

CALAVERAS PUBLIC UTILITY DISTRICT
506 W. St. Charles, Street San Andreas, CA 95249

BOARD OF DIRECTORS REGULAR MEETING: 3:00 PM
September 13, 2022

President J.W. Dell 'Orto
President of the Board

Director Richard Blood
Director Jack Tressler

Director Brady McCartney

Calaveras Public Utility District hereby provides notice that it will convene its regularly scheduled public meetings of the Board of Directors at the District Office. Due to space limitations in the Board meeting room and in light of the continuing pandemic, we encourage the public to attend remotely as follows:

- **Join the Conference Call meeting**
- **Dial-in number (US): 1(669)900-9128**
- **Join the online ZOOM meeting:**
<https://us02web.zoom.us/j/81514083058?pwd=UWdBT0FOMHIQRIBzQUNtZnZVcHdEUT09>
- **Meeting ID: 815 1408 3058**
- **Meeting Passcode code: 075725**

Please mute your call before joining. This will limit technical difficulties with audio. Only unmute your call if the President has requested public comment on an item. Upon completing your comments, please mute your call again. Do not put the call on hold, as hold music can ruin the call for all other participants. If that occurs, or in the event of disruptive conduct, staff reserves the right to disconnect that caller. Do not talk over the top of any other callers. Conversations must be

AGENDA

a. CALL THE MEETING TO ORDER

b. ROLL CALL OF DIRECTORS

- President J.W. Dell 'Orto
- Director Richard Blood
- Director Brady McCartney
- Director Jack Tressler

c. PLEDGE OF ALLEGIANCE

d. PUBLIC COMMENT (Limit: 3 min/person)

At this time, members of the public may address the Board on any matter within its jurisdiction which is not on the agenda. The public is encouraged to work with 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 3 minutes per person.

- e. **RESOLUTION NO. 2022-27: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD SEPTEMBER 13, 2022 TO OCTOBER 13, 2022, 2022 PURSUANT TO BROWN ACT PROVISIONS.**

Action Requested: Roll Call Vote

Approval of Resolution No. 2022-27 Declaring and Re-ratifying the State of Emergency and Authorizing Remote Teleconference Meetings of the Board of Directors Due to the Covid-19 Emergency.

- f. **CONSENT ITEMS**

Consent items should be considered together as one motion. Any item(s) requested to be removed will be considered after the motion to approve the Consent Items.

- a. June 14, 2022 Meeting Minutes
- b. July 12, 2022 Meeting Minutes
- c. August 9, 2022 Meeting Minutes
- d. August 22, 2022 Meeting Minutes
- e. Claim Summary

Action: Roll call Vote

Consider motion to approve a-e consent items.

ITEMS FOR BOARD DISCUSSION AND/OR ACTION

Board action may occur on any identified agenda item. Any member of the public may directly address the Board on any identified agenda item of interest, either before or during the Board's consideration of that item.

7. **CLOSED SESSION**

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

CPUD designated representatives: Travis Small, General Manager and Adam Brown, General Counsel

Employee organization: SEIU Local 1021

8. CONSIDERATION OF APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN CALAVERAS PUBLIC UTILITY DISTRICT AND SERVICE EMPLOYEES INTERNATIONAL UNION (SEIU)

Action Requested: Roll Call Vote

- a. Review Final MOU

9. RESOLUTION 2022-25 ESTABLISHING WATER CONNECTION AND CAPACITY FEES

Action Requested: Roll Call Vote

- a. Public Hearing
- b. Approve Resolution 2022-25 Establishing Water Capacity and Connection Fees.

10. ANNUAL AUDIT ENGAGEMENT LETTER

Action Requested: Roll Call Vote

- a. Approve the professional services agreement with Larry Bain, CPA, An Accounting Firm, to complete the annual financial audit at a cost not to exceed \$9,800.

11. EL DORADO SAVINGS BANK – AUTHORIZED USERS

Action Requested: Roll Call Vote

- a. The signature cards at El Dorado Savings Bank need to be updated. The General Manager recommends adding the Board President, an additional Board Member, the General Manager and the Executive Assistant/Clerk of the Board as authorized signatories.

12. FISCAL YEAR ENDING FY 21/22 BUDGET VS. ACTUAL

Action Requested: Discussion & Roll Call Vote

- a. The General Manager will review the FY 21/22 Budget vs. Actual expenditures.
- b. Approve Budget Amendment to close out FY 21/22

13. YEAR END INVESTMENT SUMMARY

Action Requested: Discussion

- a. The General Manager will review the Year End Investment Summary.

14. CLEARWELL TANK PROJECT PHASE II

Action Requested: Roll Call Vote

- a. Review and approve Contract Change Order No. 2

15. REPORTS

The purpose of these reports is to provide information on projects, programs, staff actions, and committee meetings that are of general interest to the Board and public. No decisions are to be made on these issues.

- a. Legal Counsel's Report
- b. Water System Superintendent's Report

- c. Engineer's Report
- d. General Manager's Report
- e. Director's Comments: Directors may make brief announcements or brief reports on their own activities. They may ask questions for clarification, make a referral to staff or take action to have staff place a matter of business on a future agenda.

16. ADJOURNMENT

If there is no other Board business the President will adjourn to its next regular meeting scheduled for October 11, at 3:00 p.m.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office at (209) 754-9442. Notification in advance of the meeting will enable CPUD 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 CPUD for review by the public.

RESOLUTION NO. 2022-27

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RERATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD SEPTEMBER 13, 2022 TO OCTOBER 13, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Calaveras Public Utility District (the “District”) is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of the District’s Board of Directors 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 Board of Directors conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, 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 legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2021-10 on September 27, 2021, finding that the requisite conditions exist for the District’s Board of Directors 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, the Board of Directors reconsidered the circumstances of the state of emergency that exists in the District and adopted Resolution No. 2022-27 reaffirming the continued state of

emergency in the District and reauthorizing remote meetings of Board of Directors meetings through November 13, 2022; and

WHEREAS, emergency conditions persist in the District, specifically, the State of Emergency declared by the Governor on March 4, 2020 due to the Covid-19 pandemic; and

WHEREAS, guidance from the State of California, which has been followed by the Calaveras County Department of Public Health, recommends or mandates social distancing and face coverings in certain settings to prevent the spread of Covid-19; and

WHEREAS, the Board of Directors does hereby find that that the rise in SARS-CoV-2 Delta Variant during the Covid-19 pandemic has caused, and will continue to cause, conditions dangerous 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 affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the Board of Directors of the District shall continue to conduct its 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 continue to 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 District has implemented virtual meeting protocols which comply with the requirements of paragraph (2) of subdivision (e) of section 54953, by providing for public participation through online meeting attendance and the opportunity to provide comment during the Board meeting both verbally or via email.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY 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. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and Covid-19 has caused, and will continue to cause, an unreasonable risk of harm to the safety of persons within the District that are likely to be beyond the control of the services, personnel, equipment and facilities of the District.

Section 3. Re-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 Board of Directors are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of

this Resolution including, continuing to conduct 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 (i) September 13 2022, or such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the Calaveras Public Utility District this 13th day of September, 2022, by the following vote:

AYES:

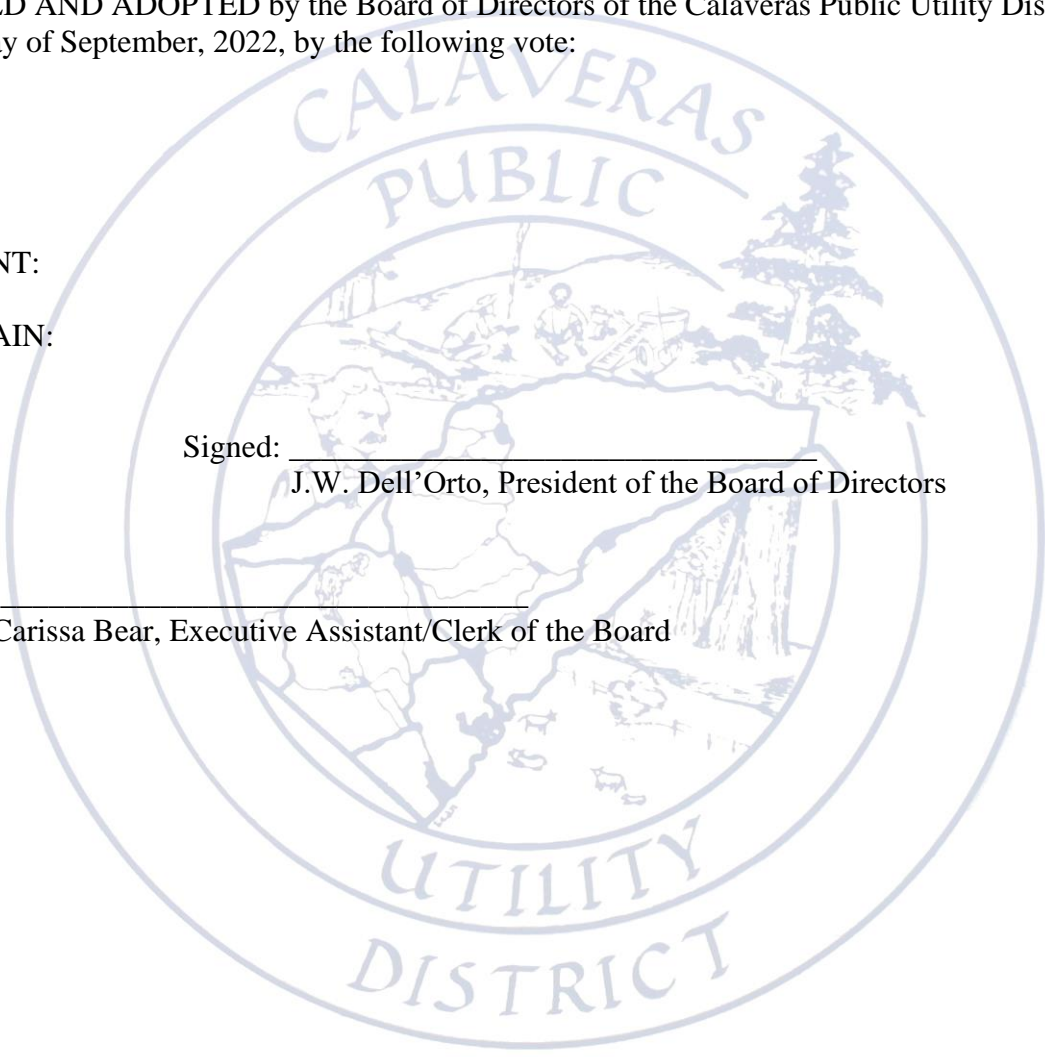
NOES:

ABSENT:

ABSTAIN:

Signed: _____
J.W. Dell'Orto, President of the Board of Directors

Attest: _____
Carissa Bear, Executive Assistant/Clerk of the Board



CALAVERAS PUBLIC UTILITY DISTRICT

June 14, 2022

Regular Meeting

3:00 pm

DIRECTORS PRESENT: J.W. Dell'Orto
Richard Blood
Brady McCartney

MEMBERS ABSENT: Jack Tressler

STAFF PRESENT: Travis Small, General Manager
Adam Brown, District Legal Counsel*
Carissa Bear, Clerk of the Board
Mathew Roberts, Water System Superintendent
Tyla Daries, District Engineering Technician

OTHERS PRESENT: Scott Ratterman
Michael Minkler

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Dell'Orto at 3:06 P.M.
2. ROLL CALL OF DIRECTORS: Directors Dell'Orto, Blood, and McCartney, were present. Director Tressler was absent.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): Travis Small, General Manager asked if President Dell'Orto could move agenda item #11 to above agenda #7. President Dell'Orto agreed to order change.
5. RESOLUTION NO. 2022-11: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD JUNE 14, 2022 to JULY 14, 2022 PURSUANT TO BROWN ACT PROVISIONS.

A motion was made by Director McCartney, seconded by Director Blood to approve Resolution No. 2022-11. A roll call vote was taken. Directors Dell'Orto, Blood and McCartney voted yes; none opposed. Motion carried 3-0.

6. CONSENT ITEMS
 - a. Minutes of Regular Board meeting of May 10, 2022
 - b. Minutes of Special Board meeting of May 19, 2022
 - c. Minutes of Special Board meeting of May 24, 2022

d. Claim Summary

President Dell'Orto commented on the amount of the claim summary, stating that it was larger than normal. Mr. Small informed the Board that the larger claim summary was expected, as we paid a progress pay for the Clearwell Tank Project as well as the office furniture deposit. A motion was made by Director McCartney, seconded by Director Blood, to approve item 6. a-d. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

11. CALAVERAS COUNTY WATER DISTRICT WATER SALES AGREEMENT

Mr. Small went over the 5-year agreement with the Board. Director Blood expressed his concerns about the using the word "take", he'd prefer for it to say "purchase". Michael Minkler, Calaveras County Water District's (CCWD) General Manager agreed to make the change. The Board and Mr. Minkler discussed the terms of the agreement in depth. The topic of monthly reporting of the surface water pumped from the Mokelumne River to CCWD West Point Treatment Plant was discussed. Mr. Small indicated to Mr. Minkler that CPUD directors would prefer to have monthly reporting of the water being pumped to the treatment plant. Director Blood requested CCWD provide CPUD a monthly report of the water being pumped to the treatment plant. Mr. Minkler stated that CCWD would provide CPUD a monthly report of water being pumped to the treatment plant in a format that would be agreed to by both parties at a later date. The Board and Mr. Minkler discussed the terms of the agreement in depth. Mr. Minkler expressed his appreciation for the dialog between the Board and himself and let the Board know that he would be taking it to the CCWD's Board for their review. A motion was made by Director McCartney, seconded by Director Blood, to approve Resolution 2022-15 Approving Surface Water Sale Agreement with CCWD. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

7. DISTRICT SURPLUS PROPERTY OFFICE FURNITURE

Mr. Small went over the few items that the District will surplus during the office remodel. The list of items will be posted on the District's website. If nobody bids on the items, the furniture company will remove it at a cost. A motion was made by Director McCartney, seconded by Director Blood, to approve Resolution 2022-12 Resolution to Dispose of District Surplus Items. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

8. CLEARWELL TANK PROJECT PHASE I

Mr. Small reported to the Board that Campbell Construction finished their work. Director Blood asked how the Notice of Completion is posted for the public. Ms. Daries informed him that it is filed with the County. Director Blood informed the Clerk of the Board that the resolution number was incorrect. The board took a quick recess in order to get the resolution number corrected. A motion was made by Director Blood, seconded by Director McCartney, to approve Resolution 2022-13 Notice of Completion – Campbell Construction. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

9. 2021/2022 FISCAL YEAR BUDGET REVIEW

Mr. Small gave a summary of the current 2021/2022 Fiscal Year Budget. He informed the Board that the audit will be done in the fall of this year. Mr. Small noted that if the debt expenditures and capital outlay are backed out, that the District would be back in the positive. Going off these numbers, the District is inline with the last rate study.

10. CONSIDERATION OF ADOPTION OF FISCAL YEAR 2022/23 BUDGET

Mr. Small gave an overview of the proposed Fiscal Year 2022/23 Budget. He informed the Board that the backhoe has a lot of issues and is not in compliance with Cal OSHA. He believes leasing a backhoe will be the best option. Director Blood had questions regarding leasing compared to purchasing, Mr. Small answered his questions. Mr. Small is working on the budget layout and is hoping to be able to submit it to ACWA/JPIA for a transparency award in the future. Director Blood inquired about a SCADA line item; Mr. Small clarified. Director Blood requested a chronology of work to be performed in connection with the SCADA. Mr. Small will work with WGA on a timeline. A motion was made by Director McCartney, seconded by Director Blood to approve Resolution No. 2022-14 Adopting Budget for Fiscal Year 2022/23. A roll call vote was taken. Directors Dell'Orto, Blood and McCartney voted yes; none opposed. Motion carried 3-0.

*Adam Brown, District Legal Counsel entered the meeting at 4:23 p.m.

12. REPORTS

a. Legal Counsel's Report

Nothing to report.

b. Water System Superintendent's Report

Mathew Roberts, Water System Superintendent, presented a slideshow of photos from the month of May. He gave a brief overview of the Monthly Maintenance Report. Jeff Davis Reservoir is 6" below spill. The crew repaired a 6" main leak at Churchill Rd. in San Andreas, a 6" main leak at the ball park in Mokelumne Hill, and a 2" main leak on Maretta Ln. in Mokelumne Hill. Two '1" service line renews were done in the Boston Yale subdivision in Mokelumne Hill. Two new service installs were complete with two still pending. California Highway Patrol inspection has been complete which is done every 6 years.

c. District Engineer Report

Ms. Daries presented a PowerPoint showing the progress done in the month of May on the Clearwell Tank Project. November 7, 2022 is projected completion date of the construction of the tank. WGA is closely tracking supplies; everything is good so far.

The District Engineer's report was covered in Item 7.

d. General Manager's Report

Mr. Small's report was mostly covered with the budget. He did report that the District has received two public record requests and he has responded to both.

e. Director's Comments:

Director Blood and Mr. Small attended the CAMRA meeting. CPUD has offered to provide the Board Secretary while CCWD will continue to host the meetings. Ms. Bear will act as the CAMRA Board Secretary. Director Blood gave an overview of the CAMRA meeting.

* The Board went into closed session at 5:50 pm

13. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

CPUD designated representatives: Travis Small, General Manager and Adam Brown, General Counsel

Employee organization: SEIU Local 1021

The Board heard and discussed a report from the District's labor negotiators. No action was taken.

12. ADJOURNMENT

There being no further business to come before the Board, President Dell'Orto adjourned the meeting at 6:54pm.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Carissa Bear', with a long horizontal flourish extending to the right.

Carissa Bear, Clerk of the Board

DRAFT

Regular Meeting

3:00 pm

DIRECTORS PRESENT: J.W. Dell'Orto
Richard Blood
Jack Tressler

MEMBERS ABSENT: Brady McCartney

STAFF PRESENT: Travis Small, General Manager
Adam Brown, District Legal Counsel
Carissa Bear, Clerk of the Board
Mathew Roberts, Water System Superintendent
Tyla Daries, District Engineering Technician

OTHERS PRESENT: Jamie Fox
David LeGrande
William Muenzburg (from Adam Brown's office)

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Dell'Orto at 3:03 P.M.

2. ROLL CALL OF DIRECTORS: Directors Dell'Orto, Blood, and Tressler were present. Director McCartney was absent.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None

5. RESOLUTION NO. 2022-16: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD JULY 12, 2022 to AUGUST 12, 2022 PURSUANT TO BROWN ACT PROVISIONS.

A motion was made by Director Blood, seconded by Director Tressler, to approve Resolution No. 2022-16. A roll call vote was taken. Directors Dell'Orto, Blood, and Tressler voted yes; none opposed. Motion carried 3-0.

6. CONSENT ITEMS

a. Claim Summary

Travis Small, General Manager advised the Board that the minutes for the June meeting were not complete due to office remodel and move and would be ready for consideration at the August Board meeting. Mr. Small answered all questions the Board had regarding the claim summary. A motion

was made by Director Tressler, seconded by Director Blood, to approve item 6a. A roll call vote was taken. Directors Dell'Orto, Blood, and Tressler voted yes; none opposed. Motion carried 3-0.

7. APPOINTMENT OF TEMPORARY ADVISORY COMMITTEE TO REVIEW PROPOSITION 218 CONSULTANT PROPOSALS

Mr. Small informed the Board that the District received four proposals from consultants to perform a rate study and evaluation for the District. He requested President Dell'Orto to appoint two Board Members to collaborate with staff to evaluate the proposals. President Dell'Orto appointed himself and Director Blood to serve on the advisory committee to review Proposition 218 consultant proposals.

8. POTENTIAL LINE EXTENSION – SUNSHINE LANE (HERTZIG)

Mr. Small reported to the Board that Mr. Hertzig had reached out to the District requesting to be placed on the agenda to discuss a potential line extension in Mokelumne Hill. Mr. Small had reached out to Mr. Hertzig for more information but unfortunately was not able to make contact with him. Director Blood informed the Board that he had been in contact with Mr. Hertzig in the past with the hopes of getting an easement on Sunshine Lane, but nothing materialized. Director Blood stated that he does not have a public utility easement down Sunshine Lane, but he does have a prescriptive easement on an adjacent parcel. President Dell'Orto asked Mr. Small to look into the District's regulations for adding more lines in that area as he was under the impression that more lines were not supposed to be in that area. Mr. Small will look into it. Jamie Fox and David LeGrande, who are property owners in the area, appeared via Zoom and spoke about their needs for this line extension. Mr. Small advised the Board that this is all informational at this time, as the first step Mr. Hertzig would need to take would be submitting plans to the District for a line extension.

9. 2018 MOKELUMNE-AMADOR-CALAVERAS (MAC) INTEGRATED REGIONAL WATER MANAGEMENT (IRWM) PLAN AND SUBSEQUENT 2022 ADDENDUM

Mr. Small notified the Board that the District needs to adopt the Mokelumne-Amador-Calaveras (MAC) Integrated Regional Water Management (IRWM) Plan and Subsequent 2022 Addendum in order to obtain funding for the backwash recycle plan. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-17 Adopting the 2018 MAC IRWM Plan. A roll call vote was taken. Directors Dell'Orto, Blood, and Tressler voted yes; none opposed. Motion carried 3-0.

10. MOKELUMNE HILL SANITARY DISTRICT FEES

Mr. Small advised Board that a fee increase is needed to recapture the fee associated with handling Mokelumne Hill Sanitary District's (MHSD) billing. Director Tressler inquired as to how the increase was determined, which began a discussion concerning whether the rate increase was enough to cover the District's costs. The Board members present agreed that the overall fee looked low. Director Tressler asked for a procedure to be put in place to better determine the actual cost of doing MHSD's billing. He would like to see 90 days' worth of data. Mr. Small informed the Board that he will bring this information back to the Board in December. A motion was made by Director Tressler, seconded by Director Blood, to accept the proposal for the remainder of this calendar year and in December for the Board to reassess the fees moving forward. A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

11. CALAVERAS PUBLIC UTILITY DISTRICT PAYROLL SCHEDULE

Mr. Small informed the Board that with the possibility of moving to a 9/80 schedule that the District would like to switch to a bi-weekly pay period. The District will be switching payroll services as well. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-18 A Resolution Changing the District's Payroll Schedule from Semi-Monthly to Bi-Weekly. A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

12. CALAVERAS COUNTY WATER DISTRICT WATER SALES AGREEMENT

Mr. Small signed the Water Sale Agreement between Calaveras County Water District and Calaveras Public Utility District containing the verbiage change per the Board's request. Director Blood asked for Adam Brown, District Legal Counsel, for his clarification on the verbiage in the agreement, Mr. Brown clarified. Director Blood indicated at the June 14, 2022, Board meeting, he requested CCWD representative, Mr. Minkler to provide CPUD a monthly report of the water being pumped to the treatment plant. Mr. Minkler at this meeting stated that CCWD would provide CPUD a monthly report of water being pumped to the treatment plant in a format that would be agreed to by both parties, at a later date. Director Blood asked Mr. Small, if CCWD contacted the district to discuss the monthly reporting of water pumped to the West Point treatment plant in fulfillment of Mr. Minkler's commitment to CPUD Board. Mr. Small indicated that there had been no discussions between CCWD and CPUD regarding the monthly reporting. This was an information item, and no action was taken.

13. WATER CONSERVATION

Mr. Small reported to the Board that he and Ms. Bear attended this month's Calaveras Conserves meeting at the Calaveras County Water District's office. At that meeting neighboring water agencies reported what steps they are taking to conserve water. Currently all neighboring agencies are asking for voluntary conservation from their customers. Mr. Small is recommending that the Board approve the resolution asking the District's customers to voluntarily conserve 20%. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-19 Voluntary Water Conservation. A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

14. DRINKING WATER PLANNING GRANT

Mr. Small reported to the Board that after 3-4 long years, the District has finally received the grant agreement for the Jeff Davis Water Treatment Plant Improvement Project for him to sign. Director Blood asked what this grant money can be used towards, Mr. Small clarified. Mr. Brown noticed an error in the resolution number on the actual resolution. Ms. Bear noted the correction to be made. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-20 A Resolution Authorizing the General Manager to Execute Agreement No. D2102034 with State Water Resource Control Board For \$483,000 in Project Funding for the Jeff Davis Water Treatment Plant Improvement Project. A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

15. BACKWASH RECYCLE PROJECT GRANT FUNDING

Back in January, Mr. Small informed the Board that the District was approved for a grant for the backwash recycle project. Unfortunately, the amount of the grant will not cover the whole project. Mr. Small would like the Board to pass the resolutions allowing him to go out and look for more funding. Director Blood noted that having a resolution approved by the Board helps the grant providers to know that the Board backs the project. It allows the District to be moved up on the wait list. A motion was made by Director Blood, seconded by Director Tressler, to approve Resolution 2022-21 A Resolution Authorizing the General Manager to Pursue Grant Funding From Integrated Regional Water Management (IRWM) and Resolution 2022-22 A Resolution Authorizing the General Manager to Pursue Grant Funding From the United States Department of Agriculture (USDA). A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

16. RICH GULCH TRANSMISSION MAIN REPLACEMENT

This resolution gives Mr. Small authorization to apply for State Revolving Fund (SRF) funding for the Rich Gulch Transmission Main Replacement project. Once the project is funded, he will bring it back to the Board for planning. A motion was made by Director Tressler, seconded by Director Blood, to approve Resolution 2022-23 A Resolution Authorizing the General Manager to Pursue Grant Funding From the State Revolving Fund (SRF). A roll call vote was taken. Directors Dell'Orto, Blood and Tressler voted yes; none opposed. Motion carried 3-0.

17. REPORTS

a. Legal Counsel's Report

Mr. Brown stated that his report would be covered in closed session.

b. Water System Superintendent's Report

Mathew Roberts, Water System Superintendent, started off by thanking the whole CPUD staff for helping with the office remodel. A lot of effort and time went into it. It was an entire group effort, and he expressed his sincere appreciation for the staff. He went on to give a brief overview of the Monthly Maintenance Report. Jeff Davis Reservoir is 2' below spill. The South Fork Pump Station is currently shut off and is not expected to be turned back on until the fall/winter. Director Blood noted that the raw water customers' usage is lower than normal. Mr. Roberts noticed that as well. There is still water in the penstock, so he is not sure why the consumption declined. The crew repaired a main line leak and installed one new service connection in San Andreas. The Crew repaired two main line leaks in Paloma. One new service connection was installed in Rail Road Flat. The District currently has two water rights that are curtailed. The annual Emergency Action Report (EAR) has been completed and uploaded to the State. Director Tressler reported that he was approached by a gentleman in the Toyanza subdivision regarding a hydraulic spill. The gentleman expressed his frustration with the District. Mr. Roberts explained to Director Tressler that the District has been working with the County and had a contractor scheduled to do the paving but unfortunately, due to the recent Electra Fire, the job was delayed. The job should be completed next week.

c. District Engineer Report

Ms. Daries presented a PowerPoint showing the progress occurring in the month of June on the Clearwell Tank Project. She reported that since the last meeting all of the major welding has been

completed. The painters have been mobilized. The contractor has started pot holing for the cutover plan. There are four cutover periods for this project.

d. General Manager's Report

Mr. Small reported that he has been working on the office remodel and is currently in the process of putting everything back together. The whole staff participated in the remodel, and it has been successful. He expressed his appreciation to the staff.

e. Director's Comments:

Director Blood will check with the County Elections Office about filing for the election.

* The Board went into closed session at 5:11 pm

18. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

CPUD designated representatives: Travis Small, General Manager and Adam Brown, General Counsel

Employee organization: SEIU Local 1021

The Board heard and discussed a report from the District's labor negotiators. No action was taken.

19. ADJOURNMENT

There being no further business to come before the Board, President Dell'Orto adjourned the meeting at 6:22pm.

Respectfully Submitted,



Carissa Bear, Clerk of the Board

CALAVERAS PUBLIC UTILITY DISTRICT

August 9, 2022

Regular Meeting

3:00 pm

DIRECTORS PRESENT: J.W. Dell'Orto
Richard Blood
Brady McCartney

MEMBERS ABSENT: Jack Tressler

STAFF PRESENT: Travis Small, General Manager
Adam Brown, District Legal Counsel
Carissa Bear, Clerk of the Board
Matt Ospital, District Engineering

OTHERS PRESENT: Allison Lechowicz
Catherine Hansford

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Dell'Orto at 3:15 P.M.
2. ROLL CALL OF DIRECTORS: Directors Dell'Orto, Blood, and McCartney were present. Director Tressler was absent.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None
5. RESOLUTION NO. 2022-24: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD AUGUST 9, 2022 to SEPTEMBER 9, 2022 PURSUANT TO BROWN ACT PROVISIONS.

A motion was made by Director Blood, seconded by Director McCartney, to approve Resolution No. 2022-24. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

6. CONSENT ITEMS

- a. June 14, 2022 Meeting Minutes
- b. July 12, 2022 Meeting Minutes
- c. Claim Summary

The Board and Travis Small, General Manager, discussed the Claim Summary. Director Blood requested for parts of the June 14, 2022 Meeting Minutes and the July 12, 2022 Meeting Minutes to be corrected. Carissa Bear, Clerk of the Board, took notes and will present the corrected meeting

minutes at the September 9, 2022 Board Meeting. A motion was made by Director McCartney, seconded by Director Blood to approve Consent Item C. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

7. WATER CAPACITY AND CONNECTION FEES STUDY

Catherine Hansford with Hansford Economic Consulting, LLC gave a presentation on the Water Capacity and Connection Fees Study. Adam Brown, District Legal Counsel, informed the Board that Resolution 2022-25 was missing language and advised the Board that he would read the amended resolution at the September Board Meeting. Mr. Small notified the Board that he would place the notice in the Calaveras Enterprise for the public hearing. Mr. Brown informed the Board that staff will prepare a list of any pending installations. Mr. Brown will review them with the staff. A motion was made Director McCartney, seconded by Director Blood, to schedule a public hearing for September 13, 2022 at the regular scheduled Board Meeting. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

8. CALAVERAS LAFCO RECRUITMENT FOR SPECIAL DISTRICT ALTERNATE BOARD MEMBER

The Board decided to abstain from voting for an alternate Board Member for Calaveras LAFCO.

9. CONSIDERATION OF SELECTING WATER RATE CONSULTANT AND AUTHORIZING GENERAL MANAGER TO EXECUTE PROFESSIONAL SERVICES AGREEMENT WITH LECHOWICZ & TSENG MUNICIPAL CONSULTANTS

A meeting was held for the temporary advisory committee in July to review all proposals that were submitted for the rate study in response to the RFP. The committee recommended Lechowicz and Tseng Municipal Consultants. Allison Lechowicz of Lechowicz and Tseng Municipal Consultants gave a presentation. The Board and Ms. Lechowicz discussed the process of the rate study and what Lechowicz and Tseng Municipal Consultants envisions for CPUD. A motion was made by Director Blood, seconded by Director McCartney, to approve the Professional Services Agreement with Lechowicz and Tseng Municipal Consultants as recommended by the temporary advisory committee. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney voted yes; none opposed. Motion carried 3-0.

10. REPORTS

a. Legal Counsel's Report

Mr. Brown stated that his report would be covered in closed session.

b. Water System Superintendent's Report

Mr. Small went over the Water System Superintendent's Report. Mr. Small informed the Board that the crew did a lot of in house work at the office in the month of July for the office remodel. The crew also completed all of the work in preparation for the Federal Energy Regulatory Commission (FERC) inspection. He complimented the crew on the thoroughness of their work. The Jeff Davis Reservoir is still at a good level.

c. District Engineer Report

Matt Ospital, District Engineer, presented a slideshow with photos showing the progress on the Clearwell Tank Project.

d. General Manager's Report

Mr. Small informed the Board that there was an unforeseen incident with the Clearwell Tank Project. A contract change order came through yesterday. The District and WGA have decided to split the cost of the change order. Mr. Small will execute the change order tomorrow. Mr. Small spent the previous week participating in the Part 12D inspection with FERC. Mr. Small joined Calaveras County Water District (CCWD) for a tour of the Middle Fork diversion facility.

e. Director's Comments:

Director Blood attended the Upper Mokelumne River Watershed Authority (UMRWA) meeting. At the meeting they went over the projected fees. An Ad Hoc Committee was created during the UMRWA meeting to review the joint powers.

* The Board went into closed session at 4:57 pm.

11. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

CPUD designated representatives: Travis Small, General Manager and Adam Brown, General Counsel

Employee organization: SEIU Local 1021

The Board heard and discussed a report from the District's labor negotiators. No action was taken.

12. ADJOURNMENT

There being no further business to come before the Board, President Dell'Orto adjourned the meeting at 6:03pm.

Respectfully Submitted,



Carissa Bear, Clerk of the Board

Special Meeting

6:00 pm

DIRECTORS PRESENT: J.W. Dell'Orto
Richard Blood
Brady McCartney
Jack Tressler

DIRECTORS ABSENT: None

STAFF PRESENT: Travis Small, General Manager
Adam Brown, District Legal Counsel
Carissa Bear, Clerk of the Board

OTHERS PRESENT: None

1. CALL THE MEETING TO ORDER: President Dell'Orto called the meeting to order at 6:03 pm.
2. ROLL CALL OF DIRECTORS: Directors Dell'Orto, Blood, McCartney, and Tressler were present.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT: None
5. RESOLUTION NO. 2022-26: APPOINTMENT OF DIRECTORS RICHARD BLOOD AND BRADY MCCARTNEY TO THE CALAVERAS PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS IN LIEU OF AN ELECTION

Staff made a report to the Board recommending the appointment of Directors Blood and McCartney to new terms since they are unopposed as of the filing deadline. If the Board makes the appointment on or before August 24, 2022, the District will save several thousand dollars in election fees which would otherwise have to be paid to the Calaveras County Registrar of Voters if they appear on the ballot. A motion was made by Director Tressler, seconded by Director McCartney, to approve Resolution 2022-26: Appointment of Directors Richard Blood and Brady McCartney to the Calaveras Public Utility District Board of Directors in lieu of an election. A roll call vote was taken. Directors Dell'Orto, Blood, McCartney, and Tressler voted yes; none opposed. Motion carried 4-0.

6. ADJOURNMENT

There being no further business to come before the Board, President Dell'Orto adjourned the meeting at 6:08 pm.

Respectfully Submitted,



Carissa Bear, Clerk of the Board

**Calaveras Public Utility District
 Expenses by Vendor Detail
 August 2022**

Name	Date	Memo	Account	Amount
Absolute Office Solutions				
	08/09/2022	Office Remodel	5475 · Office Supplies	19,874.35
Total Absolute Office Solutions				<u>19,874.35</u>
ACWA-Health				
	08/09/2022	Dental/Vision/Life - September 2022	5220 · Dental/Vision/Life Insurance	2,605.14
Total ACWA-Health				<u>2,605.14</u>
ACWA/JPIA				
	08/09/2022	Cyber Liability Program	5425 · Insurance	1,141.55
Total ACWA/JPIA				<u>1,141.55</u>
American Fidelity Assurance				
	08/09/2022	125 Plan - July 2022	5275 · Employee Section 125 Plan	213.60
	08/09/2022		5275 · Employee Section 125 Plan	0.00
Total American Fidelity Assurance				<u>213.60</u>
AT & T				
	08/09/2022	San Andreas Tank	5480 · Telephone	219.65
	08/09/2022	Hydro #3 Garamendi	5480 · Telephone	221.55
	08/09/2022	San Andreas Tank Circuit	5480 · Telephone	55.78
Total AT & T				<u>496.98</u>
AT&T				
	08/16/2022	Shop Internet & Phone	5480 · Telephone	91.08
Total AT&T				<u>91.08</u>
Blood, Richard				
	08/16/2022	7/21/2022, 7/22/2022, 8/9/2022 Meetings	5310 · Board Meetings-Director Fees	300.00
	08/16/2022		5325 · Mileage Reimb, Parking, Tolls	0.00
Total Blood, Richard				<u>300.00</u>
Brady McCartney				
	08/16/2022	8/9/2022 Meeting	5310 · Board Meetings-Director Fees	100.00
Total Brady McCartney				<u>100.00</u>
Cal-Waste				
	08/09/2022	Trash Service Office	5760 · Sewer & Garbage	160.94
	08/09/2022	Trash Service Shop	5760 · Sewer & Garbage	383.62
Total Cal-Waste				<u>544.56</u>
Calaveras Auto Supply				
	08/09/2022	Safety Equipment	5566 · Safety Equipment	55.64
Total Calaveras Auto Supply				<u>55.64</u>
Calaveras Lumber Company				

Calaveras Public Utility District
Expenses by Vendor Detail
August 2022

Name	Date	Memo	Account	Amount
	08/09/2022	Office Remodel	5475 · Office Supplies	500.33
Total Calaveras Lumber Company				500.33
Calaveras Public Power Agency				
	08/09/2022	CPUD Warehouse	5743 · Electricity-Office	114.76
	08/09/2022	Glencoe Booster Pump	5740 · Electricity-Pumping	482.27
	08/09/2022	CPUD Office	5743 · Electricity-Office	379.25
	08/09/2022	Jeff Davis Water Treatment Plant	5742 · Electricity-Treatment	1,110.00
	08/09/2022	Licking Fork Pumping Station	5740 · Electricity-Pumping	4.00
Total Calaveras Public Power Agency				2,090.28
Carbon Copy Inc.				
	08/09/2022	Copies	5464 · Printing	57.66
Total Carbon Copy Inc.				57.66
Care Free Lawns				
	08/09/2022	July monthly service	5699 · Other Contracted Services	150.00
Total Care Free Lawns				150.00
Cole Tiscornia Construction				
	08/09/2022	Vac & Excavate @ Jennifer Ct. Boston Yale	5536 · Repairs & Maintenance-T&D	6,020.00
Total Cole Tiscornia Construction				6,020.00
Comcast				
	08/16/2022	District Office Cable & Internet	5480 · Telephone	301.87
Total Comcast				301.87
Comcast Business (VE)				
	08/16/2022	District Office Phones - VoiceEdge	5480 · Telephone	293.89
Total Comcast Business (VE)				293.89
Condor Earth Technologies, Inc.				
	08/16/2022	Redhawk Dam Professional Services 6/24/2022 to 7/23/2022	5695 · Consultants-Dam	1,032.11
Total Condor Earth Technologies, Inc.				1,032.11
CUSI				
	08/16/2022	Annual Maintenance & Tech Support 10/31/2022 to 10/31/2023	5470 · Software Programs & Updates	2,964.00
Total CUSI				2,964.00
De Lage Landen Financial Services Inc.				
	08/16/2022	Kyocera Printer	5464 · Printing	83.66
Total De Lage Landen Financial Services Inc.				83.66
Dell'Orto, J.W.				
	08/16/2022	7/21/2022, 8/9/2022 Meetings	5310 · Board Meetings-Director Fees	200.00
	08/16/2022		5325 · Mileage Reimb, Parking, Tolls	0.00

Calaveras Public Utility District
Expenses by Vendor Detail
August 2022

Name	Date	Memo	Account	Amount
Total Dell'Orto, J.W.				200.00
DRM Construction				
	08/16/2022	Deposit Return For Hydrant Meter	1372 · A/R Misc. Charges	2,500.00
Total DRM Construction				2,500.00
Farr Construction				
	08/09/2022	Clearwell Repair Project Phase II - Progress Pay Estimate #4	5860 · Construction-Capital	47,500.00
Total Farr Construction				47,500.00
Fischer, Merle				
	08/09/2022	August 2022 Reimbursement	5210 · Medical Benefits-Retiree	765.23
Total Fischer, Merle				765.23
Foothill-Sierra Pest Control Inc.				
	08/16/2022	Quarterly Pest Control	5670 · Janitorial	125.00
Total Foothill-Sierra Pest Control Inc.				125.00
GEI Consultants, Inc.				
	08/09/2022	Chief Dam Safety Engineer Services 6/25/2022 - 7/29/2022	5695 · Consultants-Dam	2,932.00
Total GEI Consultants, Inc.				2,932.00
Hill Rivkins Brown & Associates				
	08/16/2022	Legal Services	5645 · Legal Services	1,357.00
Total Hill Rivkins Brown & Associates				1,357.00
Hobgood's Cleaning Service				
	08/16/2022	Janitorial Service August 2022	5670 · Janitorial	160.00
Total Hobgood's Cleaning Service				160.00
Hunt & Sons Inc.				
	08/09/2022	Fuel for Distric Vehicles	5540 · Fuel	1,605.82
Total Hunt & Sons Inc.				1,605.82
Lowe's				
	08/09/2022	Office Remodel	5475 · Office Supplies	1,183.34
Total Lowe's				1,183.34
Martin Marietta				
	08/16/2022	Aggregate Inv#36229332	5548 · Materials & Supplies-T&D	403.44
	08/16/2022	Aggregate Inv#36278657	5548 · Materials & Supplies-T&D	154.12
	08/16/2022	Aggregate Inv#36293204	5548 · Materials & Supplies-T&D	137.34
Total Martin Marietta				694.90
Matrix Trust Company				
	08/16/2022	Payroll Date 7/31/2022	2317 · 457 Plan	768.96
Total Matrix Trust Company				768.96

**Calaveras Public Utility District
Expenses by Vendor Detail
August 2022**

Name	Date	Memo	Account	Amount
McMaster-Carr				
	08/09/2022	WTP Materials & Supplies	5547 · Materials & Supplies-Treatment	130.26
	08/16/2022	Water Treatment Supplies Inv#82469258	5547 · Materials & Supplies-Treatment	16.90
	08/16/2022	Water Treatment Supplies Inv#82698691	5547 · Materials & Supplies-Treatment	236.17
Total McMaster-Carr				<u>383.33</u>
Motherlode Answering Service				
	08/09/2022	July Service	5606 · Answering Service	390.24
Total Motherlode Answering Service				<u>390.24</u>
Petty Cash				
	08/16/2022	Petty Cash	1340 · Office Change/Petty Cash	51.43
Total Petty Cash				<u>51.43</u>
PG&E - ENERGY STATEMENT				
	08/09/2022	Schaad's	5741 · Electricity-Hydros	233.43
	08/09/2022	Warehouse Light	5743 · Electricity-Office	9.77
	08/09/2022	Warehouse Light	5743 · Electricity-Office	9.77
	08/09/2022	San andreas Tank	5743 · Electricity-Office	16.87
	08/09/2022	Golden Hills Tank	5743 · Electricity-Office	10.65
	08/09/2022	CPUD Office Natural Gas	5743 · Electricity-Office	8.11
	08/09/2022	Garamendi Hydro #3	5741 · Electricity-Hydros	243.77
	08/16/2022	Hydro #1 Hwy 26 & Ponderosa Way	5741 · Electricity-Hydros	184.85
	08/16/2022	Hydro #2 Hwy 26 3 Mi E/Moke Hill	5741 · Electricity-Hydros	92.19
Total PG&E - ENERGY STATEMENT				<u>809.41</u>
PGE-NON ENERGY INVOICES				
	08/09/2022	Hydro #1	5741 · Electricity-Hydros	7.75
	08/09/2022	Hydro #2	5741 · Electricity-Hydros	7.75
	08/09/2022	Hydro #3	5741 · Electricity-Hydros	7.75
	08/09/2022	Schaad's	5741 · Electricity-Hydros	197.86
Total PGE-NON ENERGY INVOICES				<u>221.11</u>
Pollard Water				
	08/09/2022	Materials & Supplies	5548 · Materials & Supplies-T&D	96.52
Total Pollard Water				<u>96.52</u>
Postmaster				
	08/16/2022	Postage for September	5462 · Postage	800.00
Total Postmaster				<u>800.00</u>
Process Solutions, Inc.				
	08/10/2022	Treatment supplies	5547 · Materials & Supplies-Treatment	4,533.15

**Calaveras Public Utility District
 Expenses by Vendor Detail
 August 2022**

Name	Date	Memo	Account	Amount
Total Process Solutions, Inc.				4,533.15
San Andreas Sanitary District				
	08/09/2022	Office	5760 · Sewer & Garbage	99.81
	08/09/2022	Shop	5760 · Sewer & Garbage	99.81
Total San Andreas Sanitary District				<u>199.62</u>
Sender's Market Inc.				
	08/09/2022	Office Remodel	5475 · Office Supplies	1,425.35
	08/09/2022	Repairs & Maintenance	5534 · Repairs & Maintenance-Pumping	230.12
	08/09/2022	Replacement Tools from theft	5585 · Tools	2,710.00
Total Sender's Market Inc.				<u>4,365.47</u>
SEIU Local 1021				
	08/16/2022	Pay Period Ending 7/31/2022	2322 · SEIU Union	476.14
Total SEIU Local 1021				<u>476.14</u>
Slate Geotechnical Consultants				
	08/16/2022	Middle Fork Dam Part 12D - Professional Services Through 7/30/2022	5695 · Consultants-Dam	7,206.25
Total Slate Geotechnical Consultants				<u>7,206.25</u>
Staples Credit Plan				
	08/09/2022	Office Remodel & Supplies	5475 · Office Supplies	1,102.64
	08/09/2022	Replacement Ipad for WTP	5547 · Materials & Supplies-Treatment	494.87
Total Staples Credit Plan				<u>1,597.51</u>
Treat's General Store				
	08/09/2022	Office Remodel	5475 · Office Supplies	349.85
	08/09/2022	Vehicle Maintenance	5532 · Repairs & Maintenance-Auto	66.47
	08/09/2022	Treatment materials & supplies	5547 · Materials & Supplies-Treatment	101.24
	08/09/2022	T&D materials & supplies	5548 · Materials & Supplies-T&D	81.82
Total Treat's General Store				<u>599.38</u>
Underground Service Alert				
	08/16/2022	California State Fee for Regulatory Costs (July1, 2022 to June 30, 2023)	5461 · Regulatory Fees	471.46
Total Underground Service Alert				<u>471.46</u>
USA Blue Book				
	08/09/2022	Pk of 5 delivery tubes & Hatch fee	5547 · Materials & Supplies-Treatment	174.70
Total USA Blue Book				<u>174.70</u>
Verizon Wireless				
	08/09/2022	District Employee Cell Phones	5480 · Telephone	1,069.92
Total Verizon Wireless				<u>1,069.92</u>
Volcano Telephone				

Calaveras Public Utility District
Expenses by Vendor Detail
August 2022

Name	Date	Memo	Account	Amount
	08/09/2022	13900 Highway 26	5480 · Telephone	53.27
	08/09/2022	1601 West Forty	5480 · Telephone	53.27
	08/09/2022	10727 Ponderosa Way	5480 · Telephone	53.27
	08/09/2022	3089 Ridge Rd	5480 · Telephone	49.68
	08/09/2022	Treatment Plant	5480 · Telephone	53.27
	08/09/2022	Schaad's Hydro	5480 · Telephone	66.67
	08/09/2022	Special Circuit	5480 · Telephone	94.19
	08/09/2022	Schaad's Hydro	5480 · Telephone	53.27
	08/09/2022	Treatment Plant Broadband	5480 · Telephone	56.95
	08/09/2022	Treatment Plant Long Distance	5480 · Telephone	0.10
Total Volcano Telephone				533.94
Weber, Ghio & Associates				
	08/16/2022	Clearwell Tank Project Phase I Construction Management	5850 · Engineering-Capital	114.00
	08/16/2022	Clearwell Tank Project Phase II Construction Management	5850 · Engineering-Capital	14,959.63
	08/16/2022	Clearwell Tank Project Coating Inspection Service	5850 · Engineering-Capital	8,721.60
Total Weber, Ghio & Associates				23,795.23
Wells Fargo Bank - C. Bear				
	08/16/2022	Office Supplies	5475 · Office Supplies	2,298.88
	08/16/2022	Employee meeting	5290 · Employee Recognition	19.80
	08/16/2022	Zoom, QuickBooks, Backblaze, GoDaddy	5470 · Software Programs & Updates	1,248.66
	08/16/2022	Truck 007 Jumper Cables	5532 · Repairs & Maintenance-Auto	39.67
	08/16/2022	Storage Shed	5710 · Occupancy	200.00
Total Wells Fargo Bank - C. Bear				3,807.01
Wells Fargo Bank - T Small				
	08/16/2022	Office Remodel	5475 · Office Supplies	92.10
	08/16/2022	Union Meeting	5335 · Training	108.88
	08/16/2022	QuickBooks Payroll Annual Fee	5470 · Software Programs & Updates	500.00
	08/16/2022	Treatment Supplies	5547 · Materials & Supplies-Treatment	740.53
	08/16/2022	Ferc Part 12D Training	5335 · Training	40.75
	08/16/2022	Ferc Part 12D Training	5335 · Training	41.78
Total Wells Fargo Bank - T Small				1,524.04
				151,814.81

AMENDED AND RESTATED MEMORANDUM OF UNDERSTANDING
BETWEEN
CALAVERAS PUBLIC UTILITY DISTRICT
AND
SERVICE EMPLOYEES INTERNATIONAL UNION, LOCAL 1021

Section 1. Term: The Term of the Memorandum of Understanding (MOU) is August 1, 2022 through June 30, 2027.

The terms and conditions contained herein cannot be unilaterally changed by one party or the other during the term of the MOU unless a state or federal law impacts one of the sections, then the parties shall meet to negotiate any mandated changes.

Section 2. Recognition: The District recognizes SEIU Local 1021 (hereinafter the "Union") as the exclusive bargaining representative for all full-time and part-time positions listed below (the "Bargaining Unit"):

Customer Service Representative
Clerk of the Board of Directors/Executive Assistant
Water Distribution/Treatment Operator I, II, III, IV
Chief Treatment Plant Operator
Water System Superintendent

The District and Union agree than any new classifications (Full or Part Time) that may be added or created by the District or through the course of collective bargaining be subject to negotiations to determine whether placement into the bargaining unit is appropriate.

Due to the nature of the Water System Superintendent position, this position cannot be a Steward nor can it be a Bargaining Team Representative. It is also acknowledged that the Water System Superintendent may have benefits that differ from those that are in the MOU.

Section 3. Employee Handbook/District Policies: All District policies and sections of the District Handbook are hereby incorporated into the MOU. Where there are discrepancies between the two, the language of the MOU shall be the controlling language. Where there is no conflict, the Handbook language is the controlling language.

Section 4. Strike: No strike, work stoppage, work slowdown, or other refusal or failure by employees of the District to fully and faithfully perform their job functions and responsibilities shall be permitted. There shall be no other interference of a similar or related nature with the operations of the District by the Union, or by its officers, agents, or members during the term of this MOU, including Union compliance with the request of another employee organization to engage in such activity.

Section 5. Bargaining Unit Work: Bargaining Unit work is work that is defined as being in the job descriptions of the Bargaining Unit members. There shall be no contracting out of Bargaining Unit work, with the following exceptions:

- a. Insufficient staffing to get a particular project completed;
- b. Unsafe conditions that require additional staff or equipment that staff are unable to operate;
- c. The need for special skills that no member of the Bargaining Unit possesses;
- d. Equipment required for a particular job that the District does not have and can only be operated by the owner of such equipment; and
- e. In case of emergencies.

Section 6. Union Rights :

- A. Union Communications: The Union shall have the use of one bulletin board per District location for the posting of Union information. The Union Representative or designated employee will maintain the board(s). The Union shall also have the right and ability to send email communications to designated Union Stewards for the purposes of communicating information.

- B. Use of Facilities: The Union shall be afforded the use, without charge, of District meeting rooms at reasonable times for Union matters. The use of rooms shall not interfere with the business of the District.
- C. Union Negotiating Representatives: The District shall allow for up to two (2) employees paid release time for formal negotiations with the District for the purposes of negotiating a Memorandum of Understanding and any successor agreements. Release time shall include a minimum of 1 hour prior to and 1 hours after each mutually agreed upon negotiation session. The Union will notify the District in writing the names of employees who will participate.
- D. Shop Stewards: The District recognizes the right of the Union to select two (2) Union Stewards. The Union will notify the District in writing of who these employees are, and also when changes to the list occur. Shop Stewards will obtain permission, whenever practicable, from their immediate supervisor prior to conducting Union business while on duty. Shop Stewards will allow an adequate amount of time to inform new employees, at the District onboarding process, of Union policies and procedures. The District will notify the Union of the date and time of the employers onboarding meeting with any newly hired employees.
- E. Right to Representation: All members of the SEIU bargaining unit have the right to the presence and representation of a Shop Steward or Union Field Representative in all investigative meetings which could lead to discipline.
- F. Access of Union Representatives: Field staff employed by SEIU 1021 shall be permitted to visit all properties where employees of the bargaining unit perform work for the purpose of observing conditions under which employees are working. Such visits will not unduly interrupt or disrupt normal working operations. Union Representatives will notify the District of their intent to visit the workplace.
- G. Deductions: SEIU shall have the exclusive right to payroll deduction for its members in this unit, including regular dues and employee benefit

program costs. Regular dues and employee benefit program costs may be deducted from the employee's individual paycheck. Except as otherwise provided in this Memorandum, payroll deductions shall be made only upon the revocable written authorization of the individual employee.

A continuation of SEIU payroll deductions, without resigning a payroll deduction card, shall be allowed after an employee returns from a leave of absence.

- H. Joint Labor Management Committee: Upon request by either the District or the Union, Joint Labor meetings will be held. These meetings shall be held at least monthly if needed.

Section 7. Union Participation in New Hire Orientation (AB 119):

The District shall provide ten (10) days' notice in advance of new hire orientation or onboarding via email to the Union's designated recipient(s) with the date, time and location of the new hire orientation. The District shall authorize paid release time for one (1) Union designee to meet with the employee(s) without loss of compensation.

The District agrees that each newly hired employee shall participate in a mandatory and in-person on-boarding meeting, as small as one individual, within the first seven (7) calendar days from the date of hire during regular working hours and onsite without loss in compensation. The Union shall have the right to access and use the Employer's facilities during this on-boarding meeting.

Each newly hired employee, as part of her or his in person on-boarding meeting, shall be required to attend a mandatory thirty (30) minute session, conducted by a representative of the Union, without the presence of Management, at the start of any on-boarding meeting without loss of compensation. Any newly hired employee who does not attend the session conducted by the Union shall be required to attend a mandatory in person

make up session during regular working hours and onsite without loss of compensation. The makeup session shall be arranged and conducted by a representative of the Union. The employer shall notify the employee in writing at least forty eight (48) hours in advance that the employee's attendance is required.

To the extent that the information is available on file, the District shall provide to the Union:

- (1) name;
- (2) job title;
- (3) department;
- (4) work location;
- (5) work telephone number;
- (6) home telephone number;
- (7) personal cellular phone number;
- (8) personal email address; and
- (9) home address of any new employee in the bargaining unit within thirty (30) days of hire.

The District will provide the Union with a list of this information for all employees in the Bargaining Unit via digital file each pay period.

Section 8. New Employee Probation: All new employees hired by the District shall serve an introductory period of twelve (12) months. This shall only be increased by any time taken off that is in an unpaid status. Once an employee has completed their initial twelve (12) month introductory period, the employee shall be considered to be in a "regular" status in the District.

All employee currently employed as of November 19, 2019 shall be considered regular employees.

Section 9. Evaluations:

During an employee's introductory period, employees shall be given evaluations at the following intervals:

3 months
6 months
9 months
Anniversary of their hire date

Regular employees should receive evaluations yearly, no later than their anniversary date.

Any evaluation that is less than satisfactory shall include a plan of improvement that is clear and measurable.

A satisfactory evaluation that is not done by the employee's anniversary date for the purposes of moving through the salary scale shall not impact the employee's progressing to the next step in the salary scale.

Section 10. Posting of Vacant Positions: The District shall post any newly created or newly vacant positions within the bargaining unit for a period of three (3) days. After that period, the District may post the position publicly for the purposes of receiving applications to fill the position.

Section 11. Work Above Class:

Any employee who performs routine work in a higher classification due to vacancy (not including routine time off or vacation coverage) shall be compensated an additional 5% of base wage for the time spent working above class.

Section 12. Layoff/Recall:

Should any member of the Bargaining Unit be laid off due to lack of funds or lack of work, the employee shall be placed on a recall list for that position, or a similar position, for a total of one (1) year.

Employees shall also be granted one (1) week of severance pay for each year that they have been employed for the District up to a maximum of ten (10) years.

Section 13. Use of District Vehicles:

Use of District vehicles outside of normal working hours is prohibited. Exceptions which can be made at the General Manager's discretion include, but are not limited to, inclement weather conditions, safety, attending educational courses or training and attendance at a conference.

Section 14. Safety Conditions at the Worksite(s):

- A. No employee shall be required to work with unsafe equipment or under unsafe circumstances. The District and Union agree to cooperate in placing in effect and maintaining safety rules and practices that will eliminate hazards and ensure safe working conditions at all times.
- B. Safety Equipment: With the exception of items of personal clothing, the District agrees to provide such health and safety equipment as may be required by the District or by State/Federal law, rule, regulation or order. Employees must use the equipment provided. Employees are required to return the safety equipment to the District upon termination, or upon request of the District.

Any employee required to work in a hazardous condition, as specified by state or federal OSHA regulations, shall wear suitable protective safety boots, safety shoes, or other approved protective equipment. Employees required to wear foot protection may elect the option of wearing safety boots or shoes approved by the District.

The District shall supply the appropriate Personal Protective Equipment (PPE) for all employees to maintain a safe work space.

- C. Alternate Equipment: Employees may furnish, at their own cost, and use enhanced or upgraded safety and health equipment upon written approval by the District.
- D. Equipment Reimbursement: The District will reimburse up to \$600 per employee per year for the purchase of the following items in any combination at the employee's discretion, provided they are appropriate to the work place and the employee's job classification: boots, pants, work socks, belts and suspenders. An employee seeking reimbursement must present a receipt which itemizes the article purchased and the cost for each.
- E. Work Related Injury or Illness: In the event of injury or illness arising out of employment with the District, an employee incurring such injury or illness shall notify his/her immediate supervisor of the injury or illness immediately or as soon as practicable in accordance with District policy. CPUD Employee Handbook Section 6A shall be the controlling provision for this section.
- F. Unsafe Equipment/Conditions: As soon as practicable, an employee shall notify his/her immediate supervisor about any unsafe equipment or unsafe working condition. The immediate supervisor shall investigate any such claims and shall advise the affected employee(s) of any corrective action to be taken. If the employee still believes that the situation is unsafe, the matter shall be referred to a Joint Labor-Management Committee for discussion and resolution.
- G. Right to Refuse Unsafe Work: No employee shall be disciplined for having refused to work with equipment or under conditions that she/she believes are a danger to his/her life or the life of others.

Employees are to use the Job Hazard Analysis form to complete and address investigation for recommendation of corrective action.

Section 15. Vacation:

Employees shall accrue vacation on an annual basis as follows:

- Less than 5 years of continuous service: 80 hours per year;
- 5 years but less than 10 years: 120 hours per year;
- 10 years but less than 15 years: 160 hours per year;
- 15 years but less than 25 years: 200 hours per year;
- More than 25 years: 240 hours per year.

All vacation pay shall be at the employee's regular base rate of pay. Employee's vacation is accrued per pay period.

Employees may accrue up to a maximum of two times their annual accrual. If an employee exceeds the maximum vacation accrual, the employee must take enough vacation hours within nine (9) months from the date the accrual cap is exceeded to bring the employee's accumulated vacation hours at or under that employee's applicable maximum accrual cap.

Employees are eligible cash out up to forty (40) hours of vacation per calendar year, provided that they will have a minimum of eighty (80) hours vacation remaining after cash out. Eligible employees electing this option must submit a request to the General Manager before payroll time cards are due and indicate a pay-out date.

Vacation time may be requested after it is accrued. Vacation time will not be granted for any time requested but not accrued. All vacation requests must be submitted to the District General Manager or designee for approval prior to being taken. In the case where two or more employees request the same period of time off, preference will be given to the employee who has submitted their request first, and in the case of requests being submitted simultaneously, the more senior employee's request shall have preference.

At termination of employment with the District, all accrued vacation time shall be paid out to the employee.

Section 16. Leave:

Sick Leave- Employees shall earn sick leave at the rate of four (3.7) hours per pay period (which is equal to one day per month). Employees can accrue up to ninety six (96) hours per year. Employees will not accrue sick leave if in an unpaid status. There is no cap to how much sick leave can be accrued.

Sick leave with pay shall be granted upon approval of the District General Manager, or designee, for absence from work due to illness, non-industrial injury, and quarantine due to exposure to a contagious disease, serious illness or death of a spouse/significant other or member of the immediate family (in coordination with Bereavement Leave) or pregnancy, childbirth or related medical condition. In addition, if completion of Request for Time Off form is provided, the District General Manager, or designee, may grant sick leave for dentist and doctor appointments and prescribed sickness prevention measures.

If the District General Manager, or designee, requires proof of absence, this must be made known to the employee at the time the employee requests the time off, and shall be furnished upon return to work.

In order to receive compensation while on sick leave, the employee shall notify the District General Manager, or designee, prior to the beginning of the employees scheduled shift. The District shall establish, in writing, how this should be done. If an employee is to miss more than one (1) day due to illness, the employee shall notify the District each day they are to be off. If possible, the employee shall notify the District the day prior to returning to work (in the case of multiple day absences).

Sick leave is not a privilege that an employee may use at his/her discretion, but shall be allowed only in case of necessity and actual sickness or disability of the employee or family member. Use of sick leave to care for immediate family members shall not extend beyond a period of five (5) consecutive working

days or a total of six (6) days in a calendar year, unless approved by the District Manager or designee.

Up to two (2) days of sick leave may be used to augment bereavement leave upon approval of the District General Manager or designee. Sick leave may not be used in lieu of vacation leave.

If an employee has an injury or illness which entitles him/her to compensation payments from the District under the provisions of Workers' Compensation law, and if the employee, as a result of this injury or illness, is unable to perform the duties of his/her employment, the employee shall receive his/her regular salary up to the amount of accumulated sick leave.

No payment for sick leave shall be made to any employee for unused sick leave accrued to his/her credit at the time of termination of employment for reasons other than retirement. Employees who retire in accordance with the District's CalPERS contract, and are in good standing, shall extend their service credit for accrued sick leave as provided in the PERS contract.

Employees may voluntarily elect to donate paid leave hours, including sick leave and vacation leave, to another employee, if the employee or the employee's immediate family has a serious illness or injury that requires ongoing treatment or care. Said leave shall be considered equivalent irrespective of rates of pay.

- All requests to donate paid leave must be in writing and shall be subject to the approval of the District General Manager or designee. Satisfactory verification by a medical provider may be required prior to approval of any donation of paid leave hours.
- Both the donating and receiving employee must not have been counseled for excessive absenteeism or sick leave abuse within the twelve (12) months prior to requesting the donation.
- The donating employee must retain no less than one hundred sixty (160) hours of paid leave in the category of leave that they choose to donate.

- The receiving employee must have no more than forty (40) hours of accrued leave in the category that they are to receive donated hours.
- A leave of absence without pay may be granted for illness or other reasons after accrued sick leave and vacation leave have run out as set forth in the Leave of Absence section of this Memorandum of Understanding.

Bereavement Leave- In the event of a death in an employee's immediate family, (mother, father, step-mother, step-father, spouse, mother-in-law, father-in-law, domestic partner, son, daughter, brother, sister, step child, child for whom the employee is the legal guardian, grandchild, grandparents) an employee shall be granted bereavement leave to attend the funeral. Said bereavement leave is defined as a maximum of three (3) consecutive calendar days. The employee shall be paid their regular rate of pay for any scheduled work time lost during such leave. This is in addition to regular sick leave and vacation time. The employee will, at the time of the request, indicate their choice as to the day on which bereavement leave is to begin. The District General Manager or designee may require certification.

Jury/Witness Duty- An employee summoned for jury duty or subpoenaed as a witness will promptly notify the District main office of each scheduled work day that he/she will not be reporting to work while serving as a juror or witness. While performing juror/witness duty, he/she will be given paid leave of absence for the duration of said duty. Said paid leave of absence is conditional upon the employee returning to work upon dismissal each day to complete his/her remaining normal workday. Is it also conditional upon the employee's conveyance to the District of any compensation received as a juror or witness, not including any travel or meal allowance received.

Authorized Leave of Absence- The District General Manager, or designee, may grant a full-time employee a leave of absence without pay for up to sixty (60) calendar days. The Board of Directors may grant a leave of absence of greater length than sixty (60) calendar days. A written request for an extension of leave granted by the District General Manager must be submitted in writing no less than two (2) weeks before the end of the original leave.

A leave of absence may be taken in conjunction with, and at the conclusion of, an authorized use of vacation or sick leave. Employees on leave without pay do not accrue sick leave or vacation time. An employee who wishes to maintain any or all of their insurance benefits may do so by paying the premiums for the benefits for the period they are on the leave of absence without pay.

If an employee is disabled or otherwise injured or unable to work, the period of time that the employee is on disability and/or receiving benefits under the District's Workers' Compensation program, shall be considered a period of authorized leave without pay.

When an employee is granted leave without pay, it is with the understanding that, at the conclusion of the leave, the employee will be returned to his or her same or comparable position after the conclusion of the leave.

Unauthorized Absence- Unauthorized absence from work for three (3) consecutive working days shall be considered as a voluntary resignation. An unauthorized absence is a no-call or no-show for a scheduled shift.

After three (3) consecutive working days of unauthorized absence from work, the employee shall be notified in writing that the absence will be considered as a resignation. This notification shall be personally served on the employee or sent by registered mail to his/her last known address on file with the District.

Section 17. Holidays:

The following shall be recognized holidays:

New Year's Day	Martin Luther King, Jr. Day
President's Day	Memorial Day
Independence Day	Labor Day
Columbus Day	Veteran's Day
Thanksgiving Day	Friday after Thanksgiving
Christmas Eve	Christmas Day

Employee's Birthday (Floater)

Employees who are assigned to work on any designated holiday shall be compensated at time-and-a-half of their base hourly rate. Employees who do not work on the day will receive eight (8) hours of pay. If a holiday falls on the day off of an employee participating in an alternative work schedule under Section 18. C., below, the employee will be compensated for an entire nine (9) or ten (10) hour day, as appropriate.

If a holiday falls on a Saturday, the preceding Friday will be the designated holiday. If a holiday falls on a Sunday, then the following Monday will be the designated holiday.

Employee's Birthday is a floating Holiday that must be used in the Calendar Year of the Employee's Birthday. If at separation of employment, the employee has used the birthday floater, but has not passed the employee's birthday, then the District will deduct the equivalent hours of the Employee's Birthday floating holiday from the employee's vacation accruals at separation.

Section 18. Hours of Work:

- A. **Work Week:** The work week shall consist of forty (40) hours within seven (7) consecutive days designated by the District. The forty (40) hour work week shall include all time in paid status (sick, vacation, holiday, comp).
- B. **Normal Hours:** The normal work day is eight (8) hours long, exclusive of an unpaid lunch break. Depending on the length of the lunch break, office hours shall be from 8:00 am to 4:30 pm. Field staff hours shall be 7:00 am to 3:30 pm. Permanent day off or schedule changes shall be in writing and based upon seniority between all qualified individuals at the work site. Work schedules shall not be altered as a disciplinary measure against any employee.
- C. **Alternative Work Schedule:** In lieu of the traditional work week consisting of five (5) eight (8) hour days in a forty (40) hour work week

described in Section 18. A, above, employees may participate in an alternative work schedule offered by the District, consisting of a 9/80 or 4/10 schedule. Under the 9/80 alternative work schedule, the employee will work four (4) nine (9) hour days within a seven (7) consecutive days, forty (40) hour work week, and will have one day off every other work week. Under the 4/10 alternative work schedule, the employee will work four (4) ten (10) hour days within a seven (7) consecutive days, forty (40) hour work week, and will have one day off every week. The General Manager has the sole discretion to determine which days off are available to participating employees and to coordinate alternative work schedules, in order to ensure uninterrupted coverage of District operations. Employees electing to opt in or opt out of an alternative work schedule must do so 30 days before the change is effective. The effective change date must be the first day of a pay period.

- D. District Board Meetings: Any employee mandated to work or attend CPUD Board Meetings will be compensated either for the exact time that they are at the meeting, or a minimum of four (4) hours, whichever is greater.
- E. Lunch Breaks/Rest Breaks: Each employee shall be entitled to an unpaid half hour or one hour lunch break at approximately the mid-point of their scheduled shift. Employees shall also receive two (2) fifteen-minute breaks per work day, one each in the morning and afternoon.
- F. Overtime: Any and all hours worked outside of the normal eight (8) hour work day (or outside of the normal nine (9) or ten (10) hour workday if the employee is participating in the District's optional Alternative Work Schedule) will be considered overtime. Overtime shall be paid at time-and-a-half of normal base salary. Any work in excess of twelve (12) hours in a single day shall be paid at two times the base hourly pay rate of the individual.
- G. Remote Working: Subject to the approval of the General Manager, taking into account the operational needs of the District, employees may work remotely depending on the suitability of their job classifications for remote

work. Whether, when and to what extent remote work may be authorized for an employee is in the sole and exclusive discretion of the General Manager, who may consider the following criteria in making such a determination:

- a. The work assignments or job duties of a nature that allow the employee to be away from the office, including risk factors associated with performing the job duties from a location separate from the District worksite.
- b. The employee has satisfactory performance ratings on current performance evaluation with no documented performance issues.
- c. The employee is able to work independently.
- d. The employee is able to manage time effectively as determined by the employee's supervisor.
- e. The nature of work which will be performed will not be adversely affected, including the need for, and amount of, interaction with the public, co-workers and subordinates required by the position.
- f. The ability or lack thereof to measure employee output or work product.

All overtime must be approved by a Department Head, Supervisor, or the General Manager, except in the case of an emergency where the employee uses their best judgement and expertise evaluating the issue while notifying one of the aforementioned.

Section 19. Wages:

The District shall provide cost of living adjustments to the base wage of bargaining unit employees for each year throughout the Term of this MOU as follows:

- 5% during the first year effective August 1, 2022;
- 4% during the second year effective July 1, 2023;
- 4% during the third year effective July 1, 2024;
- 3.5% during the fourth year effective July 1, 2025 and
- 3% during the fifth year effective July 1, 2026.

Salary Steps-

All employees shall be paid according to the Salary Structure, attached as Appendix A to this MOU, with the following guidelines:

- Step A- Starting Pay when hired;
- Step B- Eligible 12 months from anniversary date of hire;
- Step C- Eligible 30 months from anniversary date of hire;
- Step D- Eligible 48 months from anniversary date of hire; and
- Step E- Eligible 66 months from anniversary date of hire.

Y-Rate – This classification applies to employees who are currently at a base pay that does not match their job classification. Salary steps are currently paid above the current highest step (Step E) for their job classification. Employees in a Y-Rate will not be increased until Step E of their job classification catches up to their current salary. In year one (1), a one-time differential payment will be made to any employee in a Y-Rate classification.

If any employee is hired into a step that is above Step A, all other similarly situated employees (excluding probationary employees) can request to be placed in the same step. The request will be reviewed by the General Manager and will be granted if the current employee has similar years of experience and certifications.

Each employee must receive a satisfactory performance evaluation and complete the above-required time of employment in order to advance to the next step.

All step increases must be approved by the District General Manager or designee prior to becoming effective. If this approval is delayed past the first pay period of the anniversary date of the employee, the step increase will be retroactive to the actual anniversary date.

Certifications and Licenses

Employees who obtain a certification/license to perform the essential functions of their classification or that is required from the District, and who maintain those certifications/licenses shall receive-1.0 % additional pay above current step for each special license or certification. Certification/License pay will be paid for as long as employee maintains the license and/or certification. This special certification pay does not include Water Treatment or Water Distribution certifications issued by the Division of Drinking Water. Eligible certifications and licenses include the following:

- a. Commercial driver's license (Class A or B);
- b. Cross Connection Control;
- c. Backflow;
- d. Pesticide Spray;
- e. Notary;
- f. Water Use Efficiency Practitioner; and
- g. Any other certifications directly related to the employee's current position (subject to prior, written approval by the General Manager in his or her discretion).

One Time Additional Pay for Receiving Water Treatment and Water Distribution Certifications: The District will give a one time payment of \$500 for each Water Treatment or Water Distribution Certification that the employee receives while currently working for Calaveras Public Utility District.

On Call/Stand By status-

Any employee of the District who is scheduled for On Call/Stand By status by the District shall be compensated according to the description below.

If an employee is required to work during this time, the employee will cease being in On Call/Stand By status and transition into overtime status. Overtime shall be paid for hours worked with a minimum of two (2) per call. The time shall start when the employee leaves their home and ends when they return.

Once the call is over, the employee will resume being in an On Call/Stand By status.

Employees who are scheduled to be On Call shall be compensated as follows:

1.5 times regular pay for 1 hour each on Monday through Friday; and

1.5 times regular pay for 2 hours each on scheduled days off (or recognized District Holiday as listed in Section 17 hereof). Compensated On Call Hours are not used in the Overtime Calculation for Double Time Compensation.

Employees who are in this status shall maintain a means of communication and be no more than forty-five (45) minutes from the District. Employees shall be provided a phone by the District for contact/work purposes only. Call back starts when the employee leaves home and ends when the employee returns home.

Section 20. Benefits:

Health Insurance: The District shall pay 100% of the current PERS Choice other Northern Health Insurance premium for the employee and employee's dependents. The District and the Union agree to meet and confer to amend this provision before December 1, 2022 to enable the District to enroll in lower cost, equivalent health insurance coverage from alternative providers.

Health Insurance at Retirement: Retiree medical insurance is available per the District's CalPERS contract under a vesting schedule (current schedule found in the District Handbook).

Flexible Benefit Plan: The District shall offer a Section 125 Flexible Benefit Plan that allows employees to set aside pre-tax dollars for Dependent Care or Medical Care reimbursement. The plan is optional for employees and the District does not make any type of contributions toward the plan. Plan options are effective annually in January of each year.

Retirement: Classic PERS members will maintain their retirement benefit of 2.7% at 55. All current percentage splits (employer/employee) shall remain as is during the life of this MOU.

New CalPERS members, as defined in PEPRRA (Public Employees Pension Reform Act), will maintain their retirement benefit of 2% at 62, in accordance with AB 340. All current percentage splits (Employer/Employee) shall remain as-is during the life of this MOU.

Life Insurance: Life and Accidental Death and Dismemberment (AD&D) are provided to the employees, with 100% of the premiums paid by the District.

Dental/Vision Insurance: The District shall pay 100% of the premium for the employee and dependent premium costs. The District currently provides dental coverage through Delta Dental and vision coverage through Vision Service Plan (VSP). Coverage is provided effective on the first of the month following thirty (30) days of continuous employment. All employees and dependents are required to enroll.

457 Deferred Compensation Plan: The District shall offer employees the option to participate in this plan(s). Any contributions made by an employee shall be pre-tax contributions.

Section 21. Grievance Procedure:

SEIU Local 1021 and the Calaveras Public Utility agree that settling grievances at the lowest possible level is in the best interests of all concerned.

Informal Grievance: Any employee who believes that he/she has a grievance (violation of the terms of the MOU or the District Employee Handbook) shall present the evidence thereof orally or in writing to the District General Manager within five (5) working days after the employee knew, or reasonable should have known, of the circumstances that form the basis for the alleged grievance. The General Manager shall hold discussions and attempt to resolve the matter within three (3) working days after the presentation of such evidence. The General Manager shall give his/her decision in writing to the employee, and a copy of the decision shall be placed in the employee's

personnel file. It is the intent of this information grievance procedure that at least one personal meeting be held between the employee and the General Manager, and that a written record of the informal grievance and resolution be retained.

Initiate Formal Grievance: If the informal grievance process has not resolved the matter to the employee's satisfaction, the grievant or representative must present his/her grievance in writing to the General Manager within five (5) working days after notification of the decision on the informal grievance. The Formal Grievance shall include the following:

- A concise statement of the grievance, including specific reference to any MOU section, law, policy, rule, regulation and/or instruction deemed to be violated, misapplied or misinterpreted;
- The circumstances involved;
- The decision rendered by the immediate supervisor (if any) on the informal grievance;
- The specific remedy sought.

Formal Grievance Step 1:

Upon receipt of the Formal Grievance, the General Manager shall investigate the grievance; confer with the employee and the employee's duly authorized representative, in an attempt to resolve the grievance. The General Manager shall communicate his/her decision within five (5) working days after receiving the grievance. Decisions will be in writing setting forth the decision and the reasons for it, and will be transmitted promptly to all parties in interest. If the General Manager does not respond within five (5) working days, the grievant may appeal to the next level.

Formal Grievance Step 2:

If the employee is not satisfied by the decision rendered by the General Manager in Step 1, he/she may appeal the grievance no more than five (5) working days after receiving notification of that decision to the Board of Directors. The written appeal must include the informal grievance decision, the formal grievance and resulting decision, and a clear, concise statement of the reasons for the appeal to the Board of Directors.

Within ten (10) working days of receipt of the appeal, the Board President or his/her duly appointed representative shall meet with the employee and investigate the grievance prior to the Board of Directors meeting during which the employee's appeal will be considered. Following the hearing on the appeal, the Board of Directors shall provide a written statement of the Board's decision to all parties in interest within five (5) days after the hearing on the appeal. The goal of this step is to come to a mutually agreeable settlement of the grievance.

Grievance Rules:

If an employee does not follow the timelines listed for filing or appeals, then the grievance shall be deemed withdrawn.

Failure by the District to give the appropriate responses within the timelines listed shall entitle the employee to move their grievance to the next level. Timelines may be extended by mutual agreement.

Serious Discipline Appeals:

Serious Discipline shall be considered any disciplinary action that involves loss of pay, suspension, demotion or termination.

In issues involving serious discipline, the grievance procedure shall be followed through the first two (2) steps. Except for employees still in their twelve (12) month introductory period, if a regular employee is suspended for more than three (3) days, demoted more than one (1) pay step, or terminated from employment, and the disciplinary action implemented by the District remains disputed by the employee, the Union and District shall submit a joint letter to the State Mediation and Conciliation Service to obtain a list of arbitrators. If an arbitrator is not jointly selected, then an alternative strike method shall be used to choose the arbitrator.

Progressive Discipline:

The Union and District agree to utilize the Progressive Discipline process as follows:

Counseling or Verbal Warning

Written Warning

Suspension or Demotion

Termination

Section 22. Full Understanding, Modification, Waiver and Severability:

- A. Full Understanding. It is intended that this MOU sets forth the full and entire understanding of the parties regarding the matters set forth herein and all other topics subject to bargaining, and therefore any other prior or existing understanding or agreement by the parties, whether formal or informal, written or unwritten, regarding such matters are hereby superseded or terminated in their entirety.
- B. No Interim Bargaining. It is agreed and understood that during the negotiations which culminated in this MOU each party enjoyed and exercised without restraint, except as provided by law, the right and opportunity to make demands and proposals or counter-proposals with respect to any matter subject to bargaining and that the understandings and agreements arrived at after the exercise of that right are set forth in this MOU. The parties agree, therefore, that unless expressly provided herein, the other shall not be required to negotiate with respect to any subject or matter, whether referred to or not in this MOU.
- C. Modification. Any agreement, alteration, understanding, waiver or modification of any of the terms or provisions

contained in this MOU shall not be binding on the parties unless made and signed in writing by all of the parties to this MOU, and if required, approved and implemented by the General Manager and/or the Board of Directors.

- D. Waiver. The waiver of any breach, term or condition of this Agreement by either party shall not constitute a precedent in the future enforcement of all its terms and provisions.

- E. Severability. If, during the term of this MOU, there exists any applicable law, rule, regulation or order issued by governmental authority other than the District which shall render invalid or restrain compliance with, or enforcement of, any provisions of this MOU, such provision shall be immediately suspended and be of no effect hereunder so long as such law, rule, regulation or order shall remain in effect. Such invalidation of a provision of this MOU shall not invalidate any remaining provisions, which shall continue in full force and effect. In the event of such severance of a provision of this MOU, the District and the Union shall, within thirty (30) days of a request by either party, recommence meeting and negotiation upon a replacement, if any, for such severed provision.

Appendix A- Salary Scale: The Salary Scale attached hereto as Appendix A is hereby incorporated into this MOU. Whenever the Salary Scale is changed due to salary increases, the District and Union will both sign and date a new Appendix A and incorporate it in the MOU under this section.

Agreed to this 13th day of September, 2022 at San Andreas, California.

SEIU Local 1021

CALAVERAS PUBLIC UTILITY DISTRICT

Wyatt Rovera
Bargaining Unit Representative

J.W. Dell'Orto
Board President

Carissa Bear
Bargaining Unit Representative

Travis Small
General Manager

Dennis Mallory
Regional Director, SEIU Local 1021

David Canham
Executive Director, SEIU Local 1021

Calaveras Public Utility District
Salary Structure
Effective August 1, 2022
5.0%

Range	Step A	Step B	Step C	Step D	Step E
1	\$16.61	\$17.44	\$18.31	\$19.23	\$20.19
3	\$17.44	\$18.31	\$19.23	\$20.19	\$21.21
4	\$18.31	\$19.23	\$20.19	\$21.21	\$22.27
5	\$19.23	\$20.19	\$21.21	\$22.27	\$23.39
6	\$20.19	\$21.21	\$22.27	\$23.39	\$24.55
7	\$21.21	\$22.27	\$23.39	\$24.55	\$25.79
8	\$22.27	\$23.39	\$24.55	\$25.79	\$27.07
9	\$23.39	\$24.55	\$25.79	\$27.07	\$28.44
10	\$24.55	\$25.79	\$27.07	\$28.44	\$29.86
11	\$25.79	\$27.07	\$28.44	\$29.86	\$31.36
12	\$27.07	\$28.44	\$29.86	\$31.36	\$32.92
13	\$28.44	\$29.86	\$31.36	\$32.92	\$34.58
14	\$29.86	\$31.36	\$32.92	\$34.58	\$36.30
15	\$31.36	\$32.92	\$34.58	\$36.30	\$38.10
16	\$32.92	\$34.58	\$36.30	\$38.10	\$40.01
17	\$34.58	\$36.30	\$38.10	\$40.01	\$42.02
18	\$36.30	\$38.10	\$40.01	\$42.02	\$44.11
19	\$38.10	\$40.01	\$42.02	\$44.11	\$46.31
20	\$40.01	\$42.02	\$44.11	\$46.31	\$48.63
21	\$42.02	\$44.11	\$46.31	\$48.63	\$52.85
22	\$44.11	\$46.31	\$48.63	\$52.85	\$55.48
23	\$46.31	\$48.63	\$52.85	\$55.48	\$58.26
24	\$48.63	\$52.85	\$55.48	\$58.26	\$61.17
25	\$52.85	\$55.48	\$58.26	\$61.17	\$64.22
26	\$55.48	\$58.26	\$61.17	\$64.22	\$67.44
27	\$58.26	\$61.17	\$64.22	\$67.44	\$70.80
28	\$61.17	\$64.22	\$67.44	\$70.80	\$74.35
29	\$64.22	\$67.44	\$70.80	\$74.35	\$78.08
30	\$67.44	\$70.80	\$74.35	\$78.08	\$81.96
31	\$70.80	\$74.35	\$78.08	\$81.96	\$86.08

Calaveras Public Utility District
Salary Structure
Effective July 1, 2023
4.0%

Range	Step A	Step B	Step C	Step D	Step E
1	\$17.27	\$18.14	\$19.04	\$20.00	\$21.00
3	\$18.14	\$19.04	\$20.00	\$21.00	\$22.06
4	\$19.04	\$20.00	\$21.00	\$22.06	\$23.16
5	\$20.00	\$21.00	\$22.06	\$23.16	\$24.33
6	\$21.00	\$22.06	\$23.16	\$24.33	\$25.53
7	\$22.06	\$23.16	\$24.33	\$25.53	\$26.82
8	\$23.16	\$24.33	\$25.53	\$26.82	\$28.15
9	\$24.33	\$25.53	\$26.82	\$28.15	\$29.58
10	\$25.53	\$26.82	\$28.15	\$29.58	\$31.05
11	\$26.82	\$28.15	\$29.58	\$31.05	\$32.61
12	\$28.15	\$29.58	\$31.05	\$32.61	\$34.24
13	\$29.58	\$31.05	\$32.61	\$34.24	\$35.96
14	\$31.05	\$32.61	\$34.24	\$35.96	\$37.75
15	\$32.61	\$34.24	\$35.96	\$37.75	\$39.62
16	\$34.24	\$35.96	\$37.75	\$39.62	\$41.61
17	\$35.96	\$37.75	\$39.62	\$41.61	\$43.70
18	\$37.75	\$39.62	\$41.61	\$43.70	\$45.87
19	\$39.62	\$41.61	\$43.70	\$45.87	\$48.16
20	\$41.61	\$43.70	\$45.87	\$48.16	\$50.58
21	\$43.70	\$45.87	\$48.16	\$50.58	\$54.96
22	\$45.87	\$48.16	\$50.58	\$54.96	\$57.70
23	\$48.16	\$50.58	\$54.96	\$57.70	\$60.59
24	\$50.58	\$54.96	\$57.70	\$60.59	\$63.62
25	\$54.96	\$57.70	\$60.59	\$63.62	\$66.79
26	\$57.70	\$60.59	\$63.62	\$66.79	\$70.14
27	\$60.59	\$63.62	\$66.79	\$70.14	\$73.63
28	\$63.62	\$66.79	\$70.14	\$73.63	\$77.32
29	\$66.79	\$70.14	\$73.63	\$77.32	\$81.20
30	\$70.14	\$73.63	\$77.32	\$81.20	\$85.24
31	\$73.63	\$77.32	\$81.20	\$85.24	\$89.52

Calaveras Public Utility District
Salary Structure
Effective July 1, 2024
4%

Range	Step A	Step B	Step C	Step D	Step E
1	\$17.96	\$18.87	\$19.80	\$20.80	\$21.84
3	\$18.87	\$19.80	\$20.80	\$21.84	\$22.94
4	\$19.80	\$20.80	\$21.84	\$22.94	\$24.09
5	\$20.80	\$21.84	\$22.94	\$24.09	\$25.30
6	\$21.84	\$22.94	\$24.09	\$25.30	\$26.55
7	\$22.94	\$24.09	\$25.30	\$26.55	\$27.89
8	\$24.09	\$25.30	\$26.55	\$27.89	\$29.28
9	\$25.30	\$26.55	\$27.89	\$29.28	\$30.76
10	\$26.55	\$27.89	\$29.28	\$30.76	\$32.29
11	\$27.89	\$29.28	\$30.76	\$32.29	\$33.91
12	\$29.28	\$30.76	\$32.29	\$33.91	\$35.61
13	\$30.76	\$32.29	\$33.91	\$35.61	\$37.40
14	\$32.29	\$33.91	\$35.61	\$37.40	\$39.26
15	\$33.91	\$35.61	\$37.40	\$39.26	\$41.20
16	\$35.61	\$37.40	\$39.26	\$41.20	\$43.27
17	\$37.40	\$39.26	\$41.20	\$43.27	\$45.45
18	\$39.26	\$41.20	\$43.27	\$45.45	\$47.70
19	\$41.20	\$43.27	\$45.45	\$47.70	\$50.09
20	\$43.27	\$45.45	\$47.70	\$50.09	\$52.60
21	\$45.45	\$47.70	\$50.09	\$52.60	\$57.16
22	\$47.70	\$50.09	\$52.60	\$57.16	\$60.01
23	\$50.09	\$52.60	\$57.16	\$60.01	\$63.01
24	\$52.60	\$57.16	\$60.01	\$63.01	\$66.16
25	\$57.16	\$60.01	\$63.01	\$66.16	\$69.46
26	\$60.01	\$63.01	\$66.16	\$69.46	\$72.95
27	\$63.01	\$66.16	\$69.46	\$72.95	\$76.58
28	\$66.16	\$69.46	\$72.95	\$76.58	\$80.41
29	\$69.46	\$72.95	\$76.58	\$80.41	\$84.45
30	\$72.95	\$76.58	\$80.41	\$84.45	\$88.65
31	\$76.58	\$80.41	\$84.45	\$88.65	\$93.10

Calaveras Public Utility District
Salary Structure
Effective July 1, 2025
3.5%

Range	Step A	Step B	Step C	Step D	Step E
1	\$18.59	\$19.53	\$20.49	\$21.53	\$22.60
3	\$19.53	\$20.49	\$21.53	\$22.60	\$23.74
4	\$20.49	\$21.53	\$22.60	\$23.74	\$24.93
5	\$21.53	\$22.60	\$23.74	\$24.93	\$26.19
6	\$22.60	\$23.74	\$24.93	\$26.19	\$27.48
7	\$23.74	\$24.93	\$26.19	\$27.48	\$28.87
8	\$24.93	\$26.19	\$27.48	\$28.87	\$30.30
9	\$26.19	\$27.48	\$28.87	\$30.30	\$31.84
10	\$27.48	\$28.87	\$30.30	\$31.84	\$33.42
11	\$28.87	\$30.30	\$31.84	\$33.42	\$35.10
12	\$30.30	\$31.84	\$33.42	\$35.10	\$36.86
13	\$31.84	\$33.42	\$35.10	\$36.86	\$38.71
14	\$33.42	\$35.10	\$36.86	\$38.71	\$40.63
15	\$35.10	\$36.86	\$38.71	\$40.63	\$42.64
16	\$36.86	\$38.71	\$40.63	\$42.64	\$44.78
17	\$38.71	\$40.63	\$42.64	\$44.78	\$47.04
18	\$40.63	\$42.64	\$44.78	\$47.04	\$49.37
19	\$42.64	\$44.78	\$47.04	\$49.37	\$51.84
20	\$44.78	\$47.04	\$49.37	\$51.84	\$54.44
21	\$47.04	\$49.37	\$51.84	\$54.44	\$59.16
22	\$49.37	\$51.84	\$54.44	\$59.16	\$62.11
23	\$51.84	\$54.44	\$59.16	\$62.11	\$65.22
24	\$54.44	\$59.16	\$62.11	\$65.22	\$68.48
25	\$59.16	\$62.11	\$65.22	\$68.48	\$71.89
26	\$62.11	\$65.22	\$68.48	\$71.89	\$75.50
27	\$65.22	\$68.48	\$71.89	\$75.50	\$79.26
28	\$68.48	\$71.89	\$75.50	\$79.26	\$83.22
29	\$71.89	\$75.50	\$79.26	\$83.22	\$87.41
30	\$75.50	\$79.26	\$83.22	\$87.41	\$91.75
31	\$79.26	\$83.22	\$87.41	\$91.75	\$96.36

Calaveras Public Utility District
Salary Structure
Effective July 1, 2026
3.0%

Range	Step A	Step B	Step C	Step D	Step E
1	\$19.15	\$20.12	\$21.10	\$22.18	\$23.28
3	\$20.12	\$21.10	\$22.18	\$23.28	\$24.45
4	\$21.10	\$22.18	\$23.28	\$24.45	\$25.68
5	\$22.18	\$23.28	\$24.45	\$25.68	\$26.98
6	\$23.28	\$24.45	\$25.68	\$26.98	\$28.30
7	\$24.45	\$25.68	\$26.98	\$28.30	\$29.74
8	\$25.68	\$26.98	\$28.30	\$29.74	\$31.21
9	\$26.98	\$28.30	\$29.74	\$31.21	\$32.80
10	\$28.30	\$29.74	\$31.21	\$32.80	\$34.42
11	\$29.74	\$31.21	\$32.80	\$34.42	\$36.15
12	\$31.21	\$32.80	\$34.42	\$36.15	\$37.97
13	\$32.80	\$34.42	\$36.15	\$37.97	\$39.87
14	\$34.42	\$36.15	\$37.97	\$39.87	\$41.85
15	\$36.15	\$37.97	\$39.87	\$41.85	\$43.92
16	\$37.97	\$39.87	\$41.85	\$43.92	\$46.12
17	\$39.87	\$41.85	\$43.92	\$46.12	\$48.45
18	\$41.85	\$43.92	\$46.12	\$48.45	\$50.85
19	\$43.92	\$46.12	\$48.45	\$50.85	\$53.40
20	\$46.12	\$48.45	\$50.85	\$53.40	\$56.07
21	\$48.45	\$50.85	\$53.40	\$56.07	\$60.93
22	\$50.85	\$53.40	\$56.07	\$60.93	\$63.97
23	\$53.40	\$56.07	\$60.93	\$63.97	\$67.18
24	\$56.07	\$60.93	\$63.97	\$67.18	\$70.53
25	\$60.93	\$63.97	\$67.18	\$70.53	\$74.05
26	\$63.97	\$67.18	\$70.53	\$74.05	\$77.77
27	\$67.18	\$70.53	\$74.05	\$77.77	\$81.64
28	\$70.53	\$74.05	\$77.77	\$81.64	\$85.72
29	\$74.05	\$77.77	\$81.64	\$85.72	\$90.03
30	\$77.77	\$81.64	\$85.72	\$90.03	\$94.50
31	\$81.64	\$85.72	\$90.03	\$94.50	\$99.25

Proof of Publication of

The Calaveras Public Utility District
Public Notice

(2015-5 C.C.P.)

NOTICE OF PUBLIC HEARING The Calaveras Public Utility District will hold a Public Hearing on the 13th of September 2022, at 3:00 p.m. in the District Offices located at 506 W. St. Charles Street, San Andreas, CA 95249 and via Zoom following the instructions on the agenda posted on the District's website. The Board of Directors will receive and consider all comments on the proposed Resolution No 2022-25, Establishing Water Capacity and Connection Fees. The purpose of this Resolution is to update District capacity and connection fees for new construction and connections to District facilities to cover the costs to the District and its ratepayers of such additional demand. The full text of the proposed Resolution 2022-25 is available at the District Offices and on the District website. All written and verbal comments will be received by the Board during the Public Hearing. This Notice shall be published pursuant to the provisions of Section 6066 of the Government Code. Corissa Bear Secretary/Clerk of the Board

This space is for the County Clerk's Filing Stamp

STATE OF CALIFORNIA,

County of Calaveras.

I am a citizen of the United States and a resident of the county aforesaid; I am over the age of eighteen years and not a party to or interested in the above matter. I am the principal clerk of the printer of the Calaveras Enterprise, a newspaper of general circulation, printed weekly, in the City of San Andreas, California, County of Calaveras, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court, of the County of Calaveras, State of California; that the notice of which the annexed is a printed copy (set in type not smaller than nonpareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates; to-wit:

August 18, 25, September 1, 8, 2022

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated the 8th of September, 2022



Signature – Corissa Davidson

CALAVERAS

ENTERPRISE

15 North Main Street

P.O. Box 1197, San Andreas, CA 95249-1197

(209) 754-3861 - FAX (209) 754-1805

PROOF OF PUBLICATION

RESOLUTION 2022-25

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT ESTABLISHING WATER CONNECTION AND CAPACITY FEES

WHEREAS, the Board of Directors of the Calaveras Public Utility District directed staff to conduct an evaluation of the District's current fees for new connections to District facilities to ensure all costs of such additional demand are properly covered and reflected in fees charged by the District; and

WHEREAS, District staff, working with an independent consultant specializing in the calculation and allocation of such utility fees, presented a report to the Board proposing new and updated capacity and connection fees to cover the reasonable cost of service to the District and its ratepayers as a result of new connections and demand on District facilities; and

WHEREAS, the Board of Directors has determined that the adoption of this resolution is in the best interests of the District and its ratepayers, and ensures fairness, transparency and compliance with applicable state law in the calculation of such capacity and connection fees; and

WHEREAS, the District introduced and discussed this Resolution 2022-25 at the regular meeting of the Board of Directors on August 9, 2022; and

WHEREAS, the District caused to be published a Notice of this resolution in a newspaper of general circulation in the District in accordance with Government Code Section 6066 and on the District's website, and held a Public Hearing on September 13, 2022 to consider this Resolution 2022-25, Establishing Water Connection and Capacity Fees.

NOW, THEREFORE, BE IT RESOLVED that the BOARD OF DIRECTORS of the CALAVERAS PUBLIC UTILITY DISTRICT does hereby establish the following fees:

New Development Fee [1]	Schedule of Fees [2]			
		Meter Size		
Connection Fee	<= 1"	1.5"	2"	> 2"
Meter	\$825	\$1,175	\$1,675	actual costs
Installation	\$6,150	\$6,150	\$6,150	actual costs
Total [3], [4]	\$6,975	\$7,325	\$7,825	actual costs
ADU Connection Fee [5]	\$3.67	Per Livable Bldg. Sq. Ft. [6]		
Capacity Fee				
1" and Smaller	\$10,802			
1.5"	\$16,203			
2"	\$23,764			
3"	\$39,966			
4"	\$63,730			
6"	\$123,139			
8"	\$193,350			
ADU Capacity Fee [5]	\$5.69	Per Livable Bldg. Sq. Ft. [6]		

Source: HEC July 2022.

summ

The aforementioned fees shall be adjusted for inflation on July 1 of each year based on the Engineering News Record San Francisco Construction Cost Index March to March.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately upon its adoption.

BE IT FURTHER RESOLVED that this Resolution 2022-25 hereby amends, replaces and supersedes all prior resolutions and District policies regarding the subject matter hereof.

BE IT FURTHER RESOLVED that the foregoing Resolution was passed and adopted by the Board of Directors of the CALAVERAS PUBLIC UTILITY DISTRICT at its Regular Meeting on September 13, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed: _____
J.W. Dell'Orto, President of the Board of Directors

Attest: _____
Carissa Bear, Secretary/Clerk of the Board

HANSFORD

ECONOMIC CONSULTING LLC

Calaveras Public Utility District

Water Capacity and Connection Fees Study

August 1, 2022

FINAL DRAFT

The following report was prepared by Hansford Economic Consulting LLC.

The analyses and findings contained within this report are based on primary data provided by the Calaveras Public Utility District, as well as additional secondary sources of data available as of the date of this report. Updates to information used in this report could change or invalidate the findings contained herein. While it is believed that the primary and secondary sources of information are accurate, this is not guaranteed.

Every reasonable effort has been made in order that the data contained in this study reflect the most accurate and timely information possible. No responsibility is assumed for inaccuracies in reporting by the client, its consultants and representatives, or any other data source used in the preparation of this study. No warranty or representation is made that any of the projected values or results contained in this study will actually be achieved.

Changes in economic and social conditions due to events including, but not limited to, major recessions, droughts, major environmental problems or disasters that would negatively affect operations, expenses and revenues may affect the result of the findings in this study. In addition, other factors not considered in the study may influence actual results.

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Section 1: INTRODUCTION AND SUMMARY OF FINDINGS

1.1 INTRODUCTION

The Calaveras Public Utility District (CPUD or District) provides water service to residents and businesses in the San Andreas, Mokelumne Hill and outlying areas of Calaveras County. The District currently serves a population of about 5,000, and provides service to new development as it occurs. The purpose of this report is to update the District’s schedule of new development water fees.

Currently, the District charges new development water fees comprising two components: (1) a connection fee, and (2) an installation charge. The fees are mostly based on actual costs incurred, as shown in **Table 1** below. The current new development fees were set by the Board of Directors (Board) in September 1989.

Table 1
Current New Development Water Fees

METER SIZE	CONNECTION FEE	INSTALLATION CHARGE [1]
1" or smaller	current meter cost + \$2,650	\$1,250
1.5" & 2"	current meter cost + \$5,300	cost + 15%
>2"	current meter cost + fee determined by Board	cost +15%

Source: CPUD Resolution 89-23.

curr

[1] Where any service line requires installation greater than 10 feet from the distribution line or across/under any road, the installation fee is actual cost plus 15%.

Given that the fees were set more than 30 years ago, it is appropriate to revisit the current schedule of new development fees.

1.2 AUTHORITY TO CHARGE CAPACITY AND CONNECTION FEES

Under the authority of the Mitigation Fee Act (1987), contained in California Government Code Section 66000 et. seq., the District is authorized to collect water capacity and connection fees. When a municipality adopts or updates a capacity or connection fee, it must demonstrate that the fees shall not exceed the estimated reasonable cost of providing the service for which the fee is imposed. Maximum justifiable fees are calculated in this report pursuant to demonstration of the nexus between new development and the increase in demand for the infrastructure that is provided to serve the new development.

Specifically, the District may impose a connection fee pursuant to Government Code Section 66013 (b)(5) for the physical facilities necessary to make a water connection, including, but not limited to,

meters, meter boxes, and pipelines from the structure or project to a water distribution line, that does not exceed the estimated reasonable cost of labor and materials for installation of those facilities.

The District may impose a capacity fee pursuant to Government Code Section 66013(b)(3) for public facilities in existence at the time a charge is imposed or charges for new public facilities to be acquired or constructed in the future that are of proportional benefit to the person or property being charged, including supply or capacity contracts for rights or entitlements, real property interest, and entitlements and other rights of the local agency involving capital expense relating to its use of existing or new public facilities.

The new development fees should be evaluated at least every five years; over time, inflationary adjustments to fees alone may be insufficient as development plans change, anticipated pace of development changes, and infrastructure solutions to water service provision (typically in Water Master Plans) are revised.

1.3 CALCULATED CAPACITY AND CONNECTION FEES

This report updates the District’s current water connection fee, and it calculates a proposed new water capacity fee. The connection and capacity fees include these subcomponents:

Connection Fee	Capacity Fee
Meter Fee	Buy-In Fee
Installation Fee	

For the capacity fee, two fee level options are presented in the report for the Board’s consideration.

Option 1: The first fee level option calculates the fees based on the replacement cost of the District’s water system assets less accumulated depreciation. This option is most commonly used for water asset infrastructure because it accounts for the current costs to replace existing infrastructure.

Option 2: The second option calculates the capacity fees based on the original cost of the assets. Under the original cost approach, the buy-in fee reflects the original investment in existing capacity, paying an amount similar to what the existing customers paid for the capacity (or the remaining value of the original investments). Assets that have in theory exceeded their useful life may still have a value associated with them that new development would pay for a portion of; however, the methodology does not take into account that replacement costs of the assets would be greater than when originally installed. A concern with this approach is that it is impractical because insufficient capital is raised to ensure longevity of the assets.

Table 2 presents the proposed updated connection fees and the proposed new capacity fees under Option 1, which is recommended because it better reflects current costs to replace water system facilities. The fees would be charged according the meter size of the new service, with the

exception of Accessory Dwelling Units (ADUs). Pursuant to State law¹, ADUs must be charged development fees on a per building square foot basis.

Table 2
Proposed New Development Water Fees Schedule

New Development Fee [1]	Schedule of Fees [2]			
	Meter Size			
Connection Fee	<= 1"	1.5"	2"	> 2"
Meter	\$825	\$1,175	\$1,675	actual costs
Installation	\$6,150	\$6,150	\$6,150	actual costs
Total [3], [4]	\$6,975	\$7,325	\$7,825	actual costs
ADU Connection Fee [5]	\$3.67	Per Livable Bldg. Sq. Ft. [6]		
Capacity Fee				
1" and Smaller	\$10,802			
1.5"	\$16,203			
2"	\$23,764			
3"	\$39,966			
4"	\$63,730			
6"	\$123,139			
8"	\$193,350			
ADU Capacity Fee [5]	\$5.69	Per Livable Bldg. Sq. Ft. [6]		

Source: HEC July 2022.

summ

- [1] Both fees proposed under authority of California Government Code 66013.
- [2] The fees in this schedule, including the footnotes, will be adjusted every July 1 by the change in the Engineering News Record San Francisco Constructino Cost Index March to March.
- [3] District may waive a portion (meter or installation fee) of the connection fee, circumstance depending.
- [4] Additional at-cost fees will be charged when the connection is greater than 10 feet from the main, and for other extraordinary circumstances requiring additional work. If repaving of a street is necessary, the minimum fee is \$3,010. If the repave requires more than 4 yards of backfill, a fee of \$115 per yard will be charged. If the repave requires more than 200 square feet of asphalt, the fee will be \$10.25 per square foot.
- [5] Contrary to footnote [3], no portion of the fee is to be waived for an ADU.
- [6] Excludes garage and covered outdoor areas.

As shown in the proposed fee schedule table, it is recommended that the District update the fees annually by a predetermined index. The Engineering News Record San Francisco Construction Cost Index March to March change is recommended for an annual July 1 update. Periodic review of the capacity and connection fees is also recommended whenever estimated costs are revised pursuant

¹ California Assembly Bill 494 and Senate Bill 13.

to an update of the Water Master Plan, or whenever there are changes in the County’s General Plan that would affect projected growth in the District’s service territory.

A comparison of current and proposed fees is provided in **Table 3** for a new single-family home. Currently a new home installing a one-inch water meter would pay a connection fee of \$4,650. Under the proposed new fees, a new home would pay a connection fee of \$6,975 and a capacity fee of \$10,802. The total fees due would increase from \$4,650 to \$17,777.

Table 3
Residential Comparison of Current and Proposed Fees

Item	Connection Fee			Capacity Fee Option 1	TOTAL FEE
	Meter	Installation	Total		
<i>Assumption: New single family home with a 1" meter</i>					
Current [1]	\$3,400	\$1,250	\$4,650	\$0	\$4,650
Proposed [2]	\$825	\$6,150	\$6,975	\$10,802	\$17,777

Source: HEC July 2022.

1" sum

[1] Current cost of a 1" meter and appurtenances is \$825.

[2] Fees calculated using Option 1, RCNLD asset valuation methodology.

Table 4 compares the development fees due for a new commercial building with a two-inch water meter. Under the current fee schedule, the building applicant would pay a connection fee of \$6,975 for the meter plus an installation fee that is actual cost plus 15%. Under the proposed fee schedule option one, the applicant would pay a connection fee of \$7,825 plus a capacity fee of \$23,764, for a total fee of \$31,589.

Table 4
Non-Residential Comparison of Current and Proposed Fees

Item	Connection Fee			Capacity Fee Option 1	TOTAL FEE
	Meter	Installation	Total		
<i>Assumption: New commercial building with a 2" meter</i>					
Current [1]	\$6,975	actual cost + 15%		\$0	
Proposed [2]	\$1,675	\$6,150	\$7,825	\$23,764	\$31,589

Source: HEC July 2022.

non sum

[1] Current cost of a 2" meter and appurtenances is \$1,675.

[2] Fees calculated using Option 1, RCNLD asset valuation methodology.

Section 2: CONNECTION FEES

Under current California Government Code, connection fees are charges imposed by the District to pay for the reasonable cost of providing physical facilities necessary to make a water connection, including, but not limited to meters, meter boxes, and pipelines from the structure or project to a water distribution line that does not exceed the estimated cost of labor and materials for installation of those facilities².

The connection fee is made up of two fee components: (1) the meter fee, which covers the estimated costs of the meter and meter appurtenances, and (2) the installation fee, which covers the estimated costs of labor and equipment to install the facilities.

2.1 METER FEE CALCULATION

The meter fee reflects the most current costs of meters and appurtenances for meters one-inch (and smaller), 1.5-inch, and 2-inch in size. Meters larger than 2-inch should be charged the actual cost of the meter and appurtenances because the costs for these meters are more variable and less predictable. There are many options for type of larger meter size (jet, turbine, propeller and so forth) and different meter types may be necessary for different building types and building locations (including fire protection) needs.

2.2 INSTALLATION FEE CALCULATION

The installation fee is based on the estimated amount of staff time (labor cost) and equipment time (rental cost) needed to install the meter. Staff time is the average hourly cost of labor at the District, including benefits. The District has documented labor and equipment time needed for typical installations, which includes connection up to ten feet from the main. **Table A-1** in Appendix A shows the assumptions used in the calculation to determine the installation cost for a one-inch meter. Labor costs are based on a crew of 3 taking two days to install the service and meter. Installation costs are assumed to be the same for service sizes two-inches and smaller. Costs are less predictable with larger meter sizes; therefore, it is recommended that the actual cost of installation be charged for new larger size meter services.

If a new connection is further than 10 feet from the main, or if any other extraordinary costs are incurred, such as a road crossing, actual costs of installation will be charged. In addition, if the District is required to dig up the street to tap the main or install the service line, a repave fee will be added. The repave fee is based on contractor bids received by the District in July, 2022. Contractor minimum quantities are 4 yards of backfill and 200 square feet of asphalt. If quantities greater than the minimum are necessary, additional fees will apply per yard of backfill and per square foot of asphalt.

² Government Code Section 66013(b)(5).

2.3 TOTAL CALCULATED CONNECTION FEE

The total calculated connection fees are shown in **Table 5**.

Table 5
Calculated Connection Fees

Fee Component	Service Size			
	<= 1"	1.5"	2"	> 2"
Meter Fee				
Meter and Radio	\$415	\$715	\$1,165	actual
Meter Appurtenances	\$410	\$460	\$510	actual
Total Meter Fee (rounded)	\$825	\$1,175	\$1,675	actual costs
Installation Fee				
Labor	\$3,600	\$3,600	\$3,600	actual
Equipment	\$2,550	\$2,550	\$2,550	actual
Extraordinary Costs	> 10ft from main and other circumstances actual cost [1]			
Repaving	minimum plus actual cost - if applicable [2]			
Total Installation Fee (rounded)	\$6,150	\$6,150	\$6,150	actual costs
Total Connection Fee	\$6,975	\$7,325	\$7,825	actual costs
ADU Connection Fee				
Est. ERU Livable Bldg. Sq. Ft.	1,900			
ADU Fee per Bldg. Sq. Ft. [3]	\$3.67			

Source: CPUD and HEC, July 2022.

conn fee

[1] Additional at-cost fee will be charged for extraordinary circumstances such as the connection being greater than 10 feet from the main, a road crossing, pressure reducer installation, and so forth.

[2] If repaving is necessary, the following minimum charge will be incurred:

County fee	\$500	
Backfill fee	\$460	If >4 yards, add'l fee of \$115 per yard
Asphalt fee	\$2,050	If > 200 square feet, add'l fee of \$10.25 per sq. ft.
Total Minimum fee	\$3,010	

[3] Excludes garage and covered outdoor areas.

As already described, the connection fees are calculated for new services with meters 2-inches and smaller. For new services requiring larger meters, the District will charge the actual cost of installation. Note, the District may charge greater fees than established in the fee schedule for meters 2-inches and smaller for extraordinary circumstances (such as a road crossing or a pressure reducer installation) and repaving under which greater than typical service installation costs occur.

The District can charge new ADUs per livable building square foot of the ADU. Attached ADU space can only be charged the fee when it is being built as part of a single family home. Detached ADUs can be charged whenever they are created.

The calculation of the ADU fee is based on the connection fee of \$6,975 for a typical home divided by the typical livable building square feet of homes in the CPUD service territory. The typical size of a home in the CPUD service territory is 1,900 square feet; this size was determined by pulling local real estate data and holding discussions with District staff. **Table A-2** in Appendix A lists recently sold homes in the area built since 2013. The connection fee for an ADU is \$3.67 per livable building square foot.

Section 3: CAPACITY FEES

Capacity fees are charged to pay for current and future District facilities that new water customers will use. Capacity fees pay for major infrastructure such as water supply and development, treatment and distribution facilities. Currently, the District does not charge water capacity fees. The proposed capacity fee would pay for buy-in to existing facilities that the new customer will use.

3.1 FUTURE DEVELOPMENT AND GROWTH ASSUMPTIONS

The first step in determining capacity fees is establishing the current number of water customers, expressed in equivalent residential units (ERUs). Using the current number of customers by meter size and applying AWWA-standard meter ratios, the current number of ERUs is 2,185 (see **Table 6** below).

Table 6
Current Number of ERUs

Meters	Number of Meters	Flow Rate (gpm)	Meter Ratios	Number of ERUs
1" and Smaller	1,966	50	1.0	1,966
1.5"	14	100	2.0	28
2"	31	160	3.2	99
3"	0	300	6.0	0
4"	6	500	10.0	60
6"	0	1,000	20.0	0
8"	1	1,600	32.0	32
TOTAL	2,018			2,185

Source: AWWA M1 meter flow rates and CPUD number of meters. erus

Based on historical growth patterns in the CPUD service territory, it is estimated that 10 ERUs will be added to the customer base each year. Over the next twenty years it is estimated that the District will serve an additional 200 ERUs, as shown in **Table 7** on the next page. With this level of growth, the new ERUs represent 8% of all ERUS by 2040.

Table 7
Twenty-year Projection of ERUs

Fiscal Year Ending	# ERUs	Share of ERUs by 2040
2020	2,185	92%
2040	2,385	
Increase	200	8%

Source: CPUD and HEC 2022. proj

3.2 BUY-IN FEE COSTS

The cost included in the buy-in fee calculation depends on the methodology that is used to determine the value of the District’s current water assets. This report provides two methodologies, a replacement cost less depreciation (RCNLD) methodology, and an original cost methodology. Both methodologies are described in the American Water Works Association M1 Manual, and both are considered to be valid for calculating capacity fees.

Table A-3 in Appendix A provides a list of the CPUD water assets, their original cost, and estimated replacement cost analysis. The first fee level option using the RCNLD methodology calculates the fees based on the estimated current replacement cost of the District’s water system assets less accumulated depreciation. This option is most commonly used for water asset infrastructure because it accounts for the current costs to replace existing infrastructure.

The second option calculates the capacity fees based on the original cost of the assets. Under this option, assets that have in theory exceeded their useful life may still have a value associated with them that new development would pay for a portion of; however, it does not take into account that replacement costs of the assets would be greater than when originally installed. Under the original cost approach, the buy-in fee reflects the original investment in existing capacity, paying an amount similar to what the existing customers paid for the capacity (or the remaining value of the original investments). A concern with this approach is that it is impractical because insufficient capital is raised to ensure longevity of the asset.

Under both options, the cost of any assets funded with grants is removed, and the cost of land (which is not depreciable) is added. In addition, the cost of replacing or rehabilitating and upgrading existing assets that is included in the CIP is excluded at the estimated current cost (option 1) or original cost (option 2). Total cost included in the buy-in fee is \$16.58 million under option 1, and \$11.91 million under option 2.

3.3 CAPACITY FEE CALCULATIONS

The total buy-in costs are divided by the number of estimated ERUs in 2040 to determine the maximum buy-in fee per ERU. An administrative fee of three-percent is added for collection and handling of the fees, public hearing costs, and periodic updates of the fee program.

Under fee level option 1 with the RCNLD methodology, the total capacity fee per ERU is \$10,802. Under fee level option 2 with the original cost methodology, the total capacity fee per ERU is \$8,264. The fee calculations are shown in **Table 8**.

Table 8
Capacity Fee Calculation per ERU

Item	Option 1 (RCNLD)	Option 2 (Original Cost)
Buy-In Fee		
Buy-In of 2021 Assets	\$20,773,939	\$14,898,733
Plus Fiscal Year 2021/22 Improvements	\$4,100,000	\$4,100,000
less grant-funded projects	(\$10,590)	(\$12,439)
Plus Land	\$150,436	\$150,436
Net Buy-In Facilities Cost	\$25,013,786	\$19,136,730
Total ERUs by 2040	2,385	2,385
Total Fee per ERU	\$10,487	\$8,023
Administrative Fee @ 3%	\$315	\$241
Total Water Capacity Fee per ERU	\$10,802	\$8,264

Source: CPUD supporting data and HEC June 2022.

exp costs

The fee per ERU is the fee for a one-inch meter because almost all new residential homes will be required to install a one-inch meter. The fees for all other meter sizes are based on a) maximum flow rates by meter size, and b) estimated installation costs³.

Maximum flow rates are used because a significant portion of a water system's design (supply, treatment and transmission) is related to meeting capacity needs. The ratio at which the meter charge increases is a function of the meter's safe operating capacity as established by the American Water Works Association. For example, a one-inch meter has a maximum flow rate of 50 gallons per minute (gpm) and a two-inch meter has a maximum flow rate of 100 gpm. The flow rate of a two-inch meter is twice that of a one-inch meter therefore the ratio for a two-inch meter is 2.0. Meter ratios based on safe operating capacity were previously shown in **Table 6**.

³ Regionally, the Tuolumne Utilities District also uses this methodology for capacity fee calculations.

Installation costs are also used because they more closely reflect the new customer’s demand on the water system’s distribution facilities, and because for larger meters, the meter capacity may not be a reasonable indicator for the actual demand of the customer. The installation cost meter ratios are shown in **Appendix A Table A-4**. Service installation costs, which are an input to the installation cost meter ratios, are estimated in **Table A-5**.

The meter ratios used to calculate the capacity fee by meter size are an average of the installation cost and meter capacity ratios, shown in **Table 9** below.

Table 9
Determination of Meter Ratios for Capacity Fee

Meter Size	Installation Cost	Meter Capacity	Average
1" and Smaller	1.0	1.0	1.0
1.5"	1.1	2.0	1.5
2"	1.1	3.2	2.2
3"	1.5	6.0	3.7
4"	1.9	10.0	5.9
6"	2.7	20.0	11.4
8"	3.8	32.0	17.9

Source: CPUD and HEC July 2022.

ratios

The calculated capacity fees under each fee level option are shown in **Table 10**. The calculation of the ADU fee is based on the capacity fee for a typical home divided by the typical livable building square feet of homes in the CPUD service territory (1,900 square feet).

Table 10
Calculated Capacity Fees

Item	Option 1 (RCNLD)	Option 2 (Original Cost)
Fee per ERU	\$10,802	\$8,264
Est. ERU Livable Bldg. Sq. Ft.	1,900	1,900
ADU Fee per Bldg. Sq. Ft. [1]	\$5.69	\$4.35
Meter Size		
1" and Smaller	\$10,802	\$8,264
1.5"	\$16,203	\$12,396
2"	\$23,764	\$18,180
3"	\$39,966	\$30,576
4"	\$63,730	\$48,756
6"	\$123,139	\$94,207
8"	\$193,350	\$147,922

Source: HEC June 2022.

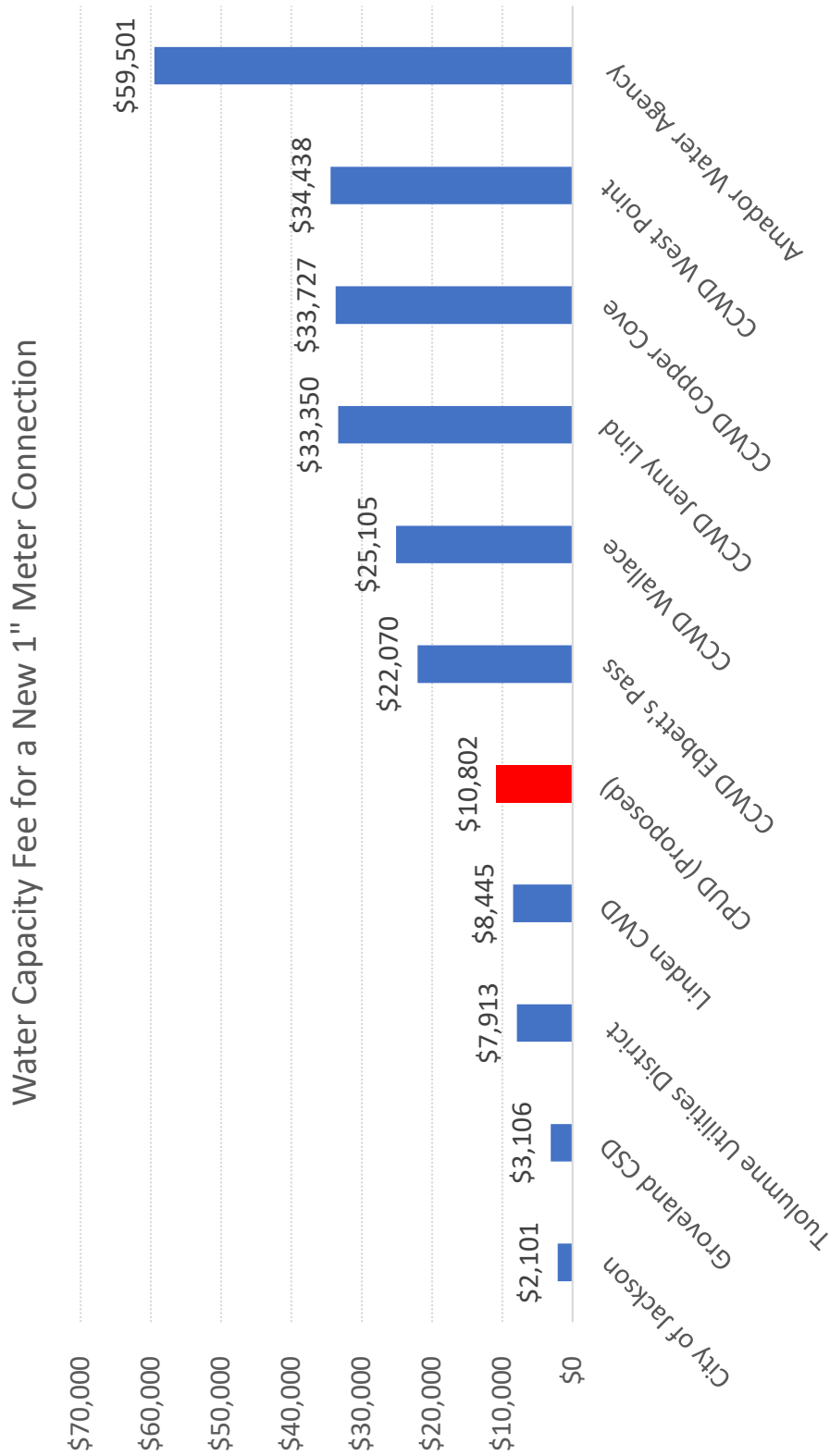
cap calc

[1] Excludes garage and covered outdoor areas.

3.4 REGIONAL FEES COMPARISON

It is common for municipal water providers to charge capacity fees (sometimes also called “participation fees”) to equalize the cost of infrastructure between current and future system users. Other regional municipal water providers charge capacity fees, as shown in **Figure 1** on the next page. The proposed capacity fee for a new ERU is less than that charged by the Calaveras County Water District and the Amador Water Agency which serve the communities surrounding the CPUD service territory.

Figure 1
Comparison of Regional Water Capacity Fees



Section 4: CAPACITY AND CONNECTION FEES ADOPTION AND ADMINISTRATION

4.1 CAPACITY AND CONNECTION FEES ADOPTION

Pursuant to California Government Code 66016, prior to increasing an existing fee or adopting a new fee, an agency must hold at least one open and public meeting. Notice of the time and place of the meeting, including a general explanation of the matter to be considered, and a statement that all supporting studies and information are available to the public, shall be noticed at least 10 days prior to the meeting. Increases to an existing fee or adoption of a new fee may be made by ordinance or resolution.

4.2 FUTURE FEE ADJUSTMENTS AND UPDATES

It is recommended that the District update the Capacity and Connection Fees annually by a predetermined index. The Engineering News Record San Francisco Construction Cost Index March to March change is recommended for an annual July 1 update. Periodic review of the Capacity and Connection Fees is also recommended whenever estimated costs are revised pursuant to an update of the District's Water Master Plan, or whenever there are changes in the County's General Plan that would affect projected growth in the District's service territory.

4.3 MITIGATION FEE ACT COMPLIANCE

For the capacity fees only, the District must deposit fee revenues in a separate capital facilities fund to avoid any comingling with other monies of the District. Any interest income earned must also be deposited into the Water Capacity Fee Fund. In addition, the District must comply with annual and five-year reporting requirements for the Water Capacity Fees Fund.

Within 180 days of the end of a fiscal year, the following is to be furnished for the prior fiscal year:

1. A description of the charges deposited in the fund,
2. The beginning and ending balance of the fund,
3. The amount of the fees collected and interest earned,
4. An identification of each public improvement for which fees were expended and the amount of expenditure for each improvement, including the percentage of the total cost of the improvement that was funded with capacity fees if more than one source of funding was used,
5. An identification of each public improvement on which charges were expended that were completed during the fiscal year, and each improvement anticipated to be undertaken in the following fiscal year, and
6. A description of any interfund transfer or loan made from the Water Capacity Fee Fund, identification of any public improvements on which any transferred monies are, or will be, expended, and a description of repayment terms.

All of the above information may be included in the District's annual financial report.

4.4 CAPACITY FEE CREDITS AND REIMBURSEMENTS

The District may provide fee credits and reimbursements to developers who dedicate land or construct facilities included in the expansion fee portion of the capacity fee with private financing. The credit / reimbursement may only be up to the cost of the improvement, as included in the expansion fee program, or the actual cost paid by the developer, whichever is lower. No credit or reimbursement will be allowed for costs incurred that are higher than estimated in the fee program, and the administrative portion of the fee is excluded from fee credits / reimbursements.

Credits. Once fee credits have been determined, they will be used at the time the respective fees would be due. The use of accumulated fee revenues shall first be used for District-determined priority capital improvement projects, and secondly for repayment of accrued reimbursement to private developers.

Reimbursements. Reimbursements would be due to developers who advance-fund water facilities in excess of their fair share of the facility costs. Developers must enter into a reimbursement agreement with the District to receive reimbursements. Fee credits would be provided up to the fair share cost for the developer, then reimbursements would be due to the developer once revenue collections have been made from other developers. Reimbursement priority is a "first in, first out" system. As money becomes available, the first in would receive reimbursement first. Developers may have to wait some time before their reimbursement is paid in full. Reimbursements are only an obligation of the Water Capacity Fee Fund, not any other District fund.

Fee credits/reimbursements will be adjusted annually by the inflation factor used to adjust the fee.

APPENDIX A

WATER CAPACITY AND CONNECTION FEE STUDY

SUPPORT TABLES

Table A-1
Calaveras Public Utility District Connection Fees Update
Installation Fee Calculations for a One-Inch Meter **DRAFT**

Item	Cost per Hour	Time (Hours)	Total Cost
Labor			
Crew (3 persons)	\$75	16.00	\$3,600
Total Labor			\$3,600
Equipment			
District Truck	\$75	10.00	\$750
Dump Truck	\$150	4.00	\$600
Backhoe	\$150	8.00	\$1,200
Total Equipment			\$2,550
Total Installation Fee			\$6,150

Source: CPUD and HEC July 2022.

install fee

Table A-2 **DRAFT**
Calaveras Public Utility District Connection Fees Update
Homes Recently Sold or For Sale Built Since 2013

Area	Bldg. Sq. Ft.
Mokelumne Hill	1,200
Mokelumne Hill	4,704
Mokelumne Hill	1,205
Mokelumne Hill	1,674
Mokelumne Hill	1,200
Mokelumne Hill	1,330
Mokelumne Hill	2,059
Mokelumne Hill	2,264
Mokelumne Hill	3,172
Mokelumne Hill	2,300
Mokelumne Hill	1,514
Mokelumne Hill	1,200
Mountain Ranch	1,296
Mountain Ranch	1,396
Copperopolis	1,442
Pioneer	1,568
Pine Grove	2,370
Murphys	1,787
Drytown	1,914
Jackson	1,897
Jackson	1,998
Jackson	2,248
Jackson	4,125
Jackson	1,897
Jackson	2,598
San Andreas	1,680
San Andreas	2,786
Median Home Size	1,897

Source: Zillow and Trulia searches, Jan. 7, 2021, sf built
and July 8, 2022.

Table A-3
 Calaveras Public Utility District Connection Fees Update
 CPUD Water Assets and Current Values

DRAFT

Asset Description	Date Acquired	Base Year	Years of Life	Years Deprec.	Remaining Years	ORIGINAL COST		REPLACEMENT COST				
						Original Cost	Replacement Factor	Replacement Cost Est.	Annual Depr.	Accum. Deprec.	Remaining Value	
						2022						
						e	f	$g = e * f$	$h = g / b$	$i = h * c$	$j = g - i$	
BUILDING AND IMPROVEMENT												
506 w. Charles Office	06/30/05	2005	30	17	13	\$297,320	1.89	\$560,505	\$18,683	\$317,619	\$242,885	
New a/c for office	06/30/06	2006	10	16	0	\$13,564	1.82	\$24,635	\$2,463	\$24,635	\$0	
Office Roof Replacement	06/30/18	2018	30	4	26	\$10,250	1.16	\$11,899	\$397	\$1,587	\$10,313	
TOTAL BUILDING AND IMPROVEMENT						\$321,134		\$597,038	\$21,544	\$343,840	\$253,198	
PUMPING PLANT												
Dam	06/30/74	1974	99	48	51	\$1,286,710	5.99	\$7,708,211	\$77,861	\$3,737,314	\$3,970,896	
Pump Station controls	04/30/04	2004	30	18	12	\$13,775	1.96	\$26,955	\$899	\$16,173	\$10,782	
Rebuild So. Fork Pump Station Controls	02/29/12	2012	10	10	0	\$5,165	1.45	\$7,499	\$750	\$7,499	\$0	
Rebuild So. Fork 400 HP GE Solid Shaft Motor	05/31/12	2012	10	10	0	\$7,271	1.45	\$10,558	\$1,056	\$10,558	\$0	
South Fork Pump Station	06/30/20	2020	40	2	38	\$167,810	1.08	\$180,806	\$4,520	\$9,040	\$171,765	
TOTAL PUMPING PLANT						\$1,480,730		\$7,934,028	\$85,085	\$3,780,585	\$4,153,444	
HYDRO PLANT												
Hydro #1	12/31/94	1994	25	28	0	\$16,667	2.84	\$47,357	\$1,894	\$47,357	\$0	
Hydro #2	12/31/94	1994	25	28	0	\$16,667	2.84	\$47,357	\$1,894	\$47,357	\$0	
Hydro #3	12/31/94	1994	25	28	0	\$16,666	2.84	\$47,354	\$1,894	\$47,354	\$0	
80 KW Cummins & GE Zenith Backup Generator (Glencoe)	11/30/11	2011	10	11	0	\$38,616	1.51	\$58,202	\$5,820	\$58,202	\$0	
Pipeline Hydros - Cla Val	06/30/15	2015	10	7	3	\$12,155	1.30	\$15,781	\$1,578	\$11,047	\$4,734	
Schaads Dam Access Road	06/30/19	2019	30	3	27	\$52,746	1.12	\$58,990	\$1,966	\$5,899	\$53,091	
Schaads Underground Irrigation Line	06/30/19	2019	30	3	27	\$52,500	1.12	\$58,715	\$1,957	\$5,872	\$52,844	
Schaads	06/30/20	2020	30	2	28	\$47,139	1.08	\$50,790	\$1,693	\$3,386	\$47,404	
Ponderosa Hydro	06/30/20	2020	30	2	28	\$17,373	1.08	\$18,718	\$624	\$1,248	\$17,470	
TOTAL HYDRO PLANT						\$270,529		\$403,265	\$19,321	\$227,721	\$175,544	
TREATMENT PLANT & TANKS												
Diversion Dam	06/30/74	1974	99	48	51	\$38,505	5.99	\$230,669	\$2,330	\$111,840	\$118,830	
Pumping Plant	06/30/74	1974	40	48	0	\$166,854	5.99	\$999,562	\$24,989	\$999,562	\$0	
Treatment Plant	06/30/74	1974	40	48	0	\$500,564	5.99	\$2,998,698	\$74,967	\$2,998,698	\$0	
Clearwell Tank	06/30/74	1974	60	48	12	\$102,680	5.99	\$615,119	\$10,252	\$492,095	\$123,024	
Mokelumne Hill Reservoir	06/30/74	1974	99	48	51	\$166,855	5.99	\$999,568	\$10,097	\$484,639	\$514,929	
San Andreas Reservoir	06/30/74	1974	99	48	51	\$302,833	5.99	\$1,814,162	\$18,325	\$879,594	\$934,569	
Pump Station Road	06/30/74	1974	33	48	0	\$5,839	5.99	\$34,979	\$1,060	\$34,979	\$0	
Mokelumne Hill Road	06/30/74	1974	33	48	0	\$5,399	5.99	\$32,343	\$980	\$32,343	\$0	
Pump Station B Road	06/30/74	1974	33	48	0	\$5,402	5.99	\$32,361	\$981	\$32,361	\$0	
Other	06/30/93	1993	33	29	4	\$98,115	2.95	\$289,373	\$8,769	\$254,298	\$35,076	
Electric Panel with new switch	06/30/00	2000	10	22	0	\$10,115	2.27	\$22,977	\$2,298	\$22,977	\$0	
Railroad flat water line extension	06/30/02	2002	99	20	79	\$1,559,469	2.11	\$3,287,939	\$33,212	\$664,230	\$2,623,709	
Treatment plant filters	06/30/05	2005	40	17	23	\$286,507	1.89	\$540,119	\$13,503	\$229,551	\$310,569	
Treatment plant pump	06/30/05	2005	40	17	23	\$46,254	1.89	\$87,197	\$2,180	\$37,059	\$50,138	
Backwash Pond Renewal	06/30/14	2014	20	8	12	\$168,213	1.35	\$226,694	\$11,335	\$90,677	\$136,016	
Treatment Plant Valve Project	06/30/14	2014	20	8	12	\$69,302	1.35	\$93,395	\$4,670	\$37,358	\$56,037	
Treatment Plant Improvements	06/30/15	2015	20	7	13	\$157,435	1.30	\$204,401	\$10,220	\$71,540	\$132,861	
Filter Media Replacement	06/30/16	2016	10	6	4	\$274,605	1.25	\$343,473	\$34,347	\$206,084	\$137,389	
Energy Efficient Lighting Upgrade	06/30/16	2016	40	6	34	\$24,574	1.25	\$30,737	\$768	\$4,611	\$26,127	
Water Treatment Plant Backwash Valve	06/30/17	2017	10	5	5	\$5,985	1.20	\$7,212	\$721	\$3,606	\$3,606	
Filter Cla-Val Replacement	06/30/18	2018	5	4	1	\$13,813	1.16	\$16,035	\$3,207	\$12,828	\$3,207	
Treatment Plant HVAC/Lighting Upgrade	06/30/18	2018	15	4	11	\$12,439	1.16	\$14,440	\$963	\$3,851	\$10,590	
Reservoir Diversion Ditch Improvement	06/30/18	2018	3	4	0	\$31,040	1.16	\$36,034	\$12,011	\$36,034	\$0	
Water Treatment Plant On-Site Chlorine Generator	06/30/18	2018	20	4	16	\$292,154	1.16	\$339,157	\$16,958	\$67,831	\$271,326	
Treatment Plant Salt Storage	06/30/19	2019	30	3	27	\$75,806	1.12	\$84,780	\$2,826	\$8,478	\$76,302	
Treatment Plant Compressor	06/30/20	2020	20	2	18	\$7,503	1.08	\$8,085	\$404	\$808	\$7,276	
TOTAL TREATMENT PLANTS AND TANKS						\$4,428,261		\$13,389,512	\$302,372	\$7,817,933	\$5,571,579	

Table A-3
 Calaveras Public Utility District Connection Fees Update
 CPUD Water Assets and Current Values

DRAFT

Asset Description	Date Acquired	Base Year	Years of Life	Years Deprec.	Remaining Years	ORIGINAL COST		REPLACEMENT COST				
						Original Cost	Replacement Factor	Replacement Cost Est.	Annual Depr.	Accum. Deprec.	Remaining Value	
						2022						
						e	f	$g = e * f$	$h = g / b$	$i = h * c$	$j = g - i$	
GENERAL PLANT												
Warehouse Construction	06/30/70	1970	40	52	0	\$5,573	6.95	\$38,757	\$969	\$38,757	\$0	
Dump Truck	06/30/05	2005	15	17	0	\$72,627	1.89	\$136,915	\$9,128	\$136,915	\$0	
TOTAL GENERAL PLANT						\$78,200		\$175,672	\$10,097	\$175,672	\$0	
TRANSMISSION & DISTRIBUTION												
Mokelumne River System	06/30/39	1939	40	83	0	\$20,000	22.10	\$441,988	\$11,050	\$441,988	\$0	
Construction Cost	06/30/40	1940	40	82	0	\$257,215	21.29	\$5,476,200	\$136,905	\$5,476,200	\$0	
Extension Lines	06/30/47	1947	40	75	0	\$5,127	16.40	\$84,075	\$2,102	\$84,075	\$0	
Extension Lines	06/30/48	1948	40	74	0	\$8,683	15.80	\$137,175	\$3,429	\$137,175	\$0	
Extension Lines	06/30/49	1949	40	73	0	\$8,091	15.22	\$123,143	\$3,079	\$123,143	\$0	
San Andreas Line	06/30/52	1952	40	70	0	\$104,025	13.61	\$1,415,639	\$35,391	\$1,415,639	\$0	
Line to cement plant	06/30/53	1953	40	69	0	\$9,317	13.11	\$122,150	\$3,054	\$122,150	\$0	
McCarty Dam Spillway	06/30/54	1954	25	68	0	\$25,689	12.63	\$324,465	\$12,979	\$324,465	\$0	
Highway Realignment	06/30/55	1955	40	67	0	\$16,768	12.17	\$204,035	\$5,101	\$204,035	\$0	
Mainline Extension	06/30/64	1964	40	58	0	\$6,164	8.70	\$53,618	\$1,340	\$53,618	\$0	
Mainline Extension Reimbursement	06/30/68	1968	40	54	0	\$51,073	7.49	\$382,691	\$9,567	\$382,691	\$0	
Mainline Extension Garamendi	06/30/72	1972	40	50	0	\$7,439	6.45	\$48,016	\$1,200	\$48,016	\$0	
Water Lines	06/30/74	1974	75	48	27	\$2,725,934	5.99	\$16,330,080	\$217,734	\$10,451,251	\$5,878,829	
Water Line - Construction	06/30/76	1976	75	46	29	\$9,789	5.56	\$54,427	\$726	\$33,382	\$21,045	
Paloma Water Project	06/30/78	1978	75	44	31	\$537,378	5.16	\$2,773,087	\$36,974	\$1,626,877	\$1,146,209	
Replace Line Material	06/29/83	1983	40	39	1	\$5,290	4.28	\$22,654	\$566	\$22,088	\$566	
Water Meters	03/01/87	1987	30	35	0	\$5,500	3.69	\$20,289	\$676	\$20,289	\$0	
Additions	07/01/89	1989	40	33	7	\$5,465	3.42	\$18,711	\$468	\$15,437	\$3,274	
Additions	07/01/90	1990	40	32	8	\$105,339	3.30	\$347,460	\$8,687	\$277,968	\$69,492	
Additions	07/01/90	1990	40	32	8	\$24,403	3.30	\$80,493	\$2,012	\$64,394	\$16,099	
Additions	07/01/90	1990	40	32	8	\$851,588	3.30	\$2,808,955	\$70,224	\$2,247,164	\$561,791	
Additions	07/01/91	1991	40	31	9	\$40,829	3.18	\$129,744	\$3,244	\$100,551	\$29,192	
Additions	07/01/92	1992	40	30	10	\$138,537	3.06	\$424,118	\$10,603	\$318,088	\$106,029	
Additions	06/30/94	1994	40	28	12	\$49,630	2.84	\$141,017	\$3,525	\$98,712	\$42,305	
Handheld Units, 3	07/31/94	1994	10	28	0	\$5,980	2.84	\$16,991	\$1,699	\$16,991	\$0	
Backhoe	10/31/94	1994	30	28	2	\$57,862	2.84	\$164,407	\$5,480	\$153,446	\$10,960	
Extension Lines	12/31/94	1994	40	28	12	\$6,493	2.84	\$18,449	\$461	\$12,914	\$5,535	
Line Replace Various	01/31/95	1995	10	27	0	\$10,000	2.74	\$27,373	\$2,737	\$27,373	\$0	
Extension Lines	06/30/95	1995	10	27	0	\$15,978	2.74	\$43,737	\$4,374	\$43,737	\$0	
MTR 5/8-3/4 SR DR 10G - Sensus Tech	06/30/96	1996	40	26	14	\$7,398	2.64	\$19,509	\$488	\$12,681	\$6,828	
Misc-Camellia, US Pipe, Super Plumbing	06/30/96	1996	10	26	0	\$7,225	2.64	\$19,053	\$1,905	\$19,053	\$0	
12-C-900 CL 150 Pipe - Westburne Supply	06/30/96	1996	40	26	14	\$21,983	2.64	\$57,972	\$1,449	\$37,682	\$20,290	
Lines Replacement, Various	06/30/97	1997	10	25	0	\$74,300	2.54	\$188,766	\$18,877	\$188,766	\$0	
Hydroelectric Project	06/30/98	1998	40	24	16	\$57,629	2.45	\$141,053	\$3,526	\$84,632	\$56,421	
Line Replacement Supplies	06/30/98	1998	30	24	6	\$28,845	2.45	\$70,599	\$2,353	\$56,480	\$14,120	
Pipe	06/30/98	1998	30	24	6	\$6,492	2.45	\$15,890	\$530	\$12,712	\$3,178	
Pipelines	06/30/99	1999	10	23	0	\$13,065	2.36	\$30,807	\$3,081	\$30,807	\$0	
Pickup, Toyota Tacoma 2000	06/30/00	2000	10	22	0	\$22,618	2.27	\$51,380	\$5,138	\$51,380	\$0	
Lewis Avenue	06/30/00	2000	30	22	8	\$52,792	2.27	\$119,925	\$3,998	\$87,945	\$31,980	
Air Compressor	06/30/00	2000	10	22	0	\$11,895	2.27	\$27,020	\$2,702	\$27,020	\$0	
Misc. Pipeline MTGS	06/30/00	2000	10	22	0	\$1,877	2.27	\$4,264	\$426	\$4,264	\$0	
Welder, Rock Splitter	06/30/00	2000	10	22	0	\$8,365	2.27	\$19,002	\$1,900	\$19,002	\$0	
Gold Strike Road Replacement	06/30/01	2001	40	21	19	\$17,256	2.19	\$37,765	\$944	\$19,826	\$17,938	
County Bond reimbursement	09/30/01	2001	40	21	19	(\$10,000)	2.19	(\$21,885)	(\$547)	(\$11,490)	(\$10,395)	

Table A-3
Calaveras Public Utility District Connection Fees Update
CPUD Water Assets and Current Values

DRAFT

Asset Description	Date Acquired	Base Year	Years of Life	2022			ORIGINAL COST	REPLACEMENT COST				
				Years Deprec.	Remaining Years		Original Cost	Replacement Factor	Replacement Cost Est.	Annual Depr.	Accum. Deprec.	Remaining Value
				$c = 2022 - b$	$d = b - c$	e	3.8% per year					
		a	b				f	$g = e * f$	$h = g / b$	$i = h * c$	$j = g - i$	
Valves	06/30/01	2001	10	21	0	\$6,595	2.19	\$14,433	\$1,443	\$14,433	\$0	
Pipeline from CCWD	06/30/01	2001	40	21	19	\$23,310	2.19	\$51,014	\$1,275	\$26,782	\$24,232	
Pipelines	06/30/01	2001	40	21	19	\$25,337	2.19	\$55,450	\$1,386	\$29,111	\$26,339	
Pickup truck F3504x4	02/28/02	2002	5	20	0	\$30,763	2.11	\$64,861	\$12,972	\$64,861	\$0	
Meters	06/30/02	2002	10	20	0	\$6,618	2.11	\$13,953	\$1,395	\$13,953	\$0	
Whittle pump controls	06/30/03	2003	30	19	11	\$14,820	2.03	\$30,102	\$1,003	\$19,065	\$11,037	
Winebrenner line extention	06/30/04	2004	30	18	12	\$5,708	1.96	\$11,170	\$372	\$6,702	\$4,468	
Fence materials	06/30/04	2004	30	18	12	\$28,068	1.96	\$54,924	\$1,831	\$32,955	\$21,970	
GSH Water system (dev cont)	06/30/05	2005	30	17	13	\$91,085	1.89	\$171,172	\$5,724	\$97,304	\$74,409	
Simpson road extention	06/30/06	2006	30	16	14	\$32,360	1.82	\$58,771	\$1,959	\$31,345	\$27,427	
Toyota Tacoma	06/30/07	2007	5	15	0	\$28,058	1.75	\$49,092	\$9,818	\$49,092	\$0	
Chain link fence-Jack Davis reservoir	06/30/07	2007	30	15	15	\$33,894	1.75	\$59,304	\$1,977	\$29,652	\$29,652	
Major pipeline leak repair	06/30/07	2007	30	15	15	\$111,545	1.75	\$195,169	\$6,506	\$97,584	\$97,584	
Pope & California St. new water line Ph1	06/30/09	2009	30	13	17	\$38,740	1.62	\$62,911	\$2,097	\$27,261	\$35,649	
2009 Toyota Tacoma	06/30/09	2009	5	13	0	\$28,173	1.62	\$45,751	\$9,150	\$45,751	\$0	
Paloma pressure station	06/30/09	2009	30	13	17	\$5,717	1.62	\$9,283	\$309	\$4,023	\$5,261	
Ford Truck	11/23/10	2010	5	12	0	\$34,091	1.56	\$53,335	\$10,667	\$53,335	\$0	
2009 Trail Max Trailer	10/31/10	2010	5	12	0	\$20,533	1.56	\$32,123	\$6,425	\$32,123	\$0	
Pope & California St. new water line Ph1	06/30/10	2010	30	12	18	\$40,756	1.56	\$63,762	\$2,125	\$25,505	\$38,257	
Pope & California St. new water line Ph2	10/31/11	2011	30	11	19	\$37,504	1.51	\$56,527	\$1,884	\$20,726	\$35,800	
Blastronix Upgrade	11/30/11	2011	5	11	0	\$5,145	1.51	\$7,754	\$1,551	\$7,754	\$0	
Lafayette Line Replacement	07/31/11	2011	40	11	29	\$94,301	1.51	\$142,131	\$3,553	\$99,086	\$103,045	
Foothills Terrace Water System	06/30/12	2012	40	10	30	\$36,950	1.45	\$53,652	\$1,341	\$13,413	\$40,239	
Ridge Road	06/30/13	2013	40	9	31	\$93,442	1.40	\$130,713	\$3,268	\$29,410	\$101,303	
18" Main	06/30/13	2013	40	9	31	\$37,041	1.40	\$51,816	\$1,295	\$11,659	\$40,157	
Cemetery Lane	06/30/13	2013	40	9	31	\$19,617	1.40	\$27,442	\$686	\$6,174	\$21,267	
Mokelumne Hill Tank Fence	06/30/13	2013	8	9	0	\$7,316	1.40	\$10,234	\$1,279	\$10,234	\$0	
Dozer Retrofit	06/30/13	2013	5	9	0	\$21,224	1.40	\$29,690	\$5,938	\$29,690	\$0	
Warehouse Paving	06/30/13	2013	10	9	1	\$13,350	1.40	\$18,675	\$1,867	\$16,807	\$1,867	
506 St. Charles Line Replacement	06/30/13	2013	40	9	31	\$20,765	1.40	\$29,048	\$726	\$6,536	\$22,512	
Hildebrandt Line Replacement	06/30/14	2014	40	8	32	\$69,704	1.35	\$93,938	\$2,348	\$18,788	\$75,150	
SCADA System Upgrade (Eurotherm)	06/30/15	2015	10	7	3	\$11,485	1.30	\$14,911	\$1,491	\$10,438	\$4,473	
SF Pump Station Motor and Flow Meter	06/30/15	2015	10	7	3	\$18,204	1.30	\$23,634	\$2,363	\$16,544	\$7,090	
Zimmerman & Happy Valley Line Replacement Project	06/30/15	2015	40	7	33	\$32,789	1.30	\$42,571	\$1,064	\$7,450	\$35,121	
S. Main Line Replacement Project	06/30/16	2016	40	6	34	\$205,527	1.25	\$257,071	\$6,427	\$38,561	\$218,511	
S. Main (Leger) Moke Hill Line Replacement	06/30/17	2017	40	5	35	\$69,415	1.20	\$83,644	\$2,091	\$10,456	\$73,189	
Pope/Hildebrandt Fill Station	06/30/17	2017	20	5	15	\$45,148	1.20	\$54,403	\$2,720	\$13,601	\$40,802	
Railroad Flat Fill Station	06/30/17	2017	20	5	15	\$43,726	1.20	\$52,690	\$2,634	\$13,172	\$39,517	
Mokelumne Hill Fill Station	06/30/17	2017	20	5	15	\$52,941	1.20	\$63,794	\$3,190	\$15,948	\$47,845	
2016 Ford F-350 1FD8X3B6XGED28505	06/30/17	2017	10	5	5	\$48,212	1.20	\$58,095	\$5,810	\$29,048	\$29,048	
Oak Street Line Replacement	06/30/17	2017	40	5	35	\$50,656	1.20	\$61,041	\$1,526	\$7,630	\$53,411	
High School Street Line Replacement	06/30/17	2017	40	5	35	\$78,489	1.20	\$94,579	\$2,364	\$11,822	\$82,757	
Main Control Valve Road Improvements	06/30/17	2017	15	5	10	\$31,454	1.20	\$37,902	\$2,527	\$12,634	\$25,268	
Marler Line Replacement	06/30/17	2017	40	5	35	\$53,471	1.20	\$64,432	\$1,611	\$8,054	\$56,378	
Paloma Fill Station	06/30/18	2018	20	4	16	\$34,379	1.16	\$39,910	\$1,996	\$7,982	\$31,928	
George Reed Fill Station	06/30/18	2018	20	4	16	\$34,379	1.16	\$39,910	\$1,996	\$7,982	\$31,928	
2018 Ford F-350	06/30/18	2018	10	4	6	\$31,783	1.16	\$36,896	\$3,690	\$14,758	\$22,138	
Ponderosa Meter Upgrade	06/30/18	2018	20	4	16	\$24,009	1.16	\$27,872	\$1,394	\$5,574	\$22,297	
Sunset Line Replacement Project	06/30/18	2018	40	4	36	\$402,327	1.16	\$467,055	\$11,676	\$46,706	\$420,350	
Pixley Ave Line Replacement Project	06/30/19	2019	40	3	37	\$219,096	1.12	\$245,034	\$6,126	\$18,378	\$226,656	
Court Line Replacement Project	06/30/19	2019	40	3	37	\$16,974	1.12	\$18,984	\$475	\$1,424	\$17,560	
FLEXUS F601 Portable Ultrasonic Flowmeter	06/30/19	2019	10	3	7	\$11,906	1.12	\$13,316	\$1,332	\$3,995	\$9,321	
SCADA System Upgrade	06/30/20	2020	10	2	8	\$273,668	1.08	\$294,862	\$29,486	\$58,972	\$235,890	
2020 Ford F150 XL (VIN 1FTEX1EP5LKD19366)	06/30/20	2020	5	2	3	\$29,985	1.08	\$32,307	\$6,461	\$12,923	\$19,384	
TOTAL TRANSMISSION AND DISTRIBUTION						\$8,319,879		\$36,889,958	\$846,781	\$26,269,782	\$10,620,175	
GRAND TOTAL CPUD ASSETS						\$14,898,733		\$59,389,473	\$1,285,201	\$38,615,534	\$20,773,939	

Source: CPUD Depreciation schedule.

[1] Adjusted by the average annual rate of inflation in California since 1955.

Table A-4
Calaveras Public Utility District Connection Fees Update

Installation Cost Meter Ratios

DRAFT

Meter Size	Estimated Costs by Meter Size			Installation Cost Meter Ratio
	Meter [1]	Install	Total	
1" and Smaller	\$825	\$6,150	\$6,975	1.00
1.5"	\$1,175	\$6,150	\$7,325	1.05
2"	\$1,675	\$6,150	\$7,825	1.12
3"	\$2,000	\$8,330	\$10,330	1.48
4"	\$4,800	\$8,330	\$13,130	1.88
6"	\$8,400	\$10,500	\$18,900	2.71
8"	\$13,500	\$12,680	\$26,180	3.75

Source: HEC 2022.

install ratio

[1] Costs for meter smaller than 3" based on CPUD data and costs for meters 3" and larger based on data from comparison communities.

Table A-5
Calaveras Public Utility District Connection Fees Update

Service Installation Cost Estimates

DRAFT

Labor and Equipment	Meter Size						
	1 or Smaller	1.5	2	3	4	6	8
LABOR							
Hours by Position							
Crew 1	16.00	16.00	16.00	20.00	20.00	24.00	28.00
Crew 2	16.00	16.00	16.00	20.00	20.00	24.00	28.00
Crew 3	16.00	16.00	16.00	20.00	20.00	24.00	28.00
Cost by Position							
Crew 1	\$1,200	\$1,200	\$1,200	\$1,500	\$1,500	\$1,800	\$2,100
Crew 2	\$1,200	\$1,200	\$1,200	\$1,500	\$1,500	\$1,800	\$2,100
Crew 3	\$1,200	\$1,200	\$1,200	\$1,500	\$1,500	\$1,800	\$2,100
Total Labor	\$3,600	\$3,600	\$3,600	\$4,500	\$4,500	\$5,400	\$6,300
Equipment							
Hours per Equipment Type							
District Truck	10.00	10.00	10.00	15.00	15.00	20.00	25.00
Dump Truck	4.00	4.00	4.00	6.00	6.00	8.00	10.00
Backhoe	8.00	8.00	8.00	12.00	12.00	16.00	20.00
Cost by Equipment							
District Truck	\$750	\$750	\$750	\$1,125	\$1,125	\$1,500	\$1,875
Dump Truck	\$600	\$600	\$600	\$900	\$900	\$1,200	\$1,500
Backhoe	\$1,200	\$1,200	\$1,200	\$1,800	\$1,800	\$2,400	\$3,000
Total Equipment	\$2,550	\$2,550	\$2,550	\$3,830	\$3,830	\$5,100	\$6,380
TOTAL	\$6,150	\$6,150	\$6,150	\$8,330	\$8,330	\$10,500	\$12,680

Source: CPUD and HEC July 2022.

all sizes

CALAVERAS PUBLIC UTILITY DISTRICT

MEMORANDUM

September 2, 2022

TO: BOARD OF DIRECTORS

FROM: TRAVIS SMALL, GENERAL MANAGER

SUBJECT: FISCAL YEAR 2021/2022 AUDIT and FINANCIAL STATEMENTS

Summary:

The district has received an audit engagement letter from Larry Bain, CPA. The Audit is expected to start around October 26, 2022 and the Annual Financial Report will be completed no later than January 15, 2023.

Financial Impact:

The cost of the audit is not to exceed \$9,800 and will be charged to GL Account 5560 (Financial Consultants).

Recommendation:

Approve the engagement letter for Larry Bain, CPA in an amount not to exceed \$9,800 to conduct the annual audit and prepare the Annual Financial Statements for the Calaveras Public Utility District.

Respectfully Submitted,

Travis Small

General Manager

Attachments:

Larry Bain, CPA – Audit Engagement Letter

LARRY BAIN, CPA
PUBLIC ACCOUNTANTS
AN ACCOUNTING CORPORATION
PROGRAM

MEMBER OF AMERICAN INSTITUTE OF CERTIFIED

MEMBER OF AICPA PEER REVIEW

2148 Frascati Drive, El Dorado Hills, CA 95762 / 916.601-8894

lpbain@sbcglobal.net

August 17, 2022

Management and Board of Directors
Calaveras Public Utility District
P.O. 666
San Andreas, CA

We are pleased to confirm our understanding of the services we are to provide Calaveras Public Utility District for the year ended June 30, 2022.

Audit Scope and Objectives

We will audit the financial statements of the business-type activities, and the fiduciary fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Calaveras Public Utility District as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Calaveras Public Utility District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

- 1) Schedule of the district's proportionate share of the net pension liability
- 2) Schedule of the district pension contributions
- 3) OPEB trend information
- 4) Lease trend information

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Calaveras Public Utility District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of Calaveras Public Utility District in conformity with accounting principles generally accepted in the United States of America based on information provided by you. We will also assist with preparing the State Controller Financial Transaction Report based on information provided by you.

We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement is the property of Larry Bain, CPA, An Accounting Corporation and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State Controller's Office or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Larry Bain, CPA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to State Controller's Office or its designee. The State Controller or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Larry Bain, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit on October 26, 2022, and to issue our report no later than January 15, 2022.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$9,800. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 45 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of Calaveras Public Utility District's financial statements. Our report will be addressed to management and those charged with governance of Calaveras Public Utility District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Calaveras Public Utility District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,

Larry Bain, CPA
An Accounting Corporation

RESPONSE:

This letter correctly sets forth the understanding of Calaveras Public Utility District.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

CALAVERAS PUBLIC UTILITY DISTRICT

MEMORANDUM

September 7, 2022

TO: BOARD OF DIRECTORS

FROM: TRAVIS SMALL, GENERAL MANAGER

SUBJECT: FISCAL YEAR 2021/2022 Budget Review and Budget Amendments

Summary:

In January 2022, the Board of Directors adopted the Fiscal Year 2021/2022 District's operational budget and capital outlay. When creating a budget, staff uses their best judgement to determine the amounts needed in each expenditure category to perform their duties. Sometimes these estimates can be higher than actual expenditures and sometimes they are lower which leads to a category being underfunded, when this happens, we need to adjust category balances through a budget amendment.

Financial Impact:

The overall budgeted amount is not increased by budget amendments. Only individual categories get impacted.

Recommendation:

Budget Amendment to bring in balance the following categories:

1. Increase the budget to Operating Expenses to \$770,890.43
 - a. The Budget Amendment Spreadsheet shows the breakdown of increases/decreases to each item located within the Operating Expenses.
2. Decrease the budget to Administration Expenses to \$493,269.91
 - a. The Budget Amendment Spreadsheet shows the breakdown of increases/decreases to each item located within the Administration Expenses.

Respectfully Submitted,

Travis Small

General Manager

Calaveras Public Utility District

Year End Budget Summary Fiscal Year 2021/2021

Prepared September 7, 2022

Revenue Budget/Actual by Category

	<u>Actual</u>	<u>Budget</u>	<u>Over/-Under)</u>
Operating Income			
Water Sales	2,256,591.83	2,326,132.17	-69,540.34
Fees	67,117.30	36,138.22	30,979.08
Other Operating Income	290.00	5,000.00	-4,710.00
Operating Income Subtotal	<u>2,323,999.13</u>	<u>2,367,270.39</u>	<u>-43,271.26</u>
Non-Operating Income			0.00
Hydro Revenue	92,607.71	61,486.79	31,120.92
Taxes	129,505.65	120,000.00	9,505.65
Interest (Investments)	17,054.46	18,000.00	-945.54
Cell Tower Leases	31,450.00	29,000.00	2,450.00
MHSD Revenue	10,859.36	10,000.00	859.36
Grant Revenue	10,000.00	0.00	10,000.00
Non-Operating Revenue	<u>291,477.18</u>	<u>238,486.79</u>	<u>52,990.39</u>
Total Revenue	<u><u>2,615,476.31</u></u>	<u><u>2,605,757.18</u></u>	<u><u>9,719.13</u></u>
Total Revenue	2,615,476.31	2,605,757.18	
Salaries and Wages	1,310,232.96	1,318,080.77	
Operating Expenses	759,687.19	744,762.11	
Administration Expenses	394,014.46	519,398.23	
Operating Income	<u>151,541.70</u>	<u>23,516.07</u>	
Less Debt Payments	<u>132,964.08</u>	<u>132,964.08</u>	
Income After Debt	<u>18,577.62</u>	<u>-109,448.01</u>	

Calaveras Public Utility District

Year End Budget Summary Fiscal Year 2021/2021

Prepared September 7, 2022

Before Budget Amendments

Expenses Budget/Actual by Category

	<u>Actual</u>	<u>Budget</u>	<u>Over/-Under)</u>
Employee Expenses			
Salaries and Wages	758,753.51	766,521.53	-7,768.02
Benefits and Taxes	551,479.45	551,559.24	-79.79
Salaries and Benefits	<u>1,310,232.96</u>	<u>1,318,080.77</u>	<u>-7,847.81</u>
Operating Expenses			
Hydro Expenses	13,790.80	19,943.99	-6,153.19
Utilities Pumping Expense	142,054.89	154,253.14	-12,198.25
Materials and Supplies	153,297.30	183,457.26	-30,159.96
Fees and Permits	85,513.66	64,353.31	21,160.35
Insurance	46,074.63	53,756.57	-7,681.94
Contract Services	144,004.51	101,375.67	42,628.84
Safety and Education	7,509.35	9,390.43	-1,881.08
Engineering Expense	74,104.52	87,244.09	-13,139.57
Maintenance and Repair	59,241.72	43,728.93	15,512.79
Misc. Utilities Expense	32,597.95	26,261.56	6,336.39
Taxes	1,497.86	997.16	500.70
Operating Expenses	<u>759,687.19</u>	<u>744,762.11</u>	<u>14,925.08</u>
Administration Expenses			
Materials and Supplies	52,256.57	38,065.63	14,190.94
Office Utilities	15,604.54	10,525.35	5,079.19
Postage	10,990.52	8,751.44	2,239.08
Subscriptions and Dues	65,779.88	42,545.40	23,234.48
Director Fees	4,758.19	4,631.84	126.35
Engineering - Admin	59,098.39	162,332.95	-103,234.56
Legal	69,222.50	97,546.25	-28,323.75
Contract Services	116,303.87	154,999.37	-38,695.50
Administration Expenses	<u>394,014.46</u>	<u>519,398.23</u>	<u>-125,383.77</u>
Total Operating and Admin Expenses	<u>2,463,934.61</u>	<u>2,582,241.11</u>	<u>-118,306.50</u>
Debt Service Payments			
Loan Payments	132,964.08	132,964.08	0.00
Capital Outlay			
Capital Expenditures	1,528,119.61	4,107,837.43	-2,579,717.82
Debt and Capital Expense	<u>1,661,083.69</u>	<u>4,240,801.51</u>	<u>-2,579,717.82</u>
Total Expenses	<u>4,125,018.30</u>	<u>6,823,042.62</u>	

Calaveras Public Utility District

Year End Budget Summary Fiscal Year 2021/2021

Prepared September 7, 2022

After Budget Amendments

Expenses Budget/Actual by Category

	<u>Actual</u>	<u>Budget</u>	<u>Over/-Under)</u>
Employee Expenses			
Salaries and Wages	758,753.51	766,521.53	-7,768.02
Benefits and Taxes	551,479.45	551,559.24	-79.79
Salaries and Benefits	<u>1,310,232.96</u>	<u>1,318,080.77</u>	<u>-7,847.81</u>
Operating Expenses			
Hydro Expenses	13,790.80	14,000.00	-209.20
Utilities Pumping Expense	142,054.89	145,000.00	-2,945.11
Materials and Supplies	153,297.30	155,000.00	-1,702.70
Fees and Permits	85,513.66	86,000.00	-486.34
Insurance	46,074.63	47,000.00	-925.37
Contract Services	144,004.51	145,000.00	-995.49
Safety and Education	7,509.35	9,390.43	-1,881.08
Engineering Expense	74,104.52	75,000.00	-895.48
Maintenance and Repair	59,241.72	60,000.00	-758.28
Misc. Utilities Expense	32,597.95	33,000.00	-402.05
Taxes	1,497.86	1,500.00	-2.14
Operating Expenses	<u>759,687.19</u>	<u>770,890.43</u>	<u>-11,203.24</u>
Administration Expenses			
Materials and Supplies	52,256.57	53,000.00	-743.43
Office Utilities	15,604.54	16,000.00	-395.46
Postage	10,990.52	11,000.00	-9.48
Subscriptions and Dues	65,779.88	66,000.00	-220.12
Director Fees	4,758.19	4,800.00	-41.81
Engineering - Admin	59,098.39	89,924.29	-30,825.90
Legal	69,222.50	97,546.25	-28,323.75
Contract Services	116,303.87	154,999.37	-38,695.50
Administration Expenses	<u>394,014.46</u>	<u>493,269.91</u>	<u>-99,255.45</u>
Total Operating and Admin Expenses	<u>2,463,934.61</u>	<u>2,582,241.11</u>	<u>-118,306.50</u>
Debt Service Payments			
Loan Payments	132,964.08	132,964.08	0.00
Capital Outlay			
Capital Expenditures	1,528,119.61	4,107,837.43	-2,579,717.82
Debt and Capital Expense	<u>1,661,083.69</u>	<u>4,240,801.51</u>	<u>-2,579,717.82</u>
Total Expenses	<u>4,125,018.30</u>	<u>6,823,042.62</u>	

**Calaveras Public Utility District
Capital Outlay Fiscal Year 2021/2022**

<u>Water Treatment Improvements</u> Clearwell Project	Acutal Expenditure	Budgeted
Environmental	\$ -	\$ 26,536.12
Design (Eng., Geotech, Survey, SCADA/ELEC)	\$ 55,108.50	\$ 243,184.54
Phase 1 - Construction	\$ 365,553.35	\$ 381,853.00
Phase 1 - Construction Management	\$ 97,690.67	\$ 83,066.52
Phase 2 - Construction	\$ 650,733.77	\$ 2,018,680.00
Phase 2 - SCADA Integration (TSI Inc)	\$ -	\$ 125,100.00
Phase 2 - Construction Management	\$ 75,366.22	\$ 502,025.00
Phase 2 - 5% Unforeseen Contingency	\$ 9,456.75	\$ 132,290.25
Total Water Treatment Plant Improvements	\$ 1,253,909.26	\$ 3,512,735.43
 <u>Equipment/Vehicles</u>		
New Equipment: Hydrovac Trailer	\$ 67,691.21	\$ 75,000.00
Replacement Vehicle: Replace Truck 001 with 16000-25999 GVW Truck - Utility or 2 yrd Dump Bed	\$ 88,689.00	\$ 90,000.00
Total Equipment/Vehicles	\$ 156,380.21	\$ 165,000.00
 <u>Software</u>		
CUSI - New Billing and Customer Information Software	\$ 26,102.00	\$ 26,102.00
Meter Reading		
Software/Devices Needs to be completed when CUSI is integrated	\$ -	\$ 25,000.00
Total Software	\$ 26,102.00	\$ 51,102.00
 <u>Building Improvements</u>		
Office Furniture	\$ 46,021.26	\$ 45,000.00
Business Server	\$ 24,000.00	\$ 24,000.00
Board Room Improvements	\$ 10,000.00	\$ 10,000.00
Total Office Improvements	\$ 80,021.26	\$ 79,000.00
 <u>Water Distribution Improvements</u>		
Rich Gulch Transmission Main Replacement - Design	\$ 11,706.88	\$ 50,000.00
Unforeseen Transmission and Distribution Projects		\$ 250,000.00
Total Water Distribution Improvements	\$ 11,706.88	\$ 300,000.00
Total Capital Overlay	\$ 1,528,119.61	\$ 4,107,837.43

CALAVERAS PUBLIC UTILITY DISTRICT

MEMORANDUM

September 2, 2022

TO: BOARD OF DIRECTORS

FROM: TRAVIS SMALL, GENERAL MANAGER

SUBJECT: Fiscal Year 21/22 Investments Report

Below is a list of District Investments at the end of Fiscal Year 2021/2022:

- Local Agency Investment Fund - \$ 2,639,880.37
- El Dorado Savings 1144 - \$ 285,986.80
- El Dorado Savings 1101- \$ 296,524.63
- UBS Financial Services - \$ 756,952.55

Total Investments as of 06/30/2022 \$ 3,979,344.35

Respectfully Submitted,

Travis Small

General Manager

Attachments:

Local Agency Investment Fund – July 2022 Statement

El Dorado Savings Bank 1144 – June 30, 2022 Statement

El Dorado Savings Bank 1101 – June 30, 2022 Statement

UBS Summary Email – June 30, 2022 CD Balances

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

September 02, 2022

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

CALAVERAS PUBLIC UTILITY DISTRICT

MANAGER
P.O. BOX 666
SAN ANDREAS, CA 95249

[Tran Type Definitions](#)

Account Number: 85-05-001

July 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/15/2022	7/15/2022	QRD	1709147	N/A	SYSTEM	5,244.80

Account Summary

Total Deposit:	5,244.80	Beginning Balance:	2,639,880.37
Total Withdrawal:	0.00	Ending Balance:	2,645,125.17



EL DORADO SAVINGS BANK

CALAVERAS PUBLIC UTILITY DISTRICT
PO BOX 666
SAN ANDREAS CA 95249-0666

Last statement: March 31, 2022
This statement: June 30, 2022
Total days in statement period: 91

Page 1 of 1
0003701144
(0)

Direct inquiries to:
1-800-874-9779

El Dorado Savings Bank
4040 El Dorado Road
Placerville, CA 95667

THANK YOU FOR BANKING WITH US!

Certificate Of Deposit

Account number	0003701144
Total principal	\$285,134.36
Total current balance	\$285,986.80
Total interest year to date	\$1,492.66

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance
03-31	Beginning balance			\$285,274.97
04-30	Interest Credit	234.48		285,509.45
05-31	Interest Credit	242.48		285,751.93
06-30	Interest Credit	234.87		285,986.80
06-30	Ending totals	711.83	.00	\$285,986.80

Thank you for banking with El Dorado Savings Bank



EL DORADO SAVINGS BANK

Last statement: March 30, 2022
This statement: June 30, 2022
Total days in statement period: 92

CALAVERAS PUBLIC UTILITY DISTRICT
DONNA M LEATHERMAN
PO BOX 666
SAN ANDREAS CA 95249-0666

Page 1 of 1
0003701101
(0)

Direct inquiries to:
1-800-874-9779

El Dorado Savings Bank
4040 El Dorado Road
Placerville, CA 95667

THANK YOU FOR BANKING WITH US!

Certificate Of Deposit

Account number	0003701101
Total principal	\$293,679.89
Total current balance	\$296,524.63
Total interest year to date	\$1,466.20

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance
03-30	Beginning balance			\$295,535.57
03-31	Interest Credit	251.00		295,786.57
04-30	Interest Credit	243.11		296,029.68
05-31	Interest Credit	251.43		296,281.11
06-30	Interest Credit	243.52		296,524.63
06-30	Ending totals	989.06	.00	\$296,524.63

Thank you for banking with El Dorado Savings Bank

Travis Small

From: Ebert, Richard <richard.ebert@ubs.com>
Sent: Wednesday, July 6, 2022 11:23 AM
To: Travis Small
Subject: summary of account holdings and interest payments for quarter ending 06/30/22

From: Ebert, Richard
Sent: Tuesday, April 5, 2022 9:43 AM
To: Travis Small <travis.small@cpud.org>
Subject: summary of account holdings and interest payments for quarter ending 3/31/22

Hi Travis,

This is the summary for the past quarter, ending 6/30/22. Accuracy is not guaranteed.

We have had two maturities; \$200,000 Comenity Bank 2.40% and \$50,000 Goldman Sachs Bank 2.35%. We bought \$245,000 First Highland Bank 2.10% with a maturity of 12/29/22. Calaveras Public Utilities District's investment account with UBS consists of four securities; \$245,000 First Highland Bank FDIC insured CD with a maturity date of 12/29/22 at an interest rate of 2.10%, interest paid semi-annually; \$195,000 Goldman Sachs FDIC insured CD with a maturity of 2/28/23 at an interest rate of 2.80%, interest paid semi-annually; \$100,000 Sallie Mae Bank FDIC insured CD with a maturity of 2/28/23 at an interest rate of 2.80%, interest paid semi-annually; and \$200,000 BMO Harris Bank with a maturity of 3/18/26 at an interest rate of 0.80%, interest paid quarterly.

In 2nd quarter of 2022 interest paid for \$50,000 Goldman Sachs Bank CD was \$585.39
In 2nd quarter of 2022 interest paid for Comenity Bank CD was \$1,446.57
In 2nd quarter of 2022 interest paid for Sallie Mae Bank was \$0
In 2nd quarter of 2022 interest paid for \$195,000 Goldman Sachs Bank CD was \$0
In 2nd quarter of 2022 interest paid for \$200,000 BMO Harris Bank was \$403.29
In 2nd quarter of 2022 money market interest paid was \$1.49

Throughout the year your account value will vary slightly from month to month depending upon interest that has accrued in a CDs but has not yet paid, interest that has paid into your account and has not yet been sent to you, and the value of the CDs which will vary somewhat as interest rates move up or down. The value of the CDs will increase a little if rates fall and will decrease a little if rates rise, but these changes in price are not of consequence because the District will receive the full value at maturity. The fluctuations in price would be of consequence only if the CDs were sold prior to maturity.

On March 31, 2022, the total value of the account was \$761,730.65. This is the sum of \$736,693.65 value of our five CDs, plus \$17,845.71 cash in the account at end of 2021, plus \$5,742.64 interest paid into the account, plus \$1,448.65 accrued interest not yet paid into the account.

On June 30,2022, the total value of the account was \$756,952.55. This is the sum of \$723,086.15 value of our four CDs plus \$31,038.85 cash in the account, plus \$2,827.55 accrued interest and not yet paid int the account.

Let me know if you have any questions or comments or if I can provide any additional information.

Dick



Richard "Dick" Ebert
First Vice President-Wealth Management, USA

UBS Financial Services, Inc.
1780 Hughes Landing Blvd
3 Hughes Landing, Suite 200
The Woodlands, Texas 77380

800-522-6222 toll free
281-362-6340 direct

The information contained herein was obtained from sources we believe to be reliable, however its accuracy is not guaranteed.

Fixed Income products may be subject to changes in price, call, and availability. Yields may fluctuate if sold prior to maturity.

CALAVERAS PUBLIC UTILITY DISTRICT		ORDER NO. 2
CONTRACT CHANGE ORDER		DATE: September 2, 2022
		STATE: CALIFORNIA
Contract for: Clearwell Tank Project Phase II		COUNTY: CALAVERAS
Owner: CALAVERAS PUBLIC UTILITY DISTRICT		
To: FARR CONSTRUCTION CORPORATION dba RESOURCE DEVELOPMENT COMPANY (Contractor)		
<i>You are hereby requested to comply with the following changes from the contract plans and specifications:</i>		
Description of Changes <i>(Supplemental Plans and Specifications Attached)</i>	DECREASE in Contract Price	INCREASE in Contract Price
1. PCO/RFP #004 - Post Clearwell Meter Set		\$39,000.00
Subtotal	\$0.00	\$39,000.00
NET CHANGE IN CONTRACT PRICE		\$39,000.00
JUSTIFICATION: 1. Per District request, a new Post Clearwell Meter Set will be installed to allow the District to measure combined flow leaving the WTP Clearwells.		

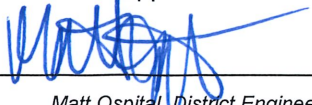
The amount of the original Contract and all Previous Change Orders: **\$2,039,630.00**

The amount of the Contract will be **Increased** by the Sum of : **\$39,000.00**

The Contract Price Including this and previous Change Orders will be: **\$2,078,630.00**

The Contract Period Provided for Completion will be **Increased 0 work days**.

This document will become a supplement to the contract and all provisions will apply hereto.

Recommended  9/2/22
Matt Ospital, District Engineer *(Date)*

Accepted _____
Farr Construction Corporation dba Resource Development Company *(Date)*

Approved _____
Travis Small, CPUD General Manager *(Date)*



RESOURCE DEVELOPMENT COMPANY

PCO #004 R2– Post Clearwell Meter Set

Date: September 2nd, 2022

Project: CPUD Clearwell Phase 2

ATTN: Tyla Daries, E.I.T, WGA

Mrs. Daries,

This PCO is to document the cost and schedule impacts for the additional work to install the post clearwell meter.

PCO #01 Extra Work Total: \$39,000.00

Additional Contract Days: Unknown at this time

Please do not hesitate to contact me if you have any questions or need any clarification

Sincerely,

Matthew Kelsey

Farr Construction Corp. dba Resource Development Company

Cc: Chris Erb – RDC

Jeff Farr – RDC

Estimate Summary - Costs and Prices

Resource Development Co. 11 Matthew Kelsey
 21-063-A CPUD Clearwell Tank Phase 2

Page 1 of 1
 9/2/2022 9:54 AM

Direct Biditems

Manhours	Labor	Perm Materials	Const Materials	Equipment	Subs	ALLOWANCE	Direct Total	Indirect Charge	Addon Bond	Total Cost	Balanced Bid (TO)		Bid Prices		
											Markup	Total	Markup	Total	
240 - PCO#004_ RFP 004 (Post Clearwell meter)				1 LS								U - Unbalanced			
56	5,187	1,648		2,317	22,775		31,927		309	32,236	6,385	38,621.78	6,764	39,000.00	
56.00										32,236.31	19.81%	38,621.78	20.98%	39,000.00	
Direct Totals															
56	5,187	1,648		2,317	22,775		31,927		309	32,236	6,385	38,622	6,764	39,000	

Addon/Bond

Additional Cost	Addon/Bond Cost
Bond from Summary Table	309
Totals from Addon and Bond	
	309

Summary Information

Last Summary: 9/2/2022 9:50:00 AM
 Last Spread: 9/2/2022 9:50:00 AM

Cost Report

Resource Development Co.

11

Matthew Kelsey

Page 1 of 1

21-063-A

CPUD Clearwell Tank Phase 2

9/2/2022 9:56 AM

Biditem

PCO#004_ RFP 004 (Post Clearwell meter)

240

Takeoff Qty: 1.000 LS

Bid Qty: 1.000 LS

	Base Labor	Burden	Total Labor	Equipment	Perm Matls	Const Matls	Sub	ALLOWANCE	Total
U. Cost	3,421.84	1,765.22	5,187.06	2,317.20	1,648.08	0.00	22,775.00	0.00	31,927.34
Total	3,421.84	1,765.22	5,187.06	2,317.20	1,648.08	0.00	22,775.00	0.00	31,927.34
Manhours	Unit/MH	MH/Unit	\$/MH	Base Labor/MH	Total Labor/MH	Unit/CH			
56.0000	0.0179	56.0000	570.1311	61.1043	92.6261	0.0625			

Activity: 40-05-030 Install 24" meter past clearwell (Unreviewed) Quantity: 1.00 Unit: LS

	Base Labor	Burden	Total Labor	Equipment	Perm Matls	Const Matls	Sub	ALLOWANCE	Total
U. Cost	2,438.48	1,271.33	3,709.81	1,825.40	0.00	0.00	22,775.00	0.00	28,310.21
Total	2,438.48	1,271.33	3,709.81	1,825.40	0.00	0.00	22,775.00	0.00	28,310.21
Crew \$/Unit	Crew Hrs/Unit	Units/Crew Hr	\$/Crew Hour	Shifts	Units/Shift	Shifts/Unit	\$/Shift		
5,535.2100	8.0000	0.1250	691.9013	1.0000	1.0000	1.0000	28,310.2100		
Manhours	Unit/MH	MH/Unit	Total Labor/MH	Base Labor/Unit					
40.0000	0.0250	40.0000	92.7453	2,438.4800					

Calendar: 508 5 - 8 HOUR DAYS Hrs/Shift: 8 WC: Code not found.

Crew: MECH (Mod) Mechanical Crew Prod: US 1 Eff: 100.00 Crew Hrs: 8.00 Labor Pcs: 5.00 Equipment Pcs: 5.00

Resource	Description	Pcs/Wste	Quantity	Unit	Unit Cost	Tax/OT %	Actual UC	Total
4.030	Electrical Sub	1.00	1.00	LS	22,775.00	100.00	22,775.00	22,775.00
8EX200	Hitachi 200 Excavator	1.00	8.00	HR	87.23	100.00	87.23	697.80
8EX250	Komatsu WA250 Loader	1.00	8.00	HR	61.20	100.00	61.20	489.60
8EXBC	Bobcat	1.00	8.00	HR	36.75	100.00	36.75	294.00
8FL01	Forklift	1.00	8.00	HR	33.00	100.00	33.00	264.00
8TRKWORK	Work Truck	1.00	8.00	HR	10.00	100.00	10.00	80.00
FM	Foreman	1.00	8.00	MH	62.29	100.00	91.63	733.07
LAB	Laborer	2.00	16.00	MH	60.29	100.00	88.46	1,415.37
OP	Operator	2.00	16.00	MH	60.97	100.00	97.59	1,561.37

Activity: 40-70-010 Install Bollards (Unreviewed) Quantity: 1.00 Unit: LS

	Base Labor	Burden	Total Labor	Equipment	Perm Matls	Const Matls	Sub	ALLOWANCE	Total
U. Cost	983.36	493.89	1,477.25	491.80	1,648.08	0.00	0.00	0.00	3,617.13
Total	983.36	493.89	1,477.25	491.80	1,648.08	0.00	0.00	0.00	3,617.13
Crew \$/Unit	Crew Hrs/Unit	Units/Crew Hr	\$/Crew Hour	Shifts	Units/Shift	Shifts/Unit	\$/Shift		
1,969.0500	8.0000	0.1250	246.1313	1.0000	1.0000	1.0000	3,617.1300		
Manhours	Unit/MH	MH/Unit	Total Labor/MH	Base Labor/Unit					
16.0000	0.0625	16.0000	92.3281	983.3600					

Calendar: 508 5 - 8 HOUR DAYS Hrs/Shift: 8 WC: Code not found.

Crew: EXC1 (Mod) Excavation Crew - Small Prod: US 1 Eff: 100.00 Crew Hrs: 8.00 Labor Pcs: 2.00 Equipment Pcs: 3.00

Resource	Description	Pcs/Wste	Quantity	Unit	Unit Cost	Tax/OT %	Actual UC	Total
2.03.15	Sackmix	1.00	64.00	EA	8.00	109.00	8.72	558.08
2.33.00	DIP	1.00	1.00	LS	1,000.00	109.00	1,090.00	1,090.00
8CMPWK	Whacker	1.00	8.00	HR	8.38	100.00	8.38	67.00
8EXBH	Backhoe JD 310SE	1.00	8.00	HR	43.10	100.00	43.10	344.80
8TRKWORK	Work Truck	1.00	8.00	HR	10.00	100.00	10.00	80.00
FM	Foreman	1.00	8.00	MH	62.29	100.00	91.63	733.07
LAB	Laborer	0.50	4.00	MH	60.29	100.00	88.46	353.84
OP	Operator	0.50	4.00	MH	60.97	100.00	97.59	390.34

Report Summary

	Base Labor	Burden	Total Labor	Equipment	Perm Matls	Const Matls	Sub	ALLOWANCE	Total
Total	3,422	1,765	5,187	2,317	1,648	0	22,775	0	31,927

Calendars Used In Estimate

508

5 - 8 HOUR DAYS



Request for Pricing

Date Requested: 3/30/2022
Request for Price No. #004
Submittal Title: Clearwell Tank Project Phase II
Project: 2873
Contractor: Farr Construction Corp dba Resource Development Company
Engineer: WGA
 PO Box 251
 San Andreas, CA 95249

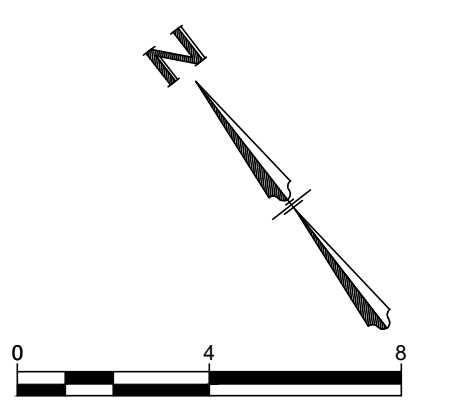
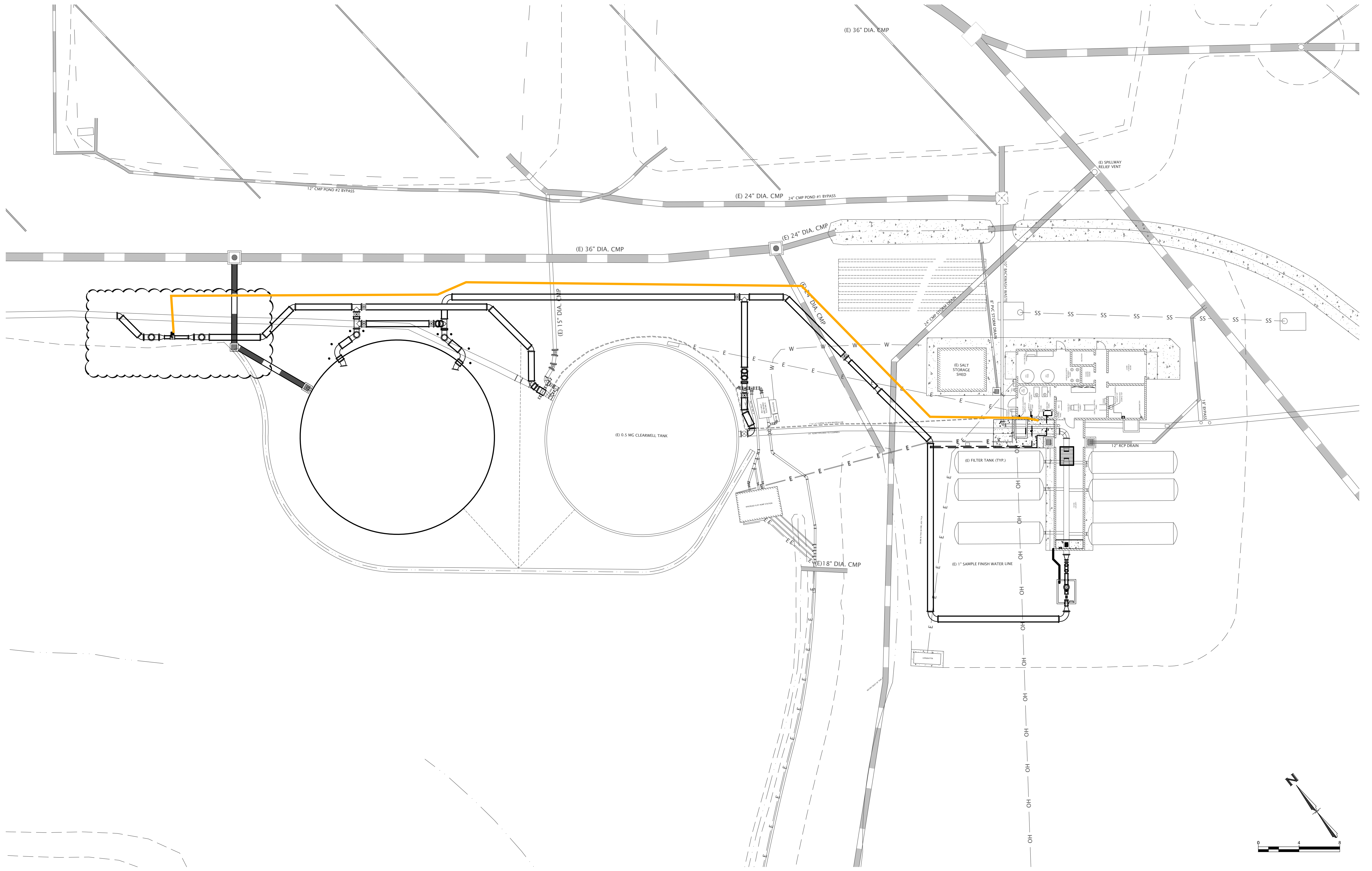
ID #	Title	Proposed Scope	Background
4	Post Clearwell Meter and above ground assembly.	<p>Reduce the 24" tank outlet piping to 12" above ground, install a 2" air release valve on the 12" piping and a 12" (E+H) mag meter (purchase and final integration by TSI) by owner) to the 12" pipe. Piping transissions back to 24" before diving below grade.</p> <p>The meter display will be mounted onto a pole adjacent to the meter location.</p> <p>Installation of additional conduit, power/comms cabling will be required.</p> <p>See attached exhibits.</p>	The District requested the installation of a post clearwell flow meter as part of this project.

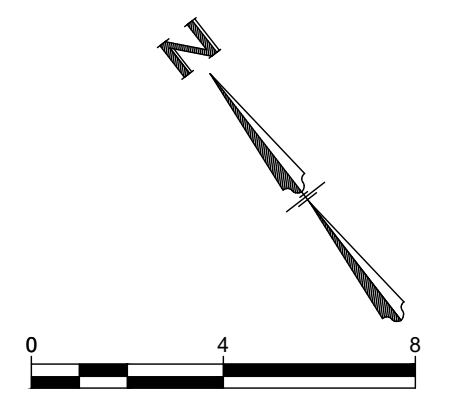
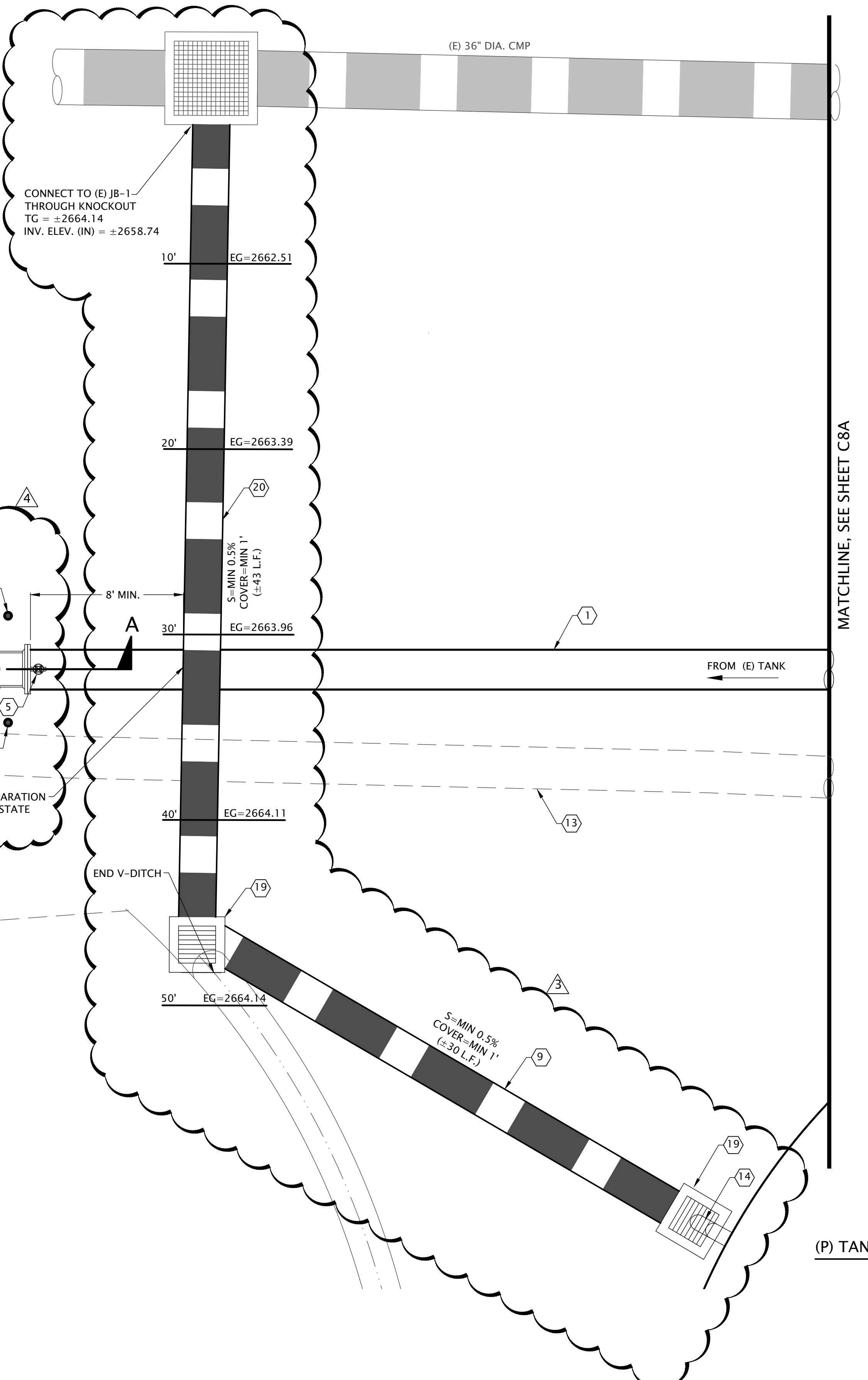
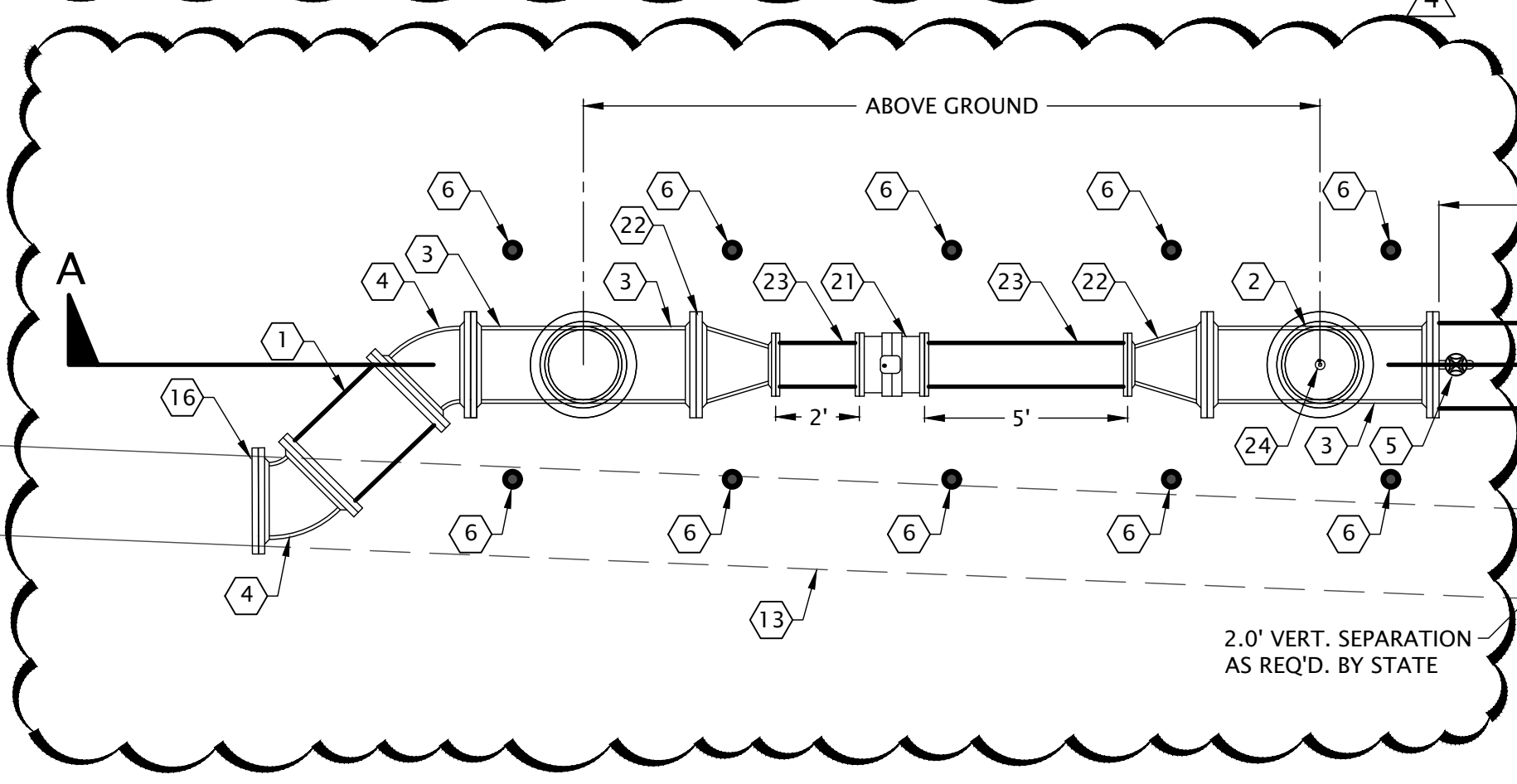
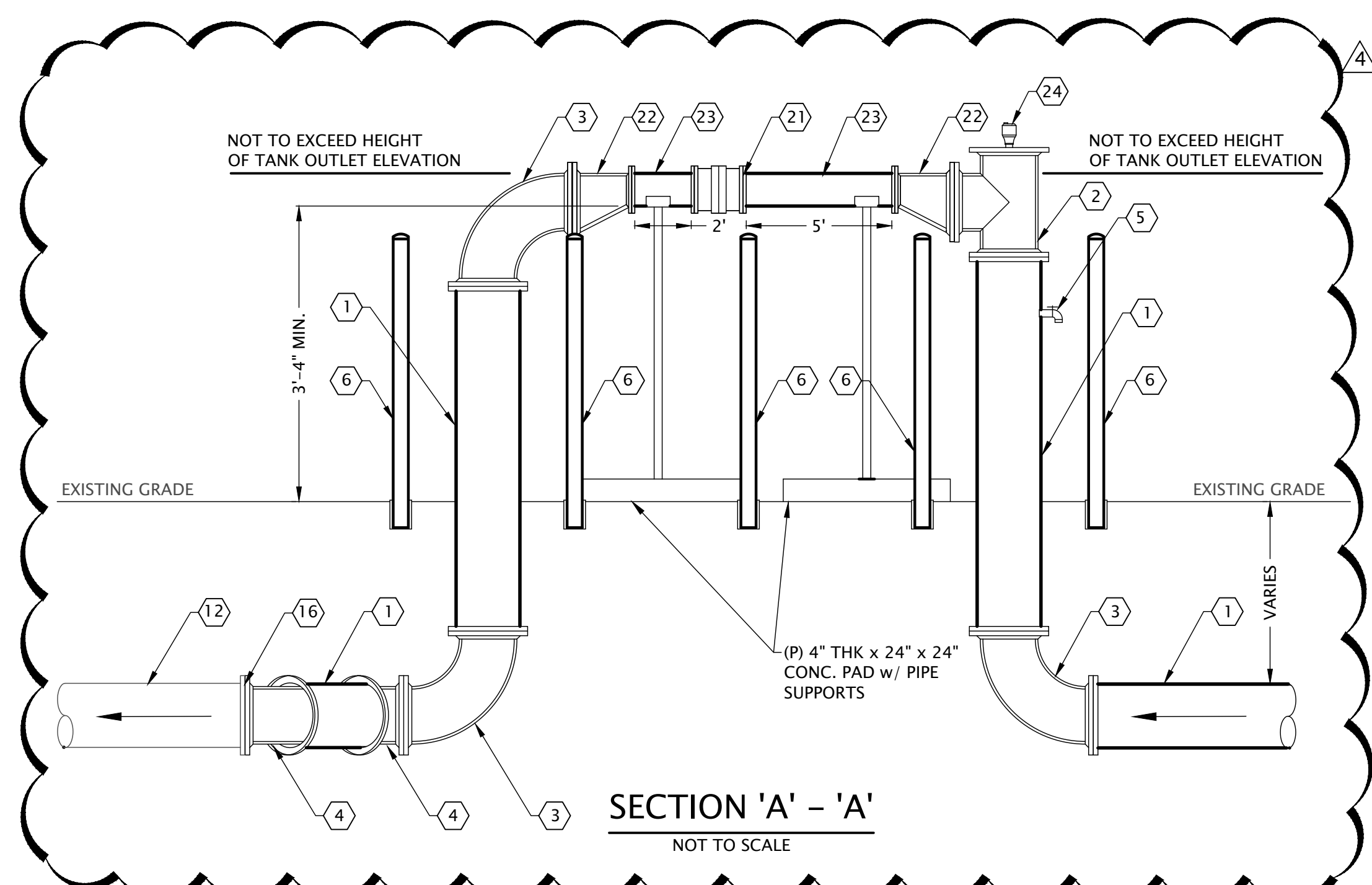
ADDITIONAL COMMENTS:

This work will impact the location in which the new outlet piping connects into the existing 27" steel transmission line. This will not add additional work to the cutover process.

Tyla Davies
Requested by

3/30/2022
Date





NUMBERED NOTES:

- 1 (P) 24" DIA. D.I.P.
- 2 (P) 24" DIA. TEE
- 3 (P) 24" DIA. 90° ELBOW (LR)
- 4 (P) 24" DIA. 45° ELBOW
- 5 (P) 1" DIA. TEST TAP
- 6 (P) REMOVABLE BOLLARDS, (TO BE LOCATED AS DIRECTED IN THE FIELD)
- 7 - BLANK -
- 8 - BLANK -
- 9 (P) 24" DIA. DRAIN PIPE
- 10 - BLANK -
- 11 - BLANK -
- 12 (E) 27" DIA. TRANSMISSION LINE (TO REMAIN)
- 13 (E) 27" DIA. TRANSMISSION LINE (TO BE REMOVED)
- 14 (P) TANK OVERFLOW AND DRAIN LOCATION (SEE SHEET C9)
- 15 - BLANK -
- 16 SPECIAL CONNECTION, CONNECT (P) 24" DIA. C900 TO (E) 27" DIA. TRANSMISSION LINE. (FIELD VERIFY DEPTH)
- 17 - BLANK -
- 18 - BLANK -
- 19 (P) 36" x 36" CONC. JUNCTION BOX, (FIELD FIT TO V-DITCH FLOWLINE)
- 20 (P) 24" DIA. HDPE GRAVITY SEWER PSI-115 PIPE
- 21 (P) 12" PROMAG W 400 E-H MAG. METER (PURCHASED & INTEGRATED BY TSI. INSTALLED BY FARR CONSTRUCTION.) WITH DETACHED METER DISPLAY, MOUNTED AS DIRECTED
- 22 (P) 24"x12" ECCENTRIC REDUCER
- 23 (P) 12" DIA. D.I.P.
- 24 (P) 2" COMBINATION AIR-VACUUM RELEASE VALVE

(P) ABOVE GROUND POST-CLEARWELL METER

(P) TANK OVERFLOW & DRAIN CONNECTION PIPING

MATCHLINE, SEE SHEET C8A

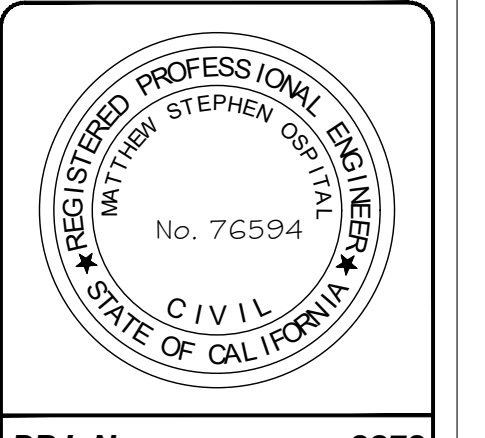
REV. No.	REV. DATE	DESCRIPTION
1	07/06/2021	TAD
2	07/28/2021	JTY
3	12/03/2021	TAD
4	06/28/2022	TAD

WGA WEBER, GHIO ASSOCIATES
civil engineering consultant

3974 E. SAINT CHARLES ST. | PO BOX 251 | SAN ANDREAS, CA 95249
(209) 754-1824

**CALAVERAS PUBLIC UTILITY DISTRICT
CLEARWELL TANK PROJECT
PHASE II
JEFF DAVIS WATER TREATMENT PLANT
MOKELUMNE HILL, CA 95245**

CALAVERAS COUNTY CALIFORNIA



PRJ. No.:	2873
DATE:	07/06/2021
SCALE:	AS SHOWN
DRAWN BY:	TAD/DMV
CHECKED BY:	MSO

Bockmon & Woody

ELECTRIC CO., INC.

1528 El Pinal Drive • P.O. Box 1018 • Stockton, CA 95201-1018
 PHONE: (209) 464-4878 • FAX: (209) 464-2615
 CA Lic. No. C10-588308 • DIR No. 1000002789

Proposed Change Order

TO: Resource Development

FAX: TEL: 775-356-8044

ATTN.: Matthew Kelsey

PROJECT: CPUD Clearwell

DATE: 08/22/22
 ELEC PCO #: 2R1
 ELEC JOB #: 2021-407J
 GC PCO #
 GC ASI #
 GC RFI #

SCOPE OF WORK:

Labor, Materials, & Equipment to provide additional conduits, cable and terminations from WTP Building to Flow Meter as shown on updated plan sheet E-1 dated 5/22. Includes additional trenching, backfill and compaction to extend raceway on either end of trench.

Exclusions: PCO is for PVC Sch 40 conduit and PVC Coated GRS Elbows underground, and GRC conduit above ground. No concrete encasement unless under a roadway, backfill to otherwise be native soil. All subcontract exclusions apply unless otherwise listed in above scope.

MATERIAL COSTS W/MARKUP	\$ 9,044.61
LABOR COSTS	\$ 10,711.56
EQUIPMENT COSTS HOUR	\$ 1,161.06
EQUIPMENT COSTS DAY	\$ 755.91
EQUIPMENT COSTS WEEK	\$ -
SUBTOTAL	\$ 21,673.14

PERMITS	FLAT RATE	\$ -
WARRANTY		\$ -
JOBSITE TRAILER - STORAGE	0.00%	\$ -
PLANS - BLUEPRINTS - ASBUILTS		\$ -
SUBTOTAL		\$ -

MATERIAL TAX	9.00%	\$ 814.01
EQUIP/DIRECT JOB EXPENSE MU	15.00%	\$ 287.55
SUBTOTAL		\$ 1,101.56

SUBCON COSTS (INCLUDES MU)	\$ -	
TOTAL		\$ 22,774.70

BOND	\$ -	
TOTAL PROPOSED CO		\$ 22,774.70

NUMBER OF ADDITIONAL WORKING DAYS	
TIME EXTENSION REQUEST	0
WORK TO START	

APPROVED BY GC:

SIGNED: _____

DATE: _____

Name
 Company

This proposal is valid for 30 days.

Total pages of proposal 1

Bockmon & Woody

ELECTRIC CO., INC.

1528 El Pinal Drive • P.O. Box 1018 • Stockton, CA 95201-1018
 PHONE: (209) 464-4878 • FAX: (209) 464-2615
 CA Lic. No. C10-588308 • DIR No. 1000002789

PROJECT: CPUD Clearwell

B&W PCO: 2R1

LABOR COST SUMMARY

<u>LABOR</u>	TOTAL		
	HOURS	RATE	COST
General Foreman labor Charge ST	0.00	\$131.05	\$ -
Foreman Labor Charge ST	40.00	\$123.74	\$ 4,949.60
Journeyman Labor Charge ST	40.00	\$109.12	\$ 4,364.80
General Foreman labor ChargeTH	0.00	\$178.55	\$ -
Foreman Labor Charge TH	0.00	\$167.59	\$ -
Journeyman Labor Charge TH	0.00	\$145.67	\$ -
General Foreman labor Charge DT	0.00	\$226.06	\$ -
Foreman Labor Charge DT	0.00	\$211.44	\$ -
Journeyman Labor Charge DT	0.00	\$182.21	\$ -
SUBTOTAL	80.00		\$ 9,314.40

<u>LABOR FACTORS</u>		
MARKUP	15.00%	\$ 1,397.16
	0.00%	\$ -
	0.00%	\$ -
	0.00%	\$ -
	0.00%	\$ -
	0.00%	\$ -
	0.00%	\$ -
	0.00%	\$ -
	0.00%	\$ -
	0.00%	\$ -

<u>SUBSISTENCE</u>	# OF DAYS	Unit Cost	
HOTEL PER DAY	1	\$ -	\$ -
FOOD PER DAY	1	\$ -	\$ -
MARKUP	15%		\$ -
TOTAL COST OF LABOR			\$ 10,711.56

Bockmon & Woody

ELECTRIC CO., INC.

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PHONE: (209) 464-4878 • FAX: (209) 464-2615
CA Lic. No. C10-588308 • DIR No. 1000002789

PROJECT: CPUD Clearwell

B&W PCO: 2R1

MATERIAL COST SUMMARY

<u>MATERIALS</u>	<u>NO. OF UNITS</u>	<u>UNIT COST</u>	<u>COST</u>
DATABASE MATERIAL	1 Lot	\$7,635.80	\$7,635.80
SUPPLIERS QUOTES	1 Lot	\$0.00	\$0.00
PRINTING COSTS	1 Lot	\$0.00	\$0.00
SUB TOTAL			\$7,635.80

MATERIAL FACTORS

CONSUMABLES (MISC MATERIALS)	3.00%	\$229.07
MATERIAL MARKUP	15.00%	\$1,179.73
SUBTOTAL		\$9,044.61

FREIGHT

FREIGHT	FLAT RATE	\$0.00
SPECIAL EXPEDITING	FLAT RATE	\$0.00
MARKUP	15.00%	\$0.00
SALES TAX	9.00%	\$814.01
TOTAL MATERIAL COSTS INCL TAX		\$9,858.62

Bockmon & Woody

ELECTRIC CO., INC.

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 PHONE: (209) 464-4878 • FAX: (209) 464-2615
 CA Lic. No. C10-588308 • DIR No. 100002789

PROJECT: CPUD Clearwell

B&W PCO: 2R1

EQUIPMENT COST SUMMARY DAY

EQUIPMENT	USE *	Hour Day Week	RATE	COST
Boom Lift 46'	0	Day	\$ 321.00	\$0.00
Boom Lift 50'	0	Day	\$ 378.00	\$0.00
Boom Lift 64'	0	Day	\$ 398.00	\$0.00
Boom Lift 80'	0	Day	\$ 711.00	\$0.00
Scissor Lift 21'	0	Day	\$ 131.00	\$0.00
Scissor Lift 27'	0	Day	\$ 187.00	\$0.00
Scissor Lift 35'	0	Day	\$ 197.00	\$0.00
Forklift WHSE 5000#	0	Day	\$ 197.00	\$0.00
Forklift Variable Reach 8000# 40-49'	0	Day	\$ 397.00	\$0.00
Forklift Variable Reach 10000# 50' & UP	0	Day	\$ 591.00	\$0.00
Rammer Large 2900-3600# (Whacker)	1	Day	\$ 97.00	\$97.00
Skid Steer under 851#	0	Day	\$ 199.00	\$0.00
Skid Steer 851-1350#	0	Day	\$ 249.00	\$0.00
Skid Steer 1351-1899#	0	Day	\$ 252.00	\$0.00
Skid Steer with Augur	0	Day	\$ 427.00	\$0.00
Mini Excavator less than 2000#	0	Day	\$ 183.00	\$0.00
Mini Excavator 2001-4999#	2	Day	\$ 292.00	\$584.00
Backhoe/Loader 60-90HP	0	Day	\$ 375.00	\$0.00
Trencher 50HP	0	Day	\$ 482.00	\$0.00
1500W Generator	0	Day	\$ 17.51	\$0.00
5000W Generator	0	Day	\$ 35.02	\$0.00
2" Bender (Electric)	0	Day	\$ 50.35	\$0.00
Boring Truck	0	Day	\$ 305.00	\$0.00
Boring Machine JT20	0	Day	\$1,080.00	\$0.00
Boring Maching JT25	0	Day	\$1,093.00	\$0.00
F550 Truck	0	Day	\$ 305.00	\$0.00
Vaccum Truck	0	Day	\$ 300.00	\$0.00
Dump Truck	0	Day	\$ 674.00	\$0.00
SUBTOTAL				\$681.00
<u>EQUIPMENT FACTORS</u>				
PICKUP AND DELIVERY		Flat Rate		\$0.00
FUEL SURCHARGE	3.00%			\$20.43
CONSUMABLES (MISC TOOLS)	5.00%			\$34.05
MAINTENANCE	3.00%			\$20.43
TOTAL EQUIPMENT COST				\$755.91

* TIME OF USE INCLUDES ALLOWANCE FOR ATTRIBUTABLE TRANSPORTATION TO AND FROM THE SITE, AND ERECTION AND DISMANTLING OF EQUIPMENT.

Monthly Maintenance Report

August 2022

LOCATION	DESCRIPTION OF WORK	STATUS
Jeff Davis WTP	Monthly operation and maintenance	Complete
	Routine water sampling and State reporting, WTP compliance Items	Complete
	Treated Water = 42,403,990 Gallons	Complete
	Sold Water = 37,290,920 Gallons	Complete
	8.5' Below Spill	Ongoing
Warehouse Shop	Routine Operation's	Ongoing
South Fork Pump Station	Weekly routine checks	Complete
	Raw Water Pumped = 0 Acre Feet	Ongoing
	0" over Spill- pumps are off	Ongoing
Schaads Reservoir	Weekly checks	Complete
	All Units are off	Ongoing
	Schaads Raw Water Customer = 2,864,315 Gallons	Ongoing
	6' Below Spill	Ongoing
Glencoe Pump Station	Weekly checks - routine monitoring	Complete
Ponderosa PRV Hydro	Weekly checks - routine monitoring	Complete
	Generator Down-10" turbine repair	Pending
MCV PRV Hydro	Weekly checks - routine monitoring	Complete
	Generator Down-10" turbine repair	Pending
Garamendi's PRV Hydro	Weekly checks - routine monitoring	Complete
	Generator Down-10" turbine repair	Pending
San Andreas Distribution	Routine operations, sampling	Complete
	Hallas Drive New Service Install 1"	Complete
	2" Steel Main Leak (Barger CT) X4	Complete
	2" Steel Main Leak at Blow-off (Beverlynn Ln)	Complete
	4" Steel Leak (Pope Street)	Complete
Moke Hill Distribution	Routine operations, sampling	Complete
	1" CTS Service Line Leak (Montgomery Dr.)	Complete
Glencoe Distribution	Routine operations	Complete
Paloma Distribution	Routine operations, sampling	Complete
		Complete
Rail Road Flat Distribution	Routine operations, sampling	Complete
Red Hawk Res.	Maintenance	Ongoing
Safety/Training	Routine Safety Talks	Ongoing
Spray Program	Woody Brush/Round-up	Ongoing
Vehicle Maintenance	Gold Toyota (A.C), Silver Toyota (OIL/A.C), 006 Wheel Bearing, 008 (OIL)	Complete
Other	Two Water Rights Curtailed	Ongoing
	57 USA tags completed	Complete
	73 Customer service/work orders	Complete
	Monthly meter reading	Complete
	Complaints- 0 - Pressure/Color/Taste	Complete

Monthly Maintenance Report

August 2022

	Office Remodel	Ongoing
	S.A.F.E.R. Grant (Final Review of Feasibility study)	Ongoing
	LEAD and COPPER SAMPLES	Complete
	Quarterly Tank Inspections (San Andreas/MokeHill/Clear-Well/R.R.Flat Tank	Complete
	Paloma Tank and Golden Hills Tank	
	Annual Dead-End Water Main Flushing	Complete