecca Hitchcock, Clerk to the Board
Jeffrey Meyer, Director of Administrative Services
Damon Wyckoff, Director of Operations
Brad Arnold, Water Resources Manager
Jessica Self, External Affairs Manager
John Griffin, Senior Civil Engineer
Kate Jesus, Engineering Coordinator
Pat Burkhardt, Construction and Maintenance Manager
Charles Palmer, District Engineer
Kevin Williams, Senior Civil Engineer
Tiffany Burke, Administrative Technician, Sr.
Carol Bowen, Customer Service Representative
Chris Skrbina, Senior Distribution Worker

Others Present: None

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Secada called the Regular Board Meeting to order at 1:05 p.m. and led the Pledge of Allegiance. All Directors were present.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

MOTION: Directors Davidson/Underhill-Approved Consent Agenda Items:
3a, 3b, 3c, 3d, and 3e as presented

- 3a Approval of Minutes for the Board Meeting of June 22, 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3b Report on the Monthly Investment Transactions for June 2022
(Michael Minkler, General Manager)
- 3c Approval of Second Amendment to Cell Tower Leases between CCWD
and Pinnacles Cellular, Inc. dba Verizon Wireless
(Michael Minkler, General Manager) **RES 2022-76**
- 3d Acceptance of Revised Easement for Sewer Force Main Relocation Gold Creek
Estates
(Charles Palmer, District Engineer) **RES 2022-77**
- 3e Authorized Signatures on Banking and Investment Accounts
(Michael Minkler, General Manager)
- Umpqua Bank **RES 2022-78**
 - Local Agency Investment Fund **RES 2022-79**
 - Chandler Asset Management **RES 2022-80**

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

4. NEW BUSINESS

- 4a Proposed Award of Construction Contract for the Copper Cove Lift Station 6, 8, 15 &
18 and Lift Station 12 & 13 Force Main Bypass Project
(Charles Palmer, District Engineer) **RES 2022-81**

MOTION: Directors Ratterman/Thomas-Approved RES 2022-81 Awarding a
Construction Contract for the Copper Cove Lift Station 6, 8, 15 & 18
and Lift Station 12 & 13 Force Main Bypass Project

DISCUSSION: Charles Palmer reported on the bids received for this project. He explained that the low bidder had made a significant error on their bid and withdrew. Mozingo was the next lowest bidder. Mr. Palmer also stated the District will file for CEQA exemption for this project. Mr. Minkler added staff is excited to see this project move forward and there will be community outreach once a timeline is determined.

PUBLIC COMMENT: There was no public comment.

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

- 4b Discussion/Action regarding Side Letter Agreements with the SEIU and MCU
Bargaining Units
(Stacey Lollar, Human Resources Manager)

- **Side Letter for the SEIU Local 1021 Unit**

RES 2022-82

MOTION: **Directors Ratterman/Davidson - Approved RES 2022-82 Approving the Side Letter between CCWD and the SEIU Local 1021**

DISCUSSION: Stacey Lollar stated the Board had approved a new Information Systems Technician at the Board meeting of July 13, 2022. The SEIU Local 1021 agrees with the following changes to the MOU:

- Removal of the Information Systems Administrator classification
- Addition of the Information Systems Technician I/II classification
- Addition of the Water Resources Specialist classification
- Formula correction for the Customer Service Supervisor classification

She also stated there was a correction to the Customer Service Supervisor pay scale due to an error in the original calculations. She mentioned the employee was paying the District back the salary overage. Director Secada asked how many pay periods they had to repay for, and Ms. Lollar stated it was for only one pay period.

PUBLIC COMMENT: There was no public comment.

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

- **Side Letter for the MCU Unit**

RES 2022-83

MOTION: **Directors Underhill/Davidson - Approved RES 2022-83 Approving the Side Letter between CCWD and the Management Confidential Unit**

DISCUSSION: Stacey Lollar stated the Board had approved a new Water Resources Technician at the Board meeting of July 13, 2022. The MCU agrees to the following changes to their MOU:

- Addition of Limited Eligibility Exception for Reinstated Retirees section in Article 8 – Medical and Related Benefits
- Addition of the Information Systems Administrator classification
- Increase to the District Engineer classification to match the Director of Operations classification.

Director Secada asked if the change to the District Engineer had been previously discussed with the Board and Ms. Lollar stated it was not, but the change was minimal. There was brief discussion regarding the pay scale change. There was discussion regarding the changes.

PUBLIC COMMENT: There was no public comment.

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

5. OLD BUSINESS

Director Davidson recused himself from the Board Meeting at 1:20 p.m.

- 5a Approval of Variance Request from the Owner of 49 Cosmic Court, Copperopolis
(Jessica Self, External Affairs Manager) **RES 2022-84**

MOTION: Directors Ratterman/Thomas - Approved RES 2022-84 Approving the Variance Request for 49 Cosmic Court, Copperopolis

DISCUSSION: Jessica Self reviewed the item that was discussed and tentatively approved by the Board at the July 13, 2022, Board meeting. She detailed the changes the variance would approve:

Unit A–Account #711-08939-00-removal of water meter and one sewer equivalent
Unit B–Account #711-08942-00-removal of water meter and one sewer equivalent
Unit C–Account #711-08943-00-removal of water meter and one sewer equivalent
Unit D–Account #711-08944-00–will become the Master Meter for the entire building and the sewer equivalents will be updated to reflect the entire building demand of 2.2 EDU

PUBLIC COMMENT: There was no public comment.

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

Director Davidson joined the meeting at 1:25 p.m.

6. PUBLIC HEARING

President Secada opened the Public Hearing at 1:26 p.m.

- 6a Discussion/Action regarding Amendments to Eastside GSA Memorandum of Understanding and Groundwater Sustainability Plan
(Brad Arnold, Manager of Water Resources)

- Executing the First Amendment to the First Amended and Restated MOU for Implementation of the Sustainable Groundwater Management Act in the Eastern San Joaquin Groundwater Basin by Supporting Formation of the Eastside San Joaquin Groundwater Management Agency

RES 2022-85

MOTION: Directors Ratterman/Davidson - Approved RES 2022-85 Approving the First Amendment to the First Amended and Restated MOU for Implementation of the Sustainable Groundwater Management Act in the Eastern San Joaquin Groundwater Basin by Supporting Formation of the Eastside San Joaquin Groundwater Management Agency

DISCUSSION: Brad Arnold reviewed the key points of the proposed amendment to the MOU for the Eastern San Joaquin Groundwater Basin:

- Amendment to Eastside GSA Restated MOU is needed to address requirements of Executive Order N-7-22, by formalizing a GSA Technical Advisory Committee tasked with reviewing

new groundwater well or existing well alteration permits in the Subbasin for consistency with the Groundwater Sustainability Plan. This amendment would formalize a technical advisory committee to review well permit applications within the GSA.

- The Eastern San Joaquin Groundwater Authority, in coordination with the Eastside GSA and other GWA members, developed four Technical Memorandums to an amended GSP to directly address the deficiencies identified in the California Department of Water Resources' GSP review notice, which must be adopted by the GWA members by July 27, 2022.
- The Eastside GSA is moving forward with the GSP implementation phase of SGMA, but has continued to deal with issues surrounding governance, multi-county structuring, member involvement, etc. Additionally, there are Project Management Actions which have been brought to the GSA for consideration and approval which still need to be addressed. He mentioned a plan that would utilize CCWD's unused New Hogan Water supply for recharge purposes.

Mr. Arnold explained that CCWD's supplies in New Hogan that are not currently being utilized are still the District's contractual supply even if that supply is used by the GSP for projects. There was discussion about this topic.

PUBLIC COMMENT: There was no public comment.

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

NOES: None

ABSTAIN: None

ABSENT: None

- Accepting the Amendment to the Eastern San Joaquin Groundwater Subbasin Groundwater Sustainability Plan **RES 2022-86**

MOTION: Directors Thomas/Underhill - Approved RES 2022-86 Amending the Eastern San Joaquin Groundwater Subbasin Groundwater Sustainability Plan

DISCUSSION: There was no additional discussion.

PUBLIC COMMENT: There was no public comment.

President Secada closed the Public Hearing at 1:43 p.m.

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

NOES: None

ABSTAIN: None

ABSENT: None

7. **REPORTS**

7a General Manager's Report
(Michael Minkler)

DISCUSSION: Mr. Minkler reported on the following activities: 1) the GSA meeting in Stanislaus County; 2) a meeting in Roseville with Congressman McClintock with Director Davidson and Director

Ratterman; 3) a meeting in West Point with Travis and Matt from CPUD; 4) a meeting with PG&E regarding common trenches in Copperopolis; 5) a meeting with Hugh Logan and Jack Scroggs regarding the Jenny Lind Elementary School Project; 6) the AMI Project will delay cycle 1 billing by approximately a week; 7) the NCPA Annual BBQ is tonight; 8) IB Consulting has been selected for the upcoming rate study for the District; and 9) the CCWD 75th Birthday Party is scheduled for August 25, 2022.

8. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Thomas reported this will be his last remote meeting.

Director Underhill reported on the Classic Car Show at White Pines Park.

Director Ratterman reported that he attended the ACWA Washington, D.C. Conference July 11-July 15 and had great meetings, the upcoming Legal Affairs Committee Meeting on August 4, and the Mountain Counties meeting and reception on August 4 and August 5.

Director Davidson had nothing to report.

Director Secada reported that the T-Stan members attended a tour of the Jamestown Sanitary District. She requested the following items: 1) an update on the Strategic Plan; 2) a map of the facilities on the Boardroom wall; 3) project reviews and lessons learned; and 4) information on any policy regarding Director and staff communications.

9. NEXT BOARD MEETINGS

- Wednesday, August 10, 2022, 1:00 p.m., Regular Board Meeting
- Wednesday, August 24, 2022, 1:00 p.m., Regular Board Meeting

10. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 2:16 p.m. Those present were Board Members: Scott Ratterman, Cindy Secada, Bertha Underhill, Russ Thomas, and Jeff Davidson; staff members Michael Minkler, General Manager; and General Counsel, Matt Weber.

- 10a Conference with Real Property Negotiators Gov. Code § 54956.8
Property: APN 012-011-011, West Point
Agency negotiators: M. Minkler
Negotiating parties: Calaveras Healthy Impact Prod Solutions (CHIPS)
Under negotiation: Price and/or terms of payment

11. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 2:32 p.m. There was no reportable action.

12. ADJOURNMENT

With no further business, the meeting adjourned at approximately 2:32 p.m.

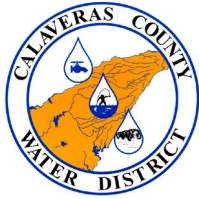
By:

ATTEST:

Michael Minkler
General Manager

Rebecca Hitchcock
Clerk to the Board

DRAFT



MINUTES

CALAVERAS COUNTY WATER DISTRICT REGULAR BOARD MEETING

August 10, 2022

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

Staff Present: Michael Minkler, General Manager
Matt Weber Esq, General Counsel
Rebecca Hitchcock, Clerk to the Board
Damon Wyckoff, Director of Operations
Brad Arnold, Water Resources Manager
Jessica Self, External Affairs Manager
Kate Jesus, Engineering Coordinator
Pat Burkhardt, Construction and Maintenance Manager
Charles Palmer, District Engineer
Kelly Soulier-Doyle, Accounting Technician II
Kelly Richards, Customer Service Supervisor
Carol Bowen, Customer Service Representative
Jared Gravette, Construction Inspector Senior Supervisor

Others Present: None

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

President Secada called the Regular Board Meeting to order at 1:01 p.m. and led the Pledge of Allegiance. All Directors were present.

2. PUBLIC COMMENT

Jim Davis addressed the Board regarding a high water bill due to a leak.

3. CONSENT AGENDA

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

3a Approval of Minutes for the Board Meeting of July 13, 2022
(Rebecca Hitchcock, Clerk to the Board)

- 3a Review Board of Directors Monthly Time Sheets for July 2022
(Rebecca Hitchcock, Clerk to the Board)
- 3c Ratify Claim Summary #604 Secretarial Fund in the Amount of \$3,319,948.55 for July 2022
(Jeffrey Meyer, Director of Administrative Services) **RES 2022-87**
- 3d Re-Authorizing Remote Teleconference Meetings of the Board of Directors of The Calaveras County Water District for the Period of August 10 through September 7, 2022, Pursuant to AB 361
(Rebecca Hitchcock, Clerk to the Board) **RES 2022-88**
- 3e Approval of Credit Adjustment for APN 028-002-022
(Jessica Self, External Affairs Manager) **RES 2022-89**
- 3f Approval of Credit Adjustment for APN 711-04667-00
(Jessica Self, External Affairs Manager) **RES 2022-90**
- 3g Assignment to Eastside GSA Technical Advisory Committee for 2022
(Michel Minkler, General Manager)
- 3h Adoption of Fiscal Year 2022/2023 District Pay Schedule for CalPERS Compliance
(Stacey Lollar, Human Resources Manager) **RES 2022-91**

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

4. NEW BUSINESS

- 4a Presentation of 2022 High School Scholarship Awardees
(Jessica Self, external Affairs Manager)

DISCUSSION: Jessica Self reported on the Annual High School Senior Scholarship Program that the District awards each year. Four seniors were chosen for their essays submitted to CCWD and awarded \$500 each. High school seniors Karah Auld and Garrett Hesser from Calaveras High School and Dalaney Sullivan and Megan Johnson from Bret Harte High School were selected. Ms. Auld and Mr. Hesser were present and read their essays to the Board. The Board thanked them and wished them both well in their studies at college.

PUBLIC COMMENT: There was no public comment.

- 4b Discussion/Action Regarding Annual Resolution to Submit Delinquencies to County Tax Rolls
(Jeffrey Meyer, Director of Administrative Services) **RES 2022-92**

MOTION: Directors Davidson/Ratterman–Adopted Resolution No. 2022-92 Approving Submittal of Delinquencies to the County Tax Rolls

DISCUSSION: Jeffrey Meyer stated the total dollar amount of delinquent accounts was reduced from \$270,000 down to \$263,000 since the agenda package went out. Director Ratterman asked

for a discussion on creating a policy to bill all wastewater accounts from the tax rolls. There was brief discussion regarding billing options.

PUBLIC COMMENT: There was no public comment.

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

4c Discussion/Action regarding Approval for a Land Sale Agreement and a Lease Agreement with Blue Mountain Electric Company for West Point APN 012-011-014 (Jessica Self, external Affairs Manager)

- Approving the Land Purchase and Sale Agreement for APN 012-011-014
RES 2022-93

MOTION: Directors Davidson/Underhill–Adopted Resolution No. 2022-93
Approving the Land Purchase and Sale Agreement for APN 012-011-014

DISCUSSION: Jessica Self reviewed the history of the property located adjacent to the West Point wastewater treatment plant. Calaveras Healthy Impact Product Solutions, Inc. (CHIPS) purchased this property from CCWD with the intention of constructing a 3MW biomass energy facility, called Blue Mountain Electric Company Biomass (BMEC) Energy Facility. The project is designed to reduce catastrophic wildfire risk, improve watershed health, and improve regional air quality, and will directly support State and local plans and goals by creating permanent infrastructure to transform forest biomass into biochar and electricity. Over the past 10 years, CHIPS and BMEC have been working towards project development, focused on project design, partnership facilitation, environmental studies, use permits, air permits, and an interconnection agreement with PG&E. The project was awarded a \$1M CalFire grant as well as \$400,000 grant from the Sierra Nevada Conservancy that will help purchase equipment for the project. Project financing is anticipated to be complete in the 3rd quarter of 2022 with construction to begin in the Fall of 2022. CCWD has been supportive of the project for many years without being directly involved. Recently, CHIPS asked CCWD to buy back the property for \$142,500.00. CCWD owns all of the surrounding property where the West Point and Wilseyville wastewater treatment plants are located. CHIPS will remain a critical partner to the project as a fuel supply contractor. There was discussion regarding the project and the lease agreement.

PUBLIC COMMENT: There was no public comment.

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

- Approving the Lease Agreement for Blue Mountain Electric Company Energy Facility for APN 012-011-014.
RES 2022-94

MOTION: Directors Ratterman/Thomas–Adopted Resolution No. 2022-94
Approving the Lease Agreement for Blue Mountain Electric Company Energy Facility for APN 012-011-014 with the additional language recommended by Counsel

DISCUSSION: Director Thomas expressed concern over verbiage in the lease Section 17g stating the Lessor had to maintain insurance. He felt this could be confusing since the Lessee has to have insurance on the property. Matt Weber, General Counsel stated following should be added to this section to clarify: Any insurance carried by the Lessor will be secondary and the Lessee insurance shall be primary.

PUBLIC COMMENT: There was no public comment.

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

MOTION: Directors Ratterman/Underhill-By Minute Order Approved the Letter to the Lessee stating they can use the surrounding property

DISCUSSION: Michael Minkler explained the letter gives Lessee permission to use the remainder of the parcel pursuant to the terms of the lease agreement. Director Ratterman stated that many people such as Congressman McClintock are excited about this project.

PUBLIC COMMENT: Jill Micheau, Executive Director of CHIPS addressed the Board regarding her time at CHIPS and the project.

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

5. **REPORTS**

5a Report on the July 2022 Operations and Engineering Departments
(Damon Wyckoff, Director of Operations)

DISCUSSION: Mr. Wyckoff presented the July 2022 Monthly Operations and Engineering reports. He reviewed items of interest and answered questions from the Board.

PUBLIC COMMENT: There was no public comment.

5b General Manager's Report
(Michael Minkler)

DISCUSSION: Mr. Minkler reported on the following activities: 1) the site work on the Corp Yard begins next week; 2) the CCWD Family Day picnic; 3) the 75th Birthday Party on August 25th from 4-6 p.m.; 4) Damon Wyckoff is actively engaged with ACWA on the Clean Fleets Carb Rule; 5) the Legal Affairs Committee meeting focused on SB 222 Low Income Rate Payers Program and AB 1717 Prevailing Wage; 6) ACCG's funding coordination meeting; 7) EGWSA met on Friday; 8) the drought and water rights; 9) Copperopolis community outreach; and 10) the disinfection bi-products exceedance in Ebbetts Pass.

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

Director Underhill would like to see presentations from other department heads at the District.

Director Ratterman reported UTICA was awarded a CalFire Grant worth 1.2 Million to thin the 220 acres near Hunter Dam, the Water, Wildfire, and Wine Program in Murphys on October 20, he will attend the CSDA Special District Leadership Academy, and the classes available to the District from ACWA JPIA.

Director Davidson had nothing to report.

Director Thomas reported that the previous President of ACWA, Jerry Gladbach passed away.

Director Secada reported she will attend the T-Stan IRWM next Wednesday and she will also be attending the CSDA Leadership Academy.

7. NEXT BOARD MEETINGS

- Wednesday, August 24, 2022, 1:00 p.m., Regular Board Meeting
- Wednesday, September 14, 2022, 1:00 p.m., Regular Board Meeting

8. ADJOURNMENT

With no further business, the meeting adjourned at 2:27 p.m.

Respectfully Submitted:

ATTEST:

Michael Minkler
General Manager

Rebecca Hitchcock
Clerk to the Board

Agenda Item

DATE: September 14, 2022
TO: Michael Minkler, General Manager
FROM: Rebecca Hitchcock, Clerk to the Board
SUBJECT: Review Board of Directors Time Sheets for August 2022

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 August 2022.

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 22-23 budget.

Attachments: Board of Directors Time Sheets for August 2022

**CALAVERAS COUNTY WATER DISTRICT
2022 DIRECTOR REIMBURSEMENT FORM**

For	Payroll
Admin	Expense
Use	


Month/Yr August 2022
Name S. Ratterman

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
7-25	Meeting w/ Congressman McClintock - Roseville									128
7-27	CCWD Reg. Mtg.							\$120.-		7
8-4	Mt. Counties reception / dinner - Marysville							120.-		218
8-5	Mt. Counties Mtg. - Wheatland							120.-		12
8-9	Legal Affairs Mtg. - CCWD							120.-		
8-10	CCWD Reg. Mtg.							120.-		
8-12	Planning Mtg. ACWA / Mt. Counties - virtual							120.-		
8-19	" " " " - virtual									
8-23	ACWA Local Govt - Paving workgroup							120.-		

Total For Totals line, multiply miles by the IRS rate: 7/1/2022 \$0.625 **\$840.-** 0 **365.0**

Pursuant to Board Policy 4030, receipts required; report /materials required. **Totals** (use IRS mileage rate) **\$0.00** **\$0.00** **\$0.00**

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

Signature of Claimant: \$228.13


Administrative Review: M. M. M. M. M.

Date: 8/29/2022 Orig to Finance Dept.

**CALAVERAS COUNTY WATER DISTRICT
2022 DIRECTOR REIMBURSEMENT FORM**

For	Payroll	X
Admin	Expense	
Use		

Month/Yr Aug-22
Name Cindy Secada

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
10-Aug	CCWD Regular Meeting in person							120		38.7
18-Aug	CCWD Finance Committee Remote	X						120		38.7
17-Aug	TS-IRWM - JPA Remote	X						120		
Total	<i>For Totals line, multiply miles by the IRS rate:</i>	7-1-2022	\$0.625						0	77.4
<i>Pursuant to Board Policy 4030, receipts required; report /materials required.</i>				Totals (use IRS mileage rate)				\$360.00	\$0.00	\$48.38

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

Signature of Claimant:
Cindy Secada

Administrative Review: *[Signature]*

Date: 8/29/2022

Orig to Finance Dept.

**CALAVERAS COUNTY WATER DISTRICT
2022 DIRECTOR REIMBURSEMENT FORM**

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

Month/Yr Aug-22
Name Jeff Davidson

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
9-Aug	CCWD Legal Affairs Committee Meeting							120		28
10-Aug	CCWD Regular Board Meeting							120		28
Total	<i>For Totals line, multiply miles by the IRS rate:</i>	<i>7/1/2022</i>	<i>\$0.625</i>						0	56

Pursuant to Board Policy 4030, receipts required; report /materials required. **Totals** (use IRS mileage rate) \$240.00 \$0.00 \$35.00

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

Signature of Claimant:

Jeff Davidson

Administrative Review: MM

Date: 8/29/2022

Orig to Finance Dept.

Calaveras County Water District
Claim Summary #606
July 2022 vs August 2022

	July 2022	August 2022
CCWD Operating Expenditures	1,980,509.37	1,732,399.87
Expenditures to be reimbursed/Fiduciary Payments	1,911.79	2,740.00
Capital Improvement Program Projects	697,682.22	1,725,948.40
Capital Outlay	20,198.70	2,783.14
Sub-Total Vendor Payments	2,700,302.08	3,463,871.41
Payroll Disbursed	615,399.10	616,570.92
Other EFT Payments	4,247.37	5,333.33
Total Disbursements	3,319,948.55	4,085,775.66

Vendor	Description	Date	Ref	Amount
A T & T	Acct#0519345679001 Long Distance Copper Reclaim	08/04/2022	140533	45.03
A T & T	Internet Service LC Acct#129469186	08/11/2022	140569	63.49
A T & T	Leased Lines 08/22	08/11/2022	140568	67.43
A T & T	Acct#9391064579 SA Shop	08/25/2022	140650	242.00
A T & T	Acct#0519345679001 Long Distance Copper Reclaim	08/31/2022	140711	45.03
A T & T CALNET 3	Acct#9391067346 Phone Camp Connell Radio Tower	08/11/2022	140570	210.53
A T & T CALNET3	Acct#9391029200 Dorrington P/S	08/18/2022	140612	25.92
A T & T CALNET3	Acct#9391069409 SA Shop	08/18/2022	140611	52.83
A T & T CALNET3	Acct#9391032215 T1- Line	08/18/2022	140615	167.08
A T & T CALNET3	Acct#9391029195 OP HQ Back Up	08/18/2022	140614	460.16
A T & T CALNET3	Act#9391029201 District Wide	08/18/2022	140613	1,371.68
A T & T CALNET3	Acct#9391029197 CC Whse	08/25/2022	140655	1.05
A T & T CALNET3	Acct#9391032216 Azalea L/S	08/25/2022	140654	24.36
A T & T CALNET3	Acct#9391029198 Hunters	08/25/2022	140653	26.03
A T & T CALNET3	Acct#9391029198 JLTC	08/25/2022	140656	26.03
A T & T CALNET3	Acct#939103224 JLTC	08/25/2022	140651	129.81
A T & T CALNET3	Acct#9391029194 OP HQ Long Distance	08/25/2022	140652	397.24
A T & T MOBILITY	Internet Service 07/22 SR	08/04/2022	140534	267.83
A T & T MOBILITY	Internet Service 08/22 SR	08/31/2022	140712	266.03
A TEEM ELECTRICAL ENG INC	Electrical Engineering Construction Services for the Redwood Tan	08/25/2022	140657	5,960.00
A-1 SHARPENING & SMALL ENGINE REPAIR, LLC	Tires - V 723	08/04/2022	140535	679.32
ACWA/JPIA	EAP 08/22	08/18/2022	140617	166.60
ACWA/JPIA	EAP 07/22	08/18/2022	140617	173.74
ACWA/JPIA	Retiree Vision 07/22	08/18/2022	140617	872.32
ACWA/JPIA	Retiree Vision 08/22	08/18/2022	140617	872.32
ACWA/JPIA	Vision 08/22	08/18/2022	140617	1,392.00
ACWA/JPIA	Vision 07/22	08/18/2022	140617	1,447.68
ACWA/JPIA	Retiree Dental 08/22	08/18/2022	140617	3,048.64
ACWA/JPIA	Retiree Dental 07/22	08/18/2022	140617	3,498.76
ACWA/JPIA	Dental 08/22	08/18/2022	140617	6,652.68
ACWA/JPIA	Dental 07/22	08/18/2022	140617	6,930.12
ACWA/JPIA	Cyber Liability 07/01/22 - 08/31/22	08/18/2022	140616	9,810.90
ADP INC	Payroll Processing, July 2022	08/18/2022	140618	1,957.84
ADP INC	Payroll Processing, August 2022	08/25/2022	140658	2,016.60
AFLAC	Acct#JJ325 06/22	06/30/2022	140619	1,776.78
AFLAC	Acct#JJ325 07/22	08/18/2022	140619	1,776.78
ANGELS HEATING AND AIR CONDITIONING	AC Repair - JLWTP	08/25/2022	140659	172.28
APPLEGATE, JOHN	Water Distribution D2 Certificate Renewal Reimbursement	06/30/2022	140660	60.00
ARNOLD AUTO SUPPLY	Light - V 720	08/11/2022	140571	53.60
ATKINSON, ANDERSON, LOYA, RUUD & ROMO PROF CORP	Legal Services 05/22	06/30/2022	140620	9,799.00
ATKINSON, ANDERSON, LOYA, RUUD & ROMO PROF CORP	Legal Services 06/22	06/30/2022	140620	14,627.75
BAY CITY EQUIPMENT INDUSTRIES INC	Generator Repair Parts - EP P 33	08/04/2022	140536	2,338.13

Vendor	Description	Date	Ref	Amount
BIG VALLEY FORD LINCOLN MERCURY	Return Passenger Side Mirror - V 717	08/04/2022	140537	(425.03)
BIG VALLEY FORD LINCOLN MERCURY	Fuel Regulator Kit - V 612	08/04/2022	140537	69.43
BIG VALLEY FORD LINCOLN MERCURY	Fuel Pipe - V 613	08/04/2022	140537	106.69
BIG VALLEY FORD LINCOLN MERCURY	Fuel Pipe, Cap - V 608	08/04/2022	140537	205.89
BIG VALLEY FORD LINCOLN MERCURY	Passenger Side Mirror - V 717	08/04/2022	140537	425.03
BIG VALLEY FORD LINCOLN MERCURY	Passenger Side Mirror, Cap - V 717	08/04/2022	140537	441.65
BLACKWATER CONSULTING ENGINEERS INC.	Design and Engineering Services for EP Hunters Raw Water Pumps H	08/25/2022	140662	9,425.85
BNN, LLC	Mechanics Warehouse A & B Industrial Way 09/22	08/18/2022	140621	3,000.00
BNN, LLC	CPUD (Water) Mechanics 70 Industrial Way 07/22	08/25/2022	140663	129.50
BNN, LLC	CPUD (Water) Warehouse 70 Industrial Way 07/22	08/25/2022	140663	129.50
BNN, LLC	SASD (Sewer) Mechanics 70 Industrial Way 07/22	08/25/2022	140663	156.54
BNN, LLC	SASD (Sewer) Warehouse 70 Industrial Way 07/22	08/25/2022	140663	199.62
BYOUS, DAVID	Class A Training Reimbursement	08/31/2022	140713	246.36
CALAVERAS AUTO SUPPLY	Fittings - LCWWTP	08/11/2022	140572	4.53
CALAVERAS AUTO SUPPLY	Wrench - SA Shop	08/11/2022	140572	9.64
CALAVERAS AUTO SUPPLY	Fittings - EP Avery PS	08/11/2022	140572	11.41
CALAVERAS AUTO SUPPLY	Sockets - V 747	08/11/2022	140572	11.98
CALAVERAS AUTO SUPPLY	Hose - V 608	08/11/2022	140572	28.30
CALAVERAS AUTO SUPPLY	Fittings, Fuel Additive - LCWWTP	08/11/2022	140572	39.02
CALAVERAS AUTO SUPPLY	Hitch Lock - T 08	08/11/2022	140572	49.32
CALAVERAS AUTO SUPPLY	Cleaning Supplies - Construction Crew	08/11/2022	140572	214.16
CALAVERAS AUTO SUPPLY	Tape, Sandpaper, Connector, Hook, Trailer Cable - G 06	08/11/2022	140572	238.58
CALAVERAS COUNTY ENVIRONMENTAL HEALTH	HAZ Mat Response/CUPA AR0000768 Wallace WTP	08/04/2022	140538	262.00
CALAVERAS COUNTY PUBLIC WORKS	Inspection Fee Deposit for Encroachment Permit Copper Cove 15076	08/25/2022	140664	8,000.00
CALAVERAS COUNTY PUBLIC WORKS	Inspection Fee Deposit for Encroachment Permit Copper Cove 15080	08/25/2022	140664	8,000.00
CALAVERAS LUMBER CO INC	Shovels - Construction Crew	08/11/2022	140573	64.86
CALAVERAS LUMBER CO INC	Cooler - Utility Crew	08/11/2022	140573	145.45
CALAVERAS LUMBER CO INC	Fence Posts, Gas Can, Cable Ties, Fuel Treatment - Construction	08/11/2022	140573	192.92
CALAVERAS LUMBER CO INC	Concrete Tools - Electrical Crew	08/11/2022	140573	217.34
CALIFORNIA AQUASTORE	Construction Services for the EP Redwood Water Storage Tanks Wil	08/25/2022	140665	140,797.50
CALPERS - RETIREMENT	PERS Penalty	08/31/2022	EFT	200.00
CALPERS - RETIREMENT	Retirement 07/15/2022 Payroll	08/31/2022	EFT	50,565.48
CALPERS - RETIREMENT	Retirement 07/31/2022 Payroll	08/31/2022	EFT	52,228.14
CALPERS (Def Comp)	Def Comp Loan Repay 07/31/2022 Payroll	08/31/2022	EFT	1,607.91
CALPERS (Def Comp)	Def Comp 07/31/2022 Payroll	08/31/2022	EFT	8,873.35
CALPERS (Health Ins)	Health Ins Admin Fee Retired Employees 08/2022	08/31/2022	EFT	184.00
CALPERS (Health Ins)	Health Ins Admin Fee Active Employees 08/2022	08/31/2022	EFT	478.40
CALPERS (Health Ins)	Health Ins Retired Employees 08/2022	08/31/2022	EFT	8,791.00
CALPERS (Health Ins)	Health Ins Active Employees 08/2022	08/31/2022	EFT	144,968.92
CARBON COPY INC	Copies, Copier Toner 07/22	08/11/2022	140574	117.66
CARBON COPY INC	Copies, Copier Toner 08/22	08/31/2022	140714	148.91
CARDNO INC	Environmental Services Including Biological & Cultural 03/22	06/30/2022	140622	10,684.75

Vendor	Description	Date	Ref	Amount
CARTOJANO, GHICHELE	UB Refund 6675 Jenny Lind Road	08/25/2022	140666	136.44
CDK SUPPLY	Square Boxes, Connectors - Electrical Crew	08/11/2022	140575	19.55
CDK SUPPLY	LED Lamps - JLWTP	08/25/2022	140667	202.03
CDK SUPPLY	LED Lamps, Wire Nuts - Electrical Stock	08/25/2022	140667	414.55
CED CREDIT	Surge Suppressors - CC Upper XC LS	08/04/2022	140539	2,746.80
CHECK PROCESSING INC	Lockbox Processing 07/22	08/11/2022	140576	776.10
CISCO FIRE SPRINKLER, INC.	Service Call - OP HQ Fire Sprinkler System	08/11/2022	140577	504.00
CITY OF ANGELS	Sewer Six Mile Village 07/22	08/31/2022	140715	3,664.14
CLARK PEST CONTROL	Pest Control Hunters #1505308	08/04/2022	140540	5.00
CLARK PEST CONTROL	Pest Control Copper Cove #730179	08/04/2022	140540	101.00
CLARK PEST CONTROL	Pest Control Wallace WWTP #2120969	08/04/2022	140540	134.00
CLARK PEST CONTROL	Pest Control JLWTP Acct#807549	08/11/2022	140578	70.00
CLARK PEST CONTROL	Pest Control La Contenta Acct#807360	08/11/2022	140578	92.00
CLARK PEST CONTROL	Pest Control Wallace Acct#2120969	08/11/2022	140578	134.00
CLARK PEST CONTROL	Pest Control OP HQ Acct#9328727	08/11/2022	140578	137.00
CLARK PEST CONTROL	Pest Control Hunters #1505308	08/18/2022	140623	105.00
CLUTCH & BRAKE EXCHANGE, INC.	Air Brake Lines - V 126	08/04/2022	140541	55.17
CLUTCH & BRAKE EXCHANGE, INC.	Air Governor - V 126	08/04/2022	140541	125.66
CLUTCH & BRAKE EXCHANGE, INC.	Axle Seal Covers - V 135	08/04/2022	140541	172.94
COLEMAN ENGINEERING, INC.	Engineering and Design Contract for the Jenny Lind A-B Transmiss	08/25/2022	140668	16,267.50
COLUMBIA COMMUNICATIONS	Vehicle Cloud Service 08/22	08/11/2022	140579	780.00
CONDOR EARTH TECHNOLOGIES INC	Groundwater Monitoring - District Wide 06/22	06/30/2022	140669	8,083.75
CONFIDENTIAL	35.50 Hourss CTO Pay Out	08/11/2022	140580	1,268.34
CONFIDENTIAL	30 Hours CTO Pay Out	08/18/2022	140625	1,090.00
CONFIDENTIAL	Retiree Medical Reimbursement 09/22	08/25/2022	140671	232.94
CONFIDENTIAL	Retiree Medical Reimbursement 09/22	08/25/2022	140680	232.94
CONFIDENTIAL	Retiree Medical Reimbursement 09/22	08/25/2022	140670	614.88
CONFIDENTIAL	20 Hours CTO Pay Out	08/25/2022	140706	859.04
CONFIDENTIAL	20 Hours CTO Pay Out	08/25/2022	140687	910.22
CONFIDENTIAL	31.62 CTO Pay Out	08/25/2022	140703	1,074.52
CONFIDENTIAL	Retiree Medical Reimbursement 09/22	08/25/2022	140661	1,249.09
CPPA	Power OP HQ 07/22	08/18/2022	140624	1,331.20
CPPA	Power District Wide 07/22	08/18/2022	140624	156,305.75
CPUD	Water OP HQ Corp 07/2022	08/31/2022	EFT	100.53
CPUD	Water OP HQ 07/2022	08/31/2022	EFT	361.84
CRANK, MICHAEL	Travel Reimbursement Pace Expo -Reno	08/25/2022	140672	430.00
CV DEVELOPMENT PARTNERS LLC	UB Refund 100 Town Square	08/11/2022	140581	10,829.86
CWEA	Environmental Compliance Inspector Grade 1 Renewal - Rose	08/11/2022	140582	91.00
DATAPROSE	UB Statement Processing 07/22	08/04/2022	140542	3,843.16
DAVIDSON, JEFF	Travel 08/22	08/31/2022	140716	35.00
DE LAGE LANDEN FINANCIAL SRVC INC	Copier Lease 07/2022	08/31/2022	EFT	294.71
DELTA TRUCK CENTER	Air Manifold - V 126	08/04/2022	140543	228.11

Vendor	Description	Date	Ref	Amount
DOWNEY BRAND ATTORNEYS LLP	Legal Services 07/22 31348.00034	08/25/2022	140673	41.20
DOWNEY BRAND ATTORNEYS LLP	Legal Services 07/22 31348.00003	08/25/2022	140673	372.00
DOWNEY BRAND ATTORNEYS LLP	Legal Services 07/22 31348.00037	08/25/2022	140673	2,585.00
DOWNEY BRAND ATTORNEYS LLP	Legal Services 07/22 31348.00000	08/25/2022	140673	3,342.32
DUNCAN, MATHEW	Safety Boot Reimbursement FY 22/23	08/18/2022	140626	200.00
EBBETTS PASS GAS SERVICE	Fuel 07/22	08/18/2022	140627	6,574.04
EDGES ELECTRICAL GROUP, LLC	PLC Backboard - Electrical Stock	08/25/2022	140674	1,082.86
ENTERPRISE FM TRUST	Maintenace & Tax 07/22	08/11/2022	140583	1,963.78
ENTERPRISE FM TRUST	Maintenance & Tax 08/22	08/11/2022	140583	1,963.78
ENTERPRISE FM TRUST	Vehicle Lease 07/22	08/11/2022	140583	15,190.39
ENTERPRISE FM TRUST	Vehicle Lease 08/22	08/11/2022	140583	15,190.39
ESRI	ArcGIS Maintenance	08/18/2022	140628	3,700.00
FASTENAL	Grinder Cutoff Tool, Impact Drill - V 729	08/04/2022	140544	479.94
FASTENAL	Safety Gloves, Wasp Spray, Hand Sanitizer - District Wide	08/25/2022	140675	262.44
FASTENAL	Materials & Supplies - Vending	08/25/2022	140675	399.94
FEDERAL ENERGY REGULATORY COMM	FERC Annual Admin Dams & Indian Lands Bill 2022 (02903)	08/18/2022	140629	11,149.41
FEDERAL ENERGY REGULATORY COMM	FERC Annual Admin Dams & Indian Lands Bill 2022 (02409)	08/18/2022	140629	376,635.24
FEDERAL EXPRESS	Acct#119229243 Shipping Week End 07/25	08/18/2022	140630	23.47
FERGUSON ENTERPRISES, INC 1423	Slurry Line Parts	08/11/2022	140584	4,954.54
FGL ENVIRONMENTAL	Water Testing 04/13/22 - 06/15/2022	06/30/2022	140676	208.00
FGL ENVIRONMENTAL	Waste Water Testing 06/15/22	06/30/2022	140676	276.00
FGL ENVIRONMENTAL	Waste Water Testing 04/19/22 - 06/28/2022	06/30/2022	140676	442.00
FGL ENVIRONMENTAL	Waste Water Testing 04/12/22 - 06/14/22	06/30/2022	140676	589.00
FGL ENVIRONMENTAL	Waste Water Testing 04/20/22 - 06/29/22	06/30/2022	140676	620.00
FGL ENVIRONMENTAL	Water Testing 04/20/22 - 06/28/22	06/30/2022	140676	636.00
FGL ENVIRONMENTAL	Waste Water Testing 04/20/22 - 06/28/2022	06/30/2022	140676	718.00
FGL ENVIRONMENTAL	Waste Water Testing 04/20/22 - 06/28/2022	06/30/2022	140676	797.00
FGL ENVIRONMENTAL	Waste Water Testing 04/20/22 - 06/29/2022	06/30/2022	140676	940.00
FGL ENVIRONMENTAL	Waste Water Testing 03/01/22 - 06/30/22	06/30/2022	140676	1,131.30
FGL ENVIRONMENTAL	Waste Water Testing 04/20/22 - 06/29/22	06/30/2022	140676	1,356.00
FGL ENVIRONMENTAL	Waste Water Testing 04/04/22 - 06/28/2022	06/30/2022	140676	1,364.00
FGL ENVIRONMENTAL	Water Testing 04/05/22 - 06/21/2022	06/30/2022	140676	1,667.00
FGL ENVIRONMENTAL	Waste Water Testing 04/20/22 - 06/30/22	06/30/2022	140676	2,114.00
FGL ENVIRONMENTAL	Water Testing 04/19/22 - 06/30/22	06/30/2022	140676	2,390.00
FGL ENVIRONMENTAL	Water Testing 04/05/22 - 06/28/2022	06/30/2022	140676	2,894.00
FGL ENVIRONMENTAL	Water Testing 03/01/22 - 06/30/22	06/30/2022	140676	3,058.70
FGL ENVIRONMENTAL	Water Testing 04/05/22 - 06/28/2022	06/30/2022	140676	3,555.00
FGL ENVIRONMENTAL	Water Testing 04/05/22 - 06/29/22	06/30/2022	140676	3,809.00
FGL ENVIRONMENTAL	Waste Water Testing 07/05 - 08/01	08/25/2022	140676	84.00
FGL ENVIRONMENTAL	Waste Water Testing 07/06 - 07/06	08/25/2022	140676	86.00
FGL ENVIRONMENTAL	Waste Water Testing 07/06 - 07/06	08/25/2022	140676	95.00
FGL ENVIRONMENTAL	Waste Water Testing 07/06 - 07/25	08/25/2022	140676	206.00

Vendor	Description	Date	Ref	Amount
FGL ENVIRONMENTAL	Waste Water Testing 07/06 - 08/03	08/25/2022	140676	228.00
FGL ENVIRONMENTAL	Water Testing 07/20 - 07/20	08/25/2022	140676	255.00
FGL ENVIRONMENTAL	Waste Water Testing 07/06 - 08/02	08/25/2022	140676	262.00
FGL ENVIRONMENTAL	Waste Water Testing 07/06 - 08/02	08/25/2022	140676	442.00
FGL ENVIRONMENTAL	Waste Water Testing 07/06 - 08/10	08/25/2022	140676	500.00
FGL ENVIRONMENTAL	Waste Water Testing 07/06 - 08/03	08/25/2022	140676	544.00
FGL ENVIRONMENTAL	Waste Water Testing 07/05 - 08/09	08/25/2022	140676	588.00
FGL ENVIRONMENTAL	Water Testing 07/06 - 07/20	08/25/2022	140676	612.00
FGL ENVIRONMENTAL	Waste Water Testing 07/01 - 08/10	08/25/2022	140676	649.35
FGL ENVIRONMENTAL	Water Testing 07/06 - 08/02	08/25/2022	140676	732.00
FGL ENVIRONMENTAL	Waste Water Testing 07/01 - 08/12	08/25/2022	140676	1,108.00
FGL ENVIRONMENTAL	Water Testing 07/05 - 08/09	08/25/2022	140676	1,264.00
FGL ENVIRONMENTAL	Water Testing 07/01 - 08/09	08/25/2022	140676	1,429.00
FGL ENVIRONMENTAL	Water Testing 07/01 - 08/12	08/25/2022	140676	1,535.00
FGL ENVIRONMENTAL	Water Testing 07/06 - 08/09	08/25/2022	140676	1,730.00
FGL ENVIRONMENTAL	Water Testing 07/01 - 08/10	08/25/2022	140676	1,755.65
FINANCIAL PACIFIC LEASING	2020 VacCon Interest Payment 08/2022	08/31/2022	EFT	31,269.08
FOOTHILL PORTABLE TOILETS	Rental Portable Toilets 07/19-08/15 SR	08/25/2022	140677	154.50
FOOTHILL PORTABLE TOILETS	Rental Portable Toilets 07/19-08/15 Wallace	08/25/2022	140677	154.50
FOOTHILL SANITARY SEPTIC INC	Rental Portable Toilet 06/21/22 - 07/18/2022 SR	08/04/2022	140545	154.50
FOOTHILL SANITARY SEPTIC INC	Rental Portable Toilet 06/21/22 - 07/18/2022 Wallace	08/04/2022	140545	154.50
FROGGY'S AUTO WASH & LUBE	Oil & Lube - V 724	08/11/2022	140585	242.15
G3 ENGINEERING, INC.	Mechanical Seals - FMWWTP	08/04/2022	140546	5,566.98
G3 ENGINEERING, INC.	Pump Head Replacement Parts - Meadowmont PS Capital Outlay	08/11/2022	140586	76,959.07
GAMBI DISPOSAL INC.	Bio-Solids Removal - July 2022	08/04/2022	140547	2,362.50
GARLAND, MIKE & ARLENE	Void Check 140504, not received	08/25/2022	140678	(122.79)
GARLAND, MIKE & ARLENE	UB Refund 1827 5th Green Drive	08/25/2022	140678	122.79
GATEWAY PRESS, INC	Steel Plates Ahead Signs - Utility Crew	08/25/2022	140679	370.01
GENERAL PLUMBING SUPPLY CO INC	ARV - Stock	08/25/2022	140681	197.81
GENERAL SUPPLY COMPANY	Electrictrician Supplies for District Corp Yard (CIP 11101)	06/30/2022	140587	155.23
GENERAL SUPPLY COMPANY	Service Charge	08/11/2022	140587	3.10
GENERAL SUPPLY COMPANY	Electrician Supplies for District Corp Yard (CIP 11101)	08/11/2022	140587	125.28
GEORGE REED INC	1/2" AC 4.10 Tons - Utility Crew	08/25/2022	140682	377.59
GEORGE REED INC	1/2" AC 12.08 Tons - Utility Crew	08/25/2022	140682	1,097.86
GLOBAL PAY	Global Payments 7167 07/2022	08/31/2022	EFT	2,419.58
GLOBAL PAY	Global Payments 24728 07/2022	08/31/2022	EFT	12,464.25
GRAINGER	Fittings - EP Avery PS	08/04/2022	140548	172.09
GRAINGER	Hitch - G 06	08/11/2022	140588	166.27
GRAINGER	Ferrules, Elbows - EP Avery PS	08/25/2022	140683	200.33
GUYS SAW CENTER	Chainsaw Oil, Bar Oil, Fuel Can - Construction Crew	08/25/2022	140684	156.08
H&E EQUIPMENT SERVICES INC	Sky Jack Rental for District Corp Yard (CIP 11101)	08/11/2022	140589	1,920.74
HABITAT FOR HUMANITY	Warehouse Rent Industria Way 09/22	08/18/2022	140631	2,600.00

Vendor	Description	Date	Ref	Amount
HACH COMPANY	Sulfuric Acid - JLWTP	08/04/2022	140549	65.41
HERRING PAVING COMPANY	Paving on Mann St, Rice Ct, 7210 Baldwin, 7054 Baldwin, Baldwin	08/31/2022	140717	9,500.00
HOBGOODS CLEANING	Janitorial Service 08/22 JLTC	08/18/2022	140632	50.00
HOBGOODS CLEANING	Janitorial Service 08/22 OP HQ	08/18/2022	140632	1,935.00
HOLT OF CALIFORNIA	Control - B 04	08/04/2022	140550	482.92
HOLT OF CALIFORNIA	Trailer - Utility Crew	08/25/2022	140685	2,783.14
HUNT & SONS, INC	Compressor Oil - LCWWTP	08/04/2022	140551	718.15
HUNT & SONS, INC	Diesel Fuel - CC	08/11/2022	140590	1,912.38
HYDROSCIENCE ENGINEERS INC	Engineering and Design Services for the Arnold Wastewater Treatm	06/30/2022	140552	94,217.18
HYDROSCIENCE ENGINEERS INC	Engineering and Design Services for the Arnold Wastewater 07/22	08/18/2022	140633	34,240.00
INDUSTRIAL ELECTRICAL CO	Pump Motor Rebuild - EP Dorrington PS	06/30/2022	140553	2,919.56
INTERSTATE TRUCK CENTER	DEF Quality Sensor - V 722	08/04/2022	140554	353.70
JORDAN PEABODY	Writing Course	08/18/2022	140642	3,500.00
KW EMERSON, INC	Construction Contract for Site Improvements for the EP 07/22	08/18/2022	140634	246,819.87
LAWSON PRODUCTS INC	Fasteners - SA Shop	08/25/2022	140686	107.50
LOGAN, DIANN	UB Refund 4015 Brooks Road	08/31/2022	140718	258.17
MARTIN MARIETTA MATERIALS	3/4 Class II AB 12.65 Tons for Vallecito WWTP System Improvement	08/04/2022	140555	243.41
MARTIN MARIETTA MATERIALS	3/4 Class II AB 29.87 Tons for Vallecito WWTP System Improvement	08/04/2022	140555	717.15
MARTIN MARIETTA MATERIALS	3/4 Class II AB - EP Barn	08/04/2022	140555	835.67
MARTIN MARIETTA MATERIALS	3/4 Class II AB 37.24 Tons for Vallecito WWTP System Improvement	08/04/2022	140555	893.87
MARTIN MARIETTA MATERIALS	Class II AB 71.84 Tons for Vallecito WWTP System Improvements (C	08/04/2022	140555	1,198.47
MARTIN MARIETTA MATERIALS	Class II AB 47.48 Tons for Vallecito WWTP System Improvements (C	08/18/2022	140635	894.79
MARTIN MARIETTA MATERIALS	3/4 Class II AB - Utility Crew	08/25/2022	140688	242.12
MASSEI, RONALD	UB Refund 61 Paseo Delago	08/25/2022	140689	411.44
MATHESON TRI-GAS, INC	Service Charge	08/25/2022	140690	2.90
MATHESON TRI-GAS, INC	Liquid Oxygen - JLWTP	08/25/2022	140690	6,085.44
MCINTYRE, HILDA	UB Refund 3214 Shastan Way	08/25/2022	140691	106.28
Mission Square	RHI 07/31/2022 Payroll	08/31/2022	EFT	1,880.00
MODESTO AIRCO GAS & GEAR	Cylinder Rental 07/22	08/11/2022	140591	91.00
MODESTO STEEL INC	Stainless Steel Tube - EP Avery PS	08/04/2022	140556	116.51
MORRIS SUPPLY	Building Supplies - OP HQ Remodel	08/11/2022	140592	184.11
MOTHER LODE ANSWERING SERVICE	Answering Service 08/22	08/11/2022	140593	943.88
MOUNTAIN COUNTIES WATER RESOURCES ASSOC	Watershed Level Sponsorship	08/25/2022	140692	2,500.00
MOUNTAIN OASIS PURIFIED WATER	Water Cooler & Supplies 07/22	08/11/2022	140594	310.85
MUELLER SYSTEMS LLC	Construction Contract AMI/AMR Project #11096, FY 21/22	06/30/2022	140693	1,060,789.67
MUELLER SYSTEMS LLC	Construction Contract AMI/AMR #3 Payment Adjustment	08/25/2022	140710	630.00
MUELLER SYSTEMS LLC	Construction Contract AMI/AMR 07/22	08/25/2022	140693	15,297.15
MUNDSCHAU, STEPHEN	UB Refund 2911 Chumash Circle	08/31/2022	140719	13.63
MUNICIPAL MAINTENANCE EQUIP	Kanaflex - Stock	08/04/2022	140557	314.18
MUNICIPAL MAINTENANCE EQUIP	Hose Assembly - V 135	08/25/2022	140694	303.15
MUNICIPAL MAINTENANCE EQUIP	Kanaflex - V 135	08/25/2022	140694	993.03
MUTUAL OF OMAHA	Life, AD&D Acct#G000AWXB 08/22	08/18/2022	140636	7,243.93

Vendor	Description	Date	Ref	Amount
MUTUAL OF OMAHA	Life, AD&D Acct#G000AWXB 07/22	08/18/2022	140636	7,304.75
NEW YORK LIFE	Life Insurance 06/22	06/30/2022	140637	830.82
NEW YORK LIFE	Life Insurance 07/22	08/18/2022	140637	830.82
NORDAHL LAND SURVEYING	Staking Plan and Cutsheets for West Point Water 07/22	08/18/2022	140638	2,500.00
NORDAHL LAND SURVEYING	Research of Property Lines and Prepare Revised Staking 08/22	08/25/2022	140695	1,850.00
NORDAHL LAND SURVEYING	Construction Staking at Tank Site	08/31/2022	140720	480.00
NORTHSTAR CHEMICAL	Sodium Hypochlorite - JLWTP	06/30/2022	140558	2,282.50
NORTHSTAR CHEMICAL	Sodium Hypochlorite - WPWWTP	08/25/2022	140696	384.96
NORTHSTAR CHEMICAL	Sodium Hydroxide - CC LS 12	08/25/2022	140696	737.88
NORTHSTAR CHEMICAL	Sodium Hypochlorite - WPWTP	08/25/2022	140696	961.85
NORTHSTAR CHEMICAL	Sodium Hydroxide - DF VCTO	08/25/2022	140696	1,660.23
NORTHSTAR CHEMICAL	Sodium Hypochlorite - CCWTP	08/25/2022	140696	2,164.16
NORTHSTAR CHEMICAL	Sodium Hypochlorite - AWWTP	08/25/2022	140696	2,885.53
NORTHSTAR CHEMICAL	Sodium Hypochlorite - JLWTP	08/25/2022	140696	4,036.77
NORTHSTAR CHEMICAL	Sodium Hydroxide - AWWTP	08/25/2022	140696	4,796.22
NORTHSTAR CHEMICAL	Sodium Hypochlorite - Hunters WWTP	08/25/2022	140696	7,198.04
NORTHSTAR CHEMICAL	Sodium Hydroxide - CC LS 40	08/25/2022	140696	8,549.97
NTU TECHNOLOGIES INC	Protek 301 - JLWTP	08/25/2022	140697	3,822.00
NTU TECHNOLOGIES INC	Protek 301 - Hunters WTP	08/25/2022	140697	6,115.20
OCCU-MED, LTD	Pre Employment Screening - Construction	08/18/2022	140639	276.50
O'CONNELL & DEMPSEY, LLC	Federal Legislatave Consulting 06/22	06/30/2022	140640	5,000.00
O'CONNELL & DEMPSEY, LLC	Federal Legislative Advocacy Consulting 07/22	08/18/2022	140640	6,000.00
O'REILLY AUTO PARTS	Shop Towels and Equipment Fluid For Vallecito WWTP System Improv	08/18/2022	140641	95.84
O'REILLY AUTO PARTS	Battery - V 612	08/18/2022	140641	167.55
P G & E	Power Hwy 26 08/2022	08/31/2022	EFT	10.10
P G & E	Power Hwy 26 07/2022	08/31/2022	EFT	10.72
P G & E	Power OP HQ 07/2022	08/31/2022	EFT	17.80
P G & E	Power Wallace Spray Fields 07/2022	08/31/2022	EFT	24.64
P G & E	Power Warmwood LS 07/2022	08/31/2022	EFT	28.91
P G & E	Power VS House 07/2022	08/31/2022	EFT	29.97
P G & E	Power Woodgate LS 07/2022	08/31/2022	EFT	34.99
P G & E	Power CC Water Tank 07/2022	08/31/2022	EFT	50.07
P G & E	Power SA Whse 07/2022	08/31/2022	EFT	165.39
P G & E	Power JLTC 07/2022	08/31/2022	EFT	241.34
P G & E	Power SA Shop 07/2022	08/31/2022	EFT	585.16
P G & E	Power District Wide 07/2022	08/31/2022	EFT	2,623.73
PACE SUPPLY CORP	Credit Adapters - Utility Crew	08/04/2022	140559	(567.57)
PACE SUPPLY CORP	Tubing - Utility Crew	08/04/2022	140559	62.59
PACE SUPPLY CORP	Tubing - Utility Crew	08/04/2022	140559	312.96
PACE SUPPLY CORP	Tubing - Utility Crew	08/04/2022	140559	876.28
PACE SUPPLY CORP	Saddles, Corps, Curbs - Utility Crew	08/04/2022	140559	971.26
PACE SUPPLY CORP	Saddles, Corps, Curbs - Utility Crew	08/04/2022	140559	1,631.06

Vendor	Description	Date	Ref	Amount
PACE SUPPLY CORP	Saddles, Corps, Curbs - Utility Crew	08/04/2022	140559	2,196.59
PACE SUPPLY CORP	Materials & Supplies for Slurry Line (Project 10029)	08/11/2022	140595	798.97
PACE SUPPLY CORP	Materials & Supplies for Slurry Line (Project 10029)	08/11/2022	140595	1,465.29
PACE SUPPLY CORP	Materials & Supplies for Slurry Line (Project 10029)	08/11/2022	140595	5,536.99
PACE SUPPLY CORP	Check Valve & Rebuild Parts - CC LS 22	08/25/2022	140698	186.90
PACE SUPPLY CORP	Saddles - Utility Crew	08/25/2022	140698	992.34
PACE SUPPLY CORP	Check Valve & Rebuild Parts - CC LS 22	08/25/2022	140698	3,253.30
PETERSON BRUSTAD INC	Engineering and Design Services for the West Point 07/22	08/25/2022	140699	18,074.47
PETERSON BRUSTAD INC	Contract for Engineering Services for Tank B/Clearwell (CIP 1108)	08/31/2022	140721	19,580.43
PINNELL'S CARPET ONE	Carpet - OP HQ Remodel	08/11/2022	140596	668.66
PLACER TITLE	Deposit Land Purchase APN 012-011-011 (13 Blizzard Mine Road)	08/11/2022	140610	5,000.00
PLACER TITLE	Property Title Report for Tri-Dam Waterline Project (#01270)	08/25/2022	140700	400.00
POTRERO HILLS LANDFILL	Bio-Solids Disposal - AWWTP	08/04/2022	140560	409.81
POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	08/04/2022	140560	472.01
POTRERO HILLS LANDFILL	Bio-Solids Disposal - AWWTP	08/25/2022	140701	379.71
POTRERO HILLS LANDFILL	Bio-Solids Disposal - DF VCTO	08/25/2022	140701	387.24
POWERPLAN	Water Pump, Gasket, Belt - CC P 03	08/04/2022	140561	1,055.76
PURSELLE, DAVE	UB Refund 1007 Forest Meadows Drive	08/11/2022	140597	349.55
RATTERMAN, SCOTT	Mountain Counties Conference- Yuba City Rembursment	08/31/2022	140722	215.99
RATTERMAN, SCOTT	Travel 08/22	08/31/2022	140722	228.13
RINKER MATERIALS	42" RCP CL3-76 Profile Gasket for District Corp Yard (CIP 11101)	08/31/2022	140723	11,759.75
RINKER MATERIALS	42" RCP CL3-76 Profile Gasket for District Corp Yard (CIP 11101)	08/31/2022	140723	12,828.82
SABLE COMPUTER INC	Firewall Licensing	08/25/2022	140702	4,314.48
SAN ANDREAS PRINT SHOP	Printing of 24x36 Plans for District Corp Yard (CIP 11101)	08/31/2022	140724	11.23
SAN ANDREAS PRINT SHOP	Printing of 24x36 Plans for District Corp Yard (CIP 11101)	08/31/2022	140724	11.55
SCHEIDT, RANDY	DOT Physical Exam Reimbursement	08/25/2022	140704	140.00
SECADA, CINDY	Travel 08/22	08/31/2022	140725	48.38
SEIU LOCAL 1021	COPE Donation 07/22	08/04/2022	140562	40.00
SEIU LOCAL 1021	Union Dues 07/22	08/04/2022	140562	2,700.00
SENDERS MARKET INC	Pipe Fittings - JLWTP	08/11/2022	140598	2.67
SENDERS MARKET INC	Fitting - JLWTP	08/11/2022	140598	9.65
SENDERS MARKET INC	Bushings - EP Avery PS	08/11/2022	140598	30.85
SENDERS MARKET INC	Fasteners, Plug, Bushing - EP Avery PS	08/11/2022	140598	53.66
SENDERS MARKET INC	Saw, Filter, Bushing - JLWTP	08/11/2022	140598	71.00
SENDERS MARKET INC	Tools - V 538	08/11/2022	140598	87.72
SENDERS MARKET INC	Solder Wire, Torch Kit - JLWTP	08/11/2022	140598	102.30
SENDERS MARKET INC	Pipe, Fittings - LC Whse	08/11/2022	140598	126.51
SENDERS MARKET INC	Tools - V 538	08/11/2022	140598	343.97
SHEP ENTERPROSES LLC	Wire Twisting Pliers - SA Shop	08/11/2022	140599	230.59
SIGNAL SERVICE	Alarm Service Monitoring District Wide 07/1/22-09/30/22	08/25/2022	140705	5,484.00
SMITH, HARLEY & BRIGIT	UB Refund 31 Tabletop Court	08/11/2022	140600	459.86
STAPLES CREDIT PLAN	Office Supplies - HQ	08/18/2022	140643	423.54

Vendor	Description	Date	Ref	Amount
SWRCB	Distribution Grade 2 Certification Application- Davis	08/04/2022	140563	65.00
SWRCB	Distribution Grade 4 Certification Renewal - Sullivan	08/04/2022	140563	190.00
SWRCB	Distribution Grade 4 (D4) Renewal - Skrbina	08/31/2022	140726	140.00
SWRCB- DFA Arrearages Program	DUNS#07-463-1599 Unused Arrearage Funding	08/18/2022	140644	12,455.48
T & T VALVE AND INSTRUMENT INC	Shipping Actuator - WPWTP	08/04/2022	140564	247.27
T & T VALVE AND INSTRUMENT INC	Actuator - WPWTP	08/04/2022	140564	4,853.06
THOMAS, RUSS	Travel 08/22	08/31/2022	140727	112.50
TIFCO INDUSTRIES	Fasteners, Wire, Terminals, Discs - SA Shop	08/04/2022	140565	376.36
TIFCO INDUSTRIES	Fuses, Fasteners, Terminals, Caps, Adhesive - SA Shop	08/04/2022	140565	388.16
TIFCO INDUSTRIES	Nitrile Gloves - SA Shop	08/25/2022	140707	278.79
TRANA, JUSTIN & FRANCES	UB Refund 5269 Meko Drive	08/31/2022	140728	22.00
TREATS GENERAL STORE INC	Ice - SA Shop	08/11/2022	140601	12.76
TREATS GENERAL STORE INC	Building Supplies - OP HQ Remodel	08/11/2022	140601	23.23
TREATS GENERAL STORE INC	Padlock - OP HQ Remodel	08/11/2022	140601	32.16
TREATS GENERAL STORE INC	Latch Box, Screen - SA Shop	08/11/2022	140601	32.69
TREATS GENERAL STORE INC	BOD Meeting Supplies	08/11/2022	140601	34.76
TROJAN TECHNOLOGIES C/O FIFTH THIRD BANK	UV Parts - CCWWTP	06/30/2022	140708	29,611.53
TURNER, DOUGLAS	Safety Boot Reimbursement FY 22/23	08/18/2022	140645	200.00
TYLER TECHNOLOGIES, INC.	Insite Transaction Fees 04/01/22-06/30/22	06/30/2022	140646	12,606.25
U.S. BANK	Door Knob - WPWTP	08/18/2022	EFT	(47.65)
U.S. BANK	Apple Subscription	08/18/2022	EFT	0.99
U.S. BANK	Current Converter - Hunters WTP	08/18/2022	EFT	11.38
U.S. BANK	Water Code Updates	08/18/2022	EFT	11.58
U.S. BANK	Tire Gauge - Warehouse V612	08/18/2022	EFT	11.79
U.S. BANK	Energy Savings Indicator - Hunters WTP	08/18/2022	EFT	13.18
U.S. BANK	DEF Bung Wrench - LC Whse	08/18/2022	EFT	15.00
U.S. BANK	Cable Adapter for Vehicle Diagnostic Device - Mechanic Shop	08/18/2022	EFT	19.06
U.S. BANK	County Fee - Lien Investigation	08/18/2022	EFT	19.50
U.S. BANK	BOD Supplies	08/18/2022	EFT	28.13
U.S. BANK	Adobe Sunscription	08/18/2022	EFT	29.99
U.S. BANK	Screwdriver Reamer - Devich V749	08/18/2022	EFT	36.45
U.S. BANK	DEF Pump - LC Whse	08/18/2022	EFT	40.74
U.S. BANK	Surge Protector - Hunters WTP	08/18/2022	EFT	45.96
U.S. BANK	Ink Cartridges - Office	08/18/2022	EFT	53.68
U.S. BANK	Kids Day Supplies	08/18/2022	EFT	60.43
U.S. BANK	Cal Net	08/18/2022	EFT	62.04
U.S. BANK	Safety Vest - Inspector	08/18/2022	EFT	66.36
U.S. BANK	Breakers - Hunters WTP	08/18/2022	EFT	84.71
U.S. BANK	CWEA Dues - Crumpacker	08/18/2022	EFT	91.00
U.S. BANK	Paper Cutter, 3 Hole Punch, Pencil Sharpener - Mechanic Shop	08/18/2022	EFT	94.15
U.S. BANK	Water Training Materials - Burke	08/18/2022	EFT	150.00
U.S. BANK	Ball Valves	08/18/2022	EFT	153.37

Vendor	Description	Date	Ref	Amount
U.S. BANK	Water Training Materials - Grutzmacher	08/18/2022	EFT	165.53
U.S. BANK	Socket Set - Devich V749	08/18/2022	EFT	171.58
U.S. BANK	Flow Meter - Ozone Compressor	08/18/2022	EFT	173.66
U.S. BANK	Drywall - Capital Outlay Office Remodel	08/18/2022	EFT	190.96
U.S. BANK	DEF Pump Handle - LC Whse	08/18/2022	EFT	191.96
U.S. BANK	UPUD	08/18/2022	EFT	201.00
U.S. BANK	Mailchimp Plan Upgrade - Email All Customers	08/18/2022	EFT	225.01
U.S. BANK	Scada Computer - Sheep Ranch	08/18/2022	EFT	235.94
U.S. BANK	Printing District Map for Field Staff	08/18/2022	EFT	244.32
U.S. BANK	D-Tank Slab - Capital Outlay Generator	08/18/2022	EFT	284.21
U.S. BANK	Niagara Rain Guages	08/18/2022	EFT	295.50
U.S. BANK	Valves - SprayFields	08/18/2022	EFT	314.36
U.S. BANK	Facilities First Aid Kits - District	08/18/2022	EFT	320.50
U.S. BANK	Facility First Aid Kits - District	08/18/2022	EFT	320.50
U.S. BANK	Alhambra	08/18/2022	EFT	376.60
U.S. BANK	Desicant Tower for Air Dryer - Ozone Replacements	08/18/2022	EFT	390.39
U.S. BANK	Yearly Website Maintenance Fee	08/18/2022	EFT	399.00
U.S. BANK	Replacement Switch Comm - Sheep Ranch	08/18/2022	EFT	400.03
U.S. BANK	Recruiting District Engineer	08/18/2022	EFT	421.92
U.S. BANK	Impact - V747	08/18/2022	EFT	470.87
U.S. BANK	Misc Supplies - Hunters WTP	08/18/2022	EFT	507.80
U.S. BANK	Fluke Meter - Devich V749	08/18/2022	EFT	525.51
U.S. BANK	Cla-Val Training - Edens & Davis	08/18/2022	EFT	550.00
U.S. BANK	Volcano	08/18/2022	EFT	571.56
U.S. BANK	Supplies - All Hands on Meeting	08/18/2022	EFT	587.07
U.S. BANK	Wheel - V723	08/18/2022	EFT	588.60
U.S. BANK	Internet Service	08/18/2022	EFT	600.00
U.S. BANK	Batteries - V134, V729, V538, V727	08/18/2022	EFT	623.61
U.S. BANK	Office Supplies	08/18/2022	EFT	668.36
U.S. BANK	Comcast	08/18/2022	EFT	683.96
U.S. BANK	Insulation - Capital Outlay Office Remodel	08/18/2022	EFT	858.00
U.S. BANK	PLC Trainer - District	08/18/2022	EFT	1,018.82
U.S. BANK	IT Supplies	08/18/2022	EFT	1,073.42
U.S. BANK	Microsoft	08/18/2022	EFT	1,154.84
U.S. BANK	Carpet - Capital Outlay Office Remodel	08/18/2022	EFT	1,228.88
U.S. BANK	Ring Central	08/18/2022	EFT	1,340.61
U.S. BANK	VFD - LS 17 Copper	08/18/2022	EFT	1,382.99
U.S. BANK	Hose Reel - New Warehouse	08/18/2022	EFT	1,477.90
U.S. BANK	Cal Tel	08/18/2022	EFT	1,495.99
U.S. BANK	Cal Waste	08/18/2022	EFT	1,563.79
U.S. BANK	Commercial Blower - Cal Fire	08/18/2022	EFT	1,697.06
U.S. BANK	Water Audit Validator CeertificateTraining - Singh	08/18/2022	EFT	2,000.00

Vendor	Description	Date	Ref	Amount
U.S. BANK	Water Audit Validator CeertificateTraining - Williams	08/18/2022	EFT	2,000.00
U.S. BANK	Aramark	08/18/2022	EFT	2,043.24
U.S. BANK	Water Conservation Kits-in Resealable Bag	08/18/2022	EFT	2,328.00
U.S. BANK	Outdoor Water Conservation Kits	08/18/2022	EFT	3,165.90
U.S. BANK	ATS Control Board - Office Generator	08/18/2022	EFT	3,593.94
U.S. BANK	Subscriptions & Licensing	08/18/2022	EFT	4,326.42
U.S. BANK	Dtank Fence, Tree Removal - Capital Outlay Generators - DTank Ge	08/18/2022	EFT	6,112.41
UMPQUA BANK	USDA Loan	08/18/2022	140647	245,285.60
UNDERGROUND REPUBLIC WATER WORKS INC	Materials for Slurry Line (Project 10029)	08/31/2022	140729	6,970.16
UNDERHILL, BERTHA	Travel 08/22	08/31/2022	140730	80.00
UNITED PARCEL SERVICE	Shipping Week End 07/23	08/11/2022	140602	75.29
UNITED PARCEL SERVICE	Shipping Week 07/31	08/18/2022	140648	20.00
UNITED PARCEL SERVICE	Shipping Week 08/06	08/18/2022	140648	20.00
UNITED PARCEL SERVICE	Shipping Week End 08/13	08/25/2022	140709	20.00
USA BLUE BOOK	Credit Pump - JLWTP	08/04/2022	140566	(364.60)
USA BLUE BOOK	Raw Sewage Pump - WPWWTP	08/04/2022	140566	2,481.57
USA BLUE BOOK	Lab Supplies - JLWTP & Wallace WTP	08/11/2022	140603	618.97
VALIC	Def Comp 07/31/2022 Payroll	08/31/2022	EFT	2,374.45
VALLEY SPRINGS NEWS	Adoption of Amended Groundwater Plan Publication	08/11/2022	140604	143.00
VARGAS, DAVID & SANDRA	UB Refund 3246 Kenshaw Way	08/11/2022	140605	63.54
VARGAS, DAVID & SANDRA	3246 Kenshaw Way	08/31/2022	140731	54.77
VENEKLASSEN, MARY	UB Refund 5100 Meko Drive	08/31/2022	140732	3,557.80
VOYA FINANCIAL	Def Comp 07/15/2022 Payroll	08/31/2022	EFT	1,586.15
VOYA FINANCIAL	Def Comp 07/31/2022 Payroll	08/31/2022	EFT	1,586.15
WAGeworks	FSA Admin 06/22	06/30/2022	140733	230.00
WAGeworks	FSA Admn 07/22	08/31/2022	140733	230.00
WAGeworks	FSA Admn 08/22	08/31/2022	140733	230.00
WECO INDUSTRIES	Ground Microphone - CC Whse	06/30/2022	140567	854.35
WEST POINT LUMBER INC	Ratchet, Tow Rope, Water - Construction Crew	08/11/2022	140606	62.91
WEST POINT LUMBER INC	Materials & Supplies - WPWTP	08/11/2022	140606	111.68
WEX BANK	Fuel 07/2022	08/31/2022	EFT	24,788.75
WOODS, JEFFREY & ANGELA	UB Refund 909 Sandalwood Drive	08/11/2022	140607	172.11
YOUNG'S COPPER ACE HARDWARE	Materials & Supplies - CC	08/11/2022	140608	378.40
YU, RONG RONG	UB Refund 8310 Crotty Way	08/11/2022	140609	120.27
ZANARDI, CHRIS	Reimburse DOT Physical & CDL Renewal	08/18/2022	140649	190.00
TOTAL AUGUST 2022 Disbursements:				3,463,871.41

RESOLUTION NO. 2022-

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

RATIFYING CLAIM SUMMARY NO. 606

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT has reviewed and considered Claim Summary Number 606 at the Regular Meeting held on September 14, 2022; 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 606 in the amount of \$4,085,775.66 for the month of August 2022.

PASSED AND ADOPTED this 14th day of September 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Cindy Secada, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

Agenda Item

DATE: September 14, 2022

TO: Board of Directors

FROM: Rebecca Hitchcock, Clerk to the Board

SUBJECT: Re-Authorizing Remote Teleconference Meetings of the Board of Directors of The Calaveras County Water District for the Period of September 14, 2022 through October 13, 2022, Pursuant to AB 361

RECOMMENDED ACTION:

Motion: _____/_____ adopting Resolution No.2022-____ Re-authorizing Remote Teleconference Meetings of the Board of Directors of The Calaveras County Water District for the Period of September 14, 2022 through October 13, 2022, Pursuant to AB 361.

SUMMARY:

On October 26, 2021, the Board of Directors adopted Resolution 2021-79 ratifying the proclamation of a state of emergency on March 4, 2020 and authorizing remote teleconference meetings of the Board of Directors for the period of October 26 thru November 25, 2021 pursuant to AB 361.

After 30 days, the District is required to renew its resolution effecting the transition to the modified Brown Act requirements if it desires to continue meeting under those modified requirements.

Importantly, the ability to renew the resolution is subject to certain requirements and conditions. In order to renew the resolution, a local agency must:

1. Reconsider the circumstances of the state of emergency
2. Having reconsidered the state of emergency, determine that either
 - a. The state of emergency continues to directly impact the ability of the members to meet safely in person, or
 - b. State or local officials continue to impose or recommend measures to promote social distancing

FINANCIAL CONSIDERATIONS:

None at this time.

Attachments: a) Resolution 2022-__ Ratifying the Proclamation of a State of Emergency on March 4, 2020 and Authorizing Remote Teleconference Meetings of The Board of Directors of the Calaveras County Water District for the Pursuant to Brown Act Provisions

RESOLUTION NO. 2022-

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS COUNTY WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE BOARD OF DIRECTORS OF THE CALAVERAS COUNTY WATER DISTRICT FOR THE PERIOD SEPTEMBER 14, 2022, THROUGH OCTOBER 13, 2022, PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Calaveras County Water District committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Calaveras County Water District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a Board of Directors, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the Board of Directors meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, 2021-79 on October 26, 2021, finding that the requisite conditions exist for the legislative bodies of Calaveras County Water District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, such conditions now exist in the District, specifically, the State of Emergency declared by Governor Newsom on March 4, 2020, due to COVID-19; and

WHEREAS, the Board of Directors does hereby find that the rise in SARS-CoV-2 Delta Variant has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of Calaveras County Water District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, The regular meetings of the Board, and any and all other meetings of the District's legislative bodies that are subject to the Brown Act, may be held via teleconference or other electronic means, in the manner set forth in the Virtual Public Meeting Protocols to this Declaration, which may be updated, from time to time, in the actual agenda notice for the meeting of the legislative body. All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner set forth in the Virtual Public Meeting Protocols attached to this Declaration which may be updated, from time to time, in the actual agenda notice for the meeting of the legislative body.

NOW, THEREFORE, The Board of Directors OF CALAVERAS COUNTY WATER DISTRICT does hereby resolve as follows:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and COVID-19 has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020

Section 4. Remote Teleconference Meetings. The General Manager and legislative bodies of Calaveras County Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including,

conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of October 13, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Calaveras County Water District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED, this 14th day of September 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

CALAVERAS COUNTY WATER DISTRICT

Cindy Secada, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

Agenda Item

DATE: September 14, 2022
TO: Michael Minkler, General Manager
FROM: Jeffrey Meyer, Director of Administrative Services
SUBJECT: Discussion/Action Regarding Budget Amendment for the Purchase of West Point APN 012-011-014

RECOMMENDED ACTION:

Motion: _____/_____ adopting Resolution 2022- ____ Approving a Budget Amendment for the Purchase of APN 012-011-014.

SUMMARY:

On August 10, 2022, the District's Board of Directors approved Resolution 2022-93 (attached) approving the purchase of APN 012-011-014 from the Calaveras Healthy Impact Product Solutions, Inc. (CHIPS). The property, which is adjacent to the District's West Point Wastewater Treatment Plant, was purchased for \$142,500. This purchase was not included in the FY 2022-23 Budget, and thus a budget amendment is required to increase both operating revenues and expenditures by \$142,500.

FINANCIAL CONSIDERATIONS:

The cost of the CHIPS land purchase is \$142,500. Staff recommends increasing the FY 2022-23 Operating Budget to recognize the \$142,500 increase in operating expenditures and increase revenues to recognize a transfer of \$142,500 from the Special Project Fund in Fund 108 (Interest Reserve Fund).

*Attachments: Resolution 2022-__ Approving Budget Amendment for the Purchase of APN 012-011-014
Resolution 2022-93 Approving a Land Sale Agreement Between Calaveras Healthy Impact Product Solutions and Calaveras County Water District
Budget Adjustment 23-01*

RESOLUTION NO. 2022-

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

AMENDING THE FISCAL YEAR 2022-23 OPERATING BUDGET

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT adopted Resolution 2022-64 on June 22, 2022, approving the Fiscal Year 2022-23 Operating Budget in the amount of \$26,128,986; and

WHEREAS, the Board of Directors adopted Resolution 2022-93 on August 10, 2022, approving the purchase agreement with Calaveras Healthy Impact Product Solutions (CHIPS) for APN 012-011-014 in West Point, California; and

WHEREAS, the Board of Directors has reviewed the operating revenues and expenditures for Fiscal Year 2022-23, and

WHEREAS, the Board of Directors has, as a result of this review, identified those expenditures that will be most beneficial to the needs of the Calaveras County Water District; and

WHEREAS, the District's Operating Budget requires an adjustment to amend the proposed revenues and expenditures to reflect the District's priorities; and

WHEREAS, the Board of Directors does hereby find that it is in the best interest of the District to amend the Adopted FY 2022-23 Operating Budget accordingly, effective September 14, 2022.

NOW, THEREFORE BE IT RESOLVED, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT adopts an amendment to the Fiscal Year 2022-23 Operating Budget as set forth in Budget Adjustment 23-01, attached hereto and made a part hereof, and authorizes the Director of Administrative Services to record the appropriate accounting entries.

PASSED AND ADOPTED this 14th of September 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Cindy Secada, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

RESOLUTION NO. 2022-93

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

REGARDING PURCHASE OF WEST POINT PARCEL APN 012-011-011

**APPROVING A LAND SALE AGREEMENT BETWEEN CALAVERAS HEALTHY
IMPACT PRODUCT SOLUTIONS AND CALAVERAS COUNTY WATER DISTRICT**

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT did by resolution 2013-05, approved an Agreement of Purchase and Sale with Calaveras Healthy Impact Product Solutions (CHIPS) for a portion of surplus property located within APN 012-011-011 in West Point, California.

WHEREAS, CHIPS purchased this property from CCWD with the intention of constructing a 3MW biomass energy facility, called Blue Mountain Electric Company Biomass (BMEC) Energy Facility.

WHEREAS, CHIPS sold this project to Phoenix Energy one of the most experienced developers of biomass projects in the State of California, and CHIPS has asked CCWD to buy back the property.

NOW, THEREFORE BE IT RESOLVED, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT does hereby approve the Purchase and Sale Agreement in form and substance.

BE IT FURTHER RESOLVED that the CCWD General Manager is authorized to execute the Purchase and Sale Agreement and any other ancillary documents as are required to complete this land purchase.

BE IT FURTHER RESOLVED that all documents related to this land sale, upon execution and/ or recordation, is attached hereto and mad a part hereof.

PASSED AND ADOPTED this 10th of August 2022 by the following vote:

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

CALAVERAS COUNTY WATER DISTRICT



Cindy Secada, President
Board of Directors

ATTEST:



Rebecca Hitchcock
Clerk to the Board

Appendix A Budget Adjustment 23-01

Account Number	Dept	Account Description	Expenses			Revenues			Auth	Description
			Decrease	Increase	Total Expense	Decrease	Increase	Total Revenues		
108-59-79200		Transfer out to Other Funds				142,500			Board	Increase Transfers Out for Land Purchase APN 012-011-011
500-59-59100		Transfer in From Funds					142,500	142,500	Board	Increase Transfers In for Land Purchase APN 012-011-011
500-50-75300		Professional Services		142,500	142,500				Board	increase expenses for Land Purchase APN 012-011-011
					142,500			142,500		

Agenda Item

DATE: September 14, 2022

TO: Michael Minkler, General Manager

FROM: Jeffrey Meyer, Director of Administrative Services

SUBJECT: District Records Destroyed per Retention Schedule

On August 19, 2022, stale-dated District records were destroyed in accordance with the State of California Secretary of State Local Government Records Management Guidelines for record retention, and secondarily, Resolution 90-60 (see attached list for detail of records destroyed).

District staff will continue to destroy stale-dated records (and maintain a record of documents destroyed) per these guidelines.

District policy dictates that the Board of Directors will be notified of all document destruction.

RESOLUTION NO. 90-60

RETENTION OF RECORDS POLICY

WHEREAS, the keeping of numerous records is not necessary after a certain period of time for the effective and efficient operation of the CALAVERAS COUNTY WATER DISTRICT; and

WHEREAS, Sections 60200 through 60203 of the California Government Code provide a procedure whereby any District record which has served its purpose and is no longer required may be destroyed.

BE IT RESOLVED by the Board of Directors of CALAVERAS COUNTY WATER DISTRICT as follows:

Section 1. The records of the Calaveras County Water District as set forth in groups on Exhibit A, which schedule is attached hereto, are hereby authorized to be destroyed as provided by Sections 60200 through 60203 of the California Government Code and in accordance with the provisions of said schedule upon the request of the department head, with the consent in writing of the General Manager, and disclosure to the Board of Directors of Calaveras County Water District.

Section 2. The provisions of Section 1 above do not authorize the destruction of:


- a. Records affecting the title to real property or liens thereon;
- b. Court records;
- c. Records required to be kept by statute;
- d. Records less than two years old;
- e. The minutes, ordinances or resolutions of the Board of Directors of Calaveras County Water District or of any committee; and
- f. Personnel files.

Section 3. The destruction of any records as provided for herein shall be by burning, shredding or other effective method of destruction.

PASSED AND ADOPTED this 14th day of June, 1990 by the following vote:

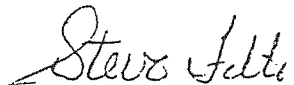
AYES: Directors Weinkle, Dooley, Neilsen, Gleason and Queirolo
NOES: None
ABSENT: None

CALAVERAS COUNTY WATER DISTRICT



President

ATTEST:



Secretary

"EXHIBIT A"

RETENTION SCHEDULE

Retention Periods

Listed below are the retention periods available; new retention periods may be designated if needed.

	Central/Dept. Retention Period	Inactive Retention Period
ACCOUNTING		
Accounts Payable	1	10
Accounts Receivable	1	10
Assessments	2	P
Audits (Government or Accountant)	1	P
Audit Work Papers & Reports	1	10
Bank Reconciliations	1	7
Bank Statements	1	7
Billing Registers	1	10
Budget (including work papers)	1	10
Cancelled Checks	1	7
Cash Receipts	1	7
Certificate of Deposits	1	10
Coupons	1	10
Duplicate Checks	1	10
Employee Insurance	1	P
Employee Tax	1	10
Financial Reports (Annual)	1	P
Financial Reports (Periodic)	1	10
Fixed Assets	1	10
Fringe Benefit Expenses	1	10
Inventory	1	3
Inventory Depletes	1	3
Investments	1	10
Job Cost	1	10
Ledger Books	1	P
Meter Book Pages	1	10
Paid Invoices	1	7
Payroll Records	1	10
Payroll Register	1	P
Requisitions	1	10
Restricted Accounts	1	10
Revenue Study	1	10
Time Cards	1	2
Transaction Register	1	10
Vehicle & Equipment Records	1	10

"EXHIBIT A"

RETENTION SCHEDULE

	Central/Dept. Retention Period	Inactive Retention Period
ADMINISTRATION		
Board Minutes	P	P
Board Agenda Packets	1	0
Committee Reports	P	P
Correspondence	2	10
District Files	P	P
Legal Information	2	P
Personnel (Active)	P	P
Personnel (Terminated)	1	P
CONSTRUCTION		
Closed Contracts	P	P
Project Drawings (Closed)	P	P
ENGINEERING		
Agency Agreements	P	P
As-Built Drawings (Originals)	P	P
Civil Design Drawings (Contracted)	P	P
Civil Design Drawings (In-House)	P	P
Contracts	P	0
Cost Estimates	P	P
County Assessor Maps	2	0
County Assessor Rolls	1	0
Customer Files	P	P
Easement Documents (Originals)	P	P
Facilities Books	P	P
Parcel Maps (Documentation Files)	2	0
Parcel & Tract Maps	2	0
Project Files (Closed)	P	P
Topographical Maps	P	P
OPERATIONS		
Daily/Weekly Run Sheets	P	P
Daily/Weekly Well & Pump Records	P	P
Energy Bills & Logs	1	0
PC System Documentation	P	0

Calaveras County Water District
Record Destruction Notification
Records Destroyed on 08/19/22
Exhibit B

Description	Period		# of Boxes
	From	To	
Accounts Payable Files/Check Registers	FY 10-11	FY 16-17	78
Payroll Check Registers/Reconciliations	FY 12-13	FY 13-14	4
ADP Payroll Reconciliations	CY 16	CY 17	1
Payroll Timesheets	FY 11-12	FY 13-14	3
Payroll Related Accounts Payable	FY 11-12	FY 15-16	5
UB Meter Reads, Finals, Summaries	FY 12-13	FY 18-19	13
UB Reminders, Doortags, and Lockoffs	FY 12-13	FY 18-19	6
UB Cash Receipts, Scans, and Deposits	FY 12-13	FY 13-14	8
Daily Cash Transaction Reconciliations	FY 09-10	FY 12-13	4
Prior Years Miscellaneous AR Billing	Through 2009		2
Prior Years Miscellaneous AR Billing	Through 2018		1
Miscellaneous Cash Receipts	FY 10-11	FY 13-14	4
Closed Misc AR Files: Riparian/Lancha	To December 2013		1
Closed Misc AR Files: Riparian/Lancha	To June 2018		1
Teeter Program Files	FY 08-09	FY 10-11	1
General Ledger Journal Entries	FY 10-11	FY 15-16	11
Bank Statements/Reconciliations	FY 05-06	FY 11-12	1
Darby Fire 2001			2
Old Gulch Fire			1
Miscellaneous Loose Files:			
2000-2001 Tax Rolls (UB Delinquencies)			
Loans Receivable up to March 2012			
Central California Bank 2005-2006 Documents			
Standby Fees Refunds 2002-2003			
Copper Cove Tank C Improvement check copies, Proj 11039; 2006-2008			
WP Moke River Diversion - misc paperwork, completed 2009, Proj 11067			
Cherokee Creek Proj 11019R misc paperwork 2009			

WP Distr System - USDA RD Grant/Loan paperwork, 2008
this project was rejected and later completed as project
11077 under a DWR Grant

Misc Finance correspondence Hernandez/Gentry 2004-2009

Expired certificates of insurance

Rate Increase Protest Letters

FY 13

2

Timesheets

FY 2011-12

2

Timesheets

FY 2012-13

2

Timesheets

FY 2013-14

2

Department of Fair Employment and Housing Case

FY 2008--10

2

Agenda Item

DATE: September 14, 2022

TO: Michael Minkler, General Manager

FROM: Jessica Self, External Affairs Manager

RE: Discussion/Action regarding Approval of Resolution authorizing CCWD staff members to sign on behalf of the District pertaining to state disaster assistance program grants, required assurances and agreements.

RECOMMENDED ACTION:

Motion: _____ / _____ approving Resolution No. 2022- _____ designating authorized agents to sign on behalf of the Calaveras County Water District pertaining to state disaster assistance program grants, required assurances and agreements.

SUMMARY:

The Calaveras County Water District has existing grant funded projects from the Federal Emergency Management Agency as a sub-applicant through the California Office of Emergency Services' (Cal OES) Hazard Mitigation Grants Program. The process of applying for grants, obtaining grants, executing grant-funded projects and submitting quarterly reports on those projects requires a sustained effort and involves the submission of numerous documents to Cal OES for review and approval.

Cal OES requires CCWD to provide them with a new Authorized Agent Resolution every three years, with the most recent resolution submitted in 2018. Currently, there are three staff members authorized to sign grant application submittals, quarterly reports, etc., which includes the General Manager, the Director of Administration and the External Affairs Manager. The resolution before the Board today would continue to delegate these staff as "authorized agents" of the District to sign these documents.

Should the Board adopt the resolution; the General Manager will be authorized to send the attached CalOES Form 130, "Designation of Subrecipient's Agent Resolution" and required cover letter, which will remain effective for all open and future grant applications / projects for three years at which point it will be reconsidered for renewal by future action of the Board.

FINANCIAL CONSIDERATIONS:

None at this time.

Attachment: CalOES Form 130: "Designation of Subrecipient's Agent Resolution"

RESOLUTION NO. 2022-

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

**DESIGNATION OF SUBRECIPIENT’S AGENT FOR THE HAZARD MITIGATION
GRANT PROGRAM AND PRE-DISASTER MITIGATION PROGRAM**

WHEREAS, the Calaveras County Water District has been the recipient of assistance from the Federal Emergency Management Agency (FEMA) as a sub-applicant through the California Office of Emergency Services’ (Cal OES) Hazard Mitigation Grants Program. (HGMP) and Pre-Disaster Mitigation Program; and

WHEREAS, the District desires to continue designated multiple individuals as “Designated Agents” for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act; and

WHEREAS, the District desires to continue to be more efficient through the submission of grant applications, and supporting documentation for the maintenance of existing grants;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors does hereby authorize the General Manager to submit the attached CalOES Form 130, “Designation of Subrecipient’s Agent Resolution” authorizing the General Manager, Director of Administrative Services and the External Affairs Manager to act as “Designated Agents” to execute documents, submit applications, and otherwise engage with FEMA and CalOES regarding grants applied for, or the maintenance of existing grant awards on behalf of the Calaveras County Water District.

PASSED AND ADOPTED this 14th day of September 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Cindy Secada, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk of the Board

Agenda Item

DATE: September 14, 2022

TO: Board of Directors

FROM: Michael Minkler, General Manager

SUBJECT: Discussion/Direction regarding the draft Commercial Account Review policy.

RECOMMENDED ACTION:

Provide direction to staff as to any recommendations in alterations and additional input to the draft Commercial Account Review policy.

SUMMARY:

Staff has worked closely with the Board and Engineering Committee to identify rules, regulations, policies, etc. that will provide commercial account holders flexibility and allow them to more cost effectively manage their water and wastewater consumption and system operation.

Ordinance 98-06, was identified to locate the recommended provision amendments. This Ordinance already contains processes for the review and amendment of water and sewer accounts. After thorough review and discussion, staff has developed a draft Commercial Account Policy which would replace Ordinance 98-06.

Draft Policy Overview

This draft policy was developed after numerous meetings and discussions with the Board, Engineering Committee, and District staff. The goal has been to develop a policy that contains the most appropriate methods to determine actual costs related to water and wastewater services for any specific business. The draft Commercial Account Review policy covers the following for water and wastewater accounts:

WATER

- Requests for water consumption review
- Consolidation of commercial water meters and accounts
- Master meters

WASTEWATER

- Bi-monthly base rate and capacity fee review
- Consolidation of commercial wastewater accounts

Staff will provide a presentation summarizing the attached draft of the Commercial Account Review policy. Staff will be prepared to receive input from the Board to update the draft policy as directed.

FINANCIAL CONSIDERATIONS:

To be determined by the final iteration of an updated or replaced Ordinance, Policy, etc.

*Attachments: Ordinance 98-06
 Commercial Account Review DRAFT*

Calaveras County Water District

COMMERCIAL ACCOUNT REVIEW POLICY

The following applies to all sections within the Commercial Account Review policy.

1. A minimum administrative review fee of \$330, which varies by connection, will be required upon submission of application process.
2. Any construction costs incurred by CCWD in association with actions taken will be billed separately.
3. The bi-monthly billing will continue until all requirements have been met and final billing will be sent through the date of completion.
4. Any loss of capacity resulting from adjustments or consolidation will be forfeited. Any expansion of capacity will be paid at the rate applicable at the time of the application, provided if capacity is available.
5. *In no circumstance will the capacity fees for a particular commercial connection be refunded.*

WATER

1. Minimum Meter Size

Each commercial building will, at a minimum, be charged a connection fee for one 5/8" meter and a corresponding bi-monthly base-rate service charge for a minimum one 5/8" meter.

2. Request for Water Consumption Review

Commercial customers can request a review of their accounts to reevaluate the water meter size if the meter is larger than 5/8". Any construction costs incurred by CCWD in association with actions taken upon the review will be billed separately.

- A. Adjustments will only occur after a full 2 years from initial water service account activation. All commercial accounts can request a review of their account every 2 years from the completion date of their last review or upon a change of business use of the commercial property. This includes the current fixture counts for the businesses in operation, in addition to the proposed number of fixtures
- B. The 2-year review process for water service is based on a review of water use. An assessment will be made on the maximum number of fixtures (current vs proposed). The water supply fixture units and meter sizing will be validated according to the California Plumbing Code, Recommended Rules for Sizing of Water Supply System.
- C. The property owner must submit approved building plans for the business showing all current or proposed tenant improvements and water fixtures for CCWD review.

3. Consolidation of Commercial Water Meters and Accounts

Owners of commercial buildings with multiple accounts on a single property may be allowed to consolidate meters and accounts to right-size water service for commercial tenants based on the comprehensive use review process.

- A. The size of the consolidated meter will be determined by the fixture counts and demand factor formulas used for new commercial connections.
- B. Commercial buildings that experience a reduction in Equivalent Single-Family Units (ESFUs) through a consolidation of meters and accounts will forfeit the corresponding capacity eliminated through the consolidation.
- C. Applications to restore capacity or separate consolidated meters and accounts must be filed with CCWD prior to reinstatement of the capacity. If the consolidation of service is approved by CCWD, the customer is responsible for all costs associated with the meter consolidation, including the recording of the Notice of Termination of Water or Wastewater Services with the County Clerk Recorder's Office.
- D. New accounts created by a separation of previously consolidated accounts must pay all costs for establishing the new accounts, including capacity fees, prior to activation of the new accounts.

4. Master Meters

Existing commercial customers can elect to utilize a master meter to serve multiple commercial units. The property owner is responsible for any sub-metering or allocation of costs among commercial tenants, including bi-monthly billing. In addition, the property owner is responsible for all necessary modifications to water service infrastructure on the customer side of the master meter.

All plumbing must be permitted by the building department and constructed to code. CCWD will conduct an inspection of the master meter once all construction is completed to verify proper disconnection or line capping, and the property owner will be charged with an inspection fee. Customers are responsible for all costs incurred by CCWD or otherwise related to a reversion to individually metered commercial service connections.

SEWER

1. Minimum ESFU Size

A minimum of 1.0 ESFU will be charged for each commercial account.

2. Bi-Monthly Base Rate and Capacity Fee Review

There will be a required reevaluation of the sewer capacity fee for new commercial sewer connections. In addition, commercial customers can also request a review of their accounts.

- A. Adjustments will only occur after a full two years of use of the sewer service or upon a change of business use. All commercial accounts can request a review two years after the date of their last review.
- B. The bi-monthly base rate charges and capacity fees will be verified and adjusted based upon the review of the following:
 - 1. The current fixture counts for the business(es) in operation, and any proposed fixtures. An assessment will be made of the maximum number of fixtures (current vs proposed).
 - 2. The actual peak day water use of the most recent 12-month period as evidenced by water service meter readings and a review of the applicable capacity needs based on drainage fixture counts as tabulated in the California Plumbing Code, Chapter 7. If the water purveyor is other than CCWD, the customer must provide actual peak day water use from said purveyor.
 - 3. The greater of the two will be implemented for bi-monthly base rate charges.
- C. There will not be an adjustment if the actual water use is within 0.5 Equivalent Single-Family Units (ESFUs).

3. Consolidation of Commercial Wastewater Accounts

Owners of commercial buildings with multiple accounts on a single property may be allowed to consolidate wastewater accounts based on the comprehensive use review process.

- A. The bi-monthly base rate charges for consolidated commercial wastewater accounts will be verified and adjusted based upon the review of the following:
 - 1. The current fixture counts for the business(es) in operation, and any proposed fixtures. An assessment will be made of the maximum number of fixtures (current vs. proposed).
 - 2. The actual peak day water use of the most recent 12-month period as evidenced by water service meter readings and a review of the applicable capacity needs based on drainage fixture counts as tabulated in the California Plumbing Code, Chapter 7. If the water purveyor is other than CCWD, the customer must provide actual peak day water use from said purveyor.
 - 3. The greater of the two will be implemented for bi-monthly base rate charges.
- B. The property owner must submit approved building plans for the business showing all current tenant improvements and drainage fixtures for CCWD review.

1. Sewer laterals should be demonstrated on the permitted plans. The property owner is responsible for any necessary modifications to the drainage fixtures and plumbing consistent with the permitted tenant improvement plans and request to consolidate units.
- D. If the consolidation of service is approved by CCWD, the customer is responsible for all costs associated with the consolidation, including the recording of the Notice of Termination of Water and/or Wastewater Services with the County Clerk Recorder's Office.

Note: The Demand Factor Table in the District's Wastewater Standards will provide the basis for estimation of connection fees for the classifications listed.

DRAFT

ORDINANCE NO. 98-06

**ADDRESSING THE TWO YEAR REVIEW PROCESS
FOR COMMERCIAL CONNECTIONS**

The Board of Directors (Board) of CALAVERAS COUNTY WATER DISTRICT (CCWD) determined at its meeting of May 13, 1998 that it was necessary and appropriate that a two-year review of commercial sewer connections would be the best method to determine the actual costs of connection charges for any specific business.

NOW THEREFORE BE IT ORDAINED as follows:

Section 1. Findings.

Board hereby adopts the following changes for individually metered commercial water and sewer connections on a District-wide basis.

Water:

- 1) Each place of business shall, at a minimum, be charged a connection fee for one 5/8" meter.
- 2) The two year review process for water service is rescinded where applicable.
- 3) Commercial establishments that have been charged less than the standard 5/8" water connection fee shall not be subject to an additional charge for water as a result of adopting the above revisions.

Sewer:

- 1) There will be a reevaluation of the sewer connection fee for new commercial sewer connections.
 - Adjustments will only occur after a full 2 years use of sewer service.
 - The connection fee will be verified and adjusted based upon actual average water use of the most recent 12 month period as evidenced by meter readings.
 - Adjustments will be based on the rate applicable at the time fees were initially paid.
 - There will not be an adjustment if the actual water use is within 0.5 Single Family Dwelling Equivalents (SFDE) of the amount charged.

2) In the event of alteration of a building and/or the property or of additional use of the sewer facilities for which the sewer connection fees were paid, additional connection fees shall be paid for the added units or uses at the rates in effect at the time such alterations or additions were made in accordance with the applicable rate ordinances. The 2 year review process, as noted in 1) shall be implemented for alterations or additional use of sewer facilities if payment of additional connection fees are required.

3) The basis for both the estimation and verification of commercial sewer connection fees shall be **225 gallons per day per SFDE**. If a Demand Factor Table is adopted, the factors shown will be used as a basis for estimation of connection fees for the classifications listed.

4) In no circumstance will the connection fees for a particular commercial connection be refunded in excess of the fees paid by the current owner for that commercial connection and its intended use.

General:

1) The General Manager shall be authorized to resolve conflicts that may result from the implementation of the above policies to existing accounts.

Section 2. Effect on Prior Actions.

All provisions of prior ordinances and resolutions of CCWD not inconsistent with this Ordinance shall remain in full force and effect.

Section 3. Severability.

This Ordinance and the various sections thereof are hereby declared to be severable. To the extent the terms and provisions of this Ordinance are in conflict or are otherwise inconsistent with the terms and provisions of any prior District ordinances, resolutions, rules, and other actions, the terms and provisions of this Ordinance shall prevail with respect thereto.

Section 4. Publication/Effective Date.

Within 10 days of adoption, this Ordinance shall be published in a newspaper of general circulation within Calaveras County. This Ordinance shall take effect upon 30 days after its adoption.

PASSED AND ADOPTED this 12th day of August, 1998 by the following vote:

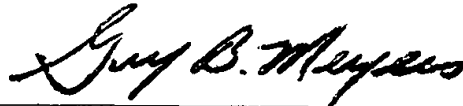
AYES: Directors Weinkle, Geiszler, Fonceca and Deem

NOES: None

ABSENT: None

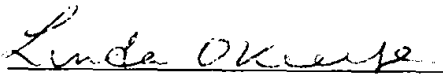
ABSTAIN: Director Meyers

CALAVERAS COUNTY WATER DISTRICT



President

ATTEST:



Secretary

RATES.2YRORD8_98A.DOC

Agenda Item

DATE: September 14, 2022
TO: Michael Minkler, General Manager
FROM: Damon Wyckoff, Director of Operations
RE: Report on the August 2022 Operations and Engineering Departments

RECOMMENDED ACTION:

Receive Report on the Operations and Engineering Departments Report for Divisions 1 through 5.

SUMMARY:

Attached is the monthly Operations and Engineering Departments Report for August 2022 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
- Engineering
- Water treatment plants
- Wastewater treatment plants
- Distribution
- Collections
- Construction
- Electrical
- Mechanical

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

FINANCIAL CONSIDERATIONS:

None.

Attachment: August 2022 Operations and Engineering Department Reports for Division 1 through 5

Operations and Engineering Departments Report

August 1st, 2022, through August 31st, 2022

Director of Operations:

1. On-going coordination and management of multiple District Operations and Engineering projects and work efforts
2. Participated in the setup and teardown of the District's 75th Anniversary Party. What a great event!
3. On-going work to review District policies, procedures, and ordinances to provide amendments related to Commercial Accounts. Provided feedback to the Team developing the draft policy.
4. Participated in a Calaveras County Planning Commission meeting to discuss zoning considerations for the potential construction of a Regional Biosolids Handling Facility in Copperopolis.
5. Began a review of the 90% design plans for the Arnold WWTP's secondary clarifier project
6. Began to review the Jenny Lind A to B Transmission Pipeline Preliminary Design Report
7. Began to review the Copper Cove Water System Improvements Project Preliminary Design Report
8. Continued work with ACWA's Clean Fleets working group to educate the CARB as to the difficulties associated with their zero-emission heavy duty vehicle mandate (2027)
9. Routine and On-going Management of the Operations and Engineering Departments
10. Conducted an "all Field Staff" Meeting – Discussed multiple topics including, safety, purchasing, and training

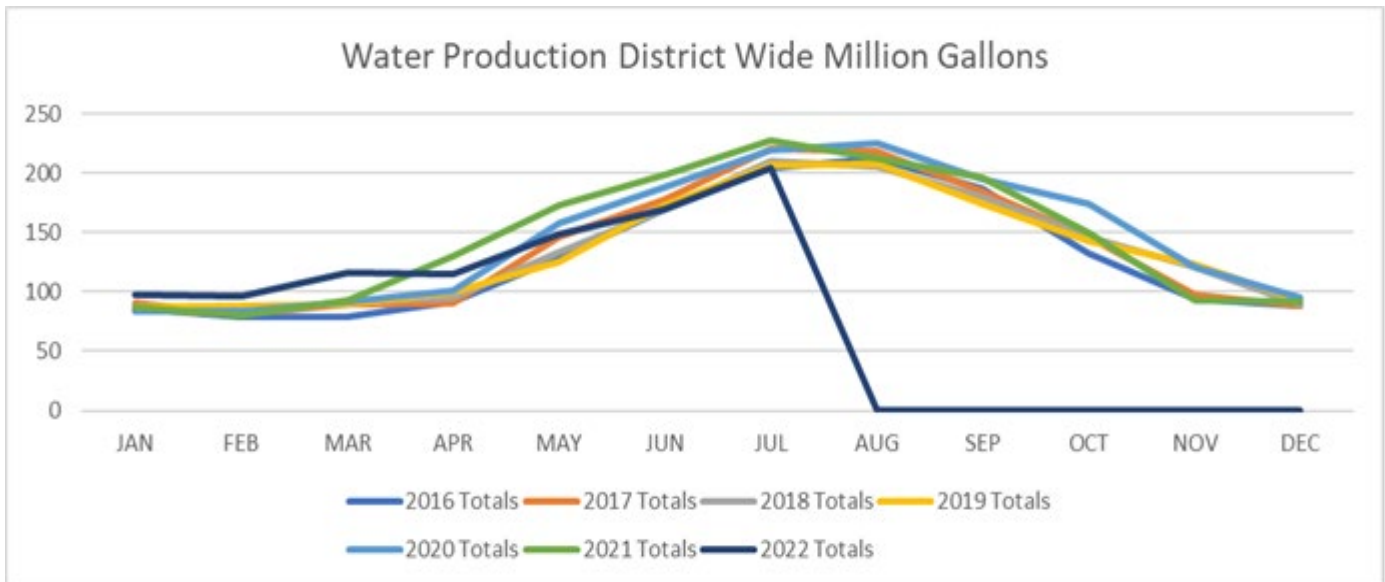
Administrative Technician:

1. Maintained Field Calendar
2. Received/Tracked All USA North Line 811 Locates – Handled Associated Calls
3. Facilitated with Employee Reimbursements & Certificate Renewals
4. Field Training Course Ordering/Registrations
5. Process Operations Purchase Order Batches
6. On Call Reminders, Transfers, Logs
7. Electronic Lab Report Filing
8. Organizing and Archiving Operations Department Documents
9. Safety Tailgate Meetings: Create, Track, & Archive
10. Attended Various Meetings
11. Permit Renewals
12. Continued Work Efforts for CERS Program
13. Continued Work Efforts for 2022 Backflow Program
14. Miscellaneous Administrative Functions

Plant Operations Manager:

1. Completed the review and acceptance of the monthly State Water Reports for all the Districts Water Systems and submitted them to the State
2. Completed the monthly Wastewater Reports for all the Districts WW Systems and submitted them to the State.
3. Working with Bob Godwin to submit the Report of Waste Discharge for Forest Meadows Reclaim Plant.
4. Working very closely with the new operator in West Point to ensure that all system needs are met.
5. Ongoing construction meetings for the West Point WWTP for the consolidation project of Wilseyville and West Point WWTP's

6. Attended weekly meetings for Ebbetts Pass tank replacement project.
7. On-going work associated with PO's and ordering supplies for different District facilities and projects
8. Continued work efforts on annual backflow testing
9. Ongoing work efforts associated with the Ebbetts Pass HAA5 violation for purposes of public notification and data collection
10. Ongoing construction meetings with PBI and KW Emerson for the second filter at West Point Water Treatment Plant
11. Uploaded Arrearages survey with Ms. Self
12. Attended the all-field staff meeting
13. Working with Hydro Science about upgrades at Arnold WWTP
14. Ongoing work efforts working with Keller and Associates on upgrades to Copper Cove Reclaim Plant
15. On-going work efforts with the Districts CERS (California Environmental Reporting System) annual reporting
16. Updated the District's monthly conservation reports
17. Below is the water production for the month of July 2022



Construction and Maintenance Manager:

1. Staff meetings, Board meetings, Operations, and Customer Service meetings
2. AMI project update meetings – Read meters with the handheld for the Jenny Lind Service Area
3. Ebbett's Pass redwood tank replacement project weekly meetings
4. Field meetings related to multiple customer related issues
5. Attended the Pre-Construction kick-off meeting for Copper Cove Lift Station and Force Main Bypass project meeting.
6. Participated in the coordination, planning, cleanup, and setup of the District's 75th Anniversary Party.
7. Site visit and pics of possible illegal diversion off the Calaveras River
8. Worked with Engineering and Construction to coordinate the SWPPP for the site improvements for the Forest Meadows UV Disinfection System
9. Participated in the Bi-Monthly Distribution/Collections/Customer Service Meetings
10. Continued coordination with the County to stay ahead of their road micro-surfacing effort
11. Coordinated the field crew's manual reading of paper billing
12. Site visit to the Southworth WWTP to assess pond erosion with Treatment Operations and Construction Staff
13. Participated in the on-going meetings for the A to B Transmission Pipeline project
14. Participated in a site visit to a residence in Poker Flat with the Director of Ops and the External Affairs Manager related to a claim
15. On-going updates of the Construction Crews Work Schedule
16. Multiple phone calls to resolve Customer issues/concerns

District Engineer:

1. Continue to review the 90% design review plans for the Arnold WWTP Secondary Clarifier
2. Continued participation in the Jenny Lind Elementary School Sewer Line Project meetings. Working with County staff to identify easement for locating sewer lift station. Participated in a meeting onsite at the Jenny Lind Elementary School to review the project's progress
3. On-going work with the Clean Water State Revolving Fund related to KW Emerson's construction of improvements at the West Point WWTP and Consolidation of the Wilseyville WWTP
4. Received the Preliminary Design Report for the Jenny Lind A to B Transmission Pipeline Project. Began review
5. Conducted the Project kickoff meeting for the District's Copper Cove Sewer Force Main Relocation and Lift Station Rehab Project. Close coordination with Calaveras County on the Re-paving of O'Byrne's Ferry Road
6. Ongoing consideration and calculation of offsite sewer impacts from development as they apply to the Huckleberry Lift Station and potential developer funding of facilities and infrastructure.
7. Continued to design the UV improvements at the Forest Meadows WWTP. Construction to be completed in-house
8. Continued work to respond to an RFI from SRF for the potential funding of a West Point Water System Raw Water Capacity Improvement Project
9. Received the Copper Cove Water System Improvements Preliminary Design Report and began its review.

Purchasing Agent:

1. Continued work with Enterprise to determine the staging and delivery of ordered District vehicles
2. Attended water and wastewater utility material and equipment convention in Reno
3. Received automatic flaggers purchased for the Underground Crew
4. On-going coordination of inventory updates with Mobile MMS
5. Ordered parts, tools, materials, and equipment for all departments.
6. Participated in a conversation to pursue grant funding for bulk water stations and inquired into components costs with vendors
7. Reconciled Credit Cards for Field Staff
8. Developed a PO and brief staff report for the GM related to the lease to own purchase of a mechanics truck
9. Worked with HR to coordinate trenching/shoring training
10. Met with Fastenal at the Warehouse to stock the vending machines
11. Purchased new cutoff saw for the Underground Crew
12. Coordinated parts order and delivery for slurry line service laterals
13. Delivered supplies and materials and parts

Engineering Department

1. Received Materials for Big Trees Tank 4
2. Heather Tank erection complete – began filling and found the tank is leaking. Contractor repairing
3. Weekly meetings with Engineering Dept
4. Awarded the Copper Cove Lift Station Improvements Project – Kickoff meeting with Mazingo Construction
5. ADU Policy Update Meeting – on-going
6. AMI/AMR Meter Project (bi-weekly meetings – only must install meters 1.5 inches and larger) project cleanup and punch list item completion
7. Warehouse and Maintenance Building Project – Site work commenced
8. West Point Back Up Filter Project – underground piping and conduit installation
9. Engineering Committee Meeting Prep
10. CHIPS property purchase coordination
11. Hinterhaus Distillery Project Plan request for comments
12. West Point Wilseyville WW Consolidation project kickoff meeting with KW Emerson Construction
13. Hunters Raw Water Pump Station Project (Prep of project Construction RFP), 90% design complete
14. Arnold WWTP Improvement Project – received the 90% design plans and are in the midst of review
15. Jenny Lind A-B Project – Preliminary Design Report received
16. Redwood Tanks Project (Weekly meetings, on-going project management, and extensive effort to refine tank delivery schedule)
17. Finish work & punch list items for Copper Valley unit 7B

18. Commercial Meter Policy update
19. Copper Cove Water System Improvements - preliminary design work
20. FY 2021/22 Invoice Close-out
21. Jenny Lind Elementary (On-going project meetings)
22. Engineering Filing Cabinet clean up
23. Commercial Review and Commercial Change of Use Policy Update – on-going work to prep for the next Engineering Committee and Board Meeting
24. Fire Hydrant Meter Reading/Billing
25. ADU Request = 1 (Wal)
26. Cost to Serve = 1 (CC)
27. Request for comments = 2 (EP)
28. Customer Issues = 2 (EP – Meter relocation, JL – easement issue)

Construction Inspection

1. Worked on gathering information for multiple projects for active construction projects.
2. Training for new Inspector.
3. Service connection inspections Valley Springs and Copper.
4. Attended staff and project meetings for multiple projects.
5. Started West Point/Wilseyville consolidation.
6. Organized and attended project meetings.
7. Finish work and punch list at saddle creek unit 7B.
8. Ebbetts Pass redwood tank replacement project inspections at Heather tank, tank 8, flume Ct and Tank #4. Poured Big Trees # 4 and Flume Ct tank ring walls.
9. West point filter addition construction started. Demo and pot holing at site.
10. Helped fill existing tank at west point water plant and put on-line.
11. Began draining of new Heather tank looking for leak in floor of the tank.
12. West Point Filter addition project.
13. Attended District board meeting.
14. Worked internally to develop project list for staffing the multiple projects in construction this season.
15. Worked on the Tri-Dam waterline extension project. Developed ideas for resolution on this project.
16. Reviewed submittals for Copper Cove sewer lift station and force main project.
17. Reviewed plans for other projects proposed in District. Developer i.e., CV development and LGI.

Water Treatment Plants:

Copper Cove Water Treatment Plant:

1. Training new operator. (Going very well)
2. B-Tank, Redwood Tank leaking a bit after patch work from bottom of tank

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

1. Operations as usual

Jenny Lind Water Treatment Plant:

1. Operations as usual

Sheep Ranch Water Treatment Plant:

1. Operations as usual

Wallace Lake Estates Well System:

1. Operations as usual

West Point Water Treatment Plant:

1. Operations as Usual
2. Prep for the installation of a second filter

Wastewater Treatment Plants:

Arnold Wastewater Treatment Plant:

1. Operations as usual

Copper Cove Wastewater Treatment Plant:

1. Training new operators. (Going very well)

Copper Cove Wastewater Reclamation Plant:

1. Training of new operators. (Going very well)
2. Battling color issues in the Effluent. Low UV Shutdowns are frequent due to algal fouling
3. Working through multiple jar tests in an attempt to improve the situation

Country House Wastewater Facility:

1. Operations as usual

Forest Meadows Wastewater Treatment Plant:

1. Operations as usual

Indian Rock Vineyards Wastewater Facility:

1. Operations as usual

La Contenta Wastewater Treatment Plant:

1. Operations as usual

Mountain Retreat / Sequoia Woods Wastewater Facility:

1. Operations as usual

Six Mile Wastewater Collection System:

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

Southworth Wastewater Treatment Plant:

1. Operations as usual

Vallecito / Douglas Flat Wastewater Treatment Plant:

1. Operations as usual

West Point Wastewater Treatment Plant:

1. Operations as usual

Wilseyville Wastewater Facility:

1. Operations as usual

Distribution:

Copperopolis Distribution System:

SERVICE LINE WORK

1. Lift Station 6 Sample Site
2. Morado Circle
3. Tomahawk Trail
4. Knolls Drive
5. Mono Court
6. Iroquois Circle
7. Cheyenne Road
8. Sunrise
9. Sunrise
10. Cheyenne Road

MAIN LINE WORK

1. Lacrosse Court – 2"

Additional Work

2. Flushed 41,100 gals.
3. 5 Valves Turned
4. Assisted Keystone in locating meters for replacement and provided manual meter reads to the Customer Service Department
5. Completed maintenance on the CRD on the PRV on Copper Cove Drive. Made adjustments to the PRV on Acorn Drive.

Ebbett's Pass Distribution System:

SERVICE LINE WORK

1. Gold Hill Cir.
2. Apache
3. Crystal
4. Crystal
5. Rawhide
6. Manual
7. Highway 4

MAIN LINE WORK

1. 2" Inspiration

Additional Work

1. AMI Manual Meter Reads +/-300
2. Service Requests – 34
3. Uni-Directional flushing continues
4. Provided Distribution System Assistance to the Redwood Tank Replacement Project and AMI Project

Jenny Lind Distribution System:

SERVICE LINE WORK

1. Cane
2. Cane
3. Laurie Ct
4. Bartelink
5. Clements Place
6. Baldwin
7. Goggin
8. Hautly
9. Rippon
10. Hwy 26
11. Baldwin
12. Baldwin
13. Baldwin
14. Baldwin
15. Baldwin
16. Nall
17. Jenny Lind Rd
18. Myrtle
19. Hartvickson
20. Goggin
21. Cox
22. Hwy 26
23. Cane
24. Greer
25. Grouse
26. Harding
27. Blue Heron
28. Baldwin
29. Baldwin
30. Baldwin
31. McAtee
32. Driver
33. Antonovich
34. McCann
35. Cox
36. Hartvickson
37. Siegel
38. Hautly
39. Stabulis

40. Baldwin
41. Mann
42. Dunn
43. Coultrup
44. O'Reilly

MAIN LINE WORK

1. 2" on Mulford Ct
2. 2" on Davidson Ct
3. 2" on Davidson Ct again – Approximately 1' above our previous repair
4. 2" valve at address off McAtee

ADDITIONAL WORK

1. Vehicle Inspections
2. Month end reads for hydrant meters, Lancha Plana and raw water
3. Tank and pump station checks
4. Line locates
5. Work orders for meter installs, leak checks, pressure problems, change of occupancies etc.
6. Multiple leak repairs on curb stops, meter sets and meter gaskets following behind and cleaning up after AMI crew meter installations
7. Multiple cost to serves completed for moving service connections and for new services

West Point Distribution System:

SERVICE LINE WORK

1. Barney Way
2. Barney Way
3. Barney Way
4. West Point / Pioneer
5. Hidden Valley

MAIN LINE WORK

1. None

ADDITIONAL WORK

2. Month end Lancha Plana reads
3. Line locates
4. AMI cannot complete repairs at – 54 Bald Mountain Road and 476 Winton Road

Construction

1. Assisted in leak repair with the Ebbetts Pass, Copper Cove, and Jenny Lind Distribution Crews
2. Hauled Rock to all yards as needed
3. SWPPP Placement and continued site prep for the new UV System at the Forest Meadows WWTP
4. Assisted the Ebbett's Pass Distribution Crew with Flushing of the system
5. Repaired a service line leak in West Point near the Bummerville Reservoir Dam
6. Met with the C&M Manger and the Director of Operations in Cedar Ridge to discuss an additional access road through the subdivision to the Avery Tank site.
7. Backfilled around the new grit removal tank at Vallecito per the manufacturer's recommendations
8. Equipment Maintenance
9. Replaced a fire hydrant on Hedgepeth in the Jenny Lind Water System with the JL Distribution Crew
10. Cleaned up/Organized yard in Vallecito

Electrical:

1. Troubleshoot and repaired radio communication failure at Avery Pump Station, re-flashed PLC with 984 firmware, reloaded program
2. Troubleshoot and repaired SCADA computer crash at West Point WTP, replaced failed KVM switch and monitor
3. Replaced failed run lamp in the Avery pump station control panel

4. Used remote SCADA access to repair SCADA system logins at West Point WTP
5. Used remote SCADA access to update alarm call out lists Districtwide
6. Troubleshoot and repaired level problem at Copper Cove lift station #10, replaced failed level transducer
7. Replaced damaged telemetry antenna at Copper Cove lift station #10
8. Troubleshoot and repaired effluent pump #1 at Jenny Lind WTP, bad main breaker in control bucket, ordered replacement
9. Troubleshoot and repaired erroneous PG&E power failure alarm at Big Trees 4&5 site in the Hunters SCADA system, replaced bad control relay
10. Replaced capacitor board for pump at Hwy 26 lift station after failure of old unit
11. Ran new electrical conduit and pulled wire in the new mechanical shop on Toma Court
12. Replaced failed 3-way lighting switches for the indoor lights at Avery pump station
13. Replaced multiple failed 4' lamps at Jenny Lind WTP in multiple buildings
14. Wired in new M.O.V at Wallace WTP after failure of old valve
15. Staged portable generator at Dennis Court pump station due to PG&E power outage
16. Performed electrical system locate at West Point WTP for the new filter project
17. Troubleshoot and repaired raw and backwash turb readings in the West Point WTP SCADA system and rescaled outputs of the SC200 turbidimeter
18. Worked with mechanical crew to diagnose problem with the standby generator at La Contenta WWTP, problem was a bad voltage regulator board
19. Troubleshoot and repaired pump #2 at Huckleberry lift station, another start contactor failed, replaced and tested
20. Wired in and tested new sewer pump at Hwy 26 lift station-operates properly
21. Worked with A-TEEM at Big Trees 8 Tank Site installing and programming a new telemetry radio and PLC
22. Performed electrical locate at the new mechanical shop on Toma Court before contractor dig
23. Used e-Catcher to reset an operator's SCADA remote access password after a lockout
24. Troubleshoot and repaired the automatic transfer switch at the Vallecito lift station after service required lamp was noticed
25. Replaced effluent pump #1 main control bucket breaker at Jenny Lind WTP under warranty
26. Wired in/tested new sewer pump at Sequoia Woods lift station
27. Replaced failed 4' lamps with LED units at Wallace WWTP and Wallace WTP
28. Performed electrical system site locate at West Point WWTP for construction project
29. Wired up new generator and automatic transfer switch at D-Tank in Valley Springs
30. Troubleshoot and repaired SCADA screen blinking at West Point WTP, tightened connection on KVM switch
31. Worked with PG&E at Big Trees 4&5 with a brown out partial power outage, problem was loose fuse holders on the pole per PG&E
32. Troubleshoot and repaired a bad mixed I/O base connection to the control network at Jenny Lind WTP
33. Troubleshoot and repaired pump #1 not running at Big Trees 4&5 pump station after a PG&E outage, problem was a stuck Cla-Val
34. Troubleshoot and repaired sludge rakes not running in the backwash ponds at Jenny LWTP, reset control timers in SCADA system
35. Troubleshoot and repaired D.O probe in aeration basin at La Contenta WWTP, now have a reading but is erratic, ordered new unit per operator
36. Troubleshoot and repaired pump #2 not running at Copper Cove lift station #10, ran tests, pump ragged up
37. Troubleshoot AMI collector at John Deere Road in West Point, solar panels in shade, trees blocking sun
38. Ran electrical for the new I.T office at 120 Toma Court
39. Finished remote SCADA access at Sheep Ranch WTP, reconfigured local IP scheme in the security appliance
40. After hours troubleshoot and repair of level transducer at A-Tank in Valley Springs after PG&E power outage, replaced failed unit
41. After hours troubleshoot and repair of Cla-Val controls at A-Tank in Valley Springs, control fuse blew due to PG&E power outage
42. Checked pump controls and generator at Huckleberry lift station after PG&E power outage, vehicle vs power pole, after hours (weekend)
43. Checked standby generator at La Contenta WWTP during PG&E power outage, generator working perfect after recent repair

44. Hooked up generator after hours at Dennis Court pump station during widespread weekend PG&E power outage in the Jenny Lind service area
45. Troubleshoot and repaired effluent pump #1 failure at West Point WTP, problem was a glitch in the PLC logic
46. Installed new monitor, keyboard and mouse for the new SCADA computer at Sheep Ranch WTP
47. Updated call out numbers for autodialers districtwide
48. Removed standby generator from Timber Trails pump station
49. Reattached telemetry radio coax to the radio tower at Reeds Turnpike pump station
50. Wired in portable standby generator at Arnold lift station #3 while stationary generator gets repaired
51. Troubleshoot and repaired effluent pump #3 fail to start alarm at Jenny Lind WTP after a generator exercise
52. Ran conduit, pulled wire, and installed new receptacles in the Vallecito storage building for a battery charger
53. Added duct seal to prevent rodent intrusion of automatic transfer switch at Cedar Ridge lift station
54. Added conduit and new bell box with cover to the Cla-Val controls for the pumps at Big Trees 4&5 pump station
55. Replaced failed level transducer at Copper Cove lift station #6
56. Performed numerous electrical system locates in the Copper Cove area for lift station construction projects

Collections:

1. Monthly SSO reporting
2. Weekly lift station checks performed
3. Monthly dry can inspections completed
4. Vehicle inspections completed for the month
5. Matt and Tommy took collections 1 test both passed
6. Called to address off Hwy 26. 2" force main broke.
7. Repaired sewer main in golf course easement in Forest Meadows
8. Helped the Underground Crew haul dirt
9. Replaced floats on septic tank at address off Water Wheel lane in Arnold
10. Checked on pumping issues at Sequoia Woods LS – All Okay
11. Checked on odor complaint at address off Sugar Pine Way – All Okay
12. Called to address off Sequoia Street - clean out issue. Turned out to be spring in creek no issues on CCWD side
13. Called out to Huckleberry LS due to pump failures from power outage – restored ops to normal
14. Called out to LS 13 pump 1 failure - soft start had tripped out. Reset
15. Pumped and cleaned Iroquois Apartments.
16. Called to odor complaint at address off Bull Whacker. No issues on CCWD side found
17. Called to septic tank issue at address off Pine Drive in West Point. Effluent line was plugged up. Pumped and cleaned tank and cleared blockage
18. Performed C5 entry at Hwy 26 LS to pull pump 1 and replace it
19. Marked USA on Thompson lane in Poker Flat for PG&E
20. Replaced pump 1 at Sequoia Woods
21. Called to septic tank issue at address off Juniper. Effluent line was plugged.
22. Pumped and cleaned Country Houses
23. Pumped and cleaned Mt. Retreat septic tanks and lift station
24. Rebuilt ball and check valve loop at address off Waterfront Ct. due to check valve failure
25. Called to address off Vista del Lago - pool contractor hit customers service lateral
26. Pumped and cleaned Sequoia Woods septic tanks and lift station
27. Greased all pumps that require bearing maintenance (yearly maintenance)
28. Field meeting at 6&8 for lift station rehab project
29. Pumped and cleaned septic tank at address off Hwy 26 in West Point
30. Pumped and cleaned Avery LS
31. Helped the Jenny Lind Distribution Crew with a water leak repair on Davidson Ct.
32. Pulled pump 2 at LS 10 in Copperopolis and de ragged it.
33. Called to spilling manhole due to root intrusion at Snowberry condos (spill report issued)
34. Called to backed up septic tank at address off Juniper. Basket was plugged up

35. Pumped and cleaned second back wash pond at Hunters WTP
36. Hydro'd the head works at Vallecito WWTP (bimonthly maintenance)
37. Pumped lift station 2 so we could tv manhole that feeds Arnold WWTP
38. Called to VFW in West Point odor complaint. Issue is with customer side.
39. Called to lift station 6 due to transducer failure

Mechanical:

1. Monthly generator checks
2. G06 portable generator- updated trailer wiring to 7 way and rewire. Replaced broken brake lights, installed new safety chains and convert to 2" ball from pintle hitch. Converted from wedge wheels to 6 lug electric brakes and installed new wheels and tires.
3. West point river pumps- packing gland and pump bowl adjustments
4. Avery tank Cla-Val #3 - converted to power check and hand bent all Stainless Steel hardlines for pilot system
5. Changed oil and fuel filters on V538(2012 F350)
6. Met Industrial Electric technician at Arnold L/S 3 and troubleshot bad SCR. Replace SCR and generator went from no voltage to high voltage. Troubleshot bad voltage regulator, waiting on parts and dealer to flash old software onto new voltage regulator.
7. Drove to MME in Sacramento for Kanaflex and pressure washer hose for V135(2013 VacCon), installed.
8. Installed new electronic actuator on a valve at the Wallace WWTP.
9. V746(2021 VacCon) BIT inspection
10. Troubleshot no power complaint at La Contenta WWTP generator, found bad 5amp fuse for generator field windings. Replaced fuse and generator shuts down for overvoltage. Troubleshot bad voltage regulator (DV2000E) Purchasing Agent ordered and I replaced when parts arrived.
11. Vallecito Wastewater tank had broken pipe hangers. Original self-tappers used had corroded and sheered. Drilled and tapped holes and installed stainless steel hardware to eliminate future issues.
12. Steering complaint for V145 pumper truck. Inspected front steering and suspension components, all checked out okay. Noticed dry rot on steer tires (7 years old) ordered and installed new steer tires.
13. Called in for broken emergency air hose on utility crew trailer. Purchased parts from the local automotive store and installed on the trailer in Arnold.
14. Big Trees 4&5 generator running, cannot get truck close enough to fuel with new tank pad. Fueled 5-gallon bucket from transfer tank on truck until generator was topped off.
15. Repaired broken trailer harness on T12 at the Copper warehouse and installed new 7way plug.
16. ABS light on V135(VacCon) scan codes. Right Front wheel speed sensor bad, need to order parts.
17. Replaced vandalized fuel filler neck hose on V533('08 Ranger) with parts ordered for V613 ('08 Ranger). to Auto parts Store to get fuel cap to replace snapped off one on truck.
18. Inspected V709('08 F550 Dump truck) for no start and intermittent shut down issue. Found leaking fuel filter cap in engine valley, replaced cap and fuel filters.
19. Completed backhoe training class.
20. Charged AC on V710('08 F350)
21. Assisted the Collections Crew with putting L/S 18 aerator online to break up mat that forms in the summer months.
22. Called out by Jenny Lind WTP Ops 9AM- A tank pump #5 Cla-Val failed to open; pump runs but makes no flow. Power outage popped control circuit fuse (troubleshoot with Electrical Supervisor). Fueled generators that are running and helped the Senior Electrician get a portable to Dennis Ct.
23. La Contenta WWTP blower #3 check valve has failed, get with the District's Purchasing Agent to order parts.
24. Repair broken wires on A tank fuel vault, replaced leads and clips.
25. Inspected the overspeed fault on Saddle Creek #2 generator. Found leaking fuel filter allowing air into the system causing inconsistent startup speeds. Replaced filter waiting to see if problem persists on next exercise.
26. L/S 10 Poker Flat- Pulled pump with Collections Crew and de-ragged. Reset tripped breaker and tested the amp draw at start for pump. All OK
27. Wallace WTP air dryer purging a lot of water, found air water separator full. Drained.

Underground:

1. Potholed, dug, replaced, and paved the following services –
2. 3467 Crystal
3. 3445 Crystal
4. 1465 Pawnee
5. 1435 Pawnee
6. 7049 Cane
7. 7067 Cane
8. 6999 Cane
9. 7011 Cane
10. 1976 Mokel
11. 1960 Mokel
12. 3494 Apache
13. Assisted the Ebbetts Pass Crew with a leak repair
14. Began a mainline replacement on Rancho Paradiso

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