

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

Regular Meeting

7:00pm

TUESDAY, August 20, 2019

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at 209-754-9442. 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.

1. Roll Call and Pledge of Allegiance

2. Public Comment (Limit: 3 min/person)

At this time, members of the public may address the Board on any non-agendized item. 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.

3. Approval of Consent Calendar

- a. Minutes for Regular Meeting of July 16, 2019
- b. Minutes for Public Hearing of August 13, 2019
- c. Directors Report for July 2019
- d. Monthly Maintenance Report for July 2019

4. Financial Business

- a. Approval of Claim Summary #730
- b. 4th Quarter Investment Report

5. Accept: Specialized Utility Services Program (SUSP) Median Household Income (MHI) Survey

6. Review/Discussion: ACWA/JPIA – Risk Management Assessment

7. Review: Preliminary 2019/20 Budget

8. Monthly Water Report

9. Managers Comments

- a. Monthly Report

10. Directors Comments (Save the Date: Board Training – Tuesday, November 12, 2019)

- a. LAFCO – Meeting Reminder 9/16/19 – Director Lavaroni
- b. CAMRA – Meeting Reminder 8/21/19
- c. UMRWA – Meeting Report 7/26/19 – Director Blood

11. Closed Session

12. Adjournment (Next Regular Meeting September 10, 2019)

AGENDA ITEM 3

Approval of Consent Calendar

- a. Minutes for Regular Meeting of July 16, 2019
- b. Minutes for Public Hearing of August 13, 2019
- c. Directors Report for July 2019
- d. Monthly Maintenance Report for July 2019

Recommended Action: Approval of Consent Calendar

Motion 1st _____, 2nd _____, Carried: _____

Discussion:

CALAVERAS PUBLIC UTILITY DISTRICT

July 16, 2019

Regular Meeting

7:00 P.M.

MEMBERS PRESENT: Clifford Overmier
J.W. Dell'Orto
Richard Blood
Alan (Bill) Claudino
John Lavaroni *

MEMBERS ABSENT: None

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant
Christopher Williams, Legal Counsel

OTHERS PRESENT: Tammy and Charlie Hebrard
Gina Kathan
Scott Speer
Sharon Fischer

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Director Overmier at 7:02pm. Director Overmier, Dell'Orto, Blood, and Claudino were present.

2. ELECT AND NOMINATE BOARD PRESIDENT FOR FISCAL YEAR 2019/20: The Manager referenced Section 2.03 of the Board of Directors Handbook and stated that Director Overmier is eligible for another term as Board Chair; Director Overmier declined. Director Dell'Orto was next in rotation for Chair. A motion was made by Director Claudino, seconded by Director Blood to nominate Director Dell'Orto as Board Chair for fiscal year 2019/20. Motion carried 4-0-1.

Director Dell'Orto took his seat as the Board Chair at 7:04pm.

*Director Lavaroni arrived at 7:09pm

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

4. APPROVAL OF CONSENT CALENDAR:
- a. Minutes for Regular Meeting of June 11, 2019
 - b. Minutes for Special Meeting of June 18, 2019
 - c. Directors Report for June 2019
 - d. Monthly Maintenance Report for June 2019

Discussion by Director Blood inquired about the minutes from the June 11, 2019 Regular meeting. He stated that the minutes were missing the request from Director Dell'Orto for the water loss report. The Manager directed him to item #12a. Director Blood requested that the minutes for item #8 be amended to include the reference of Section 6.02.1 of the Board of Directors Handbook stating inconsistencies with the availability of the agenda packet prior to the Board meetings. Tammy Hebrard also expressed concerns regarding this matter. A motion was made by Director Claudino, seconded by Director Overmier to approve the Consent Calendar with amendments to the minutes of June 11, 2019 Regular meeting as requested. Motion carried 5-0.

5. FINANCIAL BUSINESS:

a. Approval of Claim Summary #729: Directors Lavaroni and Claudino inquired about several payments; the Manager clarified. A motion was made by Director Overmier, seconded by Director Claudino to approve the Claim Summary #729 in the amount of \$212,537.09 as presented. Motion carried 5-0.

6. DISCUSSION: COLA AND MERIT BASED WAGE INCREASES (R. BLOOD): Director Blood reviewed his request and the Manager clarified the process for the granting of COLA and merit-based wage increases. Gina Kathan inquired about the approval process for wage increases; Director Blood referenced Section 2M of the Employee Handbook and Director Lavaroni stated that wage increases are presented to the Board by way of the approval of the annual budget. Director Blood asked if each position has a job descriptions and the employee acknowledgement referencing "at will" status in the Employee Handbook. The Manager stated that all positions have a job description and discussed the "at will" term. Director Blood inquired about the District's Cafeteria Plan not being in the handbook; the Manager stated that revisions to the handbook will need to be reviewed and updated. Scott Speer asked for the clarification on the Cafeteria Plan; the Manager clarified. Director Blood inquired about page three (3) of the Payroll Journal, the budget workshop process and limited liability insurance coverage for Directors referenced in the Board of Directors Handbook. Tammy Hebrard inquired about the Employee and Board of Directors Handbook being available on the District's website.

7. WATER EDUCATION FOUNDATION MEMBERSHIP UPDATES: The annual report and tour information was presented to the Board for review.

8. REPORT: SPECIALIZED UTILITY SERVICES PROGRAM (SUSP) MEDIAN HOUSEHOLD INCOME (MHI) SURVEY: As of June 28, 2019, SUSP had received 241 survey responses which meets the 13% required response rate and would continue to collect the responses until the conclusion of the project. A report with the summary of the results will be submitted to the District. Tammy Hebrard expressed concerns regarding the outcome of the survey. Options would be discussed if the survey results do not meet the DAC status.

9. MONTHLY WATER USAGE REPORT: The water usage for the month of June 2019 was presented for review and discussion. Director Blood discussed the water difference between the treated and sold water. Director Dell'Orto inquired about the bulk water fill station usage; the Manager stated that usage seemed to be increasing in the last few weeks.

10. MANAGERS COMMENTS:

a. Monthly Report: A report of ongoing projects was provided to the Board for review and discussion. Director Lavaroni inquired about costs associated with the South Fork Pump Station motor; the Manager will be working with the vendor regarding invoicing. The Manager stated that the District is participating in workshops and webinars to prepare for the PG&E Public Safety Power Shutoffs (PSPS). Calaveras County OES will host a Table Top exercise on July 19, 2019 to discuss local agencies preparedness.

11. DIRECTORS COMMENTS:

a. LAFCO – Meeting Report 7/15/19 – Director Lavaroni: Director Lavaroni reported that he was elected as the Chair for FY 2019/20 and five (5) small Special Districts were dissolved at the meeting.

b. CAMRA – Meeting Report 6/19/19 – The Manager did not attend.

c. CAMRA – Special Meeting Reminder 7/17/19 – The meeting has been cancelled.

d. UMRWA – Meeting Reminder 7/26/19 – Director Blood: Director Blood will attend. The Manager shared an email with Director Blood with information on the change of location for the meeting.

12. CLOSED SESSION: None

13. APPROVAL TO RESCHEDULE AUGUST 13, 2019 REGULAR BOARD MEETING TO AUGUST 20, 2019: A request to reschedule the Regular Board meeting of August 13, 2019 to Tuesday, August 20, 2019 was made due to the length of the previous Public Hearing. Director Dell'Orto clarified that the Board would consider the vote of the proposed rate increase at the Public Hearing on August 13, 2019. The Regular Board meeting would take place on August 20, 2019. A motion was made by Director Overmier, seconded by Director Lavaroni to reschedule the August 13, 2019 Regular Board meeting to August 20, 2019. Motion carried 5-0.

14. ADJOURNMENT (Public Hearing August 13, 2019 at the San Andreas Town Hall, 24 Churchill Rd, San Andreas, CA 95249): As there was no further business to come before the Board, the meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

CALAVERAS PUBLIC UTILITY DISTRICT

August 13, 2019

Public Hearing

7:00 P.M.

MEMBERS PRESENT: Bill Claudino
Clifford Overmier
Richard Blood
John Lavaroni
J.W. Dell'Orto

MEMBERS ABSENT: None

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant
Bret Beaudreau, Water System Superintendent
Carissa Bear, Customer Service Representative
Gary Ghio, District Engineer, Weber, Ghio & Associates
Mark Mandell, Special Legal Counsel
Schaelene Rollins, Pando Public Relations

OTHERS PRESENT: See Public Hearing Sign-in Sheet

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The public hearing was called to order by Chairperson Dell'Orto at 7:07pm. Director Claudino, Overmier, Blood, Lavaroni and Dell'Orto were present.

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

3. PUBLIC HEARING REGARDING PROPOSED WATER RATE INCREASE: Chairperson Dell'Orto reported that the District had received 124 protests at the start of the public hearing and a majority protest would be valid written protests for 1,007 or more parcels. He then gave a brief statement on how the hearing would proceed.

- Introduction (Donna Leatherman, District Manager): The Manager welcomed the public and introduced the staff in attendance. She provided details of the process taken by the committee and staff to revise the 2018 proposed rate increase. The Manager introduced Gary Ghio, District Engineer.
- Presentation (Water Rate Cost of Service Study Presentation – Weber, Ghio & Associates): Mr. Ghio presented a slideshow on the Water Rate Cost of Service Study which reviewed the proposed rate increase.

Chairperson Dell'Orto explained how the Public Testimony portion of the hearing would continue. Members of the public were asked to complete speaker cards and would be called to the podium. The public testimony was opened and Schaelene Rollins invited the speakers to the podium.

- Public Testimony (Limit: 3 min/person): The following individuals presented testimony:
 1. Mike Moran
 2. Arthur Sheble
 3. Scott Speer
 4. Gina Kathan
 5. Ray Crawford
 6. Tammy Hebrard
 7. Kevin Krantz
 8. Sheila Russo
 9. Antonie Wurster
 10. Simona Muschalek
 11. Michael Dell'Orto
 12. Todd Fischer

- Close Public Hearing: Chairperson Dell'Orto asked if there were further testimony. Hearing none, he stated that the public hearing is closed and no further protests will be accepted. The public hearing closed at 8:01pm.

Director Blood addressed a comment from the public regarding the District's distribution system. The Manager also addressed comments regarding staffing changes and capital improvement projects. Director Lavaroni clarified a comment regarding the 2015 State mandated drought restrictions.

A recess was called at 8:14pm to tabulate the protests. Chairperson Dell'Orto called the meeting back to order at 8:29pm.

- Statement of Written Protest: Kate Jesus, Board Secretary, read the following statement: There are 2013 parcels served by the District so a majority of parcels in the District would be 1007. The District has received 124 apparent protests prior to tonight's hearing. We received apparent protests with respect to an additional 493 parcels at the hearing for a total of 617 apparent protests. Even if every protest we have received is valid, 617 is less than 1007 so the majority of parcels have not protested the increased rates and the Board may move forward. All protests are public record and will be available for inspection in the District office. At this time, I will turn the microphone over to the Board Chair.
- Consideration of Resolution 2019-9: Water Rates: A motion was made by Director Overmier, seconded by Director Lavaroni to approve Resolution 2019-9: Water Rates. Director Blood expressed his concerns regarding the capital improvement projects stating they were not well defined and the lack of transparency. Due to this, he stated he would not be in support of the rate increase. A roll call vote was taken. Directors Claudino, Overmier, Lavaroni and Dell'Orto voted yes; Director Blood voted no. Motion carried 4-1.

Chairperson Dell'Orto thanked the public for attending the hearing.

4. ADJOURNMENT (Next Regular Meeting August 20, 2019): As there was no further business to come before the Board, the meeting was adjourned at 8:37 p.m.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

Directors Report

Calaveras P.U.D.

Water Sold This Month

39,182,588 Gallons

| | Amount (\$) | # Of Accounts |
|--|-------------------|---------------|
| Total Water | 151,055.36 | 1,908 |
| Total Late Charge | 1,320.00 | 44 |
| Total Adjustments | 18.05 | 8 |
| Total New Acct Fee | 420.00 | 12 |
| Total Service Call Out | 35.00 | 1 |
| Total Current Charges | 152,848.41 | 1,908 |
| <hr/> | | |
| Amount Past Due 1-30 Days | 13,937.54 | 196 |
| Amount Past Due 31-60 Days | 273.01 | 10 |
| Amount Past Due Over 60 Days | 5,175.94 | 5 |
| Amount Of Overpayments/Prepayments | -25,565.74 | 329 |
| Total Receivables | 146,669.16 | 1,865 |
| <hr/> | | |
| Total Receipts On Account | 124,843.49 | 1,667 |
| Net Change in Memberships | 0.00 | 0 |
| Amount of All Memberships | 0.00 | |
| | | |
| Turned Off Accounts (Amount Owed) | 5,490.42 | 153 |
| Collection Accounts (Amount Owed) | 5,490.42 | 153 |
| Number Of Unread (Turned On) Meters | | 1 |
| | | |
| Average Usage For Active Meters | 20,461 | 1,915 |
| Average Water Charge For Active Meters | 79.17 | 1,908 |

| Usage Groups | Gallons | # Of Accounts | Usage Gallons | % Of Usage | % Of Sales |
|---|---------|---------------|---------------|------------|------------|
| Over 50,000 | | 100 | 17,735,580 | 45.26 | 30.43 |
| 40,001-50,000 | | 46 | 2,064,704 | 5.27 | 4.14 |
| 30,001-40,000 | | 106 | 3,644,611 | 9.30 | 7.54 |
| 20,001-30,000 | | 198 | 4,732,756 | 12.08 | 10.59 |
| 10,001-20,000 | | 455 | 6,514,631 | 16.63 | 17.96 |
| 8,001-10,000 | | 149 | 1,337,007 | 3.41 | 4.80 |
| 6,001-8,000 | | 177 | 1,228,619 | 3.14 | 5.21 |
| 4,001-6,000 | | 220 | 1,092,587 | 2.79 | 6.34 |
| 2,001-4,000 | | 213 | 638,919 | 1.63 | 6.01 |
| 1-2,000 | | 212 | 193,172 | 0.49 | 5.88 |
| Zero Usage | | 39 | 0 | 0.00 | 1.08 |
| <hr style="border-top: 1px dashed black;"/> | | | | | |
| Total Meters | | 1,915 | 39,182,586 | 100.00 | 100.00 |

Monthly Maintenance Report

July 2019

| LOCATION | DESCRIPTION OF WORK | Follow-up Req. or Complete |
|------------------------------------|--|----------------------------|
| Jeff Davis WTP | Monthly operation and maintenance | Complete |
| | Routine water sampling and State reporting, WTP in compliance | Complete |
| | Treated Water 52,329,642 gallons | |
| | Monthly Emergency Generator check | Complete |
| | Vegetation clearing and fire clearance(Cal Fire) | Ongoing |
| | Painting | In Progress |
| | Turbidimeter calibration and cleaning | Complete |
| Warehouse Shop | | |
| South Fork Pump Station | Weekly routine operation checks | Complete |
| | Pumping water to Jeff Davis | Ongoing |
| | Pump rebuild | Pending |
| | Roof rebuild | Complete |
| | Light switch replacement | Complete |
| Schaads Reservoir | Weekly checks - routine operations | Complete |
| | Replace battery on verbatim | Complete |
| | FERC security inspection | Complete |
| | FERC annual inspection | Complete |
| Glencoe Pump station | Weekly checks - routine monitoring | Complete |
| Ponderosa PRV Hydro | Weekly checks - routine monitoring | Complete |
| | Don Moss registor installed, improved voltage, PG&E still monitoring voltage | In Progress |
| MCV PRV Hydro | Weekly checks - routine monitoring | Complete |
| Garamendi's PRV Hydro | Weekly checks - routine monitoring | Complete |
| San Andreas Distribution | Routine operations, sampling | Complete |
| | Valve exercise and flushing | In Progress |
| | 147 Church Hill Rd. 10" main repair | Complete |
| | Winkler Ct. 4" main repair | Complete |
| | 422 Russel Rd. 4" steel main repair | Complete |
| | Cemetery PSI lid rebuild | Complete |
| | Copper line repair on Ken James pressure station | Complete |
| Moke Hill Distribution | Routine operations, sampling | Complete |
| | Water leak at Hwy 26 2" ARV repair | Complete |
| | Golden Hills tank outlet valve replacement | Complete |
| Glencoe Distribution | Routine operations | Complete |
| Paloma Distribution | Routine operations, sampling | Complete |
| Rail Road Flat Distribution | Routine operations, sampling | Complete |
| Safety | Keep Trouble Out and Let Help in With Access Control, Climb Into | Complete |
| | Confined-Space Safety, Message to Self: Distracted Driving is | |
| | Dangerous, Don't Let Chemicals Get You!, Listen Up to Protect Your Hearing | |
| Training | Encroachment Permit Webinar | Complete |

Monthly Maintenance Report

July 2019

| | | |
|----------------------------|---|-------------------|
| | Pesticide Training- John Cunningham | Complete |
| | Staff Meeting | Complete |
| Spray Program | Spring spray Program | In-Progress |
| Vehicle Maintenance | 2000 Toyota Tacoma taken out of service | Needs Replacement |
| | | |
| Other Maintenance | 37 USA tags completed | Complete |
| | 51 Customer service/work orders | Ongoing |
| | Monthly meter reading | Complete |
| Information | Develop tank inspection-JHA | In Progress |
| | District SOP review | Ongoing |

Financial Business

a. Approval of Claim Summary #730

Discussion:

The Claim Summary #730 submitted of \$236,570.11 reflects payments with descriptions showing on the Bill Payments for All Vendors report.

There were \$34,574.77 of July expenses that were paid prior to this Board meeting for 2018/19 fiscal year end payments or required payments.

Action: Approval of Claim Summary #730 \$236,570.11

Motion 1st _____, 2nd _____, Carried: _____

Discussion:

b. 4th Quarter Investment Report

Discussion:

The 4th Quarter Investment report presented reflects quarterly interest paid to the District and transfers in the amount of \$275,000 from LAIF to Wells Fargo and interest for all investments.

The balance of all District investment as of the 4th Quarter ending June 30, 2019 as shown on the Recap Report is \$4,575,220.55.

Action: Approval of 4th Quarter Investment Report

Motion 1st _____, 2nd _____, Carried: _____

Discussion:

CALAVERAS PUBLIC UTILITY DISTRICT

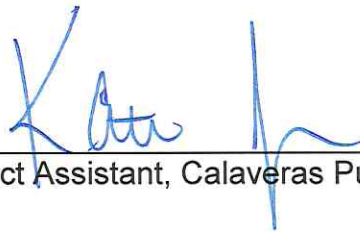
CLAIM SUMMARY # 730

DATE: July 2019

The claims listed on the schedules attached to this summary have been examined and found to be correct and proper demands against the Calaveras Public Utility District.

| | |
|-------------------|---------------------|
| Claims Submitted | \$172,554.39 |
| Payroll Submitted | \$43,262.26 |
| P/R Tax Deposits | \$20,753.46 |
| | |
| Sub-total | \$236,570.11 |

| | |
|-------------------------------|---------------------|
| Net Additions | |
| Net Deductions | |
| Claim Summary Approved for | \$236,570.11 |



Admin Acct Assistant, Calaveras Public Utility District

9:17 AM

08/02/19

Accrual Basis

Calaveras Public Utility District
Summary Balance Sheet
As of July 31, 2019

| | <u>Jul 31, 19</u> |
|---------------------------------------|---------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | 72,991.49 |
| Other Current Assets | 4,242,088.43 |
| Total Current Assets | 4,315,079.92 |
| Fixed Assets | |
| Fixed Assets | 8,372,430.75 |
| Other Assets | 662,952.93 |
| TOTAL ASSETS | <u>13350463.60</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | 195,598.56 |
| Other Current Liabiliti... | 1,225,178.17 |
| Total Current Liabilities | 1,420,776.73 |
| Long Term Liabilities | |
| Long Term Liabilities | 108,484.17 |
| Total Liabilities | 1,529,260.90 |
| Equity | |
| Equity | 11821202.70 |
| TOTAL LIABILITIES & EQU... | <u>13350463.60</u> |

**Calaveras Public Utility District
Bill Payments for All Vendors
July 2019**

| Name | Num | Date | GL # | Amount | Description |
|--|-------|------------|----------------|-----------|---|
| ACWA-Health | 21724 | 07/15/2019 | 5643 | 1,296.58 | Dental & vision insurance (August) |
| ACWA-Health | 21747 | 07/31/2019 | 5643 | 1,296.58 | Dental & vision insurance (September) |
| ACWA/JPIA- Property | 21725 | 07/15/2019 | 5428 | 10,630.23 | 2019/20 Property Insurance |
| ACWA/JPIA-WC | 21706 | 07/10/2019 | 5428 | 4,503.76 | 4th Quarter Workers Comp Insurance |
| Al's Tire Service | 21748 | 07/31/2019 | 5424 | 88.63 | Vehicle maintenance (backhoe) |
| Alpha Analytical Labs, Inc. | 21749 | 07/31/2019 | 5323 | 485.00 | Lab fees |
| American Fidelity Assurance | 21735 | 07/30/2019 | 5646 | 256.90 | 125 Cafeteria Plan |
| American Fidelity Assurance Co.(Flex) | 21726 | 07/15/2019 | 5646 | 282.50 | 125 Cafeteria Plan (July) |
| American Fidelity Assurance Co.(Flex) | 21750 | 07/31/2019 | 5646 | 282.50 | 125 Cafeteria Plan (August) |
| AT & T | 21707 | 07/10/2019 | 5432 | 575.48 | Utilities (June) |
| AT & T | 21751 | 07/31/2019 | 5432 | 579.14 | Utilities (July) |
| AT & T | 21752 | 07/31/2019 | 5432 / 5621 | 70.47 | Utilities (July) |
| Blood, Richard | 21753 | 07/31/2019 | 5680 / 5681 | 107.00 | Director's compensation |
| Brawner Automotive Repair | 21754 | 07/31/2019 | 5424 | 245.77 | Vehicle maintenance (Brown ford) |
| Bruce Whittle Electric | 21755 | 07/31/2019 | 5200 | 1,911.00 | Garamendí's hydro |
| Cal PERS | EFT | 07/31/2019 | 5643 | 12,632.15 | Health insurance (July) |
| Calaveras Auto Supply | 21708 | 07/10/2019 | 5424 | 13.63 | Vehicle maintenance |
| Calaveras County Environmental Health | 21756 | 07/31/2019 | 5426 | 410.00 | Hazmat permit fee (Treatment Plant) |
| Calaveras Lumber Company | 21709 | 07/10/2019 | 5231 | 293.78 | Pump Station roof replacement |
| Calaveras Lumber Company | 21727 | 07/15/2019 | 5322 / 5231 | 1,509.88 | Materials & supplies (TP & Pump Station) |
| Calaveras Lumber Company | 21757 | 07/31/2019 | 5322 / 5421 | 889.00 | Materials & supplies (TP & Shop) |
| Calaveras Public Power Agency | 21710 | 07/10/2019 | 5432/5621/5230 | 17,612.71 | Utilities (June) |
| Calaveras Public Power Agency | 21758 | 07/31/2019 | 5432/5621/5230 | 20,980.41 | Utilities (July) |
| Carbon Copy Inc. | 21728 | 07/15/2019 | 5421 | 507.64 | Materials & Supplies (Printer ink cartridges) |
| Carbon Copy Inc. | 21759 | 07/31/2019 | 5623 | 99.73 | Printer/copier contract |
| Care Free Lawns | 21711 | 07/10/2019 | 5623 | 150.00 | Landscaping contract (June) |
| Care Free Lawns | 21760 | 07/31/2019 | 5623 | 150.00 | Landscaping contract (July) |
| Cassella, Eugene B. | 21736 | 07/30/2019 | 1371 | 79.93 | Overpayment (closed acct) |
| Claudino, Bill | 21761 | 07/31/2019 | 5680 | 50.00 | Director's compensation |
| Collins Accountancy Company | 21762 | 07/31/2019 | 5682 | 1,445.00 | Accounting review (2017/18) |
| Comcast | 21737 | 07/30/2019 | 5621 | 300.83 | Office utilities |
| Computer Firemen | 21763 | 07/31/2019 | 5623 | 50.00 | IT services |
| Country Feed and More | 21764 | 07/31/2019 | 5421 | 10.73 | Materials & supplies |
| Datco Billing | 21729 | 07/15/2019 | 5422 | 102.00 | DOT compliance services |
| De Lage Landen Financial Services inc. | 21738 | 07/30/2019 | 5623 | 87.85 | Printer/copier contract |
| Dell'Orto, J.W. | 21765 | 07/31/2019 | 5680 / 5681 | 69.00 | Director's compensation |
| Fischer, Merle | 21739 | 07/30/2019 | 5647 | 466.07 | Post Retirement Health Reimbursement (August) |
| Golden State Flow Measurement/WFM | 21766 | 07/31/2019 | 5421 | 1,660.23 | Materials & supplies (meter restock) |
| Grainger | 21767 | 07/31/2019 | 5421 | 193.61 | Materials & supplies (tank maintenance) |
| Hach Chemical | 21740 | 07/30/2019 | 5322 | 3,139.65 | Materials & supplies (Treatment Plant) |
| Henwood Associates, Inc. | 21768 | 07/31/2019 | 5200 | 5,107.68 | Hydro maintenance/repair |
| Hobgood's Cleaning Service | 21769 | 07/31/2019 | 5623 | 160.00 | Janitorial services (July) |
| Hunt & Sons Inc. | 21741 | 07/30/2019 | 5424 | 1,390.73 | Fuel |
| Hunt & Sons Inc. | 21746 | 07/30/2019 | 5424 | 960.34 | Fuel |
| Hunt & Sons inc. | 21770 | 07/31/2019 | 5424 | 1,487.38 | Fuel |
| Inland Potable Services Inc. | 21771 | 07/31/2019 | 1117 | 24,250.00 | Tank maintenance |
| Interstate Truck Center | 21772 | 07/31/2019 | 5424 | 93.66 | Dump truck maintenance |
| Lavaroni, John | 21773 | 07/31/2019 | 5680 | 50.00 | Director's compensation |
| Lehigh Hanson | 21774 | 07/31/2019 | 5421 | 124.80 | Materials & supplies |
| Mandell Municipal Counseling | 21712 | 07/10/2019 | 5682 | 4,168.00 | Legal counsel (June) - Rate Study |
| Mandell Municipal Counseling | 21775 | 07/31/2019 | 5682 | 1,350.00 | Legal counsel (July) - Rate Study |
| McMaster-Carr | 21776 | 07/31/2019 | 5421 | 93.59 | Materials & supplies |
| Motherlode Answering Service | 21713 | 07/10/2019 | 5623 | 182.00 | Answering service contract (June) |
| Motherlode Answering Service | 21777 | 07/31/2019 | 5623 | 194.76 | Answering service contract (July) |
| Mountain Counties Water Resources Assoc. | 21730 | 07/15/2019 | 5683 | 5,094.00 | 2019/20 annual dues |
| Northern Tool & Equipment | 21723 | 07/10/2019 | 5421 | 1,550.97 | Materials & supplies |

Calaveras Public Utility District Bill Payments for All Vendors July 2019

| | | | | | |
|-------------------------------------|-------|------------|--------------------------|-------------------|--|
| Overmier, Clifford | 21778 | 07/31/2019 | 5680 | 50.00 | Director's compensation |
| Pace Supply | 21779 | 07/31/2019 | 5421 | 1,262.01 | Materials & supplies (4th quarterly inventory) |
| Pacific Gas & Electric | 21714 | 07/10/2019 | 5201/5432/5621 | 319.84 | Utilities |
| Pacific Gas & Electric | 21731 | 07/15/2019 | 5200/5201 | 327.76 | Utilities |
| Pacific Gas & Electric | 21742 | 07/30/2019 | 5432/5200 | 307.70 | Utilities |
| Pacific Gas & Electric | 21780 | 07/31/2019 | 5200/5201/5432/5621 | 674.87 | Utilities |
| Pando Public Relations | 21715 | 07/10/2019 | 5823 | 1,890.00 | Public relations contract (rate study) |
| Pollard Water | 21781 | 07/31/2019 | 5421 | 119.74 | Materials & supplies |
| Postmaster | 21782 | 07/31/2019 | 5622 | 700.00 | Postage |
| Progressive Print Solutions | 21716 | 07/10/2019 | 5620 | 1,647.94 | Printing & mailing (2018 CCR) |
| Public Employees Retirement System | EFT | 07/31/2019 | 5645/5647 | 11,832.84 | Retirement |
| Rovera, Wyatt | 21783 | 07/31/2019 | 5429 | 100.00 | T3 Exam (education reimbursement) |
| Safe T Lite | 21717 | 07/10/2019 | 5421 | 195.22 | Materials & supplies |
| San Andreas Print Shop | 21718 | 07/10/2019 | 5622 | 130.34 | Postage |
| San Andreas Sanitary District | 21784 | 07/31/2019 | 5432/5621 | 377.04 | Utilities |
| Sender's Market Inc. | 21719 | 07/10/2019 | 5200/5201/5322 | 237.72 | Materials & supplies (TP & hydros) |
| Sender's Market Inc. | 21785 | 07/31/2019 | 5322/5421/5231 | 355.86 | Materials & supplies (TP, shop & Pump Station) |
| Signal Service | 21786 | 07/31/2019 | 5623 | 84.00 | Office alarm contract |
| Staples Credit Plan | 21720 | 07/10/2019 | 5620 | 372.69 | Office materials & supplies |
| Streamline | 21732 | 07/15/2019 | 5623 | 2,400.00 | 2019/20 annual website contract |
| TD Ameritrade Trust Company | 21733 | 07/15/2019 | 2317 | 500.00 | 457 Plan |
| TD Ameritrade Trust Company | 21743 | 07/30/2019 | 2317 | 500.00 | 457 Plan |
| Treat's General Store | 21721 | 07/10/2019 | 5421/5620/5322/5424 | 210.04 | Materials & supplies (Office, shop, TP, vehicle) |
| Treat's General Store | 21787 | 07/31/2019 | 5421/5322/5424/5200 | 246.32 | Materials & supplies (Shop, TP, vehicle, hydro) |
| Uline | 21788 | 07/31/2019 | 5322 | 1,968.71 | Treatment Plant office furniture |
| Underground Service Alert | 21789 | 07/31/2019 | 5623 | 687.83 | 2019/20 annual dues |
| USA Blue Book | 21790 | 07/31/2019 | 5322 | 339.20 | Materials & supplies (Treatment Plant) |
| VALIC | 21734 | 07/15/2019 | 2317 | 75.00 | 457 Plan |
| VALIC | 21744 | 07/30/2019 | 2317 | 75.00 | 457 Plan |
| Verizon Wireless | 21791 | 07/31/2019 | 5432 | 176.00 | Utilities |
| Volcano Telephone | 21722 | 07/10/2019 | 5322/5201/5230/5200 | 520.65 | Utilities (June) |
| Volcano Telephone | 21792 | 07/31/2019 | 5322/5201/5230/5200 | 521.24 | Utilities (July) |
| Weber, Ghio & Associates | 21793 | 07/31/2019 | 5684/1117/1190 | 9,850.38 | Engineer services (Rate Study, Court St, SCADA, 2019 Storm Damage) |
| Wells Fargo Bank | 21745 | 07/30/2019 | | 774.15 | Materials & supplies, contact services, postage, training |
| Wells Fargo Bank (DL) | 21794 | 07/31/2019 | 5421/5620/5623/5424/5622 | 588.68 | Materials & supplies, contract services, fuel, postage |
| Wells Fargo Bank (KJ) | 21795 | 07/31/2019 | 5622/5421 | 197.34 | Postage, materials & supplies |
| Western Utilities Underground Alert | 21796 | 07/31/2019 | 5683 | 60.00 | 2019/20 annual dues |
| WREGIS | 21797 | 07/31/2019 | 5683 | 125.00 | 2019/20 annual dues |
| | | | | <u>172,554.39</u> | |

PAYROLL JOURNAL

Payrolls by Paychex, Inc.

40004 (R-9) 0085 A850-4915 Calaveras Public Utility District

| EMPLOYEE NAME ID | HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS | | | WITHHOLDINGS | DEDUCTIONS | NET PAY ALLOCATIONS | |
|---|--|------|-------|--------------|------------|------------------------|-----------------------------|
| | DESCRIPTION | RATE | HOURS | | | | EARNINGS |
| *** 10 MAINTENANCE Cunningham, John L 1 | Salary | | | 2,365.76 | | 100.00 | Direct Deposit # 20691 |
| | CPUD Ins | | | 77.38 | | | Check Armt 0.00 |
| | Sick | | M3:00 | | | | Chkg 0017 1,936.53 |
| | EMPLOYEE TOTAL | | 3.00 | 2,443.14 | | 100.00 | Net Pay 1,936.53 |
| Moe, James G 8 | Salary | | | 2,381.60 | | | Direct Deposit # 20692 |
| | Overtime | | 24:00 | 951.72 | | | Check Armt 0.00 |
| | CPUD Ins | | | 24.63 | | | Chkg 5056 2,593.32 |
| | EMPLOYEE TOTAL | | 24.00 | 3,357.35 | | | Net Pay 2,593.32 |
| Roberts, Matthew A 10 | Salary | | | 2,283.62 | | 50.00 | Direct Deposit # 20693 |
| | Overtime | | 36:00 | 1,354.86 | | 169.09 | Check Armt 0.00 |
| | Sick | | M2:50 | | | | Chkg 3506 2,764.45 |
| | EMPLOYEE TOTAL | | 36.50 | 3,638.48 | | 219.09 | Net Pay 2,764.45 |
| Rovera, Wyatt N 13 | Salary | | | 2,072.20 | | 125.35 | Direct Deposit # 20694 |
| | CPUD Ins | | | 446.12 | | | Check Armt 0.00 |
| | | | | | | | Chkg 9965 1,796.28 |
| | EMPLOYEE TOTAL | | | 2,518.32 | | 125.35 | Net Pay 1,796.28 |
| *** 20 MANAGER Leatherman, Donna M 7 | Salary | | | 4,708.21 | | 250.00 | Direct Deposit # 20695 |
| | CPUD Ins | | | 328.86 | | | Check Armt 0.00 |
| | Vacation | | M8:00 | | | | Chkg 2134 1,000.00 |
| | EMPLOYEE TOTAL | | 8.00 | 5,037.07 | | 250.00 | Chkg 8258 2,110.53 |
| *** 30 METERS Duke, Kelly 9 | Hourly | | 24:00 | 633.60 | | | Direct Deposit # 1939800104 |
| | | | | | | | Check Armt 423.86 |
| | | | | | | | Net Pay 423.86 |
| | EMPLOYEE TOTAL | | 24.00 | 633.60 | | | |

PAYROLL JOURNAL

| EMPLOYEE NAME ID | HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS | | | WITHHOLDINGS | DEDUCTIONS | NET PAY ALLOCATIONS | |
|---|--|---------|----------|--------------|------------|------------------------|----------|
| | DESCRIPTION | RATE | HOURS | | | | EARNINGS |
| **** 40 SECRETARY Bear, Carlissa C 12 | Salary | | | 1,404.08 | | | |
| | CPUD Ins | | | 793.25 | | | |
| | Sick | | M2:50 | | | | |
| | EMPLOYEE TOTAL | | 2.50 | 2,197.33 | | | |
| **** 50 WATER TREATMENT Estrada, Andrew 2 | Salary | | | 2,720.41 | | | |
| | Overtime | 47.0850 | 4:50 | 211.88 | | | |
| | CPUD Ins | | | 433.90 | | | |
| | Vacation | | M8:00 | | | | |
| EMPLOYEE TOTAL | | 12.50 | 3,366.19 | | | | |
| **** 60 EXTRA CLERICAL Jesus, Kate E 5 | Salary | | | 1,724.77 | | | |
| | CPUD Ins | | | 50.81 | | | |
| | Vacation | | M40:00 | | | | |
| | EMPLOYEE TOTAL | | 40.00 | 1,775.58 | | | |
| **** 70 SUPERINTENDENT Beaudreau, Bret A 11 | Salary | | | 4,502.53 | | | |
| | CPUD Ins | | | 814.28 | | | |
| | EMPLOYEE TOTAL | | | 5,316.81 | | | |
| | COMPANY TOTALS | | | | | | |
| 10 Person(s) | | | | | | | |
| 10 Transaction(s) | | | | | | | |
| | Hourly | | 24.00 | 633.60 | | | |
| | Salary | | 64.50 | 24,163.18 | | | |
| | Overtime | | 8.00 | 2,517.86 | | | |
| | CPUD Ins | | 56.00 | 2,968.23 | | | |
| | Sick | | | | | | |
| | Vacation | | 152.50 | 30,283.87 | | | |
| COMPANY TOTAL | | | | 7,887.53 | | | |

PAYROLL JOURNAL

| EMPLOYEE NAME ID | HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS | | | WITHHOLDINGS | DEDUCTIONS | NET PAY ALLOCATIONS | |
|--|--|---------|-------|--------------|---------------|------------------------|----------|
| | DESCRIPTION | RATE | HOURS | | | | EARNINGS |
| **** 10 MAINTENANCE Cunningham, John L 1 | Salary | 40.9500 | 30.50 | 2,365.76 | | | |
| | Overtime | | | 1,243.98 | | | |
| | CPUD Ins | | M3:00 | 77.38 | | | |
| | Sick | | | | | | |
| | EMPLOYEE TOTAL | | | 33.50 | 3,692.12 | | |
| Moe, James G 8 | Salary | | | 2,387.80 | | | |
| | CPUD Ins | | M6:40 | 24.83 | | | |
| | Vacation | | | | | | |
| | EMPLOYEE TOTAL | | | 64.00 | 2,406.23 | | |
| | Roberts, Mathew A 10 | Salary | | | 2,283.62 | | |
| Sick | | | M3:00 | | | | |
| EMPLOYEE TOTAL | | | | 3.00 | 2,283.62 | | |
| Salary | | | | 2,072.20 | | | |
| Overtime | | 34.1250 | 29.00 | 989.63 | | | |
| Rovera, Wyatt N 13 | CPUD Ins | | | 446.12 | | | |
| | EMPLOYEE TOTAL | | | 29.00 | 3,507.95 | | |
| | Salary | | | 4,708.21 | | | |
| | CPUD Ins | | M3:50 | 328.86 | | | |
| | Sick | | | | | | |
| **** 20 MANAGER Leatherman, Donna M 7 | EMPLOYEE TOTAL | | | 3.50 | 5,037.07 | | |
| | Salary | | | 1,478.40 | | | |
| | CPUD Ins | | | | | | |
| | Sick | | | | | | |
| | EMPLOYEE TOTAL | | | 56.00 | 1,478.40 | | |
| **** 30 METERS Duke, Kelly 9 | Hourly | 26.4000 | 56.00 | 1,478.40 | | | |
| | EMPLOYEE TOTAL | | | 56.00 | 1,478.40 | | |
| | Social Security | | | 312.30 | | | |
| | Medicare | | | 73.04 | | | |
| | Fed Income Tax | | | 876.17 | | | |
| **** 10 MAINTENANCE Cunningham, John L 1 | CA Income Tax | | | 364.66 | | | |
| | CA Disability | | | 50.37 | | | |
| | EMPLOYEE TOTAL | | | 1,676.54 | | | |
| | 457 EE Pretax | | | | 457 EE Pretax | | |
| | EMPLOYEE TOTAL | | | 250.00 | 250.00 | | |
| **** 20 MANAGER Leatherman, Donna M 7 | Direct Deposit # 20704 | | | | | | |
| | Check Amt | | | | | | |
| | Chkg 2134 | | | | | | |
| | Chkg 8258 | | | | | | |
| | EMPLOYEE TOTAL | | | 250.00 | 250.00 | | |
| **** 30 METERS Duke, Kelly 9 | Retirement | | | | | | |
| | Direct Deposit # 20703 | | | | | | |
| | Check Amt | | | | | | |
| | Chkg 9965 | | | | | | |
| | EMPLOYEE TOTAL | | | 125.35 | 125.35 | | |
| **** 20 MANAGER Leatherman, Donna M 7 | 457 EE Pretax | | | | | | |
| | Health Ins Pst ta | | | | | | |
| | Direct Deposit # 20702 | | | | | | |
| | Check Amt | | | | | | |
| | Chkg 3506 | | | | | | |
| **** 30 METERS Duke, Kelly 9 | Net Pay | | | | | | |
| | EMPLOYEE TOTAL | | | 219.09 | 219.09 | | |
| | Direct Deposit # 20704 | | | | | | |
| | Check Amt | | | | | | |
| | Chkg 9965 | | | | | | |
| **** 20 MANAGER Leatherman, Donna M 7 | Net Pay | | | | | | |
| | EMPLOYEE TOTAL | | | 125.35 | 125.35 | | |
| | Direct Deposit # 20704 | | | | | | |
| | Check Amt | | | | | | |
| | Chkg 8258 | | | | | | |
| **** 30 METERS Duke, Kelly 9 | Net Pay | | | | | | |
| | EMPLOYEE TOTAL | | | 250.00 | 250.00 | | |
| | Readycheck # 1939800103 | | | | | | |
| | Check Amt | | | | | | |
| | Net Pay | | | | | | |

PAYROLL JOURNAL

| EMPLOYEE NAME ID | HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS | | | | WITHHOLDINGS | DEDUCTIONS | NET PAY ALLOCATIONS | | |
|---|--|----------------|--------|-----------|--------------|-----------------|------------------------|---------------------------|------------------------|
| | DESCRIPTION | RATE | HOURS | EARNINGS | | | | REIMB & OTHER PAYMENTS | |
| *** 40 SECRETARY Bear, Carissa C 12 | Salary | | 1:00 | 1,404.08 | | Social Security | 137.67 | 83.59 | Direct Deposit # 20705 |
| | Overtime | 23,145.00 | | 23.15 | | Medicare | 32.20 | | Check Amt 0.00 |
| | CPUD Ins | | | 793.25 | | Fed Income Tax | 181.26 | | Chkg 6990 1,484.12 |
| | Sick | | M2:50 | | | CA Income Tax | 73.44 | | Savg 3547 200.00 |
| | EMPLOYEE TOTAL | | 3.50 | 2,220.48 | | CA Disability | 22.20 | 83.59 | Net Pay 1,684.12 |
| *** 50 WATER TREATMENT Estrada, Andrew 2 | Salary | | 2:00 | 2,720.41 | | Social Security | 201.40 | 25.00 | Direct Deposit # 20706 |
| | Overtime | 47,085.00 | | 94.17 | | Medicare | 47.10 | | Check Amt 0.00 |
| | CPUD Ins | | | 433.90 | | Fed Income Tax | 501.77 | | Chkg 4990 2,255.61 |
| | Sick | | | | | CA Income Tax | 185.12 | | |
| | EMPLOYEE TOTAL | | 2.00 | 3,248.48 | | CA Disability | 32.48 | 25.00 | Net Pay 2,255.61 |
| *** 60 EXTRA CLERICAL Jesus, Kate E 5 | Salary | | 6:00 | 1,724.77 | | Social Security | 121.19 | 50.00 | Direct Deposit # 20707 |
| | Overtime | 29,850.00 | | 179.10 | | Medicare | 28.34 | | Check Amt 0.00 |
| | CPUD Ins | | | 50.81 | | Fed Income Tax | 140.96 | | Chkg 0650 1,483.25 |
| | Sick | | M20:50 | | | CA Income Tax | 27.76 | | |
| | EMPLOYEE TOTAL | | 26.50 | 1,954.68 | | CA Disability | 19.55 | 153.63 | Net Pay 1,483.25 |
| *** 70 SUPERINTENDENT Beaudreau, Bret A 11 | Salary | | 8:00 | 4,502.53 | | Social Security | 329.64 | 100.00 | Direct Deposit # 20708 |
| | CPUD Ins | | | 814.28 | | Medicare | 77.09 | | Check Amt 0.00 |
| | Sick | | M8:00 | | | Fed Income Tax | 971.31 | | Chkg 0608 3,396.56 |
| | | EMPLOYEE TOTAL | | 8.00 | 5,316.81 | | CA Income Tax | 389.04 | 100.00 |
| | EMPLOYEE TOTAL | | 8.00 | 5,316.81 | | CA Disability | 53.17 | 100.00 | Net Pay 3,396.56 |
| COMPANY TOTALS 10 Person(s) 10 Transaction(s) | Hourly | | 56.00 | 1,478.40 | | Social Security | 1,931.04 | 575.00 | Check Amt 1,065.70 |
| | Salary | | | 24,163.18 | | Medicare | 451.63 | 169.09 | Dir Dep 20,856.88 |
| | Overtime | | 68.50 | 2,535.03 | | Fed Income Tax | 3,934.24 | 312.57 | |
| | CPUD Ins | | | 2,969.23 | | CA Income Tax | 1,538.24 | | |
| | Sick | | 40.50 | | | CA Disability | 311.45 | | |
| | Vacation | | 64.00 | | | | | | |
| | COMPANY TOTAL | | 229.00 | 31,145.84 | | | 8,166.60 | 1,056.66 | Net Pay 21,922.58 |

INVESTMENT RECAP
as of June 30, 2019

| Investments | 3/31/2019 | Interest Paid | Transfers | Ending Balance | Rate |
|-------------------------|---------------------|------------------|------------|---------------------|------|
| LAIF | 3,252,164.39 | 20,032.94 | <275,0000> | 3,252,164.39 | 2.57 |
| El Dorado Savings CD #1 | 285,846.63 | 1,090.75 | | 286,937.38 | 2.08 |
| El Dorado Savings CD #2 | 275,698.35 | 784.33 | | 276,482.68 | 1.14 |
| | 3,813,709.37 | 21,908.02 | | 3,815,584.45 | |

| UBS Financial CD (x5) | Interest Pending | Annual Fee |
|-----------------------|------------------|------------|
| 737,357.40 | 9,541.13 | |
| | 1,712.58 | |
| Total interest paid | 9,541.13 | 748,611.11 |

| | | | |
|--------------------------|------------|-------------------|-----------------------|
| UBS Financial CD's (x5) | 743,528.95 | 11,344.90 | |
| Total interest paid | 11,344.90 | 4,762.25 | Balance as of 6/30/19 |
| Total Investments | | 759,636.10 | 4,575,220.55 |

Total Investments

We have had no maturities and purchases this past quarter, so Calaveras Public Utilities District's investment account with UBS still consists of five securities: \$200,000 Ally Bank FDIC insured CD with a maturity of 3/01/21 and an interest rate of 2.60%, interest paid semi-annually; \$50,000 Goldman Sachs Bank FDIC insured CD with a maturity date of 6/21/22 and an interest rate of 2.35%, interest paid semi-annually; \$200,000 Comenity Bank FDIC insured CD with a maturity date of 6/21/22 and an interest rate of 2.40%, interest paid monthly; \$195,000 Goldman Sachs FDIC insured CD with a maturity of 2/28/23 and in interest rate of 2.80%, interest paid semi-annually; and, \$100,000 Sallie Mae Bank FDIC insured CD with a maturity of 2/28/23 and an interest rate of 2.80%, interest paid semi-annually.

In the second quarter of 2019 interest paid for \$50,000 Goldman Sachs Bank CD was \$585.89
 In the second quarter of 2019 interest paid for Comenity Bank CD was \$1,209.86
 In the second quarter of 2019 interest paid for Ally Bank was \$0
 In the second quarter of 2019 interest paid for Sallie Mae Bank was \$0
 In the second quarter of 2019 interest paid for \$195,000 Goldman Sachs Bank CD was \$0
 In the second quarter of 2019 money market interest paid was \$8.02

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 April 1, 2019, the total account value was \$748,611.11. this is the sum of \$737,357.40 value of our five CDs, plus \$9,541.13 interest paid into the account and not yet sent to the district, plus \$1,712.58 accrued interest and not yet paid into the account. During the quarter we sent interest checks of \$7,929.61 and \$2,190.69, so had we not sent the checks the end of year value would have been \$742,879.59. On July 1, 2019, the total value of the account was 759,636.10. This is the sum of \$743,528.95 value of our five CDs, plus \$11,344.90 interest paid into the account, plus \$4,762.25 accrued interest not yet paid into the account.



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

CALAVERAS PUBLIC UTILITY DIST

Agency Name

Account Number

85-05-001

As of 07/15/2019, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2019.

| | | |
|-------------------------------|----|--------------------|
| Earnings Ratio | | .00007028813234525 |
| Interest Rate | | 2.57% |
| Dollar Day Total | \$ | 285,011,693.95 |
| Quarter End Principal Balance | \$ | 2,977,164.39 |
| Quarterly Interest Earned | \$ | 20,032.94 |

California State Treasurer

Flora M. CPA
Local Agency Investment Fund

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



www.treasurer.ca.gov/pmia-laif/laif.asp
July 02, 2019

CALAVERAS PUBLIC UTILITY DISTRICT

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

PMIA Average Monthly Yields

Account Number:
85-05-001

June 2019 Statement

Tran Type Definitions

| Effective Date | Transaction Date | Tran Type | Confirm Number | Authorized Caller | Amount |
|----------------|------------------|-----------|----------------|-------------------|-------------|
| 6/26/2019 | 6/25/2019 | RW | 1609249 | DONNA LEATHERMAN | -100,000.00 |

Account Summary

| | | | |
|-------------------|-------------|--------------------|--------------|
| Total Deposit: | 0.00 | Beginning Balance: | 3,077,164.39 |
| Total Withdrawal: | -100,000.00 | Ending Balance: | 2,977,164.39 |

California State Treasurer



Local Agency Investment Fund

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

www.treasurer.ca.gov/pmia-laif/laif.asp
July 02, 2019

CALAVERAS PUBLIC UTILITY DISTRICT

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

PMIA Average Monthly Yields

Account Number:
85-05-001

May 2019 Statement

Tran_Type Definitions

| Effective Date | Transaction Date | Tran Type | Confirm Number | Authorized Caller | Amount |
|----------------|------------------|-----------|----------------|-------------------|-------------|
| 5/16/2019 | 5/15/2019 | RW | 1606537 | DONNA LEATHERMAN | -100,000.00 |

Account Summary.

| | | | |
|-------------------|-------------|--------------------|--------------|
| Total Deposit: | 0.00 | Beginning Balance: | 3,177,164.39 |
| Total Withdrawal: | -100,000.00 | Ending Balance: | 3,077,164.39 |

California State Treasurer
Fiona Ma
Local Agency Investment Fund



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

www.treasurer.ca.gov/pmia-laif/laif.asp
July 02, 2019

CALAVERAS PUBLIC UTILITY DISTRICT

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

PMIA Average Monthly Yields

Account Number:
85-05-001

April 2019 Statement

Tran Type Definitions

| Effective Date | Transaction Date | Tran Type | Confirm Number | Authorized Caller | Amount |
|----------------|------------------|-----------|----------------|-------------------|------------|
| 4/15/2019 | 4/12/2019 | QRD | 1602224 | SYSTEM | 20,376.11 |
| 4/18/2019 | 4/17/2019 | RW | 1604622 | DONNA LEATHERMAN | -75,000.00 |

Account Summary

| | | | |
|-------------------|------------|--------------------|--------------|
| Total Deposit: | 20,376.11 | Beginning Balance: | 3,231,788.28 |
| Total Withdrawal: | -75,000.00 | Ending Balance: | 3,177,164.39 |



EL DORADO SAVINGS BANK

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

Last statement: March 30, 2019
This statement: June 30, 2019
Total days in statement period: 82

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 | \$277,407.08 |
| Total current balance | \$286,937.38 |
| Total interest year to date | \$1,618.76 |

DAILY ACTIVITY

| Date | Description | Additions | Subtractions | Balance |
|-------|-------------------|-----------|--------------|--------------|
| 03-30 | Beginning balance | | | \$285,848.63 |
| 03-31 | Interest Credit | 276.77 | | 286,123.40 |
| 04-30 | Interest Credit | 268.09 | | 286,391.49 |
| 05-31 | Interest Credit | 277.29 | | 286,668.78 |
| 06-30 | Interest Credit | 268.60 | | 286,937.38 |
| 06-30 | Ending totals | 1,090.75 | .00 | \$286,937.38 |

Thank you for banking with El Dorado Savings Bank



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

Last statement: March 31, 2019
 This statement: June 30, 2019
 Total days in statement period: 91

Page 1 of 1
 0003701144
 (0)

#2

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 | \$269,335.04 |
| Total current balance | \$279,482.68 |
| Total interest year to date | \$1,557.86 |

DAILY ACTIVITY

| Date | Description | Additions | Subtractions | Balance |
|-------|-------------------|-----------|--------------|--------------|
| 03-31 | Beginning balance | | | \$275,898.35 |
| 04-30 | Interest Credit | 258.32 | | 275,956.67 |
| 05-31 | Interest Credit | 267.19 | | 276,223.86 |
| 06-30 | Interest Credit | 258.82 | | 276,482.68 |
| 06-30 | Ending totals | 784.33 | .00 | \$276,482.68 |

Thank you for banking with El Dorado Savings Bank

UBS Financial Services Inc.
1780 Hughes Landing Blvd
3 Hughes Landing, Suite 200
The Woodlands TX 77380-4021

APZ3001562251 0419 EM 0

Business Services Account

April 2019

0001248 02 AB 0.409 02 TR 00005 B301B041 000000 edg
CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN
P O BOX 666
SAN ANDREAS CA 95249-0666

RECEIVED MAY - 8 2019

Account name: CALAVERAS PUBLIC UTILITY DIST.

ATTN: DONNA LEATHERMAN

Account number: EM 16958 70

Your Financial Advisor:

EBERT, RICHARD

Phone: 281-362-6360/866-215-5651

Questions about your statement?

Call your Financial Advisor or the ResourceLine at 800-762-1000, account 735016958.

Visit our website:

www.ubs.com/financialservices

Items for your attention

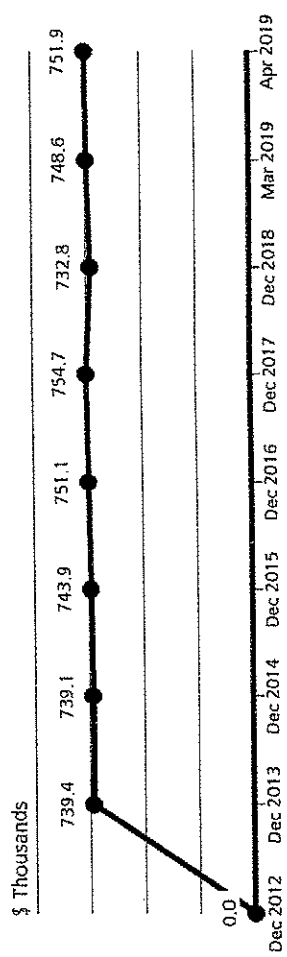
- ▶ Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

As a service to you, your portfolio value of \$751,937.72 includes accrued interest.

Value of your account

| | on March 29 (\$) | on April 30 (\$) |
|---------------------------------|---------------------|---------------------|
| Your assets | 748,611.11 | 751,937.72 |
| Your liabilities | 0.00 | 0.00 |
| Value of your account | \$748,611.11 | \$751,937.72 |
| Accrued interest in value above | \$1,712.58 | \$3,008.80 |

Tracking the value of your account



Sources of your account growth during 2019

| | |
|--|---------------------|
| Value of your account at year end 2018 | \$732,759.29 |
| Your investment return: | |
| Dividend and interest income | \$8,338.43 |
| Change in value of accrued interest | -\$1,944.20 |
| Change in market value | \$12,784.20 |
| Value of your account on Apr 30, 2019 | \$751,937.72 |

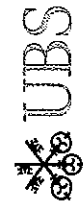


Member SIPC

S 001248 B301B041 006618

APZ30004001562251 PZ3000170027 00001 0419 0000000000 EM16958700 000000

UBS Financial Services Inc.
1780 Hughes Landing Blvd
3 Hughes Landing, Suite 200
The Woodlands TX 77380-4021



APZ3001539563 0519 EMI 0

Business Services Account

May 2019

RECEIVED JUN - 7 2019

0004829 02 AB 0.409 02 TR 00020 B301B041 0000000 ecdg
CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN
P O BOX 666
SAN ANDREAS CA 95249-0666

Account name: CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN

Account number: EM 16958 70

Your Financial Advisor:

EBERT, RICHARD
Phone: 281-362-6360/866-215-5651

Questions about your statement?
Call your Financial Advisor or the
ResourceLine at 800-762-1000,
account 735016958.

Visit our website:
www.ubs.com/financialservices

Items for your attention

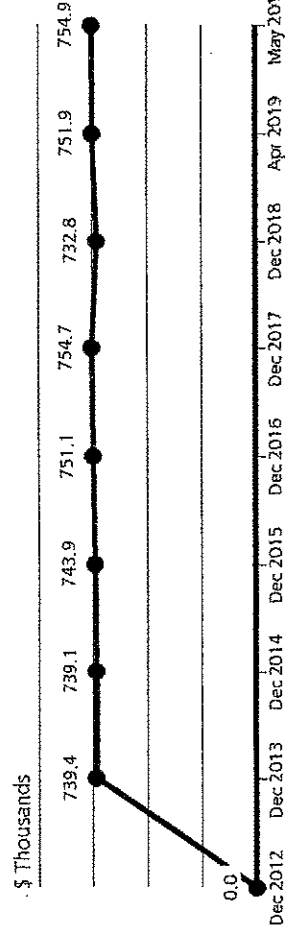
- ▶ Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

Value of your account

| | on April 30 (\$) | on May 31 (\$) |
|---------------------------------|---------------------|---------------------|
| Your assets | 751,937.72 | 754,885.88 |
| Your liabilities | 0.00 | 0.00 |
| Value of your account | \$751,937.72 | \$754,885.88 |
| Accrued interest in value above | \$3,008.80 | \$4,264.91 |

As a service to you, your portfolio value of \$754,885.88 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2019

| | |
|--|---------------------|
| Value of your account at year end 2018 | \$732,759.29 |
| Your investment return: | |
| Dividend and interest income | \$8,736.03 |
| Change in value of accrued interest | -\$688.09 |
| Change in market value | \$14,078.65 |
| Value of your account on May 31, 2019 | \$754,885.88 |



UBS Financial Services Inc.
1780 Hughes Landing Blvd
3 Hughes Landing, Suite 200
The Woodlands TX 77380-4021

APZ3001559323 0619 X124 EM 0

Business Services Account

June 2019

RECEIVED JUL - 5 2019

0000428 02 AB 0.409 02 TR 00003 B301B041 110100 edg
CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN
P O BOX 666
SAN ANDREAS CA 95249-0666

Account name: CALAVERAS PUBLIC UTILITY DIST.

ATTN: DONNA LEATHERMAN

Account number: EM 16958 70

Your Financial Advisor:

EBERT, RICHARD

Phone: 281-362-6360/866-215-5651

Questions about your statement?

Call your Financial Advisor or the ResourceLine at 800-762-1000, account 735016958.

Visit our website:

www.ubs.com/financialservices

Items for your attention

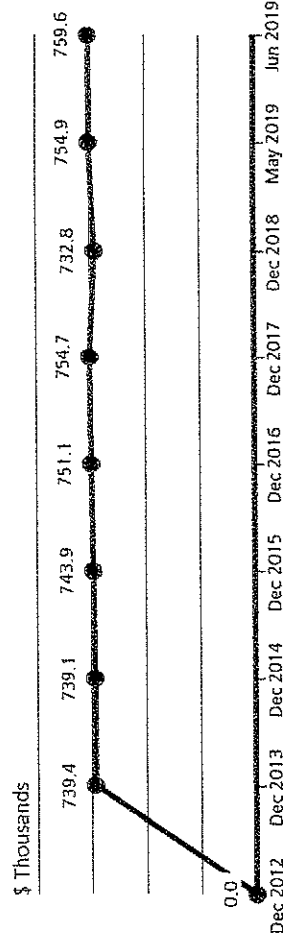
- Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

Value of your account

| | on May 31 (\$) | on June 28 (\$) |
|---------------------------------|---------------------|---------------------|
| Your assets | 754,885.88 | 759,636.10 |
| Your liabilities | 0.00 | 0.00 |
| Value of your account | \$754,885.88 | \$759,636.10 |
| Accrued interest in value above | \$4,264.91 | \$4,762.25 |

As a service to you, your portfolio value of \$759,636.10 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2019
Value of your account at year end 2018 \$732,759.29

Your investment return:

| | |
|-------------------------------------|-------------|
| Dividend and interest income | \$9,731.91 |
| Change in value of accrued interest | -\$190.75 |
| Change in market value | \$17,335.65 |

Value of your account on Jun 28, 2019
\$759,636.10



Member SIPC

S 000428 B301B041 002240

APZ30004001559323 PZ3000173985 00001 0619 0000000000 EM16958700 110100

AGENDA ITEM 5

Accept: Specialized Utility Service Program (SUPS) Median Household Information (MHI) Survey

Discussion:

The District contracted with SUPS to conduct a median household income survey. The survey has been completed and report was mailed with the Board packet.

A summary of the result determined that the average MHI for the District is \$47,450 which qualified the District as a Disadvantaged Community (DAC).

The District will follow up with the State on the pending SRF application and possible grant funding for the water treatment plant projects.

Action: Acceptance of the Medium Household Income (MHI) Survey Final Report

Motion 1st _____, **2nd** _____, **Carried:** _____

Discussion:

Review/Discussion: ACWA/JPIA – Risk Management Assessment

Discussion:

ACWA/JPIA annual review and inspection of District facilities were conducted in July. Inspection findings are reported in the risk assessment letter enclosed in your Board packet.

Action: None



August 6, 2019

Ms. Donna Leatherman, General Manager
Calaveras Public Utility District
P. O. Box 666
San Andreas, California 95249-0666

**RE: LIABILITY, PROPERTY, AND WORKERS' COMPENSATION PROGRAMS
RISK ASSESSMENT**

Dear Ms. Leatherman:

It was a pleasure meeting with you on July 18, 2019. The purpose was to review the Calaveras Public Utility District (CPUD) operations and provide risk management assistance. We discussed District operations, capital improvements, and previous recommendations. Please thank Bret Beaudreau, Water Systems Superintendent, for his time and consideration.

Loss History

The District's loss history was discussed. The ACWA JPIA looks at losses that have occurred over the last five policy years. These claims have the most impact on insurance costs; and can assist in identifying trends, training, and risk reduction efforts.

In workers' compensation, the District has had three claims in the last five years. Many claims were related to strains and sprains from moving material. During our discussion of claims, we highlighted the practice of reminding staff of lifting options as captured by the Lifting Activity Hazard Analysis (AHA). Some JPIA members have modified the Lifting AHA document for their use, and posted it at the location where lifting activities are commonly conducted.

The District experienced five liability claims and five property claims in the last five years. Several liability claims are related to water leaks due to breaks and pressure. It was a pleasure to learn how CPUD has implemented multiple controls to reduce the impact and frequency of future water breaks. This includes adopting capital improvement projects that rehabilitate and/or replace the aging transmission and distribution lines. JPIA members are asked to look at additional emergency response procedures, to control and contain flows once arriving at a call involving a line break or backup. This might include reviewing procedures, training crews, and providing supplies to "Dam, Dike, or Divert" when arriving on scene to keep water from entering any structure.

Ms. Donna Leatherman, General Manager
Calaveras Public Utility District
August 6, 2019
Page 2

During the loss review, I shared the news that JPIA is launching a Risk Control Grant Program. This Program is designed to promote the implementation of best practices that will prevent or mitigate losses. This is accomplished by funding specific one-time, non-routine risk management loss control programs, or activities that are intended to address those risks a member experiences. Additional information about the Program can be found on the [JPIA Grant Program webpage](#).

New Laws

We reviewed a few of the new laws that went into effect on January 1, 2019. Per SB 1343, all staff are required to attend Sexual Harassment Prevention (SHP) training. With the passage of AB 2334, Cal/OSHA expanded the “look back” period for the Log 300, 300A, and 301. Members are encouraged to add SHP training to their 2019 calendar, and maintain a file of logs for five years from 2014 to 2018.

Facility Tour

During the visit, Bret provided a tour of the District that included the yard, two of the Moke Hill Hydros, and the water treatment plant. At the yard, signs of improving housekeeping, reducing clutter, and improving access to equipment were observed. One example of improving access involves organizing ladders by weight limit and height, thereby making it easier for staff to access the correct ladder needed for a job and a given load quickly. Continued enhancements to the yard can include segregating pesticides from flammable chemicals, reducing incompatible chemical storage risk.



The tour of the water treatment plant provided an opportunity to see the new chlorine generation system the District recently installed. The replacement of the gaseous chlorine system dramatically reduces the risk to the treatment staff and surrounding population, by eliminating the hazards associated with chlorine gas.

Future Plans and Actions

To aid the District in the future, the following actions are recommended:

- Schedule DDC and other requested training for winter 2019-20
- Provide assistance and resources while the District reviews and updates accident reporting and Lock Out/Tag Out procedures.

Ms. Donna Leatherman, General Manager
Calaveras Public Utility District
August 6, 2019
Page 2

The [ACWA JPIA website](#) has been updated and contains links to numerous *Human Resources*, *Risk Transfer*, *Claims Reporting*, *Safety Program Documents*, and *best practices*. Please note that the requirements for access have changed. Please distribute the attached flyer among your staff.

I want to thank CPUD for being an ACWA JPIA member. I look forward to returning this fall to conduct additional training. In the meantime, if you have any questions or need assistance, please call me at (916) 786-5742, ext. 3144, or contact me via email at tbenzing@acwajpia.com.

Sincerely,



Thor Benzing
Senior Risk Control Advisor

806:tl

Enc: Lifting AHA
JPIA Website Flyer

c: JPIA Member Services
JPIA Risk Management Committee
John Lavaroni, JPIA Board Member

JPIA RISK CONTROL GRANT PROGRAM

The Risk Control Grant Program is designed to reinforce strategic risk management directions and re-energize the loss reduction efforts of the JPIA members.

Employee training has been proven to increase productivity and morale.



JPIA RISK CONTROL GRANT PROGRAM



P. O. Box 619082
Roseville, CA 95661
800.231.5742
acwajpia.com



The best way to control losses is to prevent them.



Grant Program Purpose

To promote the implementation of best practices that will prevent or mitigate losses in the JPIA's Liability, Property, and Workers' Compensation Programs. The historical loss areas for these programs served as the foundation for the best practices in the JPIA's Commitment to Excellence. The Grant Program will incentivize members to renew their Commitment to Excellence and review the best practices applicable to their operations.

This is accomplished by funding specific one-time, non-routine risk management or loss control programs or activities that are intended to address those risks. Members should refer to the Risk Control Grant Program Description for guidance as to projects that are likely to merit funding.

Eligibility

The member's eligibility to participate in the grant program includes:

- Member has signed the JPIA Commitment to Excellence (C2E) Agreement.
- Member will sign the C2E agreement prior to the request for reimbursement from the Grant Fund *if not previously submitted to the JPIA*.
- Member must participate in at least two JPIA pooled programs.

Grants can be used for risk management projects in any of the following Commitment to Excellence categories:

Infrastructure-Wildfire

- Emergency plan for wildfire
- Emergency equipment/supplies
- Communication equipment

Vehicle Operations

- Vehicle equipment such as emergency strobes, high visibility stripes
- Backup cameras

Water Lines Failure

- Asset identification project
- Valve exercise/flushing program
- Emergency response trailer

Cyber Security

- Cyber risk vulnerability testing
- Incident response plan

Ergonomics Program

- Ergonomic evaluations
- Ergonomic coordinator training
- Ergonomic equipment purchase
- Mobile workstation for trucks
- Truck bed steps

Employment Practices

- Specialized trainer

Award Criteria

JPIA members are eligible for a grant up to \$10,000 to fund their risk management and safety program projects or equipment. Five grants will be awarded. The grants will be reserved for districts applying the funds to a JPIA Commitment to Excellence program category, consistent with their pooled program participation.

Application and Reimbursement of Expenditures

Grant funds will be paid as reimbursements or initial investment for costs incurred within the scope of the project. To receive grant funding, the grant program request form must be submitted for projects *initiated and completed within the fiscal year (10/1/19 – 9/30/20)*.

Applications will be approved by March 1. Members will be notified at that time if their application has been approved.

The JPIA's Risk Control Grant Program—to assist members with their risk control efforts based on the Commitment to Excellence Program.



Review: Preliminary 2019/20 Budget

Discussion:

The preliminary 2019/20 Budget was mailed to the Board on August 19 for review. The report shows the completed 2017/18 fiscal year as well as our current year-to-date (through June 30, 2019), comparison to the 2019 budget.

The proposed budget has 3 columns which reflect projected, proposed and comparison between 2018/19 vs. 2019/20 fiscal year.

The income figures represent the updated water rates which passed on August 13, 2019. Income figures for property tax, hydro and miscellaneous income are also updated. Expenses shown are less than previous anticipated which reflects a decrease to allows for possible previous compared years with anticipated expenses for 2019/20. A COLA for district staff is not included in the proposed budget however the CPI Urban (CIP-U) shows 1.9 percent for March 2019. Other expense items include reports due to the State for revisions to EAP's at Jeff Davis and Middle Fork, engineering for the SRF funding application, routine maintenance and operation of the District.

Capital cost include replacement of District vehicle, further updates at the water treatment plant, tanks, line replacement, leak detection and administrative accounting and billing software updates. The District will begin working on policies and procedures updates. A start developing strategic and succession plan for future long-range planning.

Action: None

Agenda item #7 – Review: Preliminary 2019/20 Budget - Review Comments

1. The 2019 year to date financial report shows a shortage in the water revenue due to the 2019/29 annual budget being approved reflecting the proposed 2018 rate increase that was not approved.
2. The estimated revenue for water income reflects the amount of the 2019/20 increase passed on August 13, 2019.
3. Property tax estimated base on figures received from County tax estimates. Project cost show an increase in the interest and decrease in hydro revenue for anticipated downtime due to repairs.
4. Interest rates are stabilizing, we should continue a decent amount in investment return.
5. **5230 - Utilities pumping power-** Due to the So. Fork motor being out of service this budget item was much lower than average. It is anticipated to have normal expenses for the FY 2019/20.
6. **5352 - Lab fees** - Are not anticipated to increase, although 3-year cycle for lead and copper testing due.
7. **5412 - Operations staff overtime** - is anticipated to trend as show as the amount of overtime that is anticipated for unforeseen and transitions to new technology.
8. **5424 - Equipment Repair & Operations** - The aging condition of the District backhoe and dump truck have related to unforeseen rental of equipment. Maintenance and fuel for vehicles is also under this category.
9. **5429 - Safety & Education** – Staff education, training, conference, classes, and safety equipment including PPE and training.
10. **5430 - Engineering** - Cost will increase due to projected projects, FEMA reporting, planning and EAP reviews.
11. **5431 - State Dam Fees** - Fees increased in 2017, 2018 and unknow cost for 2019.
12. **5434 -State Fees (SWRCB)** – Annual fee charged by State to oversee District varies based on inspections, reviews and cost of inspector.
13. **5510 - Meter Wages** – Part-time staff
14. **5621 - Office Utilities** – Reviews previous FY compared to actual amount reduced to reflect actual anticipated cost.
15. **5622 Postage & Box Rent** - Reviews previous FY compared to actual amount reduced to reflect actual anticipated cost.
16. **5623 – Contract Services** – Contract with IT services, copier machine, credit card processing, etc.
17. **5643** – Medical Insurance – Cost for medical, dental and vision reflects previous averages and anticipated increase of 8% in health care.
18. **5645 Retirement (PERS)** – increase in PERS rate from 11.569 to 12.514% in July.
19. **5647 – OPEB Retirement** – benefits for annuitants based on actuarial study
20. **5682 – Audit and Legal** - Anticipated increase due to new legal counsel and Audit RFP
21. **5684 - Engineering** - Reflects administrative engineering
22. **5685 – Election Expenses** -2019/20 is a non-election year cost will be review in FY 2020/21.

RECAP
2019/20 Preliminary Budget

| | 2017/18 | 2018/19 | 2018/19 | % | Projected | 2019/20 | 18/19 vs. 19/20 |
|--------------------------------|------------------|------------------|------------------|-------------|------------------|------------------|------------------------|
| | Actual | YTD | Budget | Difference | 2019/20 | Prelim | Difference |
| REVENUE | | | | | | | |
| OPERATING INCOME | | | | | | | |
| WATER SALES | 1,551,158 | 1,519,505 | 2,291,000 | -34% | 1,986,600 | 1,986,600 | -13% |
| Water Sales - Temp Water Prog. | 24,550 | 10,743 | 15,000 | -28% | 15,750 | 15,750 | 5% |
| FEES | 82,024 | 2,250 | 10,000 | -78% | 10,500 | 10,500 | 5% |
| OTHER OPERATING INCOME | 4,676 | 121,519 | 16,000 | 659% | 31,750 | 31,750 | 98% |
| | 1,662,408 | 1,654,017 | 2,332,000 | -29% | 2,044,600 | 2,044,600 | -12% |
| NON-OPERATING INCOME | | | | | | | |
| HYDRO REVENUE | 88,451 | 62,522 | 80,000 | -22% | 84,000 | 73,000 | -9% |
| TAXES (M&O) | 106,999 | 116,274 | 109,000 | 7% | 114,450 | 117,000 | 7% |
| INTEREST | 39,548 | 97,692 | 25,000 | 291% | 26,250 | 70,000 | 180% |
| CELL TOWER LEASES | 19,576 | 52,351 | 17,900 | 192% | 18,795 | 17,900 | 0% |
| MHSD REVENUE | 9,000 | 10,100 | 10,200 | -1% | 10,710 | 10,200 | 0% |
| | 263,574 | 338,939 | 242,100 | 40% | 254,205 | 288,100 | 19% |
| OTHER | | | | | | | |
| RESERVES - | 539,735 | 675,000 | 370,000 | 82% | 808,500 | 450,000 | 22% |
| | 2,465,717 | 2,667,956 | 2,944,100 | -9% | 3,107,305 | 2,782,700 | -5% |
| | 2017/18 | 2018/19 | 2018/19 | | Projected | 2019/20 | 18/19 vs. 19/20 |
| | Actual | YTD | Budget | | 2019/20 | Prelim | Difference |
| EXPENSES | | | | | | | |
| ADMINISTRATION & GENERAL | 880,123 | 898,077 | 1,005,000 | -11% | 1,055,250 | 1,033,000 | 3% |
| MAINTENANCE & OPERATION | 1,033,841 | 918,107 | 1,169,100 | -21% | 1,227,450 | 1,144,700 | -2% |
| CAPITAL OUTLAY | 861,857 | 496,481 | 770,000 | -36% | 808,500 | 500,000 | -35% |
| TOTAL EXPENSES | 2,775,821 | 2,312,665 | 2,944,100 | -21% | 3,091,200 | 2,677,700 | -9% |

INCOME
2019/20 Preliminary Budget

| | 2017/18 Actual | 2018/19 YTD | 2018/19 Budget | % Difference | Projected 2019/20 | 2019/20 Prelim | 18/19 vs. 19/20 Difference |
|---|-------------------|------------------|-------------------|-----------------|----------------------|-------------------|-------------------------------|
| Operating | | | | | | | |
| 4110 · Water Sales-Residential | 1,222,901 | 1,212,220 | 1,878,440 | -35% | 1,629,012 | 1,629,000 | -13% |
| 4112 · Water Sales-Commercial | 320,037 | 300,060 | 401,100 | -25% | 347,655 | 347,600 | -13% |
| 4170 · Water Sales-Agriculture | 8,220 | 7,225 | 11,460 | -37% | 9,933 | 10,000 | -13% |
| 4180 · Water Sales-Bulk Water Program | 24,550 | 10,743 | 15,000 | -28% | 15,750 | 15,750 | 5% |
| 4230 · Installation Fees | 2,200 | 2,250 | 10,000 | -78% | 10,500 | 10,500 | 5% |
| 4970 · Other Income- T&D Proj. Income | 32,881 | 2,000 | 5,000 | -60% | 5,250 | 5,250 | 5% |
| 4995 · Miscellaneous | 46,943 | 104,038 | 5,000 | 1981% | 5,250 | 15,000 | 200% |
| 4996 · Work Done for Others | 4,676 | 15,481 | 6,000 | 158% | 6,300 | 11,500 | 92% |
| Operating Sub-total | 1,662,408 | 1,654,017 | 2,332,000 | -29% | 2,029,650 | 2,044,600 | -12% |
| Non-Operating | | | | | | | |
| 4200 · Pipeline Hydro Revenue | 71,177 | 62,522 | 60,000 | 4% | 63,000 | 63,000 | 5% |
| 4210 · Schaads Hydro Revenue | 17,274 | 0 | 20,000 | -100% | 21,000 | 10,000 | -50% |
| 4240 · Cellular Site Leases | 19,576 | 52,351 | 17,900 | 192% | 18,795 | 17,900 | 0% |
| 4923 · Interest from LAIF | 39,548 | 97,692 | 25,000 | 291% | 26,250 | 70,000 | 180% |
| 4932 · County Taxes | 106,999 | 116,274 | 109,000 | 7% | 114,450 | 117,000 | 7% |
| 4975 · MHSD Revenue | 9,000 | 10,100 | 10,200 | -1% | 10,710 | 10,200 | 0% |
| Non-Operating Sub-Total | 263,574 | 338,939 | 242,100 | 40% | 254,205 | 288,100 | 19% |
| Total Operating/Non-Operating Income | 1,925,982 | 1,992,956 | 2,574,100 | -23% | 2,283,855 | 2,332,700 | -9% |
| Other Income | | | | | | | |
| Reserves for Capital Outlay | 950,000 | 675,000 | 370,000 | 82% | 808,500 | 450,000 | 22% |
| TOTAL INCOME | 2,875,982 | 2,667,956 | 2,944,100 | -9% | 3,092,355 | 2,782,700 | -5% |

**EXPENSES
2019/20 Preliminary Budget**

| | 2017/18 | 2018/19 | 2018/19 | 2019/20 | 18/19 vs. 19/20 | 2019/20 | 2019/20 | 2019/20 | 2019/20 |
|--------------------------------------|------------------|------------------|------------------|------------------|-----------------|------------------|------------|--|----------|
| | Actual | YTD | Budget | Projected | Difference | Prelim | Difference | Comments | Comments |
| Operation & Maintenance | | | | | | | | | |
| 5230 · Utilities Pumping Power | 149,173 | 44,989 | 130,000 | 136,500 | -65% | 125,000 | -4% | So. Fork motor out of service fy 2018/19 | |
| 5231 · Pump Station Supplies | 12,620 | 8,863 | 20,000 | 21,000 | -56% | 20,000 | 0% | Replace roof/safety platform/lighting | |
| 5320 · Water System Superintendent | 108,737 | 103,958 | 109,000 | 114,450 | -5% | 112,000 | 3% | COLA @ 2% | |
| 5321 · Water Treatment Wages | 63,995 | 64,985 | 66,000 | 69,300 | -2% | 67,500 | 2% | COLA @ 2% | |
| 5322 · Water Treatment Supplies | 71,936 | 51,113 | 100,000 | 105,000 | -49% | 85,000 | -15% | Water treatment chemicals/supplies | |
| 5323 · Lab Fees | 5,260 | 5,900 | 15,000 | 15,750 | -61% | 7,000 | -53% | Routine sampling/3 yr L/C/ special | |
| 5411 · T & D Spec. Maintenance Labor | 198,005 | 211,848 | 285,000 | 299,250 | -26% | 230,000 | -19% | Water Utility Worker II/III (4 positions) | |
| 5412 · T & D - Overtime Labor | 38,548 | 45,683 | 40,000 | 42,000 | 14% | 50,000 | 25% | All Overtime including On-call | |
| 5421 · T & D Maint. Mat. & Supp. | 64,163 | 81,061 | 85,000 | 89,250 | -5% | 85,000 | 0% | Materials/supplies for all field work | |
| 5422 · T & D Contract Services | 9,504 | 5,834 | 10,000 | 10,300 | -42% | 10,000 | 0% | Vehicle and Equipment maint/repairs | |
| 5424 · T & D Equip. Repair & Oper. | 53,321 | 42,189 | 40,000 | 42,000 | 5% | 45,000 | 13% | Rented equipment | |
| 5425 · T & D Equipment Rental | 16,835 | 6,923 | 10,000 | 10,500 | -31% | 15,000 | 50% | Encroachment | |
| 5426 · T & D Fees & Permits | 5,492 | 5,018 | 10,000 | 10,500 | -50% | 8,000 | -20% | Property taxes | |
| 5427 · T & D Taxes | 977 | 978 | 1,100 | 1,050 | -11% | 1,200 | 9% | All insurance Property/liability/WC | |
| 5428 · T & D Insurance | 48,039 | 41,194 | 55,000 | 57,750 | -25% | 53,000 | -4% | Safety training, education, certifications | |
| 5429 · T & D Safety & Education | 20,524 | 16,488 | 25,000 | 26,250 | -34% | 20,000 | -20% | Engineering -project, district other | |
| 5430 · T & D Engineering | 77,538 | 76,617 | 60,000 | 63,000 | 28% | 80,000 | 33% | Annual Dam Fees | |
| 5431 · T & D State Dam Fees | 53,048 | 63,654 | 55,000 | 57,750 | 16% | 70,000 | 27% | Utilities | |
| 5432 · T & D Misc. Maint. Utilities | 20,679 | 11,542 | 23,000 | 24,150 | -50% | 25,000 | 9% | State Division of Drinking water | |
| 5434 · T & D State Fees | 0 | 0 | 15,000 | 15,750 | -100% | 10,000 | -33% | Part time staff | |
| 5510 · Meter Wages | 15,447 | 20,598 | 15,000 | 15,750 | 37% | 26,000 | 73% | | |
| | 1,033,841 | 909,435 | 1,169,100 | 1,227,450 | -22% | 1,144,700 | -2% | | |
| Administration & General | | | | | | | | | |
| 5611 · Manager | 110,550 | 112,420 | 118,000 | 123,900 | -5% | 120,000 | 2% | Manager | |
| 5612 · Customer Service Rep | 31,802 | 31,444 | 34,000 | 35,700 | -8% | 35,000 | 3% | Customer Service Rep. | |
| 5614 · Admin. Account Assistant | 40,491 | 40,732 | 44,000 | 46,200 | -7% | 44,000 | 0% | Admin. Account Assistant | |
| 5615 · O/T Office | 1,787 | 2,804 | 3,000 | 3,150 | -7% | 3,500 | 17% | Administrative Overtime | |
| 5620 · Materials & Supplies | 17,670 | 22,502 | 25,000 | 26,250 | -10% | 25,000 | 0% | Office supplies | |
| 5621 · Office Utilities | 7,887 | 7,718 | 12,000 | 12,600 | -36% | 9,000 | -25% | Utilities | |
| 5622 · Postage & Box Rent | 9,021 | 8,873 | 17,000 | 17,850 | -48% | 10,000 | -41% | Postage, permit, box rent | |
| 5623 · Contract Services | 28,025 | 40,616 | 30,000 | 31,500 | 35% | 40,000 | 33% | contract work (i.e. IT/MHI/ publications/copy machine) | |
| 5641 · FICA | 50,585 | 54,454 | 68,000 | 71,400 | -20% | 60,000 | -12% | Payroll taxes | |
| 5642 · Unemployment | 0 | 0 | 2,500 | 2,625 | -100% | 2,500 | 0% | Unemployment taxes | |
| 5643 · Medical Insurance | 199,428 | 195,927 | 255,000 | 267,750 | -23% | 230,000 | -10% | Medical/dental/vision | |
| 5645 · Retirement-PERS (Admin) | 149,241 | 160,885 | 150,000 | 157,500 | 7% | 200,000 | 33% | PERS retirement | |
| 5647 · OPEB - Retirement | 126,325 | 103,530 | 110,000 | 115,500 | -6% | 100,000 | -9% | PERS Other Post Employee Benefits (OPEB) | |
| 5680 · Director's Fees | 1,650 | 3,150 | 2,500 | 2,625 | 26% | 2,500 | 0% | Directors Fees | |
| 5681 · Director's Mileage | 298 | 547 | 1,000 | 1,050 | -45% | 1,000 | 0% | Mileage | |
| 5682 · Audit & Legal | 25,699 | 50,785 | 40,000 | 42,000 | 27% | 50,000 | 25% | New Legal /Audit | |
| 5683 · Dues, Subscriptions, Fees | 23,125 | 39,049 | 37,000 | 38,850 | 6% | 40,000 | 8% | Memberships-organizations/JPA (UMR/WA/A/WVA/CSDA) | |
| 5684 · Engineering-Admin. | 56,539 | 47,817 | 50,000 | 52,500 | -4% | 60,000 | 20% | Engineering-Admin. | |
| 5685 · Election Expense | 0 | 0 | 6,000 | 6,300 | -100% | 500 | -92% | Election Expense taxes | |
| | 880,123 | 923,253 | 1,005,000 | 1,055,250 | -8% | 1,033,000 | 3% | | |
| TOTAL EXPENSES | 1,913,964 | 1,832,688 | 2,174,100 | 2,282,700 | -16% | 2,177,700 | 0% | | |

**CAPITAL OUTLAY
2019/20 Preliminary Budget**

| | 2018/19 | 2018/19 | 2019/20 | 2019/20 |
|--|----------------|----------------|----------------|--|
| | Budget | YTD | Prelim | Comments from Cost of Service Study) |
| <u>Treatment Plant Improvements</u> | | | | |
| Waste to Recycle Water | 30,000 | 0 | 80,000 | Phase 1-Planning & prelim design |
| Filter Surveillance | 25,000 | 0 | 0 | |
| So. Fork Pump Station | 50,000 | 53,353 | 70,000 | S. Fork Pump Station - Motor #2 |
| Other Improvements - In house | 25,000 | 0 | 0 | |
| Electronic Communication (SCADA) | 40,000 | 31,606 | 0 | |
| Salt Storage Building | 75,000 | 75,806 | 0 | |
| | 245,000 | 160,765 | 150,000 | |
| <u>Pipeline / Schaads Hydros</u> | | | | |
| Schaads | 40,000 | 52,746 | 30,000 | Schaads V1 rebuild/Penstock/Piezometer/Spillway vegetation |
| Pipeline Hydros | 60,000 | 0 | 40,000 | Garamendi hydro (Cla-val/Pole Replacement/Panel Replacement/Meter Upgrade) |
| | 100,000 | 52,746 | 70,000 | |
| <u>Transmission & Distribution</u> | | | | |
| Vehicle Replacement | 50,000 | 0 | 50,000 | Equipment/Vehicle replace Brown Ford (2002/141,993 miles) |
| Meter updates/Handheld communications | 10,000 | 5,018 | | |
| System Evaluation - Leak Detection Program | 10,000 | 11,906 | | |
| Tree Mortality Program | 0 | 27,042 | 0 | |
| Tank Inspections | | 10,175 | 30,000 | Tank evaluation phase 1 (evaluate priority) |
| Patch Paving Repairs | | 8,460 | | |
| | 70,000 | 62,601 | 80,000 | |
| <u>Line Replacement/System Improvements</u> | | | | |
| In house - Line Replacement Projects | 80,000 | 56,037 | 30,000 | |
| <i>Pixley meters, Winkler Ct</i> | | 43,463 | | |
| <i>Court St LRP</i> | | 12,574 | | |
| Outsource Projects - Line Replacement | 250,000 | 153,509 | 110,000 | |
| Water Loss Program | | | 30,000 | |
| | 330,000 | 209,546 | 170,000 | |
| <u>General & Administration</u> | | | | |
| Office Improvements | 20,000 | 10,823 | 30,000 | Billing/Accounting software upgrade |
| Contingency | 5,000 | 0 | 0 | |
| | 25,000 | 10,823 | 30,000 | |
| | | | | |
| <u>TOTAL CAPITAL OUTLAY</u> | 770,000 | 496,481 | 500,000 | |

Monthly Water Report

Discussion:

Water production for July was 52,329,642 gallons from the Water Treatment Plant. With a daily average of 16,088,053 gallons.

The reservoir level at Jeff Davis is 8.35' below spill.

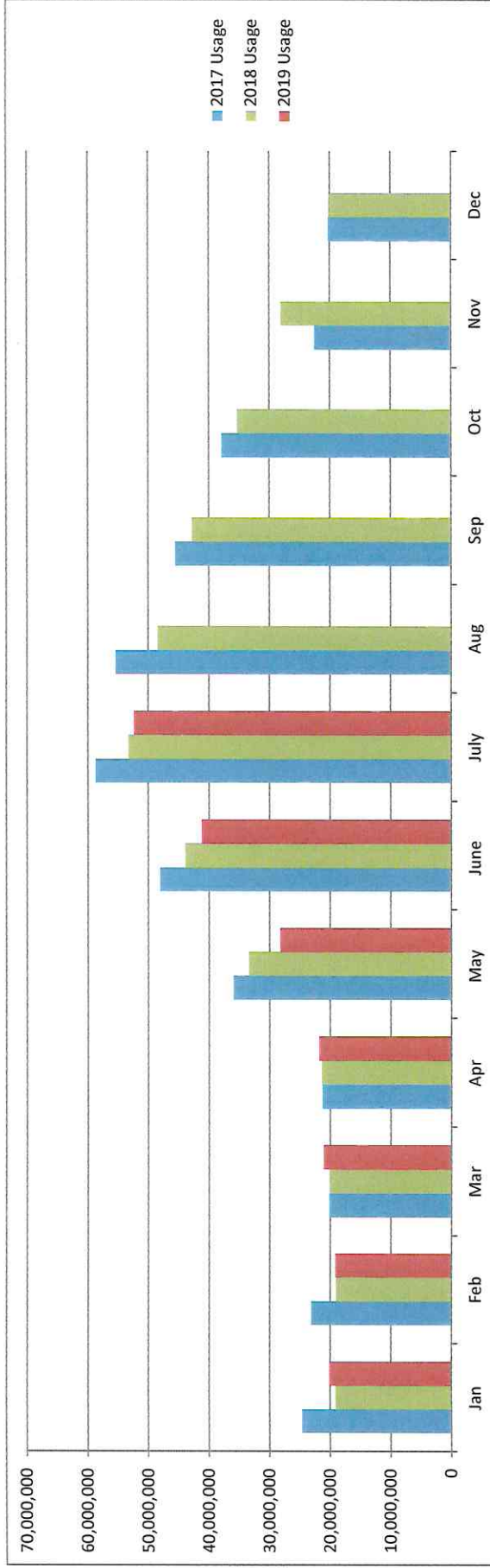
Water loss investigation at the water treatment plant is calculated district staff is working to provide the Board with findings and recommendations. The preliminary results show an average daily loss of between 350,000 and 400,000 gallons daily.

The Manager is recommending moving forward with replacement of the existing meter and installation, which will be programmable to the current SCADA upgrades at the water treatment plant. Consideration for calibration of the existing meter was discussed however, this is the original meter install in 1972 and was previously calibrated in 2013. The estimated cost to replace and update the existing meter is estimated not to exceed \$15,000.

Action: None

Calaveras Public Utility District (Water Treated)

| | Jan | Feb | Mar | Apr | May | June | July | Aug | Sep | Oct | Nov | Dec | TOTAL |
|---------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|-------------|
| 2017 | 24,611,922 | 23,098,904 | 20,125,148 | 21,227,187 | 35,913,669 | 48,072,674 | 58,679,090 | 55,357,766 | 45,507,994 | 37,826,944 | 22,452,397 | 20,215,187 | 413,088,882 |
| 2018 | 19,108,441 | 19,065,573 | 20,080,877 | 21,366,553 | 33,416,282 | 43,899,147 | 53,269,367 | 48,484,590 | 42,798,952 | 35,303,288 | 28,030,638 | 20,062,841 | 384,886,549 |
| 2019 | 20,141,357 | 19,112,339 | 21,010,138 | 21,734,882 | 28,179,029 | 41,146,184 | 52,329,642 | 0 | 0 | 0 | 0 | 0 | 203,653,571 |
| % difference | -18.16% | -17.26% | 4.40% | 2.39% | -21.54% | -14.41% | -10.82% | -100.00% | -100.00% | -100.00% | -100.00% | -100.00% | -50.70% |



Managers Comments

- a. Monthly Report (attached)** Review and discussion of report updates sent with the Board package.

Manager's Comments

August 2019

Items listed below are work in progress that are presently not Agenized however open for status reports and or comments and discussion.

1. **CPPA Energy Audit/Grant:** The District has requested an energy audit of the CPUD Warehouse which will provide recommendations for energy efficient upgrades. Areas evaluated include; windows, doors, insulation, HVAC and lighting. The District follow up with an application to CPPA for Energy Efficiency Grant.
2. **LAFCO – MSR review – Aug. Nothing to report.** Met with John of Lafco to review the District draft MSR and discussed additions based on the recent proposed increase, and results of the MHI survey. Items will be sent when available. LAFCO is scheduled to review and approve at their October 2019 meeting.
3. **FERC Inspections - August update - Nothing to report.**
 - Security Inspection – The security inspection completed on 7/16 was completed and FERC will may recommendations and requirements to the District including the Security Plan (2004) and e will be conduction their annual inspection and an additional security inspection which is usually conducted every 5-10 years. Most of the District security documents will most likely require updating upon completion of the inspection.
 - Annual Inspection – Conducted on July 23, was completed and FERC related document review by the inspector. There will be many required updates to reports and recommendations as a result of the inspection.
4. **2019-20 Annual Budget -** The District Manager is working with staff to prepare draft of the Annual Operating budget forecast for FY 2019/20.
5. **Update on Legal Counsel Review -** Legal counsel review of proposal is still pending. The Manager and Chris Williams will resume the review during the month of September.
6. **Rebuild of Unit #1 @ So. Fork Pump Station –** The pump and motor installation was completed on July 27. Testing was completed and currently operating.
7. **Schaads Large unit – August- nothing to report** (Staff is still working on contact with vendors to determine the repair or replacement of the actuator at Schaads.)
8. **2019 February Storms Damages (FEMA 4431-DR-CA) –** Staff and FEMA representative are conducting site (8/20-21) to evaluate damages for cost. District staff will be moving forward with the repairs once all the site evaluations have been completed.
9. **Red Hawk Reservoir Repairs – Repairs pending fall 2019.** This project is included in the FEMA February Storm damage list of projects.
10. **EAP's Jeff Davis – July nothing to report.** California OES has responded to the EAP submittal for Jeff Davis Reservoir and Middle Fork Dams, both EAP will require some revisions prior to acceptance.

- 11. EAP - Middle Fork - Save the date for the Annual event were sent out at the beginning of June.** The district will conduct the Annual Orientation for Middle Fork Dam with w/EBMUD & JVID on November 20, 2019 at Pardee Center.

- 12. Court Street/Foley Line Extension –** Plans are being drafted for the project to proceed to construction.

- 13. Calaveras County Public Work - Draft Trench and Pavement Restoration (Dig Once)Policy** the Draft of the revised policy is available for review and comments until September 20. District staff will work with local partners to review and provide comment to the Department.

AGENDA ITEM 10

Director's comments are comments by Directors concerning District business, which may be of interest to the Board. This is placed on the agenda to enable individual Board members to convey information to the Board and to the public. There is to be no discussion or action taken by the Board of Directors unless the item is noticed as part of the meeting agenda.

Directors Comments (Save the Date: Board Training – Tuesday, November 12, 2019)

- a. LAFCO – Meeting Reminder 9/16/19 – Director Lavaroni
- b. CAMRA – Meeting Reminder 8/21/19
- c. UMRWA – Meeting Report 7/26/19 – Director Blood

AGENDA ITEM 11

Closed Session:

Convened: _____

Reconvened: _____

Action:

Report to Secretary

AGENDA ITEM 12

Adjournment (Next Regular Meeting September 10, 2019)