

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

**BOARD OF DIRECTORS MEETING: 9:00 AM
November 14, 2023**

Richard Blood
President of the Board

Director Brady McCartney
Director Jack Tressler

Director J.W. Dell 'Orto

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. If you are unable to attend in person, we encourage you 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/81691372893?pwd=azVkSFN3ZmJrU2V0aS85Vk92YThtZz09>**
- **Meeting ID: 816 9137 2893**
- **Meeting Passcode code: 545381**

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 no talk over the top of any other callers. Conversations must be one at a time.

AGENDA

1. CALL THE MEETING TO ORDER

2. ROLL CALL OF DIRECTORS

- a. President Richard Blood
- b. Director Brady McCartney
- c. Director J.W. Dell 'Orto
- d. Director Jack Tressler

3. PLEDGE OF ALLEGIANCE

4. 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.

5. 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. October 17, 2023 Regular Board Minutes
- b. Claim Summary

Action: Roll call Vote

Consider motion to approve consent item a-b.

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.

6. RESOLUTION OF APPRECIATION HONORING DIRECTOR STEVE MCDERMED

Action Requested: Roll Call Vote

Adopt Resolution 2023-15 Honoring Steve McDermed

7. DECLARATION OF VACANCY ON THE BOARD OF DIRECTORS AND ESTABLISH PROCEDURE AND SCHEDULE FOR APPOINTMENT OF DIRECTOR TO SERVE THE BALANCE OF THE TERM

Action Requested: Roll Call Vote

Declare a vacancy on the Board of Directors due to the resignation of Director McDermed; direct staff to post the vacancy and collect applications from prospective candidates; and establish a schedule for Board interviews and appointment of a new Director to fill the vacancy as provided by law.

8. SURVEY OF ALL SURROUNDING BOARD COMPENSATION PACKAGES

Action Requested: Discussion

Board direction to staff to perform an informal survey of compensation and benefits of the Boards of Directors of surrounding special districts.

9. BOARD DISCUSSION REGARDING DISTRICT WATER RESOURCES AND POTENTIAL OPTIONS FOR FUTURE USE

Action Requested: Discussion

The Board will hear a presentation from the General Manager and General Counsel.

10. FISCAL YEAR 2023/2024 BUDGET UPDATE

Action Requested: Discussion

Review current Income and Expenses through October 31, 2023.

11. 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
 - i. Update on Water Master Plan
- e. Directors' 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 the future agenda.

12. ADJOURNMENT

If there is no other Board business the President will adjourn to its next regular meeting scheduled for December 19, 2023, at 9:00 a.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.

CALAVERAS PUBLIC UTILITY DISTRICT

October 17, 2023

Regular Meeting

9:00 am

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

MEMBERS ABSENT: Steve McDermed

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

OTHERS PRESENT: Bill Brown

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Blood at 9:06 A.M.
2. ROLL CALL OF DIRECTORS: Directors Blood, McCartney, Dell'Orto, and Tressler were present. Director McDermed was absent.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): None.
5. CONSENT ITEMS
 - a. September 19, 2023 Regular Board Minutes
 - b. Claim Summary

Director Dell'Orto inquired about the dump truck repair on the claim summary. Travis Small, General Manager, informed him that it was for a turbo repair. President Blood asked if the District will be recovering the expenses paid to Peterson-Brustad. Mr. Small stated that part of the work done by Peterson-Brustad will be recovered from the planning grant. Director McCartney complimented the new cabinets in the Board room. President Blood asked for clarification on what HMGP stood for on the WGA invoice. Mr. Small clarified that it stood for Hazard Mitigation Grant Program, which is the underground power lines project that the District is partnering with Calaveras County. A motion was made by Director Dell'Orto, seconded by Director Tressler, to approve consent items a-b. A roll call vote was taken. Directors Dell'Orto, Tressler, McCartney, and Blood voted yes; none opposed. Motion carried 4-0.

6. FISCAL YEAR 2023/2024 BUDGET UPDATE

Mr. Small provided a first quarter budget review. The first debt payment of the year, for the Clearwell loan, went out this last month. He reported that the loan covenant ratio is 3.83 at this

time. Director Dell'Orto asked Mr. Small if he believed that the ratio would continue to go up with the water usage going down. Mr. Small believes that once the grant income is received it will continue to improve. Mr. Small reported that the District is doing pretty well overall. A great foundation moving forward. President Blood asked about the equipment capital. Mr. Small replied that it is money set aside for the purchase of a 10-wheeler dump truck. President Blood asked where in the budget overview will he find the current backhoe payments. Mr. Small informed him that it is notated on the last page for Nonoperational – Debt Expenditures. Mr. Small and Director Tressler had a conversation going over the options for getting a new dump truck, with Director Tressler recommending the purchase of a smaller dump truck. Mr. Small assured him that the District will look into all of the options before purchasing.

7. RESOLUTION 2023-15 UPDATE POLICY 4130 – DIRECTOR COMPENSATION, BENEFITS AND REIMBURSEMENT OF EXPENSES

This agenda item was postponed during the last Board meeting due to the Board wanting all Board Members present when voting, as this item will affect all Board Members. A temporary advisory committee meeting was held with Directors Blood and McCartney as well as staff. As a whole, the committee recommended providing dental and vision for all Board Members with the understanding that Board compensation and benefits will be reviewed regularly. At the last meeting Directors Blood and McCartney reversed their initial position favoring the policy, stating that they received criticism from the public. Due to not having a full Board at this meeting again, the Directors recommended bringing it back at a future meeting. Director Tressler expressed his frustration with the Board for deferring its decision. He stated that there needs to be more incentive for Board members to serve. Without any incentive it makes it difficult to fill any vacancies. Mr. Small agreed that when a vacancy occurs that the District isn't appealing to the public with the compensation currently being offered, but he does understand the reluctance of the Board especially with the political environment that a neighboring water district is experiencing. Director Blood believes that as a Board they should be listening to what the public has to say. President Blood asked if anyone was comfortable putting this to a vote at this meeting. Director McCartney would feel more comfortable coming back to this topic in a few months. Director Tressler expressed the financial impact he is facing by missing work to attend these meetings. Without benefits he will need to reconsider if being on the Board is worth it. Director Dell'Orto would feel more comfortable if it could be per Board member and not all or nothing. President Blood tabled the item for now.

8. CROWN CASTLE CELL TOWER LEASE AGREEMENT

Mr. Small brought this agenda item back with the recommendation to approve the amendment to the contract. In the current contract the District cannot prohibit access to their tower. Mr. Brown was provided the entire contract after the last meeting, which he was able to review. The original contract is from 1995 and has a 15% increase each year. The contract will be up for renegotiation in 2025. Mr. Brown recommended that the Board approve the contract amendment and direct staff to discuss with Crown Castle the future of the next contract. Mr. Brown understands the Board's intentions to want to make more profit but that time will come with the 2025 contract. Director Tressler expressed his frustration that this was not brought up at the last meeting. Mr. Brown informed him that he did not have the entire contract at the last meeting, which is why he is recommending approval of the amendment to the contract. President Blood expressed his concerns that the District has no idea what Crown Castle profits from their customers and feels

that the District getting close to nothing compared to what Crown Castle is profiting. Mr. Brown stated that the contract negotiation conversations will start now that we are reaching the end of this contact. The District should approve in order to show good faith. ***Motion and vote***?

9. CONSIDERATION TO MOVE NOVEMBER REGULAR BOARD MEETING

A motion was made by Director Dell'Orto, seconded by Director Tressler, to approve rescheduling of the regularly scheduled November Board meeting from Tuesday, November 21, 2023 to Tuesday, November 14, 2023 at 9am. A roll call vote was taken. Directors Dell'Orto, Tressler, McCartney, and Blood voted yes; none opposed. Motion carried 4-0.

10. REPORTS

a. Legal Counsel's Report

Mr. Brown reported to the Board that two weeks ago he had scheduled a meeting with Travis and the Amador Water Agency's (AWA) general counsel to see what they are doing with their water rights with their downstream users. Mr. Brown would like to schedule a closed session meeting to see what the District would like to do moving forward..

b. Water System Superintendent's Report

Mathew Roberts, Water System Superintendent, reported that the District used 20% less production than August but sold about the same. The Board and staff discussed the logistics behind what could cause more water being sold than being produced. Jeff Davis reservoir is six feet below spill. Annual maintenance on the backup generator at the Water Treatment Plant has been completed. The South Fork Pump Station is one inch over spill. The pumps are currently off at the South Fork Pump Station. The crew repaired a two-inch steel main line leak in San Andreas and repaired three service line leaks in Mokelumne Hill. There was a new one-inch customer service installed in Mokelumne Hill. Mr. Small informed the Board that the crew will be doing a valve replacement which will cause an outage in the upper area of the District. Once the District has a date for the outage, the District will inform the customers and post it on social media. The Board and staff discussed the process. Mr. Roberts showed a slideshow of photos all taken in the month of September.

c. District Engineer Report

Nothing to report for the Engineer report. No active projects at this time.

d. General Manager's Report

Mr. Small has requested a meeting with Senator Gill's office regarding the State Revolving Fund grant application. The process is proceeding very slowly at this moment. The Water Master Plan draft should be available later this week. There were difficulties with the software program they were using which prevented them from being able to print. The District has billed Calaveras County Water District for the diversion amounts for the fiscal year of 2022/23. Ms. Bear reminded the Board that she needs their W-4 and I-9 forms to set them up in QuickBooks. Mr. Small reminded the Board that he will be on vacation starting Monday, October 23, 2023 and returning Monday, November 6, 2023.

d. Director's Comments:

President Blood attended the UMRWA meeting this month. At the meeting they discussed a 20,000-acre restoration project. They won't have capital to pay the contractor, so they are looking into getting a bridge loan. Mr. Small expressed his concerns about the District having any liability with a bridge loan. Director Dell'Orto ran into a customer who complained that the District is closed every other Friday and that he was denied permission to use the bathroom. Mr.

Small will put up a sign that restrooms are not for the public. President Blood attended the EBMUD barbeque with Mr. Small and Mr. Roberts.

8. ADJOURMENT

There being no further business to come before the Board, President Blood adjourned the meeting at 10:43 am.

Respectfully Submitted,



Carissa Bear, Secretary/Clerk of the Board

DRAFT

CALAVERAS PUBLIC UTILITY DISTRICT

CLAIM SUMMARY # 10-2023

DATE: October 2023

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	\$ 148,186.71
Payroll Submitted	\$ 51,139.93
Employee Reimbursement	\$ 308.64
P/R Tax Deposits	\$ 22,454.27
Sub-total	\$ 222,089.55

Claim Summary Approved for	\$ 222,089.55
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Clerk of the Board, Calaveras Public Utility District

**Calaveras Public Utility District
 Expenses by Vendor Detail
 October 2023**

Name	Date	Memo	Account	Amount
ACWA-Health				
	10/04/2023	Dental, Vision,Life November 2023	5220 · Dental/Vision/Life Insurance	1,651.95
Total ACWA-Health				<u>1,651.95</u>
ACWA/JPIA-WC				
	10/04/2023	W/C For Period 7/1/2023 - 9/30/2023	5260 · Worker's Compensation Insurance	5,474.16
Total ACWA/JPIA-WC				<u>5,474.16</u>
Adventist Health Sonora				
	10/04/2023	YR 2021/2022 - Statement Received Late	5665 · Pre-Employment	1,545.00
Total Adventist Health Sonora				<u>1,545.00</u>
American Fidelity Assurance				
	10/04/2023	September 2023	2316 · 125 Plans	484.06
Total American Fidelity Assurance				<u>484.06</u>
American Fidelity Assurance Co.(Flex)				
	10/04/2023	10/1/2023 - 10/15/2023	2316 · 125 Plans	337.50
Total American Fidelity Assurance Co.(Flex)				<u>337.50</u>
Aqua-Metric Sales, Co				
	10/16/2023	Materials & Supplies T&D	5548 · Materials & Supplies-T&D	496.73
Total Aqua-Metric Sales, Co				<u>496.73</u>
AT & T				
	10/04/2023	San Andreas Tank	5480 · Telephone	305.59
	10/04/2023	Hydro #3	5480 · Telephone	307.35
	10/04/2023	San Andreas Tank Circuit	5480 · Telephone	51.64
Total AT & T				<u>664.58</u>
AT&T				
	10/24/2023	Shop Internet & Phone	5480 · Telephone	81.73
Total AT&T				<u>81.73</u>
Brawner Automotive Repair				
	10/16/2023	Inv# 29276 Truck# 6	5532 · Repairs & Maintenance-Auto	706.18
	10/16/2023	Inv# 29219 Truck# 1	5532 · Repairs & Maintenance-Auto	447.22
Total Brawner Automotive Repair				<u>1,153.40</u>
Cal-Waste				
	10/17/2023	CPUD Office	5760 · Sewer & Garbage	174.15
	10/17/2023	CPUD Shop	5760 · Sewer & Garbage	415.11
Total Cal-Waste				<u>589.26</u>
Cal PERS				
	10/10/2023	Employer Contributions - Unfunded Accrued Liability, Classic, 1017, CalPERS, 2023/2024	5230 · Retirement Benefits-CalPERS	9,388.00
	10/10/2023	Employer Contribution, Classic, 1017, CalPERS, 09/24/2023 - 10/07/2023	5230 · Retirement Benefits-CalPERS	3,640.57
	10/10/2023	Employer Contribution, PEPRA, 26507, CalPERS, 09/24/2023 - 10/07/2023	5230 · Retirement Benefits-CalPERS	2,648.60
	10/24/2023	November Medical	5200 · Medical Benefits	34,730.58
	10/24/2023	Employer Contribution, Classic, 1017, CalPERS, 10/08/2023 - 10/21/2023	5230 · Retirement Benefits-CalPERS	3,640.57
	10/24/2023	Employer Contribution, PEPRA, 26507, CalPERS, 10/08/2023 - 10/21/2023	5230 · Retirement Benefits-CalPERS	2,678.74
Total Cal PERS				<u>56,727.06</u>
Calaveras Auto Supply				
	10/16/2023	Repairs & Maintenance Auto/Vac	5532 · Repairs & Maintenance-Auto	113.25

**Calaveras Public Utility District
 Expenses by Vendor Detail
 October 2023**

Name	Date	Memo	Account	Amount
Total Calaveras Auto Supply				113.25
Calaveras County Tax Collectors				
	10/16/2023	006-002-012-000 2023 - 2024	5730 - Property Taxes	259.00
	10/16/2023	010-021-028-000 2023 - 2024	5730 - Property Taxes	780.14
	10/16/2023	010-021-041-000 2023 - 2024	5730 - Property Taxes	259.00
	10/16/2023	042-006-027-000 2023 - 2024	5730 - Property Taxes	330.00
	10/16/2023	016-018-125-000 2023 - 2024	5730 - Property Taxes	330.00
Total Calaveras County Tax Collectors				<u>1,958.14</u>
Calaveras Enterprise				
	10/16/2023	Annual Subscription	5415 - Advertising	47.00
Total Calaveras Enterprise				<u>47.00</u>
Calaveras Public Power Agency				
	10/17/2023	CPUD Warehouse	5743 - Electricity-Office	147.60
	10/17/2023	Glencoe Booster Pump	5741 - Electricity-Hydros	752.40
	10/17/2023	CPUD Office	5743 - Electricity-Office	320.60
	10/17/2023	Jeff Davis WTP	5742 - Electricity-Treatment	1,468.00
	10/17/2023	Licking Fork Pumping Station	5740 - Electricity-T & D	4.00
Total Calaveras Public Power Agency				<u>2,692.60</u>
Carbon Copy Inc.				
	10/04/2023	Printing	5464 - Printing	
	10/04/2023	Inv# 623028	5464 - Printing	87.87
Total Carbon Copy Inc.				<u>87.87</u>
Care Free Lawns				
	10/17/2023	September biweekly service	5670 - Facility Maintenance	150.00
Total Care Free Lawns				<u>150.00</u>
CD & Power				
	10/04/2023	Inv# 02-79158 Glencoe Pump	5534 - Repairs & Maintenance-Pumping	1,435.97
	10/16/2023	Repairs & Maintenance T&D	5535 - Repairs & Maintenance-Treatment	2,250.00
	10/16/2023	Repairs & Maintenance Treatment	5535 - Repairs & Maintenance-Treatment	2,250.00
Total CD & Power				<u>5,935.97</u>
Comcast				
	10/17/2023	October	5480 - Telephone	340.44
Total Comcast				<u>340.44</u>
Comcast Business (VE)				
	10/17/2023	Business Voice Edge	5480 - Telephone	294.17
Total Comcast Business (VE)				<u>294.17</u>
Datco Billing				
	10/17/2023	Inv# 180576 Quarterly Pre-employment Services	5665 - Pre-Employment	76.50
Total Datco Billing				<u>76.50</u>
De Lage Landen Financial Services Inc.				
	10/17/2023	Kyocera Copier	5464 - Printing	83.66
Total De Lage Landen Financial Services Inc.				<u>83.66</u>
EDD				
	10/04/2023	Penalty & Interest Remainder for period ending 9/30/2023	2315 - Accrued SU/ETT Taxes	365.02

**Calaveras Public Utility District
 Expenses by Vendor Detail
 October 2023**

Name	Date	Memo	Account	Amount
Total EDD				365.02
Fischer, Merle				
	10/04/2023	October 2023	5210 - Medical Benefits-Retiree	996.31
Total Fischer, Merle				996.31
GEI Consultants, Inc.				
	10/17/2023	Chief Dam Safety Engineer Services	5850 - Engineering-Capital	7,489.00
Total GEI Consultants, Inc.				7,489.00
Grainger				
	10/04/2023	Materials & Supplies T&D Inv#9843539942	5548 - Materials & Supplies-T&D	235.95
	10/04/2023	Materials & Supplies T&D Inv# 9842129794	5548 - Materials & Supplies-T&D	192.70
	10/17/2023	Tools	5585 - Tools	1,013.42
	10/17/2023	Safety Equipment	5566 - Safety Equipment	290.10
Total Grainger				1,732.17
Hill Rivkins Brown & Associates				
	10/17/2023	Legal Services Inv# 00312 - September	5645 - Legal Services	1,799.50
Total Hill Rivkins Brown & Associates				1,799.50
Hobgood's Cleaning Service				
	10/17/2023	Inv# 202320 October Janitorial Services	5670 - Facility Maintenance	160.00
Total Hobgood's Cleaning Service				160.00
Hunt & Sons Inc.				
	10/17/2023	Fuel for District Vehicles & Equipment	5540 - Fuel	5,890.11
Total Hunt & Sons Inc.				5,890.11
Jackson Tire				
	10/04/2023	Tires for Dump Truck	5532 - Repairs & Maintenance-Auto	1,698.51
Total Jackson Tire				1,698.51
Lowe's				
	10/17/2023	Materials & Supplies T&D	5548 - Materials & Supplies-T&D	2,852.03
	10/17/2023	Materials & Supplies Treatment	5547 - Materials & Supplies-Treatment	2,080.91
	10/17/2023	Office Supplies (Board Room)	5475 - Office Supplies	928.32
Total Lowe's				5,861.26
Martin Marietta				
	10/04/2023	Aggregate for Stormy Lane Repair	5548 - Materials & Supplies-T&D	1,146.10
Total Martin Marietta				1,146.10
Matrix Trust Company				
	10/04/2023	PP 9/23/2023	2317 - 457 Plan	998.48
	10/17/2023	Payroll Date 10/7/20	2317 - 457 Plan	999.72
Total Matrix Trust Company				1,998.20
Mission IT Solutions				
	10/04/2023	IT Support	5632 - IT & Computer Support	1,382.50
Total Mission IT Solutions				1,382.50
Motherlode Answering Service				
	10/17/2023	Answering Service	5606 - Answering Service	380.96
Total Motherlode Answering Service				380.96
Pace Supply				

**Calaveras Public Utility District
 Expenses by Vendor Detail
 October 2023**

Name	Date	Memo	Account	Amount
	10/04/2023	T&D Materials & Supplies Inv#058853945	5548 · Materials & Supplies-T&D	2,768.27
	10/04/2023	T&D Materials & Supplies Inv#058896553	5548 · Materials & Supplies-T&D	1,613.88
Total Pace Supply				<u>4,382.15</u>
PG&E - ENERGY STATEMENT				
	10/04/2023	Golden Hills Tank	5740 · Electricity-T & D	10.35
	10/04/2023	Warehouse Light	5743 · Electricity-Office	10.27
	10/04/2023	Warehouse Light	5743 · Electricity-Office	10.27
	10/04/2023	Schaad's	5741 · Electricity-Hydros	164.31
	10/04/2023	Moke Hill Tank	5740 · Electricity-T & D	11.90
	10/17/2023	Hwy 26 & Ponderosa Way	5741 · Electricity-Hydros	173.26
	10/17/2023	Hwy 26 3 MI E/Moke Hill	5741 · Electricity-Hydros	72.78
	10/17/2023	Hwy 49 Chili Gulch	5741 · Electricity-Hydros	240.56
	10/17/2023	2600 Andreas Vista	5740 · Electricity-T & D	16.54
	10/17/2023	506 W St Charles	5743 · Electricity-Office	8.11
Total PG&E - ENERGY STATEMENT				<u>718.35</u>
PGE-NON ENERGY INVOICES				
	10/17/2023	Hydro #1	5741 · Electricity-Hydros	7.75
	10/17/2023	Hydro #2	5741 · Electricity-Hydros	7.75
	10/17/2023	Hydro #3	5741 · Electricity-Hydros	7.75
	10/17/2023	Schaad's Reservoir	5741 · Electricity-Hydros	197.86
Total PGE-NON ENERGY INVOICES				<u>221.11</u>
Pitney Bowes (Reserve Acct)				
	10/04/2023	Reserve Acct Postage	5462 · Postage	1,500.00
Total Pitney Bowes (Reserve Acct)				<u>1,500.00</u>
PSI Water Technologies				
	10/17/2023	Repairs & Maintenance Treatment	5535 · Repairs & Maintenance-Treatment	601.81
Total PSI Water Technologies				<u>601.81</u>
Rutledge Security Systems, LLC				
	10/17/2023	Security Camera Installation	5548 · Materials & Supplies-T&D	1,925.00
Total Rutledge Security Systems, LLC				<u>1,925.00</u>
San Andreas Sanitary District				
	10/04/2023	Office	5760 · Sewer & Garbage	102.58
	10/04/2023	Shop	5760 · Sewer & Garbage	120.16
Total San Andreas Sanitary District				<u>222.74</u>
SEIU Local 1021				
	10/04/2023	Union Dues PP Ending 10/7/2023	2322 · SEIU Union Dues	486.24
	10/17/2023	PP End 9/23/2023	2322 · SEIU Union Dues	482.84
Total SEIU Local 1021				<u>969.08</u>
Sender's Market Inc.				
	10/17/2023	Materials & Supplies Hydros	5546 · Materials & Supplies-Hydros	3.00
	10/17/2023	Materials & Supplies Hydros	5546 · Materials & Supplies-Hydros	29.34
	10/17/2023	Repairs & Maintenance T&D	5536 · Repairs & Maintenance-T&D	161.33
	10/17/2023	Tools	5585 · Tools	172.14
Total Sender's Market Inc.				<u>365.81</u>

**Calaveras Public Utility District
 Expenses by Vendor Detail
 October 2023**

Name	Date	Memo	Account	Amount
Treat's General Store				
	10/04/2023	Materials & Supplies T&D	5548 · Materials & Supplies-T&D	138.62
	10/04/2023	Materials & Supplies Hydros	5546 · Materials & Supplies-Hydros	11.79
	10/04/2023	Training	5335 · Training	49.86
Total Treat's General Store				<u>200.27</u>
Underground Service Alert				
	10/04/2023	2023 Membership	5461 · Regulatory Fees	823.09
Total Underground Service Alert				<u>823.09</u>
Upper Mokelumne River Watershed Authority				
	10/17/2023	2024 Assessment Pmt	5420 · Association Dues	9,280.00
Total Upper Mokelumne River Watershed Authority				<u>9,280.00</u>
USA Blue Book				
	10/18/2023	Materials & Supplies - Treatment Inv# 00155731	5547 · Materials & Supplies-Treatment	822.26
	10/18/2023	Materials & Supplies - Treatment Inv# 00160064	5547 · Materials & Supplies-Treatment	278.62
	10/18/2023	Safety Equipment Inv#00161719	5566 · Safety Equipment	90.58
Total USA Blue Book				<u>1,191.46</u>
Verizon Wireless				
	10/04/2023	Inv# 9944743693	5480 · Telephone	
	10/04/2023	Employee Cell Phones	5480 · Telephone	1,018.29
	10/17/2023	Special Circuit Inv# 9945834896	5480 · Telephone	59.40
Total Verizon Wireless				<u>1,077.69</u>
Volcano Telephone				
	10/04/2023	13900 Hwy 26	5480 · Telephone	56.72
	10/04/2023	1601 West Forty	5480 · Telephone	56.72
	10/04/2023	10727 Ponderosa Way	5480 · Telephone	56.72
	10/04/2023	3089 Ridge Rd	5480 · Telephone	53.10
	10/04/2023	Treatment Plant	5480 · Telephone	62.09
	10/04/2023	Schaad's Hydro	5480 · Telephone	87.16
	10/04/2023	Special Circuit	5480 · Telephone	56.72
	10/04/2023	Schaad's Hydro	5480 · Telephone	56.72
	10/04/2023	Treatment Plant Broadband	5480 · Telephone	56.95
	10/04/2023	Treatment Plant Long Distance	5480 · Telephone	69.95
Total Volcano Telephone				<u>612.85</u>
Weber, Ghio & Associates				
	10/17/2023	Engineering Services	5850 · Engineering-Capital	138.75
	10/17/2023	SRF Administration & Project Management	5850 · Engineering-Capital	171.00
	10/17/2023	Clearwell Tank Project Phase II	5850 · Engineering-Capital	517.50
	10/17/2023	4783 HMGP Application	5850 · Engineering-Capital	4,104.00
	10/17/2023	FEMA Severe Winter Storm Repairs	5850 · Engineering-Capital	228.00
Total Weber, Ghio & Associates				<u>5,159.25</u>
Wells Fargo Bank - C. Bear				
	10/17/2023	Office Supplies	5475 · Office Supplies	334.32
	10/17/2023	Training	5335 · Training	253.34
	10/17/2023	T&D Materials & Supplies	5548 · Materials & Supplies-T&D	658.13

Calaveras Public Utility District
 Expenses by Vendor Detail
 October 2023

Name	Date	Memo	Account	Amount
	10/17/2023	Conference (C. Bear)	5320 · Seminars & Conferences-Staff	250.00
	10/17/2023	Software Programs	5470 · Software Programs & Updates	97.26
Total Wells Fargo Bank - C. Bear				1,593.05
Wells Fargo Bank - M Roberts				
	10/17/2023	Certificate (M. Dresser)	5430 · License, Cerifications, Fees	202.25
	10/17/2023	Employee Recognition	5290 · Employee Recognition	26.28
	10/17/2023	AWWA Conference (M. Roberts)	5320 · Seminars & Conferences-Staff	308.16
Total Wells Fargo Bank - M Roberts				536.69
Wells Fargo Bank - T Small				
	10/17/2023	Meeting with UPUD	5320 · Seminars & Conferences-Staff	61.55
	10/17/2023	Office Supplies (Board Room)	5475 · Office Supplies	2,876.29
	10/17/2023	EAP Training	5335 · Training	168.86
	10/17/2023	Software	5470 · Software Programs & Updates	70.00
Total Wells Fargo Bank - T Small				3,176.70
Western Hydrologics, LLP				
	10/17/2023	Gaging Services	5635 · Engineering-Non-Capital	1,744.94
Total Western Hydrologics, LLP				1,744.94
				148,186.71

RESOLUTION 2023-15
RESOLUTION OF APPRECIATION HONORING
Director Steve McDermed

WHEREAS, the Calaveras Public Utility District (the “District”) is a California Public Utility District formed in 1934 as a result of a general election of Calaveras County voters, and

WHEREAS, the Board of Directors of the District consists of five members who are elected from the registered voters that reside in the District, and

WHEREAS, Directors of the Board are required to give considerable personal time to perform the duties of Director, and

WHEREAS, Steve McDermed dedicated himself to serve in the position of Director on the Board of Directors since 2022, and

WHEREAS, improvements made to the Calaveras Public Utility District facilities during Director McDermed’s service will directly benefit the District’s ratepayers and the community for many decades to come, and

WHEREAS, the Board of Directors wishes to commend Steve McDermed for his years of dedicated service to the Calaveras Public Utility District and his dedication to the community in which he has served.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Calaveras Public Utility District that this Resolution is entered in full upon the permanent Minutes of the Calaveras Public Utility District and that a copy bearing the seal of the District is presented to Steve McDermed.

The foregoing Resolution was duly passed and adopted by the Board of Directors of the Calaveras Public Utility District at a Regular Meeting on November 14, 2023, by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ABSTAIN: Directors:

Richard Blood, President of the Board of Directors

ATTEST:

Carissa Bear, Secretary/Clerk of the Board

CALAVERAS PUBLIC UTILITY DISTRICT

Memorandum

NOVEMBER 14, 2023

TO: CALAVERAS PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

FROM: TRAVIS SMALL, GENERAL MANAGER

SUBJECT: BOARD VACANCY

BACKGROUND:

Effective October 25th, 2023, Steve McDermed resigned as a Board of Director. The District now has a mid-term board vacancy.

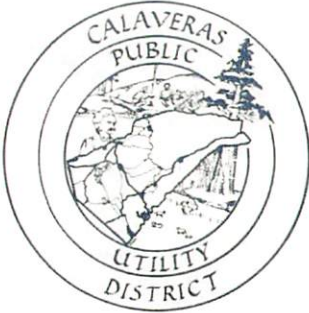
Recommendation:

The CPUD Board of Directors will need to declare a board vacancy and direct staff to post the board vacancy in the office, website, and on the District's social media. At the next regular meeting, the Board can review and/or interview applicants. The board can also choose to appoint an applicant at the next regular meeting.

Respectfully Submitted,

Travis Small

General Manager



Calaveras Public Utility District
506 W. Saint Charles St.
P.O. Box 666
San Andreas, CA 95249
Ph: 209/754-9442 Fax: 209/754-9432
www.cpubd.org

AGENDA REQUEST FORM

DATE: 10-24-23 MEETING DATE: 11-14-23

REQUESTER: JACK TRESSLER

ADDRESS: PO BOX 442

PHONE NUMBER: 209-613-7489

E-MAIL: _____

CIRCLE ONE: BOARD MEMBER PUBLIC OTHER _____

ITEM TITLE: SURVEY OF ALL SURROUNDING BOARD COMPENSATION PACKAGES

REASON (Circle one):

- Item on previous agenda
- New item
- Discussion only
- Special Meeting

DESCRIPTION OR HISTORY: (Use additional pages if needed)

DO TO ADHOCK COMMITTEE ADVINS BOARD ON PACKAGE
THEY COMPLETELY CHANGING THEIR MINDS, IM REQUESTING
BEFORE A VOTE THAT A SURVEY BE CONDUCTED OF SURROUNDING
BOARDS PAY/BENEFITS, BE PRESENTED TO BAARA

CALAVERAS PUBLIC UTILITY DISTRICT

Memorandum

November 8, 2023

TO: CALAVERAS PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

FROM: TRAVIS SMALL, GENERAL MANAGER

SUBJECT: BUDGET UPDATE THROUGH OCTOBER 31, 2023

BACKGROUND:

Calaveras Public Utility District adopted a budget for the Fiscal Year ending June 30, 2024.

The current debt service ratio is 3.48 which needs to be above 1.20 as required by District debt obligations.

The operational income is \$1.23 million, and the operational expenses are \$0.88 million.

The District's net income before debt payments or capital expenditures is \$274,191 and the District has paid out \$78,848 in debt payments and has spent \$354,559 in capital outlay.

Staff is operating within the approved budget and are pleased to present to the board the following Income and Expense Reports.

Respectfully Submitted,

Travis Small

General Manager

Calaveras Public Utility District

Income with Expense Categories

Cash Basis

	<u>Division</u>	<u>Actual 23-24</u>	<u>FY 2023-24</u>
Income		\$ 1,231,738	\$ 3,282,200
Grants		\$ -	\$ 483,000
Loan Payment Surcharge (\$147737.87/yr)		\$ -	\$ 133,000
Rate Stabilization Reserves (To Balance Budget			
Total Income		<u>\$ 1,231,738</u>	<u>\$ 3,898,200</u>

Expense Categories	<u>Division</u>		<u>Proposed FY 2023-24</u>
Salaries	100	\$ 238,208	\$ 995,119
Benefits	200	\$ 311,392	\$ 923,591
Conferences, Meetings and Training	300	\$ 6,331	\$ 37,300
Administration Expenses	400	\$ 100,128	\$ 331,837
Operations Expense	500	\$ 107,514	\$ 332,110
Outside Services	600	\$ 42,839	\$ 439,354
Equipment Rent, Taxes, and Utilities	700	\$ 151,135	\$ 314,802
Debt Payments	900	\$ 78,848	\$ 170,064
Total Expenses		<u>\$ 1,036,396</u>	<u>\$ 3,544,177</u>
Net Income (Minus 800 Expenses)		<u>\$ 195,343</u>	<u>\$ 354,023</u>

Capital Outlay	800	\$ 354,559	\$ 1,074,000
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Calaveras Public Utility District

Loan Covenant Balance Sheet

	<u>Division</u>	Actual FY 23-24	Budget FY 2023-24
Income		\$ 1,231,738	\$ 3,415,200
Grants			\$ 483,000
Operating - Reserves (For Covenant Ratio)			
Rate Stabilization Reserves (To Balance Budget)			
Total Income		<u>\$ 1,231,738</u>	<u>\$ 3,898,200</u>
 Expense Categories			
	<u>Division</u>		
Salaries	100	\$ 238,208	\$ 995,119
Benefits	200	\$ 311,392	\$ 923,591
Conferences, Meetings and Training	300	\$ 6,331	\$ 37,300
Administration Expenses	400	\$ 100,128	\$ 331,837
Operations Expense	500	\$ 107,514	\$ 332,110
Outside Services	600	\$ 42,839	\$ 439,354
Equipment Rent, Taxes, and Utilities	700	\$ 151,135	\$ 314,802
Total Operational Expenses		<u>\$ 878,699</u>	<u>\$ 3,241,149</u>
Net Operational Income		\$ 274,191	\$ 524,087
 Debt Payments	 900	 <u>\$ 78,848</u>	 <u>\$ 132,964</u>
 Loan Covenant Ratio must be above 1.20 as required in loan documents		 3.48	 3.94
Ratio = Net Operational Income/Debt Payment			

Calaveras Public Utility District
Budgeted Revenue Accounts Detail
For the Fiscal Year Ending June 30, 2024
Cash Basis

Revenue	GL CODE	Actual FY 23-24	Budgeted FY 23-24
Water Sales- Res	4110	\$ 847,893	\$ 2,565,119
Water Sales - Comm	4112	\$ 274,579	\$ 470,151
Water Sales - AG	4170	\$ -	\$ 6,776
Water Sales - MISC	4180	\$ 21,953	\$ 60,154
Pipeline Hydro	4200	\$ 18,255	\$ 57,000
Schaads Hydro	4210	\$ 42,084	\$ 45,000
RRF -Surcharge	4211	\$ -	
Install Fees	4230	\$ -	\$ 15,000
Turn On Fees	4231	\$ -	
Connection Fees	4232	\$ -	\$ 35,000
Cell Site Leases	4240	\$ 10,550	\$ 29,000
Investment Interest	4800	\$ 2,920	\$ 2,500
LAIF Interest	4923	\$ 11,564	\$ 4,500
County Taxes	4932	\$ -	\$ 120,000
MHSD Revenue	4975	\$ 1,940	
Grant Revenue	4994	\$ -	\$ 483,000
MISC Revenue	4995	\$ -	
Work Done for Others	4996	\$ -	\$ 5,000
Total Income		\$ 1,231,738	\$ 3,898,200

Calaveras Public Utility District
Salaries and Benefit Expenditure Account Detail
For the Fiscal Year Ending June 30, 2024
Cash Basis

Salaries	Division	100	\$ 238,207.78	\$ 995,118.69
Benefits	Division	200	\$ 311,392.41	\$ 923,591.50

Division	GL	Description	Actual FY 23-24	Budget FY 23-24
100	5100	Executive Salary	\$ 39,007.24	\$ 135,000.00
100	5110	Administration Salaries	\$ 55,680.31	\$ 233,035.00
100	5120	Operations Salaries	\$ 164,315.50	\$ 569,525.00
100	5130	Overtime Compensation	\$ 10,805.01	\$ 31,500.00
100	5140	On Call Pay	\$ 9,526.76	\$ 26,058.69
100	5150	Holiday Pay	\$ 11,400.24	\$ 50,566.00
100	5160	Vacation Pay	\$ 17,800.80	\$ 37,040.64
100	5170	Sick Pay	\$ 11,926.00	\$ 44,448.77
200	5200	Medical Benefits	\$ 121,904.55	\$ 345,000.00
200	5205	Executive Car Allowance	\$ 1,200.00	\$ 3,600.00
200	5210	Medical Benefits - Retiree (Pay as you Go)	\$ 19,263.25	\$ 108,000.00
200	5220	Dental/Vision/ Life Insurance	\$ 9,208.77	\$ 30,899.00
200	5230	Retirement Benefits - Calpers	\$ 128,640.84	\$ 212,347.91
200	5240	Other Post Employment Benefits (OPEB)	\$ -	
200	5250	Medical Tax, Social Security and SUI	\$ 25,316.31	\$ 149,700.84
200	5260	Worker's Compensation Insurance	\$ 5,474.16	\$ 71,843.75
200	5270	Education Assistance	\$ -	
200	5280	Employee Overtime Meals		\$ 1,200.00
200	5290	Employee Recognition	\$ 384.53	\$ 1,000.00
		Salaries	\$ 279,334.82	\$ 1,127,174.10
		Salaries (Reduced Sick, Holiday and Vacation)	\$ 238,207.78	\$ 995,118.69
		Benefits	\$ 311,392.41	\$ 923,591.50

**Calaveras Public Utility District
 Conferences, Meetings, and Training
 Expenditure Accounts Detail
 For the Fiscal Year Ending June 30, 2024
 Cash Basis**

Conferences, Meetings and Training Division 300 \$ 6,330.58 \$ 37,300.00

Division	GL	Description	Actual FY 23-24	Budget FY 23-24
300	5310	Board Meetings - Director Fees	\$ 600.00	\$ 9,000.00
300	5315	Seminars & Conferences - Board	\$ 178.33	\$ 5,000.00
300	5320	Seminars & Conferences - Staff	\$ 2,765.24	\$ 6,200.00
		Mileage Reimbursement, Parking,		
300	5325	Tolls, Conference or Training Meals	\$ -	\$ 1,500.00
300	5330	Auto Rental	\$ -	\$ 1,200.00
300	5335	Training	\$ 2,787.01	\$ 14,400.00

**Calaveras Public Utility District
Administration Expense Accounts Detail
For the Fiscal Year Ending June 30, 2024
Cash Basis**

Administration Expenses	Division	400	\$ 100,128.41	\$ 331,837.20
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<u>Division</u>	<u>GL</u>	<u>Description</u>	<u>Actual FY 23-24</u>	<u>Budget FY23-24</u>
400	5415	Advertising	\$ 287.00	\$ 4,000.00
400	5420	Association Dues	\$ 9,340.00	\$ 75,000.00
400	5425	Insurance	\$ 42,939.21	\$ 23,500.00
400	5430	License, Certifications, Fees	\$ 202.25	\$ 12,967.55
400	5436	Repairs & Maintenance -Computers	\$ -	\$ 5,000.00
400	5437	Repairs & Maintenance -Office	\$ 131.98	\$ 7,500.00
400	5440	Election Costs	\$ -	\$ -
400	5460	Permits	\$ -	\$ 82,500.00
400	5462	Postage	\$ 4,500.00	\$ 18,500.00
400	5464	Printing	\$ 773.69	\$ 7,822.55
400	5470	Software Programs & Updates	\$ 12,918.88	\$ 31,500.00
400	5475	Office Supplies	\$ 16,205.68	\$ 45,172.05
400	5480	Telephone	\$ 12,829.72	\$ 16,275.05
400	5495	Water Conservation/CC Report Materials	\$ -	\$ 2,100.00

Calaveras Public Utility District
Equipment Rent, Taxes and Utilities Expenditure Account Detail
For the Fiscal Year Ending June 30, 2024
Cash Basis

Equipment Rent, Taxes, and Utilities	Division	700	\$ 151,135.16	\$ 314,802.09
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Division	GL	Description	Actual FY 23-24	FY 23-24
700	5710	Occupancy (rent)	\$ 800.00	\$ 1,200.00
700	5720	Equipment Rental	\$ 2,583.92	\$ 9,056.25
700	5730	Property Taxes	\$ 1,958.14	
700	5740	Electricity-Pumping	\$ 127,713.24	\$ 260,394.86
700	5741	Electricity-Hydros	\$ 6,407.88	\$ 5,173.88
700	5742	Electricity-Treatment	\$ 6,464.00	\$ 22,136.80
700	5743	Electricity-Office	\$ 2,027.80	\$ 5,424.59
700	5750	Natural Gas	\$ -	\$ -
700	5760	Sewer and Garbage	\$ 3,180.18	\$ 11,415.72

**Calaveras Public Utility District
 Capital Projects Expenditure Account Detail
 For the Fiscal Year Ending June 30, 2024
 Cash Basis**

Capital Projects	Division		800	\$	354,559	\$	1,074,000
<u>Division</u>	<u>GL</u>	<u>Description</u>		<u>Actual FY 23-24</u>		<u>FY Budget 23-24</u>	
800	5810	Land Purchases		\$ -		\$ -	
800	5820	Easements and Water Rights		\$ -		\$ -	
800	5830	Buildings		\$ -		\$ 29,000	
800	5840	Equipment-Capital		\$ -		\$ 150,000	
800	5850	Engineering-Capital		\$ 112,757.55		\$ 263,293	
800	5860	Construction-Capital		\$ 241,801.78		\$ 606,707	
800	5870	Materials for Capital Projects		\$ -		\$ 25,000	
800	5880	District Personnel-Capital		\$ -			

**Calaveras Public Utility District
 Nonoperational -Debt Expenditures Account Detail
 For the Fiscal Year Ending June 30, 2024
 Budget - Cash Basis**

Debt	Division		900 \$	78,848	\$ 170,064
<u>Division</u>	<u>GL</u>	<u>Description</u>		<u>Actual FY 23-24</u>	<u>FY 23-24</u>
900	5910	Debt Service-Principal	\$	40,662	\$ 77,001
900	5920	Debt Service-Interest	\$	25,819	\$ 55,963
900	5930	Debt Issuance Costs			
900	5940	Lease Payments -JDF	\$	12,367	\$ 37,100

Long-Term Debt Payments of \$132964.08/ Year for 20 years

Short Term Lease Payments of \$37100/ Year for 5 years with \$1
 buy out after 60th payment to John Deere Financial

Maintenance Report

October 2023

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 = 27,412,303 Gallons	Complete
	Sold Water = 23,33,998 Gallons	Complete
	Jeff Davis Reservoir 7' Below Spill	Ongoing
Warehouse Shop	Routine Operation's	Ongoing
South Fork Pump Station	Weekly routine checks	Complete
	Raw Water Pumped = 0 Acre Feet	Ongoing
	1" over Spill	Ongoing
	Annual Maintenance (River Gate and Gravel)	Ongoing
Schaads Reservoir	Weekly checks	Complete
	Schaads Metered Acc. 443,140 gallons	Ongoing
	Small Hydro running	Ongoing
	48" Below Spill	Ongoing
	CCWD Pump Data (West Point) = 0 acre Feet	Ongoing
Glencoe Pump Station	Weekly checks - routine monitoring	Complete
Ponderosa PRV Hydro	Weekly checks - routine monitoring	Complete
	6" Control Valve Rebuild	Complete
MCV PRV Hydro	Weekly checks - routine monitoring	Complete
Garamendi's PRV Hydro	Weekly checks - routine monitoring	Complete
San Andreas Distribution	Routine operations, sampling	Complete
Moke Hill Distribution	Routine operations, sampling	Complete
	Service Line Leak (Lombardi)	Complete
Glencoe Distribution	Routine operations	Complete
Paloma Distribution	Routine operations, sampling	Complete
	Service Line Leak (Main Street)	Complete
Rail Road Flat Distribution	Routine operations, sampling	Complete
Red Hawk Res.	Routine operations	Complete
	Vegetation Maintenance and Fall Spraying	Complete
Safety/Training	Routine Safety Talks	Ongoing
	Fall Protection Inspections	Complete
Spray Program	Fall application	Ongoing
Vehicle Maintenance		
Other	132 USA tags completed	Complete
	22 Customer service/work orders	Complete
	Monthly meter reading	Complete
	Complaints- 0 Pressure/ 0 odor/ 0 Color	Complete
	PRV Vault Lid Maintenance	Complete