

CALAVERAS COUNTY WATER DISTRICT FINANCE COMMITTEE MEETING

AGENDA

Tuesday, February 3, 2015
1:00 p.m.
CCWD Conference Room

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

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at 209-754-3028. Notification in advance of the meeting will enable CCWD to make reasonable arrangements to ensure accessibility to this meeting. Any documents related to agenda items that are made available to the Board before or at the meeting shall be available for review by the public at 120 Toma Court, San Andreas, CA 95249.

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. **PUBLIC COMMENT:** Comments limited to five minutes per person.
2. **APPROVAL OF MINUTES:** September 30, 2014
3. **NEW BUSINESS**
 - 3a. Discussion/Direction Regarding Directors Compensation and Travel Reimbursement Policy
(Dennis Mills, Board Member)
 - 3b. Discussion/Direction Regarding Quarterly Financial Report
(Jeffrey Meyer, Director of Administrative Services)
 - 3c. Update on District's Long Term Debt
(Jeffrey Meyer, Director of Administrative Services)
 - 3d. Discussion/Direction Regarding FY 2014-15 Mid-Year Budget Review
(Jeffrey Meyer, Director of Administrative Services)
4. **DIRECTOR OF ADMINISTRATIVE SERVICES COMMENTS**
5. **GENERAL MANAGER COMMENTS**
6. **DIRECTOR COMMENTS**
7. **FUTURE AGENDA ITEMS**
8. **NEXT COMMITTEE MEETING**
9. **ADJOURNMENT**

MINUTES
FINANCE COMMITTEE MEETING
SEPTEMBER 30, 2014

The FINANCE COMMITTEE of the CALAVERAS COUNTY WATER DISTRICT (CCWD) met in the CCWD Training Room at 120 Toma Court, San Andreas, California at 2:30 pm.

The following Committee Members were present:

Don Stump	Director
Scott Ratterman	Director

Also Present:

Jeff Meyer	Director of Administrative Services
Joel Metzger	Customer/Community Relations Manager
Patti Christensen	Accountant III

Public Present:

Dennis & Vickey Mills
Bertha Underhill

1. Public Comment:

Bertha Underhill requested final numbers on the OP HQ building construction. She also asked where she could find the detail of the Capital R&R revenue with the list of projects. (Mr. Meyer directed Ms. Underhill to the Districts website for detailed information)

Ms. Mills asked when the end of the contract period of the audit firm is. Ms. Christensen replied that FY 2013-14 is the final year of the contract.

2. Approval of Minutes:

Minutes approved from the July 29, 2014 Finance Committee Meeting.

3. New Business:

3a. Discussion/Direction Regarding Water Conservation Rebate Program:

Mr. Metzger is seeking to expand the current rebate program to include water conservation measures. Mr. Metzger provided a list of items that could be added to the rebate program that has an annual budget of \$14,000. Director Stump requested research on how the reduced water flows impact the sewer system.

Director Ratterman directed Staff to move forward with the list of rebate items. Mr. Meyer stated that he and Joel will work on forms and guidelines and bring it to a future Board Meeting for consideration.

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- 3b. Discussion/Direction Regarding Amending the District's Financial Management Policy – Policy No. 5.01 – Investment Policy:

Mr. Meyer stated that the Investment Policy requires the policy be reviewed each July for any required amendments or changes to the policy. There are two requested changes for the current fiscal year, one is to change Section 5.01.20, Investment Policy Adoption, from reviewing the policy in July to reviewing the policy during the first quarter of the fiscal year; and the second is to change the committee member in Section 5.01.07, Investment Advisory Committee, from Auditor-Controller to Director of Administrative Services.

Mr. Meyer would like direction to take this to the full Board for approval. Director Stump gave direction to Mr. Meyer to proceed to the full Board.

- 3c. Update on FY 2013-14 Capital Repair and Replacement Program:

Mr. Meyer provided a hand out of the updated Capital R&R revenue and expenditures report, with the caveat that these are estimates, as the September numbers have not been finalized. Mr. Meyer walked the committee members and public through each project and the overall revenue and expenses. Director Stump suggested that the total project cost be listed so the public can see the total cost and not just the current year's adopted budget amount.

There is a possibility of getting a grant/loan package from USDA Rural for the Ebbetts Pass Reach 3A project.

4. Director of Administrative Service Comments:

There will be an Agenda Item at the next Board meeting regarding a new agreement with assessment district foreclosure counsel; the new agreement with Burke, Williams and Sorenson will be on a pay as you go basis rather than a contingency basis.

5. Interim General Manager Comments:

Not present

6. Director Comments:

Director Ratterman: East Bay Municipal Utility District is having their annual BBQ this coming Friday.

Director Stump: none at this time

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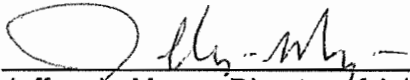
7. Future Agenda Items:
Director Stump: Would like to see the breakdown of cost associated with adding new customers through assessment districts or subdivisions.
8. Next Committee Meeting:
Mr. Meyer will be in contact with Committee Members to select a future meeting date. He would like to bring the FY 2013-14 Audit to the Finance Committee prior to it going to the full Board.
9. Adjournment:
With no further business, the meeting was adjourned at 3:30 p.m.

Respectfully Submitted,



Patti Christensen, Accountant III

Approved:



Jeffrey L. Meyer, Director of Administrative Services

Agenda Item

DATE: February 3, 2015

TO: Finance Committee

FROM: Jeffrey Meyer, Director of Administrative Services

SUBJECT: Discussion/Direction Regarding Directors Compensation and Travel Reimbursement Policy

RECOMMENDED ACTION:

Discussion/Direction Regarding Directors Compensation and Travel Reimbursement Policy

SUMMARY:

Director Mills has requested that the Finance Committee review and discuss the Directors Compensation and Travel Reimbursement Policy (4030), adopted by Ordinance 2010-01 (attached) Also included for discussion is a summary of benefits for Board of Directors, as originally approved by minute entry in April 1972.

FINANCIAL CONSIDERATIONS:

None

ORDINANCE NO. 2010-01

AN ORDINANCE OF CALAVERAS COUNTY WATER DISTRICT
ESTABLISHING DIRECTOR COMPENSATION AND
TRAVEL REIMBURSEMENT POLICY

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT finds that it is desirable to modify existing regulations and polices relative to Director compensation and travel reimbursement; and

WHEREAS, the Board of Directors has reviewed the existing policy and has made modifications to the Director Compensation and Travel Reimbursement Policy No. 4030.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT as follows:

Section 1. That the Director Compensation and Travel Reimbursement Policy provided in the attached Exhibit A (Policy Number 4030) is hereby approved and adopted pursuant to Water Code sections 20200 et. seq.; rescinding and replacing the previous Policy Number 4030, approved May 21, 2008.

Section 2. Any provisions of any ordinance, resolution and/or other policy of the District in conflict with this Ordinance 2010-01 are hereby modified in respect to the requirements provided herein.

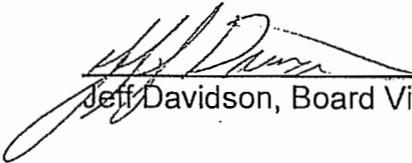
Section 3. Ordinance No. 2008-01, Director Compensation and Travel Reimbursement Policy adopted May 21, 2008, is hereby rescinded upon effective date of this ordinance.

Section 4. This ordinance shall take effect June 1, 2010.

ADOPTED on this 24th day of March 2010, after a noticed Public Hearing, by the following vote:


AYES: Directors Stump, Dooley, Dean, and Davidson
NOES: None
ABSTAIN: None
ABSENT: Director McCartney

CALAVERAS COUNTY WATER DISTRICT



Jeff Davidson, Board Vice President

ATTEST:



Mona Walker, Clerk to the Board

EXHIBIT A

Policy Title: Director Compensation and Travel Reimbursement
Policy Number: 4030

4030.10 Compensation for Authorized Meetings. Each Director shall receive compensation for attendance at authorized meetings in accordance with Water Code §§20200 et seq. and §§30507 et seq. as may be amended. Such compensation shall be one hundred ten dollars (\$110) for each day's attendance at meetings of the Board or for each day's service rendered as a Director by request of the Board. Such compensation shall be increased annually on July 1st by five percent (5%) rounded down to the nearest increment of five dollars (\$5.00). In addition, each Director shall be eligible or reimbursed for actual and necessary expenses incurred in the performance of his/her official duties as required or authorized by the Board, subject to the procedures and limitations established under Government Code §53232 et. seq. as may be amended and this policy.

4030.15 Limitation on Board Compensation for Attendance at Authorized Meetings. Compensation to any individual Director for attendance at authorized meetings shall not exceed a total of seven (7) days in any calendar month. Such compensation shall not include travel days, unless the Director is in attendance at the approved meeting on the day of travel.

4030.20 Director Travel. Individual Board members may attend any meeting, conference, convention or seminar of their choosing, but shall only officially represent the District and receive compensation and/or travel reimbursement for approved travel. Approved travel shall consist of attendance at meetings, conferences, seminars and such other occurrences that constitute the performance of official duties as identified in §4030.25 of this Policy.

4030.25 Travel Eligible for Compensation & Reimbursement. Directors will be compensated and in addition be eligible to receive reimbursement for actual and necessary expenses incurred in the performance of official duties for service supporting the work of the District as follows:

- A.) For attendance at regular or special meetings of the Board of Directors;
- B.) For attendance at a District established committee meeting, including ad hoc or advisory committees, to which the Board member is a designated representative, or alternate representative and which is held for purposes of conducting the District's business;

- C.) For attendance at meetings of other public agencies as a District designated committee member or otherwise as an official representative of the Board of Directors for the purposes of gathering information and/or representing District interests. Such meetings shall include, but not be limited to, local community public meetings which a District representative has been requested to attend, or which the Board member may be expected to attend to bring public information back to the Board as a whole. Such meetings may include appointments with outside agency personnel, committees, advisory groups, or task forces as part of County or other regional planning efforts, or a multi-agency emergency action meeting called specifically to address an issue of public health and/or safety. Such Director authorization shall be by appointment by the Board President at a public meeting of the Board or by a majority of the Board of Directors at a public meeting of the Board;
- D.) For attendance at business or informational meetings, or other events of an educational nature, sponsored by those organizations, associations or agencies that the District is a member, or those organizations, associations or agencies that the District is involved with on a planning, regulatory, financial or service provision basis, or those organizations, associations or agencies that may provide relevant information about the duties, operations and functions of the District. Such approved travel shall include, but not be limited to, the following:
- 1.) Associations / Agencies in which the District actively participates as a member or has strong interests in the discussions and actions undertaken at their meetings:
 - i. Association of California Water Agencies (ACWA), including Regional affiliates
 - ii. Association of California Water Agencies – Joint Powers Insurance Authority (ACWA/JPIA)
 - iii. Calaveras-Amador-Mokelumne River Authority (CAMRA)
 - iv. Calaveras County Board of Supervisor meetings, Calaveras County Planning Commission meetings and/or Calaveras County General or Community Plan meetings, provided such meetings pertain to services and/or issues related to the District
 - v. Calaveras County Chamber of Commerce
 - vi. Calaveras Public Power Agency
 - vii. Calaveras Realtors Association
 - viii. California Association of Sanitation Agencies (CASA)
 - ix. California Rural Water Association (CRWA)
 - x. California Special Districts Association (CSDA), including the Local Government Institute
 - xi. Ebbetts Pass Property Owners Council
 - xii. Greater Arnold Business Association
 - xiii. Local Agency Formation Commission (LAFCO)
 - xiv. Mokelumne River Association (MRA)
 - xv. Mokolumne River Forum
 - xvi. Mountain Counties Water Resources Association (MCRWA)
 - xvii. Northern California Power Agency (NCPA)
 - xviii. Sierra Business Council
 - xix. Sierra Nevada Alliance
 - xx. Sierra Nevada Conservancy
 - xxi. Upper Mokelumne River Watershed Authority (UMRWA)

- xxii. Upper Mokelumne River Watershed Council (UMRWC)
- xxiii. Water Environment Federation (WEF)
- xxiv. Water Reuse Association
- xxv. White Pines Park Committee
- xxvi. Valley Springs Area Business Association
- xxvii. Attendance at meetings involving participation by District staff members or when a Director attendance is requested by the General Manager
- xxviii. Such other associations and joint powers agencies that the District joins and/or otherwise participates in.

2.) Educational classes, events, seminars, conventions or other forums sponsored by institutions of higher education, public agencies or associations, or private entities provided the subject matter is related to the performance of a Director's official duties as more specifically provided in §4030.30 of this Policy.

4030.30 Meetings, Conferences and Seminars. Board members are encouraged to participate in those outside activities that, in the judgment of the Board, further the interests of the District. Directors will be compensated for attendance at meetings, conferences, seminars, conventions or educational activities, which provide training in District governance, the scope of Board member responsibilities, legal responsibilities of Board membership, and other topics that enhance a Board member's ability to serve the public and understand the issues and activities associated with the operations of the District. The District in accordance with this policy will reimburse costs of registration and attendance, including actual and necessary expenses incurred in the performance of official duties.

A.) Such eligible activities include, but are not limited to, periodic conferences, seminars, conventions and programs of the agencies and associations identified in §4030.25 of this Policy.

B.) Upon return from any meeting, seminar and/or conference, the attending Board member shall provide a summary report at the next regular meeting of the Board. Said report shall indicate what was presented at the session(s) of benefit to the District. If more than one member attending the event, a joint report may be made. Such report may be made either verbally or in writing. Directors are encouraged to provide materials from the session(s) for the benefit of other Directors and staff.

4030.35 Eligible Travel Related Expenses. Directors traveling on District related business shall be eligible for reimbursement of actual and necessary travel expenses incurred in the performance of official duties. Board Members are encouraged to use the most economical means of travel possible. Eligible travel related expenses shall include, but not be limited to, the following:

- Transportation on public carriers such as airplanes, trains, buses and taxi cabs;
- Private vehicle use and commercially available rental vehicles;
- Overnight lodging at commercial establishments, including the day before if the event is at least a three (3) hour drive from the Directors residence and begins on or before 9:00 am and/or the night after the meeting if the event is at least a three (3) hour drive from the District and ends on or after 4:00 pm or in the event the anticipated arrival time at the Director's residence is estimated to be after 10:00 pm;
- Meals at restaurants and other food service establishments, if they are not already covered as part of the event fees or hotel registration;

- Conference, convention and seminar fees and charges;
- Business related telephone calls, faxes, postage, copy charges and related incidentals;
- Tolls and parking fees;
- Such other expenses approved by a majority of the Board of Directors.

4030.40 Limitation on Travel Reimbursement. The District will pay for actual and necessary expenses incurred by a Director in the performance of official duties that is directly related to attendance at a function authorized under this Policy. In addition, reimbursement for travel related expenses shall be subject to the following limitations:

- Reimbursement for meals not included as part of the event or hotel registration fee shall be limited to actual cost, including up to a fifteen percent (15%) tip if customary, up to the following maximum amounts: Breakfast - \$20.00; Lunch - \$20.00; Dinner - \$30.00;
- Meals shall only be reimbursed if a meal break is scheduled as part of the meeting, or in the event an additional meeting is scheduled within two hours after the first and the meetings combined extend through a customary meal period;
- Use of a personal vehicle: the current Internal Revenue Service (IRS) mileage rate for business travel at the time the travel takes place shall be the only personal vehicle use expense eligible for reimbursement;
- When attending a conference, convention or seminar, the lodging costs shall be the actual lodging costs not to exceed the maximum government or group rate published by the conference or activity sponsor, if available;
- Air and train travel shall be in an amount not to exceed the government rate, if available, otherwise it shall not exceed the standard or coach fare;
- Entertainment or non-business related events or expenses not provided as part of the conference fee, including, but not limited to, movies, sporting events, laundry services, valet parking or any incidental expense of a personal nature, shall not be eligible for reimbursement;
- Alcoholic beverages are not eligible for reimbursement;
- Meals and/or lodging provided in a private home are not eligible for reimbursement;
- Travel related expenses for a spouse or companion shall not be eligible for reimbursement;
- Rental vehicle reimbursement shall not exceed the midsize vehicle rate.

4030.45 Reimbursement Claim Required. Directors authorized to travel for District related business shall complete an expense reimbursement claim form and provide supporting receipts in order to receive reimbursement. No reimbursement shall be made, unless a completed and signed claim form with corresponding receipts is submitted to the District office within ninety (90) calendar days from the last day of travel. Claims submitted for travel dating back more than ninety (90) calendar days from the last day of travel shall not be eligible for reimbursement.

4030.50 Use of District Credit Card and Travel Advances. On approval of the General Manager a travel advance, or District credit card may be issued to a Director for travel. Credit card use shall also be subject to approved Financial Policy #57 as may be revised. Travel advances shall not exceed an amount up to the estimated balance of expenses associated with the travel. Within ten (10) business days of return from the function, the Director shall submit a claim with corresponding receipts for the travel. The General Manager, or designated representative, shall reconcile the expenditures against District reimbursement policy and

determine if any balance is due the District. The Director will reimburse the District within ten (10) business days, or the balance will be deducted from any compensation owed to the Director.

4030.55 Penalties for Misuse. Penalties for misuse of public resources, falsifying expense reimbursement claims, or otherwise violating expense report policies may include, but not be limited to, those penalties identified in Government Code §53232.4 as may be amended.

End of Document

BENEFITS SUMMARY for BOARD OF DIRECTORS

As of January 2015 the benefits afforded members of the District's Board of Directors are as follows:

Compensation: Policy No. 4030, (Ord. 2010-01 indicates a maximum per month per director, of seven (7) meetings paid at \$135 per meeting per an approved list of meetings/organizations. Social Security (FICA) & Medicare are deducted, as are any other mandatory deductions (i.e. state or federal income taxes). An increase of 5% per meeting is effective July 1 of each year.

Reimbursement: Reimbursement for out-of-pocket costs, conferences, seminars, etc., are reimbursed per the Board compensation / reimbursement policy, in accordance with the requirements Policy 4030, passed by Ordinance #2010-01, in accordance with AB 1234. Conference/seminar attendance must be pre-approved; and receipts provided for all items submitted for reimbursement.

Mileage: Reimbursed at the approved IRS rate, for attendance at various meetings. Mileage may be paid for some meetings/activities not otherwise approved for meeting compensation, in accordance with policy #4030 on Board compensation /reimbursement.

Medical Care: PERS Choice, a PPO plan, is paid at the single, couple, or family rate during the period of service as a Director, with the Director paying 15% of the additional costs for any dependent(s) (Res. 2011-62). Coverage will be effective on the first of the month following initial employment.

Dental: Delta Dental PPO plan is paid at the single, couple, or family rate during the period of service as a Director, with the Director paying 15% of the added cost for any dependent(s) (Res. 2011-63). Coverage will be effective on the first of the month, 60 days following initial employment.

Vision: The full premium cost of the employee and dependent(s) for Vision Service Plan is paid by CCWD Coverage will be effective on the first of the month, 30 days following initial employment.

Life Insurance: \$10,000 policy per director. This is a non-transferable policy. Coverage will be effective on the first of the month, 90 days following initial employment.

Medical Out-of-Pocket: Out-of-pocket medical and dental expenses will be reimbursed upon submittal of Explanation of Benefit forms (EOB) from the District's medical and/or dental providers to a maximum of \$600 per year in 2015 and 2016 calendar years, and a maximum of \$400 per calendar year in 2017. All expenses must be submitted for reimbursement by March 31 of the subsequent year.

Retirement: Directors are not eligible for PERS retirement benefits.

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A letter from John Scroggs of Justice & Associates, Inc. was introduced and gave a time schedule for completion of the facilities. A portion of the letter was read by President Tuttle and said "To insure that the La Contenta Treatment Plant work begins at the same time as Phase One housing construction, a contractor, skilled in the necessary Treatment Plant modifications and rehabilitation work, will be selected by F.P.M.T. prior to filing of the first Phase One area building permits". It was felt that this was satisfactory if a Letter of Credit is received guaranteeing this work. Dick Robyn, representing the developer, reported that they are in the process of obtaining the Letter of Credit, which would guarantee completion of the facilities. Mr. Felte reported that after the Letter of Credit is received, he will seek legal counsel's opinion as to the acceptability of the document and if acceptable the letter to the Department of Real Estate can be written.

MINUTE ENTRY: Director Silveira motioned that the Board of Directors of CALAVERAS COUNTY WATER DISTRICT approve transmittal of the letter to the Department of Real Estate as soon as the Letter of Credit is received and approved by legal counsel. This motion was seconded by Director Queirolo and adopted by the following vote:

AYES: Directors Silveira, Queirolo, Johnson, Neilsen & Tuttle
NOES: None
ABSENT: None

John Scroggs reported that the improvements for Phase One are 90% complete.

NEW BUSINESS:

DISPOSE OF OLD ACCOUNTING RECORDS. Included in the agenda package was a report from Harleigh Winkler. Harleigh Winkler requested the Board's approval to dispose of various old accounting records as provided for in various sections of the Government Code. Primarily these records consist of invoices, purchase orders, deposit slips, vouchers, receipts, receipts for old water bills, etc. that are five years or older.

MINUTE ENTRY: Director Neilsen motioned that the Board of Directors of CALAVERAS COUNTY WATER DISTRICT approve the disposal of old accounting records. This motion was seconded by Director Silveira and adopted by the following vote:

AYES: Directors Silveira, Queirolo, Johnson, Neilsen & Tuttle
NOES: None
ABSENT: None

REPORTS OF OFFICERS AND STAFF:

DIRECTORS' INSURANCE. Included in the agenda package was a report from Harleigh Winkler. Mr. Winkler reported that staff had looked into the Directors' participation in the benefits provided to employees. He reported that Directors can participate in these benefits. He further reported that anyone who participates in the health program must participate in the retirement program as well. He also reported that most of the costs would be borne by the District. Some Directors expressed interest in joining part or all of the plan.

MINUTE ENTRY: Director Queirolo motioned that the Board of Directors of CALAVERAS COUNTY WATER DISTRICT have the opportunity to participate in benefits and that all Directors are eligible to participate in all benefits provided to employees of the District. This motion was seconded by Director Johnson and adopted by the following vote:

AYES: Directors Silveira, Queirolo, Johnson, Neilsen & Tuttle
 NOES: None
 ABSENT: None

REPORT ON WATER RIGHTS HEARING. Included in the agenda package was a report from Steve Felte. Mr. Felte reported that Tudor Engineering has prepared some additional exhibits as well as staff. These exhibits included exhibits to illustrate each of the alternative power projects and a chart showing the typical existing average summer stream flows of the river to relate to what the new project would be. In relation to the alternatives they showed the cost of each of the projects in current day dollars and the benefits to be derived relating strictly to power benefits. The cost ratio of the current project versus the alternate projects was reviewed. As part of the exhibits staff prepared graphs on each of the maps in the EIR of the various water service areas showing the demand as it increases and how supply has to be obtained. In each case demand will be exceeding supply by approximately 1984 and in some cases by 1990, such as in Ebbetts Pass. The continued hearing will start at 9:00 a.m. on April 17th and continue through April 18th, and he reviewed the testimony to be given by the Districts and its consultants.

President Tuttle requested staff to get the figures on the stream flow at Murphys during the time the power plant there is shut down.

MANAGER'S REPORT.

WHITE PINES LAKE. Steve Felte reported that Jim Scott of Jim Scott Roofing had made a proposal to furnish and maintain three self contained toilets at White Pines Lake for the period May 1, 1979 through October 1, 1979 and May 1, 1980 through October 1, 1980 in return for two years rental on building containing 3 stalls immediately north of the Moose Lodge. President Tuttle felt this was a fair proposal.

MINUTE ENTRY: Director Silveira motioned that the Board of Directors of CALAVERAS COUNTY WATER DISTRICT accept the proposal of Jim Scott to furnish and maintain three comfort stations at White Pines Lake for the summer months of 1979 and 1980 in exchange for two years rental of a storage building on the premises. This motion was seconded by Director Johnson and adopted by the following vote:

AYES: Directors Silveira, Queirolo, Johnson, Neilsen & Tuttle
 NOES: None
 ABSENT: None

President Tuttle discussed the area being taken up by Mr. Scott's operation at the property he currently leases at White Pines Lake and also discussed Mr. Scott's proposal to use water from a spring there. He asked Mr. Serra to look into the matter. He said he preferred that the water line be run down to the property.

Agenda Item

DATE: February 3, 2015
TO: Finance Committee
FROM: Jeffrey Meyer, Director of Administrative Services
SUBJECT: Discussion/Direction Regarding Quarterly Investment Report

RECOMMENDED ACTION:

Discussion/Direction Regarding Quarterly Investment Report

SUMMARY:

As per Investment Policy 5.01.07, the Finance Committee can appoint a board member to the Investment Advisory Committee. The Advisory Committee meets prior to the Finance Committee, generally within 30 days of completion of the Quarterly Financial Report (quarters ending September 30, December 31, March 31 and June 30):

An Investment Advisory Committee consisting of the General Manager, Director of Administrative Services and one Board Member from the Finance Committee shall be established for purposes of reviewing investment activities and strategies. The Investment Advisory Committee shall meet as necessary to review quarterly investment reports, develop future investment strategies and present investment recommendations to the Finance Committee and the Board of Directors.

As for the second quarter investment report, below are cash and investment balances for September 30, 2014 and December 31, 2014 and change in respective balances:

	<u>09/30/14</u>	<u>12/31/14</u>	<u>Change</u>
Cash, Umpqua Bank (general account)	\$ 1,064,174	\$ 1,782,614	\$ 718,440
Cash on Hand, Petty Cash & Cash Drawer	600	600	-
Local Agency Investment Fund (LAIF)	5,353,600	5,357,378	3,778
Money Market Accounts	1,815,833	2,083,711	267,878
Bond Investments*	4,459,823	4,344,166	(115,657)
CDARS Accounts	9,800,000	9,800,000	-
Certificates of Deposits	1,484,853	1,488,221	3,368
Trustee Accounts	521,482	521,058	(424)
Total Cash and Investments	<u>\$ 24,500,365</u>	<u>\$ 25,377,748</u>	<u>\$ 877,383</u>

**Bonds based on Market Value*

District Funds	\$ 23,595,150
Assessment District Funds	<u>1,782,598</u>
Total Funds	<u>\$ 25,377,748</u>

The second quarter of fiscal year 2014-15 (September 1 through December 31, 2014), investment earnings of \$9,815 were posted by the District. The increase in cash is primarily from a reduction in disbursements as projects, including the Fly-In Acres Assessment District Water System Replacement Project, come to completion, and the District prepares to continue the Capital Replacement and Renovation (Capital R&R) projects in the Spring/Summer of 2015. On December 26, 2014 a \$1 million CDARS matured and was reinvested for 26 weeks at .598% interest.

A distribution payment of \$66,854 was received in October on the defaulted Lehman Bros bond, bringing the distribution payment total to \$455,397.

FINANCIAL CONSIDERATIONS:

The U.S. economy continued to show moderate strengthening in the fourth quarter of 2014, fueled by improved labor conditions, low inflation, and moderate growth in manufacturing. However the improved economic conditions on this side of the Atlantic are being offset by continued weakness in the European economy. Zero inflation, slow economic growth and a very strong dollar has caused the European Central Bank (ECB) to implement its own version of quantitative easing. As there is no immediate sign that the ECB's monetary policy will have a significant impact on the U.S. economy and inflation, the Federal Open Market Committee's (FOMC) continues its hesitancy to rush to raising its target for the federal funds rate, which is currently 0.0% to 0.25%. As such, the return of higher short and medium term interest rates is not anticipated in the near future and may not return until the second half of 2015 at the earliest.

CALAVERAS COUNTY WATER DISTRICT

Quarterly Report on Investments

December 31, 2014

Investment Cost	Market Value	Coupon Rate	Date Invested	Date of Maturity	Days to Maturity	% of Portfolio	Invested with
\$ 5,357,378	\$ 5,357,378	0.260%	Open	Open	200	21.71%	Local Agency Investment Fund
116,465	116,465	0.010%	Open	Open	5	0.47%	Wells Fargo Money Market
1,967,246	1,967,246	0.280%	June 14, 2007	Open	1	7.97%	Umpqua Bank Money Market
1,000,000	1,000,000	0.698%	March 13, 2014	March 12, 2015	71	4.05%	Sierra Vista Bank CDARS Program
1,000,000	1,000,000	0.698%	April 3, 2014	April 2, 2015	92	4.05%	Sierra Vista Bank CDARS Program
1,500,000	1,500,000	0.698%	June 13, 2013	June 11, 2015	162	6.08%	Sierra Vista Bank CDARS Program
1,000,000	1,000,000	0.598%	December 26, 2014	June 25, 2015	176	4.05%	Sierra Vista Bank CDARS Program
5,300,000	5,300,000	0.797%	June 26, 2014	June 25, 2015	176	21.48%	Sierra Vista Bank CDARS Program
280,485	280,485	0.900%	March 28, 2012	May 1, 2015	121	1.14%	Umpqua Bank Certificate of Deposit
288,788	288,788	0.900%	March 28, 2012	May 1, 2016	487	1.17%	Umpqua Bank Certificate of Deposit
297,502	297,502	0.900%	March 28, 2012	May 1, 2017	852	1.21%	Umpqua Bank Certificate of Deposit
306,319	306,319	0.900%	March 28, 2012	May 1, 2018	1,217	1.24%	Umpqua Bank Certificate of Deposit
315,127	315,127	0.900%	March 28, 2012	May 1, 2019	1,582	1.28%	Umpqua Bank Certificate of Deposit
948,798	208,406	3.950%	May 5, 2008	November 10, 2009	DEF	3.85%	Lehman Bros Hldgs Med Term Note CUSIP 52517PXT3
2,235,082	2,047,160	5.550%	May 12, 2011	August 1, 2015	213	9.06%	South Coast Air Quality Mgmt CUSIP 83740NAE0
2,237,613	2,088,600	5.700%	December 27, 2011	August 1, 2016	579	9.07%	San Bernardino Cnty Pension Obligation Bonds CUSIP 796839AM0
521,058	521,058	(Trustee funds from page 2)				2.11%	
<u>\$ 24,671,861</u>	<u>\$ 23,594,534</u>					100.00%	

I certify that all of the investments reported herein are substantially in accordance with the District's Financial Management Policy 7, "Investment Policy Guidelines", the law and other contractual agreements. I further certify the investments reported herein provide for the ability of the District to meet cash flow needs as specified in Financial Management Policy 7.



Jeffrey L. Meyer, Director of Administrative Services

CALAVERAS COUNTY WATER DISTRICT
Quarterly Report on Investments

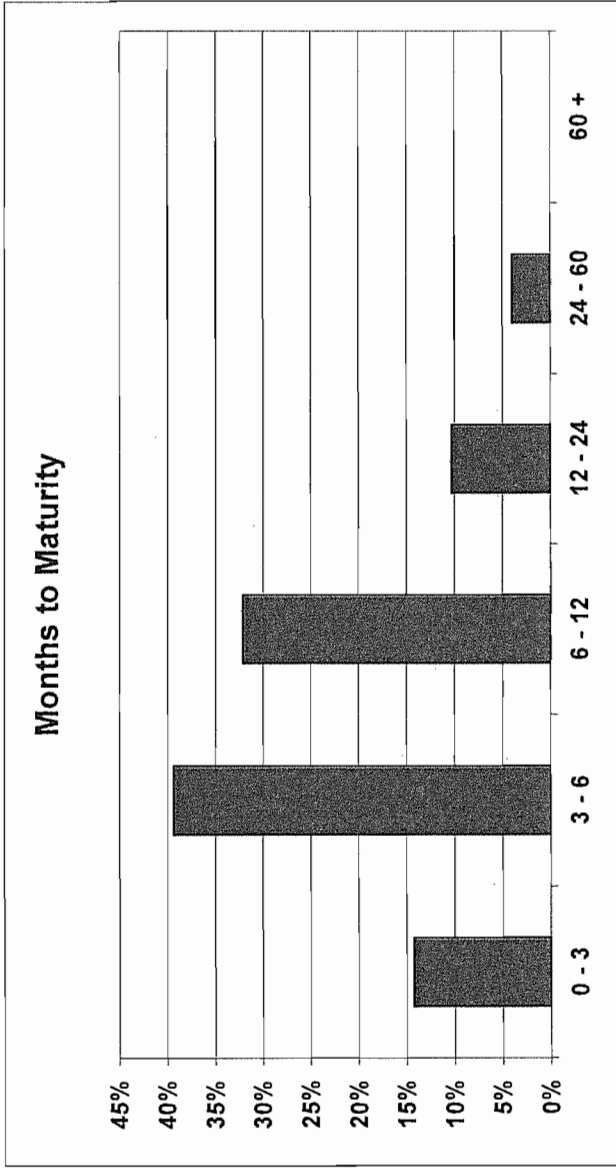
December 31, 2014

Trusted Funds:							INVESTED FOR
Cost	Market Value	% Yield	Date Invested	Date of Maturity	Days to Maturity	% Portfolio	
\$ 313,440	\$ 313,440	0.00%	Aug 16, 06	Open	1	60.15%	2006 Saddle Creek Ltd, Reserve
139,566	139,566	0.01%	Oct 15, 13	Open	1	26.79%	Fly In Acres Reserve Fund
68,052	68,052	0.01%	Sep 28, 01	Open	1	13.06%	DaLee/Cassidy Reserve Fund
<u>\$ 521,058</u>	<u>\$ 521,058</u>					<u>100.00%</u>	

Maturity Analysis	Maturity Time Frames	Weighted Average Maturity (The average life in days following the last day of the month)	Fund Class:	No. of Days
\$ 7,441,089	L.A.I.F./Money Market		General	396
208,406	Maturity in Default		In Years =	1.08
12,127,645	Scheduled Maturities in 2015		Trust	1
2,377,388	Scheduled Maturities in 2016			
297,502	Scheduled Maturities in 2017			
306,319	Scheduled Maturities in 2018			
315,127	Scheduled Maturities in 2019			
\$ 23,073,476	Total			
521,058	Trustees Investments			
<u>\$ 23,594,534</u>	<u>Total Investments</u>			

\$ 1,782,614	Checking Account Balance
600	Petty Cash + Change Fund
<u>\$ 25,377,748</u>	<u>Total Cash & Investments</u>

Calaveras County Water District
Monthly Maturity Distribution (Market Value)
As of December 31, 2014



Months to Maturity	Maturity Distribution	Market Value
0 - 3	14%	\$ 3,292,117
3 - 6	39%	9,080,485
6 - 12	32%	7,404,538
12 - 24	10%	2,377,388
24 - 60	4%	918,948
60 +	0%	-

Months to maturity chart includes Lehman Bros defaulted bond of \$208,406 as of 12/31/14.

Calaveras County Water District
Portfolio Summary
As of December 31, 2014

Investments	Par Value	Market Value	Book Value	% of Portfolio	Days to Maturity	Yield to Maturity
California Local District Bonds	4,000,000	4,135,760	4,472,695	18.5%	396	3.25%
Medium Term Notes	1,425,000	208,406	948,798	3.9%	DEF	DEF
Local Agency Investment Fund (LAIF)	5,357,378	5,357,378	5,357,378	22.2%	200	0.26%
Money Market Funds (Wells Fargo)	116,465	116,465	116,465	0.5%	5	0.01%
Money Market Funds (Umpqua)	1,967,246	1,967,246	1,967,246	8.1%	1	0.28%
Non-Negotiable Certificates of Deposit (Sierra Vista Bank)	9,800,000	9,800,000	9,800,000	40.6%	155	0.74%
Non-Negotiable Certificates of Deposit (Umpqua Bank)	1,488,221	1,488,221	1,488,221	6.2%	873	0.90%
Total Investments	24,154,310	23,073,476	24,150,803	100%		
Ending Accrued Interest		114,097	114,097			
Total Investments & Accrued Interest:	24,154,310	23,187,573	24,264,900			

**Calaveras County Water District
Investment Compliance Checklist
As of December 31, 2014**


California Government Code Section	Investment Category	Maximum Maturity	Authorized Investment Limits (Percent of Portfolio)	Percentage Held in Portfolio	Credit Rating Limits	Compliance
53601(d)	California Local District Bonds	5 years	50%	19%	AA	Yes
53601(k)	Medium Term Notes	5 years	30%	4%	A or >	Yes
16429.1	Local Agency Investment Fund (LAIF)	None	*	22%	n/a	Yes
53601(l)	Money Market Funds (Wells Fargo)	None	20%	0%	(1)	Yes
53601(l)	Money Market Funds (Umpqua)	None	20%	8%	(1)	Yes
53684	Non-Negotiable Certificate of Deposit (Sierra Vista Bank)	2 years	40%	35%	n/a	Yes
53684	Non-Negotiable Certificate of Deposit (Umpqua Bank)	2 years	40%	6%	n/a	See Note
				94%		

(1) Highest ranking by 2 of 3 of the nationally recognized rating agencies

*LAIF currently allows a maximum of \$50 million per account.

Note: These Certificates of Deposit are held for Loan Collateral

Agenda Item

DATE: February 3, 2015
TO: Finance Committee
FROM: Jeffrey Meyer,  Director of Administrative Services
SUBJECT: Update on District's Long Term Debt

RECOMMENDED ACTION:

Update on District's Long Term Debt

SUMMARY:

The district has issued debt to pay for the purchase of capital equipment and assets, fund its Capital Replacement and Renovation (Capital R&R) Program, and refinance prior debt and its PERS Side Fund Obligation. The following is a summary of the District's debt position as June 30, 2014:

Debt Service Detail

	<u>Original Issue Amount</u>	<u>Balance June 30, 2014</u>	<u>Principal Retirement</u>	<u>Projected Balance June 30, 2015</u>
BBVA Series 2013 Refunding Sewer Revenue Loan	\$7,188,541	\$5,532,137	1,671,292	\$3,860,845
BBVA Series 2013 Refunding Water Revenue Loan	\$310,459	\$238,922	72,180	\$166,742
Umpqua Bank 2014 Capital R&R Water Loan	4,061,933	4,061,933	-	4,061,933
Umpqua Bank 2014 Capital R&R Sewer Loan	2,337,528	2,337,528	279,004	2,058,524
Umpqua Bank VacCon Truck Loan	328,623	266,050	63,932	202,118
Wallace WestAmerica Loan	120,933	112,641	8,749	103,892
U.S. Bureau of Reclamation Note	2,414,154	600,447	47,061	553,386
Umpqua Bank - PERS Side Fund Obligation	1,974,792	1,406,773	274,922	1,131,851
Internal Operations Headquarters Loan	3,000,000	3,000,000	-	3,000,000
Total	\$21,736,963	\$17,556,431	\$2,417,139	\$15,139,292

The following is a summary of the District's debt requirements the FY 2024-25:

Debt Service Requirements

Years Ending June 30,	Principal	Interest	Total
2015	2,417,139	350,869	2,768,008
2016	2,454,616	321,956	2,776,572
2017	2,502,140	274,329	2,776,469
2018	2,463,524	233,136	2,696,660
2019	2,395,672	178,076	2,573,748
2020	2,189,049	124,797	2,313,845
2021	2,240,288	73,522	2,313,810
2022	706,758	29,597	736,355
2023	80,351	10,227	90,578
2024	84,101	6,439	90,540
2025	22,793	3,289	26,082
Total	\$17,556,431	1,606,235	\$19,162,666

Series 2013 Refunding Water Revenue Loan

On February 13, 2013, the District obtained a loan from BBVA Compass Bank to refund the 2004 Water Revenue Refunding Bonds at an interest rate of 1.58% for a period of five years. The loan is paid semi-annually and matures September 1, 2017.

Series 2013 Refunding Sewer Revenue Loan

On February 13, 2013, the District obtained a loan from BBVA Compass Bank to refund the 2004 Sewer Revenue Refunding Bonds at an interest rate of 1.58% for a period of five years. The loan is paid semi-annually and matures September 1, 2017.

Umpqua 2014 Water Revenue Loan

In April 2014 the District obtained a loan from Umpqua Bank for \$4,061,933 to fund various water Capital R&R projects. The loan is payable at 2.15% interest for a period of seven years, and is paid semi-annually and matures March 1, 2021.

Umpqua 2014 Sewer Revenue Loan

In April 2014 the District obtained a loan from Umpqua Bank for \$2,337,528 to fund various sewer Capital R&R projects. The loan is payable at 2.15% interest for a period of seven years, and is paid semi-annually and matures March 1, 2021.

Vac-Con Truck Loan

On April 25, 2013 the District obtained a loan from Umpqua Bank for the purchase of a Vac-Con truck. The loan is paid quarterly in installments of \$17,628 at an interest rate of 2.675%. The loan matures in April 2018.

Wallace WestAmerica Loan

The District assumed a loan from the Wallace Community Service District in the amount of \$120,933 payable to WestAmerica Bank in exchange for capital assets owned by the Wallace Community Service District. The loan, which matures in August 2023, is paid annually in installments of \$14,944 at an interest rate of 5.5%.

U.S. Bureau of Reclamation Note

Under the terms of a contract dated August 25, 1970, between the United States of America, the Stockton-East Water District and Calaveras County Water District (CCWD), the two districts agreed to repay the United States of America 36.2% of the construction cost of the New Hogan Dam, excluding recreation features. Under the terms of a side agreement, the payment of all obligations under the Bureau contract is split between the two districts, whereby Stockton-East Water District is responsible for 56.5% of the repayments and CCWD is responsible for 43.5% of the repayments. The agreement requires the CCWD to make annual payments based on a variable computation to Stockton-East Water District through 2010 with no interest. Any unpaid balance at 2010 will begin to bear interest at 4.5% and will be due in fifteen equal annual installments through 2025.

PERS Side Fund Obligation Loan

On March 28, 2012 the District obtained a loan from Umpqua Bank for \$1,974,792 to pay off its unfunded PERS Side Fund Pension Obligation in the same amount. The loan is paid in monthly payments of \$26,051, including interest. The interest rate is 2.9% and the loan matures on April 1, 2019. The District collateralized the loan with certificates of deposit in the same amount.


Operations Headquarters Building

In January 2012, the District's Board of Directors authorized a ten year internal loan in the amount of \$3,000,000 to fund the construction of the new Operations Headquarters building. The interest rate on the loan will be the greater of 2.5% or the weighted average of the District's current return on investments. The first five (5) years of loan payments will be "interest only" in the amount of \$75,000 per year. In years six (6) through ten (10), loan payments will consist of both principal and interest, for a total of \$645,741 per year. Initial and subsequent dates of annual repayment will be established at such time as the building has been completed and all accounting for borrowed funds has been verified and audited. The first interest-only payment was recorded on June 30, 2013.

FINANCIAL CONSIDERATIONS:

None

Agenda Item

DATE: February 3, 2015
TO: Finance Committee
FROM: Jeffrey Meyer,  Director of Administrative Services
SUBJECT: Discussion/Direction Regarding FY 2014-15 Mid-Year Budget Review

RECOMMENDED ACTION:

Discussion/Direction Regarding FY 2014-15 Mid-Year Budget Review

SUMMARY:

The Board of Directors adopted the FY 2014-15 Operating and Capital Improvement Program (CIP) Budgets on June 25, 2014. The total budget for operations is \$17,129,373 and the CIP budget is \$9,569,160. The attached summaries provide operating revenues and expenditures through December 31, 2014, the first six months of the fiscal year. Please note that some expenditures are paid in arrears and six months of data may not adequately reflect six months' worth of costs. Additionally, revenues may also not reflect six full months of revenues. For example, property taxes, which are distributed to the District in February, May and August, currently show zero revenues.

Staff will provide an update on the District's Capital Replacement and Renovation (Capital R&R) program as well as an analysis of revenues and expenditures during the Finance Committee meeting. The data required to complete the January Capital R&R status report is not available at this time and thus not included with this agenda item. The report will be provided at the meeting.

FINANCIAL CONSIDERATIONS:

None

CALAVERAS COUNTY WATER DISTRICT
REVENUE STATUS REPORT FOR
THE PERIOD ENDED DECEMBER 31, 2014
ALL REVENUES
50% OF Year Completed

Revenue Source	Actual Revenue FY 13-14 (audited)	Budgeted Revenue FY 14-15	Actual Revenue to 12/31/14	% Received
Operating Revenue				
WATER SALES	7,596,221	7,572,276	3,208,652	42.37%
WASTEWATER SALES	4,168,683	4,181,603	1,704,023	40.75%
OTHER	493,733	543,655	259,948	47.81%
Total Operating Revenue	12,258,637	12,297,534	5,172,623	42.06%
Non-Operating Revenue				
CAPACITY FEES	571,370	-	220,701	0.00%
STAND-BY FEES	132,600	132,500	-	*
PROPERTY TAXES	2,268,891	2,373,500	-	*
INVESTMENT INCOME	470,743	270,000	50,273	18.62%
GRANT REVENUE	769,066	-	84,041	-
OTHER REVENUE	777,559	651,777	283,376	43.48%
Total Non-Operating Revenue	4,990,229	3,427,777	638,391	18.62%
GRAND TOTALS REVENUE	17,248,866	15,725,311	5,811,014	36.95%

*Distributed in Feb, May, and Aug

CALAVERAS COUNTY WATER DISTRICT
REVENUE STATUS REPORT FOR
THE PERIOD ENDED DECEMBER 31, 2014
OPERATING REVENUES
50% OF Year Completed

Revenue Source	Actual Revenue FY 13-14 (audited)	Budgeted Revenue FY 14-15	Actual Revenue to 12/31/14	%	Received
Operating Revenue					
WATER SALES	7,596,221	7,572,276	3,208,652		42.37%
WASTEWATER SALES	4,168,683	4,181,603	1,704,023		40.75%
OTHER	493,733	543,655	259,948		47.81%
Total Operating Revenue	12,258,637	12,297,534	5,172,623		42.06%
Non-Operating Revenue					
STAND-BY FEES	132,600	132,500	-	*	0.00%
PROPERTY TAXES	1,928,558	2,017,475	-	*	0.00%
INVESTMENT INCOME	250,905	25,000	1,573		6.29%
OTHER REVENUE	765,922	651,777	281,657		43.21%
Total Non-Operating Revenue	3,077,985	2,826,752	283,230		10.02%
GRAND TOTALS REVENUE	15,336,622	15,124,286	5,455,853		36.07%

*Distributed in Feb, May, and Aug

**Calaveras County Water District
Operating Budget Summary
Fiscal Year 2014-15
Budget vs Actual as of December 31, 2014
50% of Year Completed**

District Summary by Category

Description	FY 14-15 Budget	Expenditures to 12/31/14	%
Personnel Services	8,257,743	3,856,109	47%
Services and Supplies	6,264,551	2,805,902	45%
Capital Outlay	335,000	121,414	36%
Total Operations & Capital Outlay:			
	14,857,294	6,783,425	46%

District Summary by Department

Dept	Description	FY 14-15 Budget	Expenditures to 12/31/14	%
Personnel, Services, and Supplies				
50	Non-Departmental (excluding Debt Svc)	1,579,135	465,171	29%
54	Field Services	8,637,331	4,484,841	52%
56	Administration	1,182,461	534,786	45%
57	Board of Directors	221,945	62,334	28%
58	Technical Services/Engineering	426,788	169,531	40%
59	Finance/Customer Service	1,769,860	835,275	47%
60	Water Resources	704,774	110,073	16%
	sub-total Operations:	14,522,294	6,662,011	46%
Capital Outlay				
54	Utility Services - Projects	335,000	121,414	36%
	sub-total Capital Outlay:	335,000	121,414	36%
Total Operations & Capital Outlay				
		14,857,294	6,783,425	46%

CCWD Budget Status Report
 Non-Departmental

As of December 31, 2014
 50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>December 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Services & Supplies							
60210	Power	13,200	731	4,122	31%	-	9,078
60220	Water	3,400	565	1,438	42%	-	1,962
60230	Sewage	1,400	-	93	7%	-	1,307
60240	Telephone	12,900	1,549	6,052	47%	-	6,848
60260	Refuse Disposal	1,400	61	304	22%	-	1,096
60310	Materials and Supplies	-	233	2,335	0%	-	(2,335)
60400	Outside Repairs	11,350	11,266	19,702	174%	-	(8,352)
60410	Service Maintenance Contracts	14,400	1,753	5,456	38%	-	8,944
60426	Building Repairs	4,000	-	-	0%	-	4,000
60430	Claims Damages	7,500	-	853	11%	-	6,647
60440	Janitorial Services	24,000	3,870	11,610	48%	-	12,390
61100	Purchased Water	138,236	-	-	0%	-	138,236
61200	Retired Employee Costs	1,051,366	40,396	244,910	23%	-	806,456
61410	Insurance	285,043	-	162,711	57%	-	122,332
61430	Federal Dam & Admin Fees	3,500	-	1,809	0%	-	1,691
78990	Misc. Non-Operating Costs	7,440	1,240	3,776	0%	-	3,664
	sub-total Services & Supplies:	1,579,135	61,664	465,171	29%	-	1,113,964
Debt Service							
72300	Interest - Bonds and Notes	6,195	-	6,195	100%	-	-
73300	Principal - Bonds and Notes	8,749	-	8,749	100%	-	-
72500	Interest - New Hogan	29,312	-	-	0%	-	29,312
73500	Principal - New Hogan	47,061	-	-	0%	-	47,061
72600	Interest - OP HQ	75,000	-	-	0%	-	75,000
72700	Interest - VacCon Loan	6,581	-	3,514	53%	-	3,067
73700	Principal - VacCon Loan	70,513	-	31,742	45%	-	38,771
72800	Interest - Revenue Bond	74,205	-	45,591	61%	-	28,614
73800	Principal - Revenue Bond	1,671,292	-	1,743,472	104%	-	(72,180)
72900	Interest - Water Rev Loan	119,168	-	-	0%	-	119,168
73900	Principal - Water Rev Loan	279,004	-	-	0%	-	279,004
	sub-total Debt Service:	2,387,080	-	1,839,263	77%	-	547,817
Total Department:		3,966,215	61,664	2,304,434	58%	-	1,661,781

CCWD Budget Status Report
Utility Services

As of December 31, 2014
50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>Dec 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
	Salaries/Wages	3,322,366	280,666	1,655,772	50%	-	1,666,594
	Wages-Overtime	120,000	15,336	87,769	73%	-	32,231
	Benefits	1,895,239	161,215	961,080	51%	-	934,159
	Medical Reimbursements	34,400	1,118	5,660	16%	-	28,740
	sub-total Personnel Services:	5,372,005	458,335	2,710,281	50%	-	2,661,724
Services & Supplies							
	Utilities	982,026	71,735	421,855	43%	-	560,171
	Material and Supplies	732,500	51,715	385,770	53%	2,904	343,826
	Chemicals	310,000	29,378	191,422	62%	-	118,578
	Safety Eq Repl/consumables	30,000	406	10,598	35%	-	19,402
	Outside Services & Repairs	382,500	15,792	220,034	58%	-	162,466
	Laboratory Services	205,000	22,526	104,536	51%	-	100,464
	Professional Services	10,000	-	-	0%	-	10,000
	Vehicle Operating Expense	357,000	21,831	221,063	62%	-	135,937
	Permits & Licenses	5,800	-	-	0%	-	5,800
	Publications/Subscriptions	3,000	-	-	0%	-	3,000
	Memberships/Dues	11,500	272	8,098	70%	-	3,402
	Training, Conferences & Travel	37,000	3,290	20,746	56%	-	16,254
	Purchased Water	4,000	-	-	0%	-	4,000
	State Wtr/Swr Fees	195,000	4,270	190,438	98%	-	4,562
	sub-total Services & Supplies:	3,265,326	221,215	1,774,560	54%	2,904	1,487,862
sub-total Operations:		8,637,331	679,550	4,484,841	52%	2,904	4,149,586
Capital Outlay							
---	Millwoods Spray Field	-	-	11,859	0%	-	(11,859)
---	Air Compressor	-	-	17,603	0%	-	(17,603)
---	Dump Trailers (2)	-	-	10,980	0%	-	(10,980)
301-15	Vehicles/Equipment	81,400	-	-	0%	-	81,400
302-15	SCADA Upgrades	50,000	-	-	0%	49,858	142
303-15	Pressure Relief Valves (PRV's)	10,000	-	-	0%	-	10,000
304-15	Guard Valve Replacement	10,000	-	-	0%	-	10,000
501-15	Vehicles/Equipment	28,600	-	-	0%	-	28,600
502-15	Lift Station Upgrades	40,000	-	-	0%	-	40,000
	sub-total Capital Outlay:	220,000	-	40,442	18%	49,858	129,700
Carryover Budget from FY 13-14							
---	Mini Hydraulic Excavator	43,000	2,338	57,338	133%	-	(14,338)
304-14	JL Clearwell Repair	30,000	-	23,634	79%	-	6,366
	sub-total All Capital Outlay:	293,000	2,338	121,414	41%	49,858	121,728
Total Department:		8,930,331	681,888	4,606,255	52%	52,762	4,271,314

CCWD Budget Status Report
 Utility Services

As of December 31, 2014
 50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>Dec 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	3,322,366	280,666	1,655,772	50%	-	1,666,594
60030	Wages-Overtime	120,000	15,336	87,769	73%	-	32,231
60100	Benefits	1,895,239	161,215	961,080	51%	-	934,159
60102	Medical Reimbursements	34,400	1,118	5,660	16%	-	28,740
sub-total Personnel Services:		5,372,005	458,335	2,710,281	50%	-	2,661,724
Services & Supplies							
60210	Power	842,180	59,045	363,258	43%	-	478,922
60220	Water	4,780	126	594	12%	-	4,186
60230	Sewage	61,260	5,191	20,120	33%	-	41,140
60240	Telephone Lease Lines	9,675	834	4,161	43%	-	5,514
60250	Telephone	55,921	5,914	29,940	54%	-	25,981
60260	Refuse/Disposal	8,210	625	3,782	46%	-	4,428
60310	Material and Supplies	191,270	11,763	114,809	60%	554	75,907
60311	Herbicide	4,995	-	-	0%	-	4,995
60312	Safety Eq Repl/consumables	30,000	406	10,598	35%	-	19,402
60313	Tools	15,000	2,973	16,706	111%	1,604	(3,310)
60314	Uniforms - New	7,500	756	6,141	82%	397	962
60325	Lab Supplies, Consumables	27,735	1,525	18,554	67%	-	9,181
60327	Ozone System Parts	5,000	294	665	13%	-	4,335
60328	UV Bulb Replacement	65,000	-	39,022	60%	-	25,978
60331	Electrical Parts Replacement	100,000	9,695	67,916	68%	349	31,735
60332	Leak Repair Supplies	82,000	6,392	37,927	46%	-	44,073
60333	Road Repair Materials	31,000	-	1,969	6%	-	29,031
60334	SCADA, Radio Supplies	10,000	1,332	4,315	43%	-	5,685
60335	Septic Tanks, Repair & New	12,000	1,898	12,075	101%	-	(75)
60338	Meters, New Conn. & Repl.	35,000	10,039	19,136	55%	-	15,864
60350	Aerator/Compressor etc Repair	6,000	2,278	14,626	244%	-	(8,626)
60353	Computers/peripherals	4,000	40	40	1%	-	3,960
60354	Control Sys/Pressure Tranducer	10,000	-	-	0%	-	10,000
60355	Headworks/Solids Removal Rep.	10,000	-	-	0%	-	10,000
60356	HVAC	3,000	125	125	4%	-	2,875
60357	Mixers	38,000	1,304	1,477	4%	-	36,523
60358	Monitor Wells Repair	2,000	-	-	0%	-	2,000
60359	Pumps/Motors Repair	69,000	931	29,176	42%	-	39,824
60360	Solids Handling Equip Repair	4,000	370	1,091	27%	-	2,909
60395	Chemicals	310,000	29,378	191,422	62%	-	118,578
60400	Outside Repairs	65,000	1,368	103,869	160%	-	(38,869)
60401	Fire Ext. Testing Cust. Base	1,500	-	-	0%	-	1,500
60402	Spraying - Weeds & Insects	7,000	927	2,889	41%	-	4,111
60403	Snow Removal	15,000	-	-	0%	-	15,000
60404	Uniform Launder	27,500	2,013	9,720	35%	-	17,780
60405	Fire Hydrant Maintenance	13,000	-	-	0%	-	13,000
60412	Groundwater Monitoring	28,000	-	11,190	40%	-	16,810
60413	Instrumentation Tech	5,000	-	5,158	103%	-	(158)

CCWD Budget Status Report
Utility Services

As of December 31, 2014
50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>Dec 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
60414	Ozone System PM	8,000	-	-	0%	-	8,000
60415	Backflow Device Testing	15,000	-	-	0%	-	15,000
60416	SCADA Consulting (A-Teem)	5,000	-	-	0%	-	5,000
60417	Hauling / Dig / Crane	5,000	-	1,225	25%	-	3,775
60419	Pave / Seal / Asphalt Repair	75,000	11,484	69,314	92%	-	5,686
60423	Telemetry / Radio	5,000	-	927	19%	-	4,073
60424	Septic Hauling	45,000	-	-	0%	-	45,000
60425	Tank Cleaning	46,000	-	4,120	9%	-	41,880
60426	Building Repairs	1,500	-	-	0%	-	1,500
60430	Claims/Damages	-	-	2,486	0%	-	(2,486)
60431	Computer Lic/Maint Contracts	15,000	-	9,136	61%	-	5,864
60470	Laboratory Services	205,000	22,526	104,536	51%	-	100,464
60590	Professional Services	10,000	-	-	0%	-	10,000
60610	Operating Exp/Gas & Oil	234,500	14,110	97,940	42%	-	136,560
60620	Repairs and Parts	110,000	7,622	92,469	84%	-	17,531
60625	Fuel - Generators	12,000	-	680	6%	-	11,320
60650	Rental Exp/Vehicle and Equip.	500	99	29,974	5995%	-	(29,474)
60710	Permits & Licenses	5,800	-	-	0%	-	5,800
60730	Publications/Subscriptions	3,000	-	-	0%	-	3,000
60732	Memberships/Dues	11,500	272	8,098	70%	-	3,402
60810	Training, Conferences & Travel	37,000	3,290	20,746	56%	-	16,254
61100	Purchased Water	4,000	-	-	0%	-	4,000
61420	State Wtr/Swr Fees	195,000	4,270	190,438	98%	-	4,562
	sub-total Services & Supplies:	3,265,326	221,215	1,774,560	54%	2,904	1,487,862
sub-total Operations:		8,637,331	679,550	4,484,841	52%	2,904	4,149,586
Capital Outlay							
---	Millwoods Spray Field	-	-	11,859	0%	-	(11,859)
---	Air Compressor	-	-	17,603	0%	-	(17,603)
---	Dump Trailers (2)	-	-	10,980	0%	-	(10,980)
301-15	Vehicles/Equipment	81,400	-	-	0%	-	81,400
302-15	SCADA Upgrades	50,000	-	-	0%	49,858	142
303-15	Pressure Relief Valves (PRV's)	10,000	-	-	0%	-	10,000
304-15	Guard Valve Replacement	10,000	-	-	0%	-	10,000
501-15	Vehicles/Equipment	28,600	-	-	0%	-	28,600
502-15	Lift Station Upgrades	40,000	-	-	0%	-	40,000
	sub-total Capital Outlay:	220,000	-	40,442	18%	49,858	129,700
Carryover Budget from FY 13-14							
---	Mini Hydraulic Excavator	43,000	2,338	57,338	133%	-	(14,338)
304-14	JL Clearwell Repair	30,000	-	23,634	79%	-	6,366
	sub-total All Capital Outlay:	293,000	2,338	121,414	41%	49,858	121,728
Total Department:		8,930,331	681,888	4,606,255	52%	52,762	4,271,314

CCWD Budget Status Report
 General Management

As of December 31, 2014
 50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>December 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	509,894	49,764	214,169	42%	-	295,725
60030	Wages-Overtime	-	-	197	0%	-	(197)
60100	Benefits	281,402	22,676	106,858	38%	-	174,544
60102	Medical Reimbursements	4,000	-	1,257	31%	-	2,743
sub-total Personnel Services:		795,296	72,440	322,481	41%	-	472,815
Services and Supplies							
60310	Material and Supplies	1,200	-	208	17%	-	992
60420	Drug and Alcohol Testing	3,000	1,235	1,235	41%	-	1,765
60429	Recruiting	45,000	156	24,947	55%	-	20,053
60505	Outside Legal Fees	175,000	12,630	57,655	33%	-	117,345
60541	Advertising/Publicity	3,000	-	1,388	46%	-	1,612
60590	Professional Services	94,000	22,646	79,782	85%	-	14,218
60700	Forms and Supplies	750	153	153	20%	-	597
60730	Publications/Subscriptions	100	-	-	0%	-	100
60732	Memberships/Dues	40,515	7	43,076	106%	-	(2,561)
60810	Training, Conferences & Travel	14,000	2,446	3,470	25%	-	10,530
60820	Other Travel Costs	600	-	391	65%	-	209
61410	Insurance	10,000	-	-	0%	-	10,000
sub-total Services & Supplies:		387,165	39,273	212,305	55%	-	174,860
Total Department:		1,182,461	111,713	534,786	45%	-	647,675

CCWD Budget Status Report
Board of Directors

As of December 31, 2014
50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>December 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	56,700	2,160	16,465	29%	-	40,235
60100	Benefits	80,445	3,774	31,884	40%	-	48,561
60102	Medical Reimbursements	3,600	-	186	5%	-	3,414
sub-total Personnel Services:		140,745	5,934	48,535	34%	-	92,210
Services and Supplies							
60590	Professional Services	40,000	-	-	0%	-	40,000
60811	Meeting Cost/Supplies	1,200	64	245	20%	54	901
60820	Other Travel Costs	40,000	3,752	13,554	34%	-	26,446
sub-total Services & Supplies:		81,200	3,816	13,799	17%	54	67,347
Total Department:		221,945	9,750	62,334	28%	54	159,557

CCWD Budget Status Report
 Technical Services/Engineering

As of December 31, 2014
 50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>December 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	264,486	16,593	86,172	33%	-	178,314
60030	Wages-Overtime	-	-	-	0%	-	-
60100	Benefits	131,862	8,344	45,069	34%	-	86,793
60102	Medical Reimbursements	2,400	-	-	0%	-	2,400
sub-total Personnel Services:		398,748	24,937	131,241	33%	-	267,507
Services and Supplies							
60310	Material and Supplies	-	80	80	0%	-	(80)
60410	Service Maintenance Contracts	1,500	-	-	0%	-	1,500
60431	Computer Lic/Maint Contracts	-	5,100	5,100	0%	-	(5,100)
60505	Outside Legal Fees	10,000	-	-	0%	-	10,000
60590	Professional Services	15,000	5,254	32,879	219%	30,659	(48,538)
60700	Forms and Supplies	250	-	148	59%	-	102
60730	Publications/Subscriptions	210	83	83	40%	-	127
60732	Memberships/Dues	230	-	-	0%	-	230
60810	Training, Conferences & Travel	750	-	-	0%	-	750
60820	Other Travel Costs	100	-	-	0%	-	100
sub-total Services & Supplies:		28,040	10,517	38,290	137%	30,659	(40,909)
Total Department:		426,788	35,454	169,531	40%	30,659	226,598

CCWD Budget Status Report
 Administrative Services

As of December 31, 2014
 50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>December 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	904,984	68,576	421,755	47%	-	483,229
60030	Wages-Overtime	1,000	18	871	87%	-	129
60100	Benefits	501,891	34,699	219,720	44%	-	282,171
60102	Medical Reimbursements	9,600	614	1,225	13%	-	8,375
sub-total Personnel Services:		1,417,475	103,907	643,571	45%	-	773,904
Services and Supplies							
60390	Admin Technologies Comm	34,000	9,036	10,862	32%	-	23,138
60410	Service Maintenance Contracts	33,385	1,120	33,100	99%	-	285
60431	Computer Lic/Maint Contracts	24,800	1,074	9,224	37%	3,031	12,545
60510	Accounting/Auditing	32,000	-	32,000	100%	-	-
60590	Professional Services	98,300	4,226	40,087	41%	-	58,213
60700	Forms and Supplies	900	1,118	1,172	130%	-	(272)
60720	Postage	21,230	465	9,521	45%	-	11,709
60732	Memberships/Dues	520	-	445	86%	-	75
60780	Printing	1,000	-	-	0%	-	1,000
60810	Training, Conferences & Travel	6,000	-	675	11%	-	5,325
60820	Other Travel Costs	500	-	316	63%	-	184
61310	Bad Debt Expense	55,000	1,137	28,763	52%	-	26,237
61490	Miscellaneous Operating Costs	42,750	4,480	23,539	55%	-	19,211
78100	Custodial Agent Fees	2,000	-	2,000	100%	-	-
sub-total Services & Supplies:		352,385	22,656	191,704	54%	3,031	157,650
Total Department:		1,769,860	126,563	835,275	47%	3,031	931,554

CCWD Budget Status Report

As of December 31, 2014

Water Resources

50% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 14-15 Budget</u>	<u>December 2014</u>	<u>FY 14-15 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	86,098	-	-	0%	-	86,098
60100	Benefits	46,576	-	-	0%	-	46,576
60102	Medical Reimbursements	800	-	-	0%	-	800
sub-total Personnel Services:		133,474	-	-	0%	-	133,474
Services and Supplies							
60310	Material and Supplies	4,500	-	-	0%	-	4,500
60505	Outside Legal Fees	120,000	2,539	5,834	5%	-	114,166
60590	Professional Services	183,900	17,423	49,400	27%	139,776	(5,276)
60732	Membership/Dues	27,900	-	20,356	73%	-	7,544
60810	Training, Conferences & Travel	2,000	-	-	0%	-	2,000
60820	Other Travel Costs	1,000	-	-	0%	-	1,000
61435	State Water Right Fees	27,000	-	27,332	101%	-	(332)
61450	Mandated Plans	80,000	-	-	0%	-	80,000
61452	Strategic Plans/Updates	95,000	-	5,622	6%	-	89,378
61455	Water Conservation	30,000	129	1,529	5%	1,090	27,381
sub-total Services & Supplies:		571,300	20,091	110,073	19%	140,866	320,361
Total Department:		704,774	20,091	110,073	16%	140,866	453,835