

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

**BOARD OF DIRECTORS REGULAR MEETING: 3:00 PM**  
**October 11, 2022**

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

Director Richard Blood  
Director Jack Tressler

Director Brady McCartney

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

- **Join the Conference Call meeting**
- **Dial-in number (US): 1(669)900-9128**
- **Join the online ZOOM meeting:**  
<https://us02web.zoom.us/j/81514083058?pwd=UWdBT0FOMHIQRIBzQUtZnZVcHdEUT09>
- **Meeting ID: 815 1408 3058**
- **Meeting Passcode code: 075725**

*Please mute your call before joining. This will limit technical difficulties with audio. Only unmute your call if the President has requested public comment on an item. Upon completing your comments, please mute your call again. Do not put the call on hold, as hold music can ruin the call for all other participants. If that occurs, or in the event of disruptive conduct, staff reserves the right to disconnect that caller. Do no talk over the top of any other callers. Conversations must be one*

**AGENDA**

**1. CALL THE MEETING TO ORDER**

**2. ROLL CALL OF DIRECTORS**

- a. President J.W. Dell 'Orto
- b. Director Richard Blood
- c. Director Brady McCartney
- 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. **RESOLUTION NO. 2022-28: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD OCTOBER 11, 2022 TO NOVEMBER 11, 2022, 2022 PURSUANT TO BROWN ACT PROVISIONS.**

Action Requested: Roll Call Vote

Approval of Resolution No. 2022-28 Declaring and Re-ratifying the State of Emergency and Authorizing Remote Teleconference Meetings of the Board of Directors Due to the Covid-19 Emergency.

6. **CONSENT ITEMS**

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

- a. June 14, 2022 Meeting Minutes
- b. July 12, 2022 Meeting Minutes
- c. August 9, 2022 Meeting Minutes
- d. August 22, 2022 Meeting Minutes
- e. September 13, 2022 Meeting Minutes
- f. September 19, 2022 Meeting Minutes
- g. Claim Summary August
- h. Claim Summary September

Action: Roll call Vote

Consider motion to approve a-e consent items.

**ITEMS FOR BOARD DISCUSSION AND/OR ACTION**

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

7. **RESOLUTION 2022-25 ESTABLISHING WATER CONNECTION AND CAPACITY FEES**

Action Requested: Roll Call Vote

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

**8. NOTICE OF GENERAL SESSION MEMBERSHIP MEETING**

Action Requested: Discussion

Designate a Board Member or the General Manager to conduct a vote on proposed Amended and Restated Bylaws of the Association of California Water Agencies. The person designated will be attending the ACWA General Session Membership Meeting(s) on Wednesday, November 30, 2022

**9. DISTRICT SURPLUS PROPERTY OFFICE FURNITURE**

Action Requested: Roll Call Vote

Approval of Resolution 2022-29 Resolution to Dispose of District Surplus Items

**10. EL DORADO SAVINGS BANK – AUTHORIZED USERS**

Action Requested: Roll Call Vote

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

**11. FISCAL YEAR ENDING FY 21/22 BUDGET VS. ACTUAL**

Action Requested: Discussion & Roll Call Vote

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

**12. YEAR END INVESTMENT SUMMARY**

Action Requested: Discussion

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

**13. REPORTS**

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

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

#### 14. **ADJOURNMENT**

If there is no other Board business the President will adjourn to its next regular meeting scheduled for November 8, at 3:00 p.m.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office at (209) 754-9442. Notification in advance of the meeting will enable CPUD to make reasonable arrangements to ensure accessibility to this meeting. Any documents that are made available to the Board before or at the meeting, not privileged or otherwise protected from disclosure, and related to agenda items, will be made available at CPUD for review by the public.

**RESOLUTION NO. 2022-28**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RERATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD OCTOBER 11, 2022 TO NOVEMBER 11, 2022 PURSUANT TO BROWN ACT PROVISIONS.**

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

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

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

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

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

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

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2021-10 on September 27, 2021, finding that the requisite conditions exist for the District’s Board of Directors to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

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

WHEREAS, the Board of Directors reconsidered the circumstances of the state of emergency that exists in the District and adopted Resolution No. 2022-28 reaffirming the continued state of

emergency in the District and reauthorizing remote meetings of Board of Directors meetings through November 11, 2022; and

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

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

WHEREAS, the Board of Directors does hereby find that that the rise in SARS-CoV-2 Delta Variant during the Covid-19 pandemic has caused, and will continue to cause, conditions dangerous to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

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

WHEREAS, the District has implemented virtual meeting protocols which comply with the requirements of paragraph (2) of subdivision (e) of section 54953, by providing for public participation through online meeting attendance and the opportunity to provide comment during the Board meeting both verbally or via email.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

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

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and Covid-19 has caused, and will continue to cause, an unreasonable risk of harm to the safety of persons within the District that are likely to be beyond the control of the services, personnel, equipment and facilities of the District.

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

Section 4. Remote Teleconference Meetings. The General Manager and Board of Directors are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of

this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) September 19 2022, or such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the Board of Directors of the District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the Calaveras Public Utility District this 11th day of October, 2022, by the following vote:

AYES:

NOES:

ABSENT:

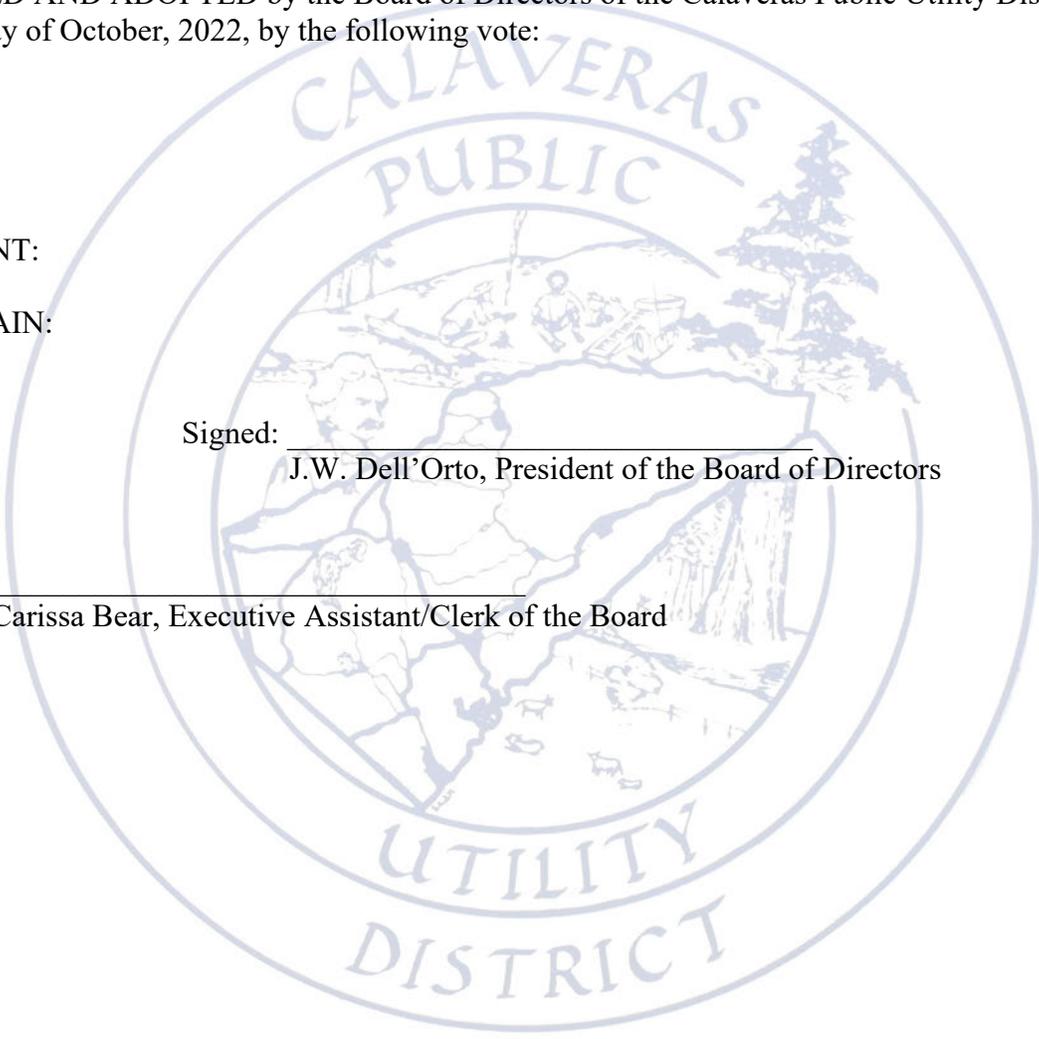
ABSTAIN:

Signed: \_\_\_\_\_

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

Attest: \_\_\_\_\_

Carissa Bear, Executive Assistant/Clerk of the Board



Regular Meeting

3:00 pm

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

MEMBERS ABSENT: Jack Tressler

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

OTHERS PRESENT: Scott Ratterman  
Michael Minkler

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by President Dell'Orto at 3:06 P.M.
2. ROLL CALL OF DIRECTORS: Directors Dell'Orto, Blood, and McCartney, were present. Director Tressler was absent.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): Travis Small, General Manager asked if President Dell'Orto could move agenda item #11 to above agenda #7. President Dell'Orto agreed to order change.
5. RESOLUTION NO. 2022-11: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD JUNE 14, 2022 to JULY 14, 2022 PURSUANT TO BROWN ACT PROVISIONS.  
A motion was made by Director McCartney, seconded by Director Blood to approve Resolution No. 2022-11. A roll call vote was taken. Directors Dell'Orto, Blood and McCartney voted yes; none opposed. Motion carried 3-0.
6. CONSENT ITEMS
  - a. Minutes of Regular Board meeting of May 10, 2022
  - b. Minutes of Special Board meeting of May 19, 2022
  - c. Minutes of Special Board meeting of May 24, 2022

#### d. Claim Summary

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

#### 11. CALAVERAS COUNTY WATER DISTRICT WATER SALES AGREEMENT

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

#### 7. DISTRICT SURPLUS PROPERTY OFFICE FURNITURE

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

#### 8. CLEARWELL TANK PROJECT PHASE I

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

#### 9. 2021/2022 FISCAL YEAR BUDGET REVIEW

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

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

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

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

## 12. REPORTS

### a. Legal Counsel's Report

Nothing to report.

### b. Water System Superintendent's Report

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

### c. District Engineer Report

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

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

### d. General Manager's Report

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

### e. Director's Comments:

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

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

## 13. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

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

*Employee organization: SEIU Local 1021*

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

12. ADJOURNMENT

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

Respectfully Submitted,

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

Carissa Bear, Clerk of the Board

DRAFT

CALAVERAS PUBLIC UTILITY DISTRICT

July 12, 2022

Regular Meeting

3:00 pm

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

MEMBERS ABSENT: Brady McCartney

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

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

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

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

3. PLEDGE OF ALLEGIANCE

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

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

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

6. CONSENT ITEMS

a. Claim Summary

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

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

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

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

#### 8. POTENTIAL LINE EXTENSION – SUNSHINE LANE (HERTZIG)

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

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

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

#### 10. MOKELUMNE HILL SANITARY DISTRICT FEES

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

#### 11. CALAVERAS PUBLIC UTILITY DISTRICT PAYROLL SCHEDULE

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

#### 12. CALAVERAS COUNTY WATER DISTRICT WATER SALES AGREEMENT

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

#### 13. WATER CONSERVATION

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

#### 14. DRINKING WATER PLANNING GRANT

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

#### 15. BACKWASH RECYCLE PROJECT GRANT FUNDING

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

#### 16. RICH GULCH TRANSMISSION MAIN REPLACEMENT

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

#### 17. REPORTS

##### a. Legal Counsel's Report

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

##### b. Water System Superintendent's Report

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

##### c. District Engineer Report

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

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

d. General Manager's Report

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

e. Director's Comments:

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

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

18. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

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

*Employee organization: SEIU Local 1021*

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

19. ADJOURNMENT

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

Respectfully Submitted,



Carissa Bear, Clerk of the Board

Regular Meeting

3:00 pm

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

MEMBERS ABSENT: Jack Tressler

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

OTHERS PRESENT: Allison Lechowicz  
Catherine Hansford

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

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

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

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

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

#### 7. WATER CAPACITY AND CONNECTION FEES STUDY

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

#### 8. CALAVERAS LAFCO RECRUITMENT FOR SPECIAL DISTRICT ALTERNATE BOARD MEMBER

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

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

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

#### 10. REPORTS

##### a. Legal Counsel's Report

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

##### b. Water System Superintendent's Report

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

##### c. District Engineer Report

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

d. General Manager's Report

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

e. Director's Comments:

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

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

11. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

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

*Employee organization: SEIU Local 1021*

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

12. ADJOURNMENT

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

Respectfully Submitted,



Carissa Bear, Clerk of the Board

CALAVERAS PUBLIC UTILITY DISTRICT

August 22, 2022

Special Meeting

6:00 pm

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

DIRECTORS ABSENT: None

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

OTHERS PRESENT: None

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

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

6. ADJOURNMENT

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

Respectfully Submitted,



Carissa Bear, Clerk of the Board

CALAVERAS PUBLIC UTILITY DISTRICT

September 13, 2022

Regular Meeting

3:00 pm

DIRECTORS PRESENT: Richard Blood  
Brady McCartney

DIRECTORS ABSENT: J.W. Dell'Orto  
Jack Tressler

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

OTHERS PRESENT: Catherine Hansford

1. CALL THE MEETING TO ORDER: The regular meeting was called to order by Director Blood at 3:40 P.M.
2. ROLL CALL OF DIRECTORS: Directors Blood, and McCartney were present. Directors Dell'Orto and Tressler were absent.

As a quorum was not present, Director Blood adjourned the meeting to the regularly scheduled October Board meeting. Staff will work with the Board to schedule a special meeting for next week. The public hearing for Establishing Water Connection and Capacity Fees has been moved to the next regularly scheduled Board meeting on October 11, 2022 at 3:00 pm.

Respectfully Submitted,



Carissa Bear, Clerk of the Board

Special Meeting

6:00 pm

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

DIRECTORS ABSENT: Jack Tressler

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

OTHERS PRESENT: None

1. CALL THE MEETING TO ORDER: President Dell'Orto called the meeting to order at 6:04 pm.
2. ROLL CALL OF DIRECTORS: Directors Dell'Orto, Blood, and McCartney were present. Director Tressler was absent.
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENT:

Travis Small, General Manager, informed the Board that the District would soon surplus the District's Board table. He would like to contact the Calaveras County Historical Society to see if they would be interested, since the table comes from the old Calaveras Cement Company plant. The Board liked the idea and President Dell'Orto said we would place it as an agenda item in the future.

5. RESOLUTION NO. 2022-27: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ON MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE BOARD OF DIRECTORS OF THE CALAVERAS PUBLIC UTILITY DISTRICT FOR THE PERIOD SEPTEMBER 19, 2022 TO OCTOBER 19, 2022, 2022 PURSUANT TO BROWN ACT PROVISIONS.

A motion was made by Director Blood, seconded by Director McCartney, to approve Resolution 2022-27. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney, voted yes; none opposed. Motion carried 3-0.

6. CLOSED SESSION  
CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

The Board entered closed session at 6:11 pm. The Board discussed the proposed MOU with the District's labor negotiators. No action was taken in closed session.

\*The Board came out of closed session at 6:50pm.

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

A motion was made by Director McCartney, seconded by Director Blood, to approve the MOU as presented. Director Blood wanted to comment on a few things. He asked for it to be noted that the staff will be getting a twenty-one percent raise over five years. He would also like it to be noted the burden of the cost covering one hundred percent of the employee's health care along with the ability for the employee to meet their service years and become vested in the District retirement health care. He would also like it noted that the SEIU and the District will be working together to find a mutually agreed upon lower cost health care option. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney, voted yes; none opposed. Motion carried 3-0.

8. ANNUAL AUDIT ENGAGEMENT LETTER

Mr. Small informed the Board that this will be the last round of Larry Bain's current staff. Next year he will have a whole new staff to audit the District to stay in compliance if the District decided to continue to use Mr. Bain's firm. Mr. Small would like to have the audit done in the fall and possibly as early as September. President Dell'Orto inquired as to why he would like it done in the fall and not the spring. Mr. Small clarified. A motion was made by Director Blood, seconded by Director McCartney, to approve the professional services agreement with Larry Bain, CPA, An Accounting Firm to complete the annual audit at a cost not to exceed \$9,800. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney, voted yes; none opposed. Motion carried 3-0.

9. CLEARWELL TANK PROJECT PHASE II

Mr. Small presented Contract Change Order No. 2 for the Clearwell Tank Project Phase II. This change order is for the effluent meter coming from the clearwell tank to the distribution line. This is an item that he identified when he took over. He does not believe the state will sign off on this project without this meter. A meter is required from tanks to the distribution lines, especially clearwell tanks. The change order started at \$150,000, but he was able to get it significantly reduced. The parts will be around \$19,000. The District will be paying for the parts directly instead of going through the contractor who charges over \$72,000 for the parts. Director Blood asked if this is the production meter. Mr. Small responded that this is not the plant meter. This is strictly going to distribution. Mr. Blood asked further questions. Mr. Small clarified. A motion was made by Director McCartney, seconded by Director Blood, to approve Contract Change Order No. 2. for the Clearwell Tank Project Phase II. Mr. Small informed the Board that there will be a final reconciliation change order at the end of the project. Director Blood asked where we are on the project. Mr. Small informed him that we are about 75% complete. A roll call vote was taken. Directors Dell'Orto, Blood, and McCartney, voted yes; none opposed. Motion carried 3-0.

10. ADJOURNMENT

There being no further business to come before the Board, President Dell'Orto adjourned the meeting at 7:11 pm.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read 'Car B', written in a cursive style.

Carissa Bear, Clerk of the Board

DRAFT

**CALAVERAS PUBLIC UTILITY DISTRICT**

**CLAIM SUMMARY # 767**

**DATE: August 2022**

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	\$ 151,814.81
Payroll Submitted	\$ 53,690.16
P/R Tax Deposits	\$ 24,123.38
Board/Employee Reimb.	\$ 254.80
<b>Sub-total</b>	<b>\$ 229,883.15</b>

Net Additions	
Net Deductions	
Claim Summary Approved for	<b>\$ 229,883.15</b>



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Clerk of the Board, Calaveras Public Utility District

Calaveras Public Utility District  
Expenses by Vendor Detail  
August 2022

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

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

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

Calaveras Public Utility District  
Expenses by Vendor Detail  
August 2022

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

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

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

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

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

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

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

**CALAVERAS PUBLIC UTILITY DISTRICT**

**CLAIM SUMMARY # 768**

**DATE: September 2022**

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	\$ 947,449.16
Payroll Submitted	\$ 46,887.42
P/R Tax Deposits	\$ 21,162.22
Board/Employee Reimb.	\$ 342.46
<b>Sub-total</b>	<b>\$ 1,015,841.26</b>

Net Additions	
Net Deductions	
Claim Summary Approved for	<b>\$ 1,015,841.26</b>



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Clerk of the Board, Calaveras Public Utility District

Calaveras Public Utility District  
Expenses by Vendor Detail  
September 2022

Date	Date	Memo	Account	Amount
<b>Absolute Office Solutions</b>				
	09/26/2022	Office Furniture/Remodel	5475 Office Supplies	750 00
Total Absolute Office Solutions				750 00
<b>ACWA-Health</b>				
	09/02/2022	Dental/Vision/Life October 2022	5220 Dental/Vision/Life Insurance	662.10
Total ACWA-Health				662.10
<b>ACWA/JPIA-WC</b>				
	09/02/2022	W/C 4/1/2022 - 6/30/2022	5425 Insurance	3,027 63
Total ACWA/JPIA-WC				3,027 63
<b>Alpha Analytical Labs, Inc.</b>				
	09/02/2022	Lab Fees	5685 Lab & Sampling	890 00
Total Alpha Analytical Labs, Inc.				890 00
<b>AT &amp; T</b>				
	09/14/2022	San Andreas Tank	5480 Telephone	221.48
	09/14/2022	Hydro #3 Garamendi	5480 Telephone	223 38
	09/14/2022	San Andreas Tank Circuit	5480 Telephone	55 81
Total AT & T				500 67
<b>AT &amp; T</b>				
	09/02/2022	Hydro #3 Garamendi Long Distance	5480 Telephone	68.74
	09/26/2022	WTP Long Distance	5480 Telephone	67.77
Total AT & T				136 51
<b>AT&amp;T</b>				
	09/26/2022	Shop Phone	5480 Telephone	81 09
Total AT&T				81 09
<b>Blood, Richard</b>				
	09/14/2022	Board Meeting 9/13/2022	5310 Board Meetings-Director Fees	100 00
	09/14/2022		5325 Mileage Reimb, Parking, Tolls	0 00
Total Blood, Richard				100 00
<b>Brady McCartney</b>				
	09/15/2022	Board Meeting 9/13/2022	5310 Board Meetings-Director Fees	100 00
Total Brady McCartney				100 00
<b>Brawner Automotive Repair</b>				
	09/14/2022	2018 Ford F-150 Service	5532 Repairs & Maintenance-Auto	144 27
	09/14/2022	2007 Toyota Tacoma A/C	5532 Repairs & Maintenance-Auto	185 06
	09/14/2022	2009 Toyota Tacoma Service	5532 Repairs & Maintenance-Auto	416 88
	09/14/2022	2011 Ford F-350 Service	5532 Repairs & Maintenance-Auto	1,767 84
Total Brawner Automotive Repair				2,514 05
<b>Cal-Waste</b>				
	09/15/2022	Office & Shop Monthly Trash Service	5699 Other Contracted Services	544 56
Total Cal-Waste				544 56
<b>Cal PERS</b>				
	09/09/2022		5200 Medical Benefits	0 00

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

Date	Date	Memo	Account	Amount
	09/09/2022	Employer Contribution, Classic 7/31 - 8/13	5230 Retirement Benefits-CalPERS	3,163.43
	09/09/2022	Employer Contribution, PEPRA 7/31 - 8/13	5230 Retirement Benefits-CalPERS	2,167 61
	09/09/2022	Employer Contribution, Classic correction from 3/16/22 - 7/31/22	5230 Retirement Benefits-CalPERS	42 65
	09/14/2022	Employer Contribution, Classic, 1017, CalPERS, 08/28/2022 - 09/10/2022	5230 Retirement Benefits-CalPERS	3,163.43
	09/14/2022	Employer Contribution, Classic, 1017, CalPERS, 08/28/2022 - 09/10/2022	5230 Retirement Benefits-CalPERS	3,163.43
	09/14/2022	Employer Contribution, PEPRA, 26507, CalPERS, 08/28/2022 - 09/10/2022	5230 Retirement Benefits-CalPERS	2,167 61
	09/14/2022	Employer Contribution, PEPRA, 26507, CalPERS, 08/14/2022 - 08/27/2022	5230 Retirement Benefits-CalPERS	2,167 61
	09/14/2022	Employer Contribution, PEPRA, 26507, CalPERS, 08/29/2022- 09/24/2022	5230 Retirement Benefits-CalPERS	268 58
	09/28/2022	October Health Billing	5200 Medical Benefits	28,111 63
	09/28/2022	Employer Contribution, Classic, 1017, CalPERS, 09/11/2022 - 09/24/2022	5230 Retirement Benefits-CalPERS	3,460 63
	09/28/2022	Employer Contribution, PEPRA, 26507, CalPERS, 09/11/2022 - 09/24/2022	5230 Retirement Benefits-CalPERS	2,911 94
Total Cal PERS				<u>50,788 55</u>
<b>Calaveras Auto Supply</b>				
	09/15/2022	Shop Supplies	5532 Repairs & Maintenance-Auto	118.76
Total Calaveras Auto Supply				<u>118.76</u>
<b>Calaveras Enterprise</b>				
	09/02/2022	Public Notice	5415 Advertising	480 00
	09/28/2022	Public Notice	5415 Advertising	336 00
Total Calaveras Enterprise				<u>816 00</u>
<b>Calaveras Lumber Company</b>				
	09/02/2022	Crack Sealer	5536 Repairs & Maintenance-T&D	45 22
	09/29/2022	Replacement equipment due to theft.	5548 Materials & Supplies-T&D	1,217 56
Total Calaveras Lumber Company				<u>1,262.78</u>
<b>Calaveras Public Power Agency</b>				
	09/15/2022	CPUD Warehouse	5743 Electricity-Office	113.18
	09/15/2022	Glencoe Booster Pump	5741 Electricity-Hydros	704 26
	09/15/2022	CPUD Office	5743 Electricity-Office	388 26
	09/15/2022	Jeff Davis WTP	5742 Electricity-Treatment	1,470 24
	09/15/2022	Licking Fork Pumping Station	5740 Electricity-T & D	4 00
Total Calaveras Public Power Agency				<u>2,679 94</u>
<b>Carbon Copy Inc.</b>				
	09/02/2022	Copying	5464 Printing	105 31
	09/26/2022	Printing	5464 Printing	93 50
Total Carbon Copy Inc.				<u>198 81</u>
<b>Care Free Lawns</b>				
	09/15/2022	August Monthly Service	5670 Janitorial	150 00
Total Care Free Lawns				<u>150 00</u>
<b>Comcast</b>				
	09/26/2022	WTP	5480 Telephone	301 87
Total Comcast				<u>301 87</u>
<b>Comcast Business (VE)</b>				
	09/15/2022	Business Voice Edge Telephone	5480 Telephone	293 89

Calaveras Public Utility District  
Expenses by Vendor Detail  
September 2022

Date	Date	Memo	Account	Amount
Total Comcast Business (VE)				293 89
<b>Computer Firemen</b>				
	09/15/2022	Mail Server Troubleshooting	5632 IT & Computer Support	100 00
Total Computer Firemen				100 00
<b>Condor Earth Technologies, Inc.</b>				
	09/02/2022	Redhawk	5695 Consultants-Dam	1,492 50
Total Condor Earth Technologies, Inc.				1,492 50
<b>Datco Billing</b>				
	09/02/2022	Tyke Woden Pre-Employment	5665 Pre-Employment	30 00
	09/15/2022	Pre Employment Screening (Tyke Woden)	5665 Pre-Employment	30 00
Total Datco Billing				60 00
<b>De Lage Landen Financial Services Inc.</b>				
	09/26/2022	Kyocera Printer	5464 Printing	83 66
Total De Lage Landen Financial Services Inc.				83 66
<b>Farr Construction</b>				
	09/02/2022	Clearwell Phase II	5860 Construction-Capital	203,835 81
	09/26/2022	Clearwell Tank Phase II	5860 Construction-Capital	448,918.72
Total Farr Construction				652,754 53
<b>Ferguson Enterprises, Inc.</b>				
	09/26/2022		5555 Meters-Meter Repairs	1,585 57
Total Ferguson Enterprises, Inc.				1,585 57
<b>First Foundation Bank</b>				
	09/15/2022	Clearwell Tank Loan Principle	5910 Debt Service-Principal	39,566 84
	09/15/2022	Clearwell Tank Loan Interest	5920 Debt Service-Interest	26,915 20
Total First Foundation Bank				66,482 04
<b>Fischer, Merle</b>				
	09/02/2022	September 2022	5210 Medical Benefits-Retiree	765 23
Total Fischer, Merle				765 23
<b>Grainger</b>				
	09/15/2022	Cam & Groove Gasket	5548 Materials & Supplies-T&D	47 01
	09/26/2022	Safety Equipment	5566 Safety Equipment	403 96
Total Grainger				450 97
<b>Hansford Economic Consulting, LLC</b>				
	09/15/2022	Connection Fees Study August 2022	5699 Other Contracted Services	2,007 50
Total Hansford Economic Consulting, LLC				2,007 50
<b>Hobgood's Cleaning Service</b>				
	09/26/2022	Janitorial Services September 2022	5670 Janitorial	160 00
Total Hobgood's Cleaning Service				160 00
<b>Hunt &amp; Sons Inc.</b>				
	09/02/2022	Compliance Fee & Farm Hose	5540 Fuel	71.73
	09/02/2022	Fuel for District Vehicles	5540 Fuel	1,610 00
	09/15/2022	Fuel for District Vehicles	5540 Fuel	1,486 66

Calaveras Public Utility District  
Expenses by Vendor Detail  
September 2022

Date	Date	Memo	Account	Amount
	09/15/2022	Hose & Regulatory Fee Truck #007	5548 Materials & Supplies-T&D	71.73
	09/28/2022	Fuel for District Vehicles	5540 Fuel	924.75
Total Hunt & Sons Inc.				4,164.87
<b>Iconix Waterworks</b>				
	09/15/2022	Clearwell Tank Project	5860 Construction-Capital	21,595.33
Total Iconix Waterworks				21,595.33
<b>Interstate Truck Center</b>				
	09/02/2022	Dump Truck Repair Kit	5532 Repairs & Maintenance-Auto	241.09
	09/15/2022	Truck Parts for Repair	5532 Repairs & Maintenance-Auto	241.09
Total Interstate Truck Center				482.18
<b>IXOM Watercare, Inc</b>				
	09/15/2022	Jeff Davis Reservoir Materials	5547 Materials & Supplies-Treatment	3,869.00
Total IXOM Watercare, Inc				3,869.00
<b>Jackson Tire</b>				
	09/26/2022	Tires for 2011 Ford F350	5532 Repairs & Maintenance-Auto	1,151.52
Total Jackson Tire				1,151.52
<b>Lowe's</b>				
	09/15/2022	Office Remodel	5475 Office Supplies	199.92
	09/15/2022	Water Treatment Supplies	5547 Materials & Supplies-Treatment	1,864.69
Total Lowe's				2,064.61
<b>Martin Marietta</b>				
	09/02/2022	Aggregate	5536 Repairs & Maintenance-T&D	505.06
Total Martin Marietta				505.06
<b>Matrix Trust Company</b>				
	09/02/2022	Payroll Date 8/13/2022	2317 457 Plan	768.99
	09/15/2022	Payroll Date 8/27/2022	2317 457 Plan	726.63
	09/15/2022	Payroll Date 9/10/2022	2317 457 Plan	758.44
	09/29/2022	Payroll Date 9/24/2022	2317 457 Plan	962.05
Total Matrix Trust Company				3,216.11
<b>McMaster-Carr</b>				
	09/02/2022	Water Treatment Supplies	5535 Repairs & Maintenance-Treatment	585.55
	09/15/2022	WTP Supplies	5547 Materials & Supplies-Treatment	61.30
	09/26/2022	WTP Supplies	5547 Materials & Supplies-Treatment	56.58
Total McMaster-Carr				703.43
<b>Motherlode Answering Service</b>				
	09/15/2022	Answering Service	5606 Answering Service	271.68
Total Motherlode Answering Service				271.68
<b>Pace Supply</b>				
	09/02/2022	Shop Supplies	5548 Materials & Supplies-T&D	5,249.90
	09/28/2022	T&D Supplies	5548 Materials & Supplies-T&D	7,893.06
	09/28/2022	T&D Supplies	5548 Materials & Supplies-T&D	143.32
Total Pace Supply				13,286.28

Calaveras Public Utility District  
Expenses by Vendor Detail  
September 2022

Date	Date	Memo	Account	Amount
<b>Pat Murphy</b>				
	09/02/2022	District Office Toilet Repair	5437 Repairs & Maintenance-Office	205 00
Total Pat Murphy				205 00
<b>PG&amp;E - ENERGY STATEMENT</b>				
	09/02/2022	Schaad's Hydro	5741 Electricity-Hydros	416 21
	09/02/2022	Prindle Rd	5740 Electricity-T & D	9 88
	09/02/2022	Golden Hills Subdivision	5742 Electricity-Treatment	12 38
	09/02/2022	Gold Strike Rd	5740 Electricity-T & D	9.77
	09/02/2022	439 Gold Strike Rd	5740 Electricity-T & D	9.77
	09/15/2022	Hydro #3	5741 Electricity-Hydros	7.75
	09/15/2022	Hydro #2	5741 Electricity-Hydros	7.75
	09/15/2022	Hydro #1	5741 Electricity-Hydros	7.75
	09/15/2022	Hydro #2	5741 Electricity-Hydros	102 35
	09/15/2022	Hydro #1	5741 Electricity-Hydros	224 50
	09/15/2022	2600 Andreas Vista	5740 Electricity-T & D	15.72
	09/15/2022	506 W Saint Charles	5743 Electricity-Office	8 65
	09/26/2022	Hwy 26 & Ponderosa Way	5740 Electricity-T & D	194 51
	09/26/2022	Prindle Rd	5740 Electricity-T & D	10 51
	09/26/2022	Schaad's	5742 Electricity-Treatment	480 21
Total PG&E - ENERGY STATEMENT				1,517.71
<b>Postmaster</b>				
	09/21/2022	Postage for October Billing	5462 Postage	800 00
Total Postmaster				800 00
<b>Ramsey Jackson</b>				
	09/02/2022	Customer Refund for Overpayment	1372 A/R Misc. Charges	73 54
Total Ramsey Jackson				73 54
<b>Rutledge Security Systems, LLC</b>				
	09/02/2022	Annual Intrusion Alarm Monitoring	5548 Materials & Supplies-T&D	330 00
Total Rutledge Security Systems, LLC				330 00
<b>San Andreas Sanitary District</b>				
	09/02/2022	Office	5760 Sewer & Garbage	99 81
	09/02/2022	Shop	5760 Sewer & Garbage	99 81
	09/29/2022	Office	5760 Sewer & Garbage	99 81
	09/29/2022	Shop	5760 Sewer & Garbage	99 81
Total San Andreas Sanitary District				399 24
<b>Secretary of State</b>				
	09/30/2022	Molly Soulier Notary Class	4495 Notary	40 00
Total Secretary of State				40 00
<b>SEIU Local 1021</b>				
	09/02/2022	Pay Period Ending 8/15/2022	2322 SEIU Union Dues	432.70
	09/15/2022	Pay Period Ending 8/31/2022	2322 SEIU Union Dues	432.70
	09/15/2022	Pay Period Ending 9/10/2022	2322 SEIU Union Dues	465 57
	09/29/2022	Pay Period ending 9/24/2022	2322 SEIU Union Dues	586.70

Calaveras Public Utility District  
Expenses by Vendor Detail  
September 2022

Date	Date	Memo	Account	Amount
Total SEIU Local 1021				1,917.67
<b>Sender's Market Inc.</b>				
	09/15/2022	T&D Materials and Supplies	5548 Materials & Supplies-T&D	189.76
Total Sender's Market Inc.				189.76
<b>Southwest Valve, LLC</b>				
	09/02/2022	12" High Performance BFV, Pneumatic Actuator, Mounting Kits and Required adaption	5548 Materials & Supplies-T&D	7,005.14
Total Southwest Valve, LLC				7,005.14
<b>SPMR, LLC</b>				
	09/02/2022	Annual License, Support and Data Hosting 10/1/2022 - 9/30/2023	5470 Software Programs & Updates	9,379.92
Total SPMR, LLC				9,379.92
<b>Staples Credit Plan</b>				
	09/15/2022	Board Room Chairs	5475 Office Supplies	658.20
Total Staples Credit Plan				658.20
<b>SWRCB-DWOCP</b>				
	09/26/2022	M. Roberts Certification Renewal	5430 License, Cerifications, Fees	105.00
Total SWRCB-DWOCP				105.00
<b>Treat's General Store</b>				
	09/02/2022	T&D Supplies	5548 Materials & Supplies-T&D	282.54
	09/02/2022	Office Maintenance & Repairs	5437 Repairs & Maintenance-Office	73.92
	09/02/2022	Tools	5585 Tools	67.77
	09/02/2022	T&D Repairs & Maintenance	5536 Repairs & Maintenance-T&D	35.27
Total Treat's General Store				459.50
<b>Upper Mokelumne River Watershed Authority</b>				
	09/26/2022	UMRWA Member Agency FY 2023 Assessment	5420 Association Dues	10,128.00
Total Upper Mokelumne River Watershed Authority				10,128.00
<b>USA Blue Book</b>				
	09/02/2022	Treatment Supplies	5547 Materials & Supplies-Treatment	89.04
	09/02/2022	Treatment supplies	5547 Materials & Supplies-Treatment	391.32
	09/02/2022	Siphon King Utility Pump	5545 Materials & Supplies-Pumping	353.58
	09/15/2022	WTP Materials & Supplies	5547 Materials & Supplies-Treatment	632.17
	09/26/2022	WTP Supplies	5547 Materials & Supplies-Treatment	179.10
	09/26/2022	WTP Supplies	5547 Materials & Supplies-Treatment	153.54
	09/26/2022	WTP Supplies	5547 Materials & Supplies-Treatment	115.65
	09/26/2022	T&D Supplies	5548 Materials & Supplies-T&D	101.79
	09/26/2022	WTP Supplies	5547 Materials & Supplies-Treatment	254.80
Total USA Blue Book				2,270.99
<b>Verizon Wireless</b>				
	09/02/2022	District Employee Cell Phones	5480 Telephone	1,055.26
	09/26/2022	District Employee Cell Phones	5480 Telephone	1,094.22
Total Verizon Wireless				2,149.48
<b>Volcano Telephone</b>				
	09/02/2022	13900 Highway 26	5480 Telephone	53.27

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

Date	Date	Memo	Account	Amount
	09/02/2022	1601 West Forty Rd	5480 Telephone	53 27
	09/02/2022	10727 Ponderosa Rd	5480 Telephone	53 27
	09/02/2022	3089 Ridge Rd	5480 Telephone	49 68
	09/02/2022	Treatment Plant	5480 Telephone	53 27
	09/02/2022	Schaad's Hydro	5480 Telephone	66 67
	09/02/2022	Special Circuit	5480 Telephone	94.19
	09/02/2022	Schaad's Hydro	5480 Telephone	53 27
	09/02/2022	Treatment Plant Broadband	5480 Telephone	56 95
Total Volcano Telephone				<u>533 84</u>
<b>Weber, Ghio &amp; Associates</b>				
	09/26/2022	Cleanwell Tank Project - Phase II Construction Management	5860 Construction-Capital	41,524 51
	09/26/2022	Coating Inspection Service	5860 Construction-Capital	15,262 80
	09/26/2022	Rich Gulch Replacement Project	5860 Construction-Capital	4,395 63
Total Weber, Ghio & Associates				<u>61,182 94</u>
<b>Wells Fargo Bank - C. Bear</b>				
	09/15/2022	Software Programs & Updates	5470 Software Programs & Updates	222.13
	09/15/2022	EAP Training Meeting	5335 Training	218.17
	09/15/2022	Postage for Pitney Bowes Machine	5462 Postage	300 00
	09/15/2022	Office Supplies	5475 Office Supplies	171 25
Total Wells Fargo Bank - C. Bear				<u>911 55</u>
<b>Wells Fargo Bank - M Roberts</b>				
	09/15/2022	Safety	5566 Safety Equipment	153 01
	09/15/2022	Training	5335 Training	1,104 22
	09/15/2022	T&D Supplies	5548 Materials & Supplies-T&D	55 66
Total Wells Fargo Bank - M Roberts				<u>1,312 89</u>
<b>Wells Fargo Bank - T Small</b>				
	09/15/2022	Office Remodel - Director's Tables	5830 Buildings	2,099 32
Total Wells Fargo Bank - T Small				<u>2,099 32</u>
<b>Wilbur-Ellis</b>				
	09/15/2022	Pesticides	5548 Materials & Supplies-T&D	610.19
Total Wilbur-Ellis				<u>610.19</u>
				<u><u>947,449.16</u></u>

Calaveras Public Utility District

**Water Capacity and  
Connection Fees Study**

**August 1, 2022**

FINAL DRAFT

The following report was prepared by Hansford Economic Consulting LLC.

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

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

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

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# Section 1: INTRODUCTION AND SUMMARY OF FINDINGS

## 1.1 INTRODUCTION

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

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

**Table 1**  
**Current New Development Water Fees**

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

Source: CPUD Resolution 89-23.

curr

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

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

## 1.2 AUTHORITY TO CHARGE CAPACITY AND CONNECTION FEES

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

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

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

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

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

### 1.3 CALCULATED CAPACITY AND CONNECTION FEES

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

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

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

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

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

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

exception of Accessory Dwelling Units (ADUs). Pursuant to State law<sup>1</sup>, ADUs must be charged development fees on a per building square foot basis.

**Table 2**  
**Proposed New Development Water Fees Schedule**

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

Source: HEC July 2022.

summ

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

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

<sup>1</sup> California Assembly Bill 494 and Senate Bill 13.

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

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

**Table 3**  
**Residential Comparison of Current and Proposed Fees**

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

Source: HEC July 2022.

1" sum

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

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

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

**Table 4**  
**Non-Residential Comparison of Current and Proposed Fees**

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

Source: HEC July 2022.

non sum

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

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

## Section 2: CONNECTION FEES

Under current California Government Code, connection fees are charges imposed by the District to pay for the reasonable cost of providing physical facilities necessary to make a water connection, including, but not limited to meters, meter boxes, and pipelines from the structure or project to a water distribution line that does not exceed the estimated cost of labor and materials for installation of those facilities<sup>2</sup>.

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

### 2.1 METER FEE CALCULATION

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

### 2.2 INSTALLATION FEE CALCULATION

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

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

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<sup>2</sup> Government Code Section 66013(b)(5).

## 2.3 TOTAL CALCULATED CONNECTION FEE

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

**Table 5**  
**Calculated Connection Fees**

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

Source: CPUD and HEC, July 2022.

conn fee

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

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

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

[3] Excludes garage and covered outdoor areas.

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

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

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

## Section 3: CAPACITY FEES

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

### 3.1 FUTURE DEVELOPMENT AND GROWTH ASSUMPTIONS

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

**Table 6**  
**Current Number of ERUs**

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

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

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

**Table 7**  
**Twenty-year Projection of ERUs**

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

Source: CPUD and HEC 2022. proj

### 3.2 BUY-IN FEE COSTS

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

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

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

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

### 3.3 CAPACITY FEE CALCULATIONS

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

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

**Table 8**  
**Capacity Fee Calculation per ERU**

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

Source: CPUD supporting data and HEC June 2022.

exp costs

The fee per ERU is the fee for a one-inch meter because almost all new residential homes will be required to install a one-inch meter. The fees for all other meter sizes are based on a) maximum flow rates by meter size, and b) estimated installation costs<sup>3</sup>.

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

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

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

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

**Table 9**  
**Determination of Meter Ratios for Capacity Fee**

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

Source: CPUD and HEC July 2022.

ratios

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

**Table 10**  
**Calculated Capacity Fees**

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

Source: HEC June 2022.

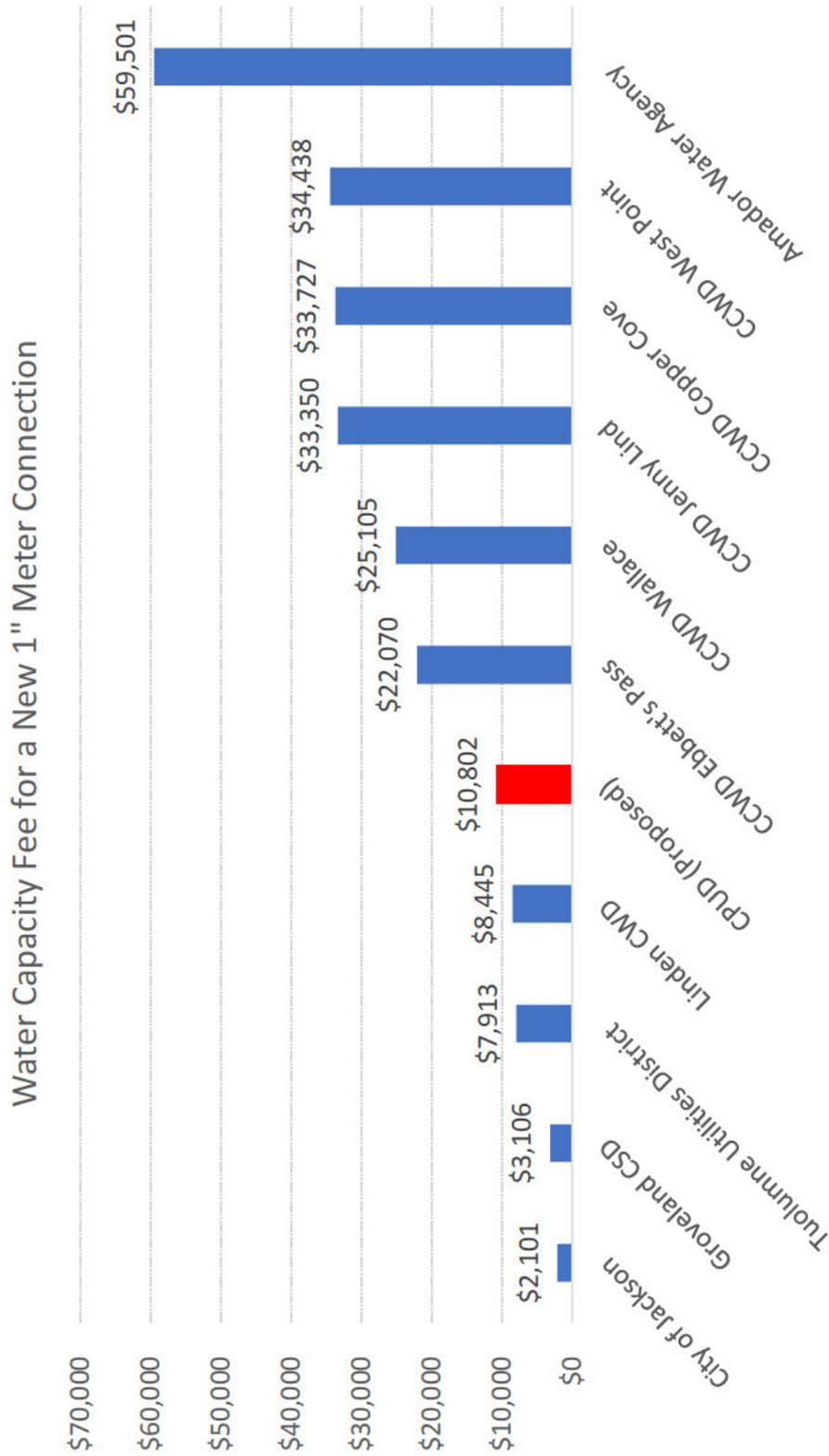
cap calc

[1] Excludes garage and covered outdoor areas.

### **3.4 REGIONAL FEES COMPARISON**

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

**Figure 1**  
**Comparison of Regional Water Capacity Fees**



## **Section 4: CAPACITY AND CONNECTION FEES ADOPTION AND ADMINISTRATION**

### **4.1 CAPACITY AND CONNECTION FEES ADOPTION**

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

### **4.2 FUTURE FEE ADJUSTMENTS AND UPDATES**

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

### **4.3 MITIGATION FEE ACT COMPLIANCE**

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

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

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

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

#### **4.4 CAPACITY FEE CREDITS AND REIMBURSEMENTS**

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

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

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

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



# **APPENDIX A**

## **WATER CAPACITY AND CONNECTION FEE STUDY**

### **SUPPORT TABLES**



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

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

Source: CPUD and HEC July 2022.

install fee

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

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

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

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

DRAFT

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

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

DRAFT

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

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

DRAFT

Asset Description	Date Acquired	Base Year	Years of Life	2022			ORIGINAL COST	REPLACEMENT COST				
				Years Deprec.	Remaining Years		Original Cost	Replacement Factor	Replacement Cost Est.	Annual Depr.	Accum. Deprec.	Remaining Value
				$c = 2022 - b$	$d = b - c$	$e$	3.8% per year					$j = g - i$
		$a$	$b$				$f$	$g = e * f$	$h = g / b$	$i = h * c$		
Valves	06/30/01	2001	10	21	0	\$6,595	2.19	\$14,433	\$1,443	\$14,433	\$0	
Pipeline from CCWD	06/30/01	2001	40	21	19	\$23,310	2.19	\$51,014	\$1,275	\$26,782	\$24,232	
Pipelines	06/30/01	2001	40	21	19	\$25,337	2.19	\$55,450	\$1,386	\$29,111	\$26,339	
Pickup truck F3504x4	02/28/02	2002	5	20	0	\$30,763	2.11	\$64,861	\$12,972	\$64,861	\$0	
Meters	06/30/02	2002	10	20	0	\$6,618	2.11	\$13,953	\$1,395	\$13,953	\$0	
Whittle pump controls	06/30/03	2003	30	19	11	\$14,820	2.03	\$30,102	\$1,003	\$19,065	\$11,037	
Winebrenner line extention	06/30/04	2004	30	18	12	\$5,708	1.96	\$11,170	\$372	\$6,702	\$4,468	
Fence materials	06/30/04	2004	30	18	12	\$28,068	1.96	\$54,924	\$1,831	\$32,955	\$21,970	
GSH Water system (dev cont)	06/30/05	2005	30	17	13	\$91,085	1.89	\$171,712	\$5,724	\$97,304	\$74,409	
Simpson road extention	06/30/06	2006	30	16	14	\$32,360	1.82	\$58,771	\$1,959	\$31,345	\$27,427	
Toyota Tacoma	06/30/07	2007	5	15	0	\$28,058	1.75	\$49,092	\$9,818	\$49,092	\$0	
Chain link fence-Jack Davis reservoir	06/30/07	2007	30	15	15	\$33,894	1.75	\$59,304	\$1,977	\$29,652	\$29,652	
Major pipeline leak repair	06/30/07	2007	30	15	15	\$111,545	1.75	\$195,169	\$6,506	\$97,584	\$97,584	
Pope & California St. new water line Ph1	06/30/09	2009	30	13	17	\$38,740	1.62	\$62,911	\$2,097	\$27,261	\$35,649	
2009 Toyota Tacoma	06/30/09	2009	5	13	0	\$28,173	1.62	\$45,751	\$9,150	\$45,751	\$0	
Paloma pressure station	06/30/09	2009	30	13	17	\$5,717	1.62	\$9,283	\$309	\$4,023	\$5,261	
Ford Truck	11/23/10	2010	5	12	0	\$34,091	1.56	\$53,335	\$10,667	\$53,335	\$0	
2009 Trail Max Trailer	10/31/10	2010	5	12	0	\$20,533	1.56	\$32,123	\$6,425	\$32,123	\$0	
Pope & California St. new water line Ph1	06/30/10	2010	30	12	18	\$40,756	1.56	\$63,762	\$2,125	\$25,505	\$38,257	
Pope & California St. new water line Ph2	10/31/11	2011	30	11	19	\$37,504	1.51	\$56,527	\$1,884	\$20,726	\$35,800	
Blastronix Upgrade	11/30/11	2011	5	11	0	\$5,145	1.51	\$7,754	\$1,551	\$7,754	\$0	
Lafayette Line Replacement	07/31/11	2011	40	11	29	\$94,301	1.51	\$142,131	\$3,553	\$99,086	\$103,045	
Foothills Terrace Water System	06/30/12	2012	40	10	30	\$36,950	1.45	\$53,652	\$1,341	\$13,413	\$40,239	
Ridge Road	06/30/13	2013	40	9	31	\$93,442	1.40	\$130,713	\$3,268	\$29,410	\$101,303	
18" Main	06/30/13	2013	40	9	31	\$37,041	1.40	\$51,816	\$1,295	\$11,659	\$40,157	
Cemetery Lane	06/30/13	2013	40	9	31	\$19,617	1.40	\$27,442	\$686	\$6,174	\$21,267	
Mokelumne Hill Tank Fence	06/30/13	2013	8	9	0	\$7,316	1.40	\$10,234	\$1,279	\$10,234	\$0	
Dozer Retrofit	06/30/13	2013	5	9	0	\$21,224	1.40	\$29,690	\$5,938	\$29,690	\$0	
Warehouse Paving	06/30/13	2013	10	9	1	\$13,350	1.40	\$18,675	\$1,867	\$16,807	\$1,867	
506 St. Charles Line Replacement	06/30/13	2013	40	9	31	\$20,765	1.40	\$29,048	\$726	\$6,536	\$22,512	
Hildebrandt Line Replacement	06/30/14	2014	40	8	32	\$69,704	1.35	\$93,938	\$2,348	\$18,788	\$75,150	
SCADA System Upgrade (Eurotherm)	06/30/15	2015	10	7	3	\$11,485	1.30	\$14,911	\$1,491	\$10,438	\$4,473	
SF Pump Station Motor and Flow Meter	06/30/15	2015	10	7	3	\$18,204	1.30	\$23,634	\$2,363	\$16,544	\$7,090	
Zimmerman & Happy Valley Line Replacement Project	06/30/15	2015	40	7	33	\$32,789	1.30	\$42,571	\$1,064	\$7,450	\$35,121	
S. Main Line Replacement Project	06/30/16	2016	40	6	34	\$205,527	1.25	\$257,071	\$6,427	\$38,561	\$218,511	
S. Main (Leger) Moke Hill Line Replacement	06/30/17	2017	40	5	35	\$69,415	1.20	\$83,644	\$2,091	\$10,456	\$73,189	
Pope/Hildebrandt Fill Station	06/30/17	2017	20	5	15	\$45,148	1.20	\$54,403	\$2,720	\$13,601	\$40,802	
Railroad Flat Fill Station	06/30/17	2017	20	5	15	\$43,726	1.20	\$52,690	\$2,634	\$13,172	\$39,517	
Mokelumne Hill Fill Station	06/30/17	2017	20	5	15	\$52,941	1.20	\$63,794	\$3,190	\$15,948	\$47,845	
2016 Ford F-350 1FD8X3B6XGED28505	06/30/17	2017	10	5	5	\$48,212	1.20	\$58,095	\$5,810	\$29,048	\$29,048	
Oak Street Line Replacement	06/30/17	2017	40	5	35	\$50,656	1.20	\$61,041	\$1,526	\$7,630	\$53,411	
High School Street Line Replacement	06/30/17	2017	40	5	35	\$78,489	1.20	\$94,579	\$2,364	\$11,822	\$82,757	
Main Control Valve Road Improvements	06/30/17	2017	15	5	10	\$31,454	1.20	\$37,902	\$2,527	\$12,634	\$25,268	
Marler Line Replacement	06/30/17	2017	40	5	35	\$53,471	1.20	\$64,432	\$1,611	\$8,054	\$56,378	
Paloma Fill Station	06/30/18	2018	20	4	16	\$34,379	1.16	\$39,910	\$1,996	\$7,982	\$31,928	
George Reed Fill Station	06/30/18	2018	20	4	16	\$34,379	1.16	\$39,910	\$1,996	\$7,982	\$31,928	
2018 Ford F-350	06/30/18	2018	10	4	6	\$31,783	1.16	\$36,896	\$3,690	\$14,758	\$22,138	
Ponderosa Meter Upgrade	06/30/18	2018	20	4	16	\$24,009	1.16	\$27,872	\$1,394	\$5,574	\$22,297	
Sunset Line Replacement Project	06/30/18	2018	40	4	36	\$402,327	1.16	\$467,055	\$11,676	\$46,706	\$420,350	
Pixley Ave Line Replacement Project	06/30/19	2019	40	3	37	\$219,096	1.12	\$245,034	\$6,126	\$18,378	\$226,656	
Court Line Replacement Project	06/30/19	2019	40	3	37	\$16,974	1.12	\$18,984	\$475	\$1,424	\$17,560	
FLEXUS F601 Portable Ultrasonic Flowmeter	06/30/19	2019	10	3	7	\$11,906	1.12	\$13,316	\$1,332	\$3,995	\$9,321	
SCADA System Upgrade	06/30/20	2020	10	2	8	\$273,668	1.08	\$294,862	\$29,486	\$58,972	\$235,890	
2020 Ford F150 XL (VIN 1FTEX1EP5LKD19366)	06/30/20	2020	5	2	3	\$29,985	1.08	\$32,307	\$6,461	\$12,923	\$19,384	
<b>TOTAL TRANSMISSION AND DISTRIBUTION</b>						<b>\$8,319,879</b>		<b>\$36,889,958</b>	<b>\$846,781</b>	<b>\$26,269,782</b>	<b>\$10,620,175</b>	
<b>GRAND TOTAL CPUD ASSETS</b>						<b>\$14,898,733</b>		<b>\$59,389,473</b>	<b>\$1,285,201</b>	<b>\$38,615,534</b>	<b>\$20,773,939</b>	

Source CPUD Depreciation schedule.

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

**Table A-4**  
**Calaveras Public Utility District Connection Fees Update**

**Installation Cost Meter Ratios**

**DRAFT**

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

Source: HEC 2022.

install ratio

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

**Table A-5  
Calaveras Public Utility District Connection Fees Update**

**Service Installation Cost Estimates**

**DRAFT**

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

Source: CPUD and HEC July 2022.

all sizes

## **RESOLUTION 2022-25**

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

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

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

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

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

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

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

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

Source: HEC July 2022.

summ

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

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

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

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

AYES:

NOES:

ABSENT:

ABSTAIN:

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

Attest: \_\_\_\_\_  
Carissa Bear, Secretary/Clerk of the Board



# MEMORANDUM

Via U.S. Mail and Electronic Mail

**TO:** ACWA Member Agency Board Presidents and General Managers  
**CC:** ACWA Board of Director  
**FROM:** Dave Eggerton, ACWA Executive Director  
**DATE:** October 5, 2022  
**SUBJECT:** Notice of General Session Membership Meeting — November 30, 2022

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There will be a General Session Membership Meeting at the ACWA 2022 Fall Conference on **Wednesday, November 30, 2022, at 12:30 p.m.** The meeting will be held in the Crystal Ballroom, Renaissance Esmeralda Resort Hotel, Indian Wells. The purpose of the meeting is to conduct a vote by the membership on proposed Amended and Restated Bylaws of the Association of California Water Agencies as recommended by the Board of Directors at its meeting on September 23, 2022.

## Proposed Amended and Restated Bylaws

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As part of ongoing efforts to ensure ACWA's Bylaws are current and reflect consistency with other governance documents and daily operations and to implement changes related to the election of ACWA's Board Officers, the Board of Directors is recommending proposed Amended and Restated Bylaws for consideration by the membership.

Staff worked with Dale Stern, Downey Brand LLP, to prepare the proposed Amended and Restated Bylaws, which include the following changes:

- Amendments to clarify language and to reflect consistency with other governance documents and daily operations
- Amendments to implement changes to the Board Officers' election process as recommended by the Election Task Force
- Amendments to incorporate California Corporations Code provisions allowing meetings to be held by electronic communication
- Restructuring and reformatting to incorporate a new numbering system

Legal Affairs Committee (LAC) Chair, Jennifer Buckman, appointed LAC member, Doug Coty, to serve as the committee's representative to review the proposed Amended and Restated Bylaws and provide an analysis pursuant to ACWA Bylaws (Article 9, Section 8). The proposed Amended and Restated Bylaws reflect the LAC's recommended edits as adopted by the ACWA Board on September 23.

Redline and clean versions of the proposed Amended and Restated Bylaws are available on ACWA's website at the link listed below. The materials have also been emailed to member agency general managers and board presidents.

<https://www.acwa.com/2022-membership-meeting/>

## Voting Process

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Consistent with ACWA's Bylaws, Article 9, Section 5:

- Each member of the Association shall be entitled to one vote that shall be cast by its authorized representative.
- Voters must be present at the membership meeting to vote.

ACWA will be using a voting system called Live-Tally, which will allow voters to vote using a handheld keypad.

- Member agencies must indicate their voting representative and alternate on the attached Voter Designation & Information Form as well as provide all of the information identified on the form in order for ACWA to facilitate all aspects of the membership meeting and voting processes.

## Deadline & Changes

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The deadline for submitting the Voter Designation & Information Form is **Wednesday, November 23, 2022**. While this form identifies both a voting delegate and an alternate voting delegate for the ACWA member agency, if for any reason the member agency desires for the alternate voting delegate to vote at the membership meeting in place of its designated voting delegate, the member agency must notify ACWA in advance of its exchange of voting delegates by contacting the Senior Clerk of the Board Donna Pangborn at [donnap@acwa.com](mailto:donnap@acwa.com) or 916-669-2425 **no later than 5:00 p.m. on Tuesday, November 29, 2022**.

## ACWA General Session Desk

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ACWA staff will be available at the **ACWA General Session Desk**, located in the Crystal Ballroom Foyer, Renaissance Esmeralda Resort Hotel, on **Wednesday, November 30**, between **9:00 a.m. and 11:45 a.m.** to answer questions about the membership meeting and voting process.

**Voters need to check in at the ACWA General Session Desk on Wednesday, November 30, between 10:00 and 11:45 a.m. to pick up handheld keypads.**

If you have any questions regarding the proposed Amended Bylaws and Restated or voting process, please contact Senior Clerk of the Board Donna Pangborn at 916-669-2425 or [donnap@acwa.com](mailto:donnap@acwa.com).

dgp

Attachments:

1. Voter Designation & Information Form
2. Proposed Amended and Restated Bylaws (redline version) – see website link above
3. Proposed Amended and Restated Bylaws (clean version) – see website link above



As recommended by the Board of Directors at its meeting on 9/23/2022.

AMENDED AND RESTATED  
BYLAWS of the Association of  
California Water Agencies

PROPOSED

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PROPOSED



(As amended and restated by the Members on November 29, 2017 \_\_\_\_\_, 2022)

## ARTICLE 1 ~~Article 1~~ - General

**Section 1.01.** <sup>1</sup>Name. The name of this California nonprofit corporation shall be the Association of California Water Agencies (hereinafter referred to as the Association).

**Section 1.02.** Principal Office. The principal office for the transaction of business of the Association ~~is shall be~~ located ~~at 910 K Street, Suite 100, in~~ Sacramento, California; ~~provided, however, that the Board of Directors may change the location of the principal office by resolution and without amendment of these bylaws.~~

**Section 1.03.** Purposes. The purposes of the Association shall be to work together with its members and others for the best interests of California and its citizens and landowners who use, need and depend upon water; to encourage the orderly development of the waters of the state; to seek means of obtaining and making available to all of California a dependable water supply of the best possible quality at the lowest possible cost, giving due consideration to environmental factors involved therein; to provide inspiration and leadership in meeting and solving the water supply problems of this state; to propose and advocate such policies and measures—local, state and federal—that serve the best interests of the Association, opposing those of contrary nature; to assist in promoting the health, safety and welfare of the employees of its members; and to do all other things that are in the best interests of its members.

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<sup>1</sup> Section numbers have been reformatted to incorporate a new numbering system throughout this document.

## ARTICLE 2 ~~Article 2~~ – Membership and Dues

### Section 2.01. Membership.

- (a) **Members.** Only a public district, public agency, or public organization created and operated for the purpose of controlling, treating, developing, acquiring, using or supplying water for any purpose for inhabitants or lands within the state of California, or for the protection, drainage or reclamation of lands within the state of California, may become a member of the Association. Such an entity will become a member upon written application, approval by the Board of Directors, and the payment of the required dues. Acceptance to membership shall authorize full participation in Association activities. Except as otherwise provided in ~~subsection Section 2.01~~(b) below, in no case may an organization other than a state, a political subdivision (as defined in § 1.103-1(b) of the Income Tax Regulations) of a state or an entity the income of which is excluded from gross income under § 115 of the Internal Revenue Code be a member of the Association. A member of the Association shall be in good standing if in compliance with all bylaws and requirements of membership, including timely payment of annual dues and emergency assessments.
- (b) **Honorary Life Members.** Any person who has rendered conspicuous service in furthering the purposes of the Association may, by vote of the Board of Directors, be granted an honorary life membership in the Association without payment of dues or assessments. All past presidents of the Association shall automatically be honorary life members without vote of the Board of Directors. Honorary life members shall not be entitled to a vote or to hold office automatically because of their status as honorary life members.
- (c) **Termination of Members.** Membership shall cease upon the failure of any member to pay the dues provided for in Section 2.02 of this Article. The membership of any member may be terminated at any time by such member sending written notification of its intention to withdraw to the Association's principal office. The Board of Directors may terminate the membership of any member upon 30 days' written notice by first-class mail when it is determined at any regular Board meeting or at any special Board meeting called for that purpose that continuance of such membership would not be in the best interests of the Association. Withdrawal or termination of membership ends any participation in Association activities and shall terminate a member's interest in the Association's assets.

**Section 2.02. Dues.** The annual dues of each member of the Association shall be established by the Board of Directors; provided, however, that any member may apply for a change in its dues because of conditions that differentiate such applicant from other members.

**Section 2.03. Liability of Members.** No member shall be liable for any obligation incurred by the Association with the following exception: (1) the payment of the annual dues while it remains a member;

and (2) the payment of emergency assessments, which shall not exceed 10 percent of current annual dues for each member in any calendar year while it remains a member. No emergency assessment may be levied against any member during its first two years of membership in the Association.

## ARTICLE 3 ~~Article 3~~ - Officers

### Section 3.01. President and Vice President.

- (a) **General.** The president and vice president of the Association shall be the elected officers of the Association. At the time of their election the president and vice president shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association. The president and vice president shall be elected by the members of the Association ~~at its fall conference~~ by written ballot in each odd-numbered year before the Association's annual meeting, shall be announced at the Association's annual meeting, shall take office on January 1 of the calendar year following election, and shall hold office until such time as their successors take office or are appointed. An elected president shall not be permitted to succeed himself/herself to that office. Except as provided in this Article, should vacancies occur in either office of the president or vice president, the Board of Directors shall appoint persons to fill such offices for the unexpired terms thereof.
- (b) **President.** The president shall preside at all meetings of the Board of Directors, the Executive Committee, and the general membership; shall appoint members of all committees, including the chair and vice chair of each, upon recommendation from members and regions (as communicated by the region chairs), with each such committee chair and vice chair ratified by the Board of Directors; and shall perform all other duties necessary to carry out the functions of the office. The president shall be a non-voting *ex officio* member of each committee, but shall not be an *ex officio* member of the Nominating Election Committee or the region boards.
- The president may be expelled from office with or without cause, upon the satisfaction of the following two events: (1) a two-thirds vote of the Board of Directors; and (2) a subsequent simple majority vote of the members of the Association during a meeting of the membership.
- (c) **Vice President.** The vice president shall, in the absence of the president, assume all of the duties of that office and, if a vacancy occurs, succeed thereto for the unexpired term. The vice president shall sit as a member of the Executive Committee of the ACWA Joint Powers Insurance Authority and shall perform such other duties as assigned by the president.

**Section 3.02. Executive Director/Secretary and Controller/Treasurer.**

- (a) **General.** The executive director/secretary and controller/treasurer of the Association shall also be officers of the Association. The executive director/secretary shall be appointed by and hold office at the pleasure of the Board of Directors of the Association.
- (b) **Executive Director/Secretary.** The executive director/secretary shall: (1) advise and assist the Board of Directors, all committees, the boards of each region, and the workgroups of each region; (2) be responsible for administering the total operations of the Association; (3) employ, direct, and release all employed staff in accordance with the policies adopted by the Board of Directors and consistent with the budget adopted by the Board of Directors; (4) provide relevant information to the Board of Directors needed by the Board to take actions; (5) give members notice and record minutes of all meetings of the membership, Board of Directors, and Executive Committee; and (6) have such other powers and perform such other duties as may be provided and assigned by the Board of Directors directly or through the president of the Board or the Executive Committee. The executive director/secretary, with the assistance of the controller/treasurer, shall render a report to the Board of Directors at the first meeting following the close of each calendar year showing the membership of the Association, the receipts and expenditures during the year, and the work accomplished during the previous year.
- (c) **Controller/Treasurer.** The controller/treasurer shall report to and act under the direction of the executive director/secretary. The controller/treasurer shall be a signatory on all accounts held by the Association and shall act as a fiduciary for all assets of the Association.

**ARTICLE 4 ~~Article 4~~ – Board of Directors**

**Section 4.01. Membership.** The Board of Directors shall consist of:

- (a) The Association president and vice president.
- (b) The chair and vice chair of each region.
- (c) The chair of each standing committee.
- (d) The most immediate active past president.
- (e) The vice president of the ACWA/Joint Powers Insurance Authority.

**Section 4.02. Term of Office.** The term of office of all members of the Board of Directors shall commence on January 1 of the calendar year following election of the president and vice president, except for those persons who serve on the Board of Directors by nature of their position as chairs of standing committees, whose terms shall instead commence upon their ratification by the Board of Directors.

Except as provided in Article 4, Section 11, the term of office for all members of the Board of Directors shall terminate on December 31 of the following odd-numbered year two years later, or until their successors take office.

**Section 4.03. Attendance Requirement.** Any member of the Board of Directors who misses two consecutive regular Board meetings without being excused by the Board will no longer be a member of the Board of Directors.

**Section 4.04. Regular Meetings.** Regular meetings of the Board of Directors shall be held bimonthly at such times and places as the Board may determine.

**Section 4.05. Special Meetings.** Special meetings may be called by the president upon the president's own volition or shall be called by the president when requested in writing by five directors. Prior to conducting such a special meeting, the president shall consult with the Executive Committee to ensure that adequate information is available to the Board of Directors for any necessary decisions; and where such meeting is called upon the president's own volition, the president shall also consult with the Executive Committee as to the necessity of the special meeting. Notice for special meetings shall be provided in the following manner: (1) upon 10 days' written notice sent by mail to each director and addressed to each at the address as shown upon the records of the Association; or (2) upon 48 hours' notice with notice provided by electronic means. When the meeting is called upon the president's own volition, the president shall choose the form of notice; when the meeting is called by a request of five directors, the five directors shall choose the form of notice and the president shall promptly call the meeting. No business except those items described in the notice shall be transacted at any special meeting, except by consent of three-fourths of the members of the Board of Directors present.

**Section 4.06. ~~Meeting Requirements and Quorums. Meetings by Electronic Communication.~~** Any meeting, ~~regular~~ of the Board of Directors, region boards, or ~~special,~~any committee may be ~~held~~conducted, in ~~person~~whole or in part, by telephone ~~conference, web video conference, or other,~~ electronic transmission, or by electronic video screen communication. A member of the Board of Directors, a region board, or electronic transmission, any committee shall be deemed present in person at the meeting if the following apply:

- (a) Each director, region board, or committee member participating in the meeting can communicate concurrently with all other directors, region board, or committee members.
- (b) Each director, region board or, committee member is provided the means of participating in all matters before the board, region board, or committee, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the Association.

**Section 4.07. Quorum.** At any meeting of the Board of Directors, the attendance of 50 percent of the voting members of the Board of Directors, or their permitted alternates as specified in these bylaws, shall constitute a quorum for the transaction of any business. The Board may hold a closed session for discussion of personnel matters or enforcement of violations of the code of conduct.

**Section 4.08. Alternates.** Each region shall designate an alternate for each chair and vice chair, who shall meet the qualification requirements for chair and vice chair, to act at meetings of the Board of Directors when the chair or vice chair is unable to attend. The vice chair of each standing committee will be the alternate to act at meetings of the Board of Directors when the [standing committee](#) chair is unable to attend. An alternate may not act or vote on behalf of more than one member of the Board of Directors. A member of the Board of Directors may not act as an alternate for any other member.

**Section 4.09. Vacancies for Standing Committee Chairs and Vice Chairs.** Should a vacancy occur in the office of any standing committee chair or vice chair before the end of the term, the president shall appoint a new committee chair or vice chair to fulfill the unexpired term of such committee chair or vice chair subject to ratification by the Board of Directors. A vacancy in the office of any such standing committee chair or vice chair as described in the previous sentence shall be deemed to exist when the chair or vice chair: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

**Section 4.10. Duties, Authorities, and Delegation.** Subject to the provisions and limitations of California Nonprofit Corporation Law, other applicable laws, and the provisions of these bylaws, the Association's activities and affairs are to be exercised by or under the direction of the Association's Board of Directors. The Board of Directors is responsible for the overall supervision, control, and direction of the Association. The Board of Directors shall: (1) employ and release the executive director/secretary; (2) set performance expectations for the executive director/secretary; (3) receive, review, and consider approval of executive director/secretary recommended compensation, other terms and conditions of employment, and annual evaluations as prepared by the Executive Committee; (4) annually adopt a budget; and (5) set the level of dues for the Association. Except as to the duties listed in the previous sentence, and subject to Article 3, Section 2, the Board of Directors may delegate the supervision, control, and direction of the Association's affairs to any person or group, including a committee, provided the Association Board retains ultimate responsibility for the actions of such person or group. Where such powers are delegated, the delegation shall be documented in writing.

**Section 4.11. Immediate Past President.** The immediate past president automatically assumes this position after serving as the Association's elected president and is a voting member of the Board of Directors and Executive Committee. The term of office for the immediate past president shall commence on January 1 of the calendar year following election of the president and vice president and shall terminate on December 31 of the following odd-numbered year two years later. In the event the most immediate active past president is unavailable to serve, the most recent and available active past president in succession shall serve in this capacity.

**Section 4.12. Code of Conduct of Board Members.**

- (a) **Code of Conduct: Purpose and Adoption.** The Board of Directors shall establish, and update as appropriate, a code of conduct for its Directors that recognizes the

Association's commitment of integrity, respect, and fair representation to its members and the public they serve and establishes minimum ethical standards for the performance of the duties of office. The code shall be consistent with the procedural processes contained in this section. The code shall be distributed to all new Directors and shall be distributed annually to all members of the Association.

- (b) **Violations and Enforcement Process.** A violation of the code of conduct may result in removal, public censure, or private reprimand of a Director, or such other action as contained in the code of conduct. However, removal and public censure shall be reserved only for serious violations. A Director may not be removed or publically censured absent an affirmative vote of two-thirds of the voting members of the Board of Directors. A Director may be privately reprimanded for a violation of the code of conduct upon the majority vote of the quorum. Complaints of violation of the code of conduct may be filed with the president, or the vice-president if the allegations are made against the president. The president may refer a complaint of violation to the executive director/secretary for investigation. The executive director/secretary may retain a special investigator or special counsel to conduct or assist the investigation. A Director accused of a violation shall be provided a copy of the complaint. A Director that takes any hostile or retaliatory action, directly or indirectly, against a complainant is subject to removal from the Board in conformance with the process identified above. Prior to scheduling a Board action on a complaint, the president shall consult with the Executive Committee and the chair of the Legal Affairs Committee. A Director accused of a violation of the code of conduct shall be provided at least 15 days' written notice of any meeting of the Board at which a determination of enforcement will be considered. A determination of enforcement may be made only at a regular meeting of the Board and shall be made in closed session. The determinations of the Board under this section shall not be admissible in any criminal or civil proceeding brought against the Director for conduct that violates any other law.

## ARTICLE 5 ~~Article 5~~ – Regions

### Section 5.01. Boundaries of Each Region.

- (a) There shall be a maximum of 10 regions within the state. The Board of Directors shall determine the regional boundaries. Insofar as is practicable, the regions shall have a numerical balance in members of the Association; make geographic sense; and promote regional problem solving.
- (b) A member of the Association may file a written petition to the Board of Directors requesting a change in regions. Such petition shall set forth the reasons for such requested change. The Board shall, within a reasonable time, act upon such petition and set forth the reasons for its action. Such action by the Board shall be based on factors in

[Section 5.01\(a\)](#) above, as well as others deemed by the Board of Directors to be relevant to the decision.

**Section 5.02. Officers.**

- (a) The officers of each region shall be a chair and vice chair and three to five region board members who shall be elected by the region ~~by September 30, or the preceding Friday if September 30 falls on a weekend, of~~ in each odd-numbered ~~years~~year. A region may maintain a board of fewer than five but not less than three members as provided in the region's rules and regulations. The officers of the region board shall take office on January 1 of the calendar year following election and shall hold office for two years, or until their successors take office. Regions shall hold elections by electronic ballot. ACWA staff shall verify the legitimacy of the ballots.
- (b) The officers of each region shall: (1) exercise the powers and perform duties of the region during the interim between region meetings; and (2) make recommendations to the president regarding appointments to committees. The chair and vice chair shall be the region's representatives to the ACWA Board of Directors.
- (c) Each officer of a region shall be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the office, the individual may not serve during the remaining term of that office unless that individual can again meet the criteria for the office and is appointed to complete the term. The region board may adopt more stringent criteria for board member qualifications as part of the region's rules and regulations.
- (d) Should a vacancy occur in any of the region board positions before the end of the term, the remaining members of the region board shall appoint a new member. A vacancy in the office of any region board position shall be deemed to exist when a region board member: (1) resigns the office; (2) no longer is an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member of the Association to represent that member; or (3) is otherwise removed by a member agency of the Association.

**Section 5.03. Nominating Committees.** There shall be a nominating committee for each region consisting of three or more designees, each representing a member of the Association located within the region, appointed by the chair of the region and approved by the region board. Nominating committees shall be formed by February 28 of each odd-numbered year. ~~The nominating committee shall announce its nominations for chair, vice chair, and region board members by August 1 of an election year. All regions must complete the election process by September 30 of the election year, or the preceding Friday if the September 30 falls on a weekend.~~

**Section 5.04. Meetings.** The meetings of each region shall be held at both the spring and fall conferences and at such other times and places as may be determined by the region chair. Representatives of five or more members of the Association from the region present at any region meeting shall constitute a quorum for purposes of conducting the business of the region. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission, [as set forth in Section 4.06](#).

**Section 5.05. Workgroups.** Workgroups may be appointed by the region chair as needed.

**Section 5.06. Rules.** Each region shall organize and adopt rules and regulations for the conduct of its meetings and affairs not inconsistent with the Articles of Incorporation or bylaws of the Association. Each region shall abide by the code of conduct adopted by the Board of Directors of the Association.

## **ARTICLE 6 ~~Article 6~~ – Executive Committee**

**Section 6.01. Membership.** There shall be an Executive Committee consisting of the following: the president of the Association, who shall be the chair thereof; the vice president; the most immediate active past president; the chair of the Finance Committee; and three at-large representatives selected from and by the members of the Board of Directors. The election of the three at-large representatives to the Executive Committee shall occur at the first Board of Directors meeting held in each even-numbered year and the elected representatives shall serve immediately following their election and until such time as their successors take office. To the extent practical, the Executive Committee should be constituted so as to reflect the geographic extent of the Association and the functions of the members of the Association.

**Section 6.02. Powers.** The Executive Committee shall have the following authority:

- (a) **Personnel.** Subject to the budget adopted by the Board of Directors, the Executive Committee shall perform the following personnel actions: (1) recommend compensation for the executive director/secretary to the Board of Directors for approval; (2) perform annual reviews of the executive director/secretary and submit that review to the Board of Directors; (3) review and approve the classification and compensation plan and publicly posted salary schedule for Association employees submitted by the executive director/secretary, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors; (4) establish personnel policies for the conduct and behavior of employees, which shall be reviewable by the Board of Directors; and (5) undertake such other personnel actions as may be requested by the executive director/secretary in support of his or her oversight of all other personnel matters, which shall be reviewable by the Board of Directors, in closed session, upon request of the Board of Directors.

- (b) **Delegation.** The Executive Committee may act pursuant to any authority specifically delegated to it by the Board of Directors. The delegation shall indicate whether the authority is still subject to the ultimate authority of the Board.
- (c) **Authority to Act Between Meetings.** The Executive Committee may act for the Board of Directors between Board meetings when calling a special meeting of the Board of Directors is impracticable, provided that no such action of the Executive Committee shall be binding on the Board of Directors until authorized or approved by the Board. The Executive Committee has the authority to authorize actions recommended by the Legal Affairs Committee (such as the filing of letter briefs and amicus curiae briefs) by electronic means without the need for an in-person or telephonic meeting, but such actions shall be ratified by the Board of Directors at its next meeting.

**Section 6.03. Reporting.** The president, or any person designated by the president, shall report to the Board of Directors, at each regular Board meeting, any action taken by the Executive Committee since the last preceding regular Board meeting. The minutes of Executive Committee meetings, which at that time may still be in draft form, shall be mailed (using the U.S. Postal Service, express delivery, electronic means, or otherwise) to each member of the Board of Directors at least five days prior to Board meetings, except in cases in which the Executive Committee meets during or immediately prior to a conference of the Association or immediately prior to a Board meeting, in which case the minutes, which may still be in draft form, shall be mailed to each director promptly thereafter.

**Section 6.04. Meetings.** The Executive Committee shall hold regularly scheduled meetings as set by the president. Special meetings of the Executive Committee may be called by the president upon notice to the members of that committee or upon written request of three Executive Committee members. Notice for special Executive Committee meetings shall be provided to the entire Board: (1) upon five days' written notice sent by mail, or (2) upon 24 hours' notice with notice provided by electronic means; and all such meetings shall be open to the Board of Directors. Any meeting, regular or special, may be held in person or by telephone conference, web video conference, or other electronic video screen communication or electronic transmission, as set forth in Section 4.06. All members of the Board of Directors may attend any meeting of the Executive Committee. Meetings of the Executive Committee may be closed to others at the discretion of the president or committee. Only members of the Executive Committee are allowed to vote on matters at a meeting of the committee.

**Section 6.05. Minutes.** The minutes of the Executive Committee meetings shall be kept by the executive director/secretary at the Association's principal office. Actions of the Executive Committee shall be reported to the Board of Directors as provided in Section 3 of this Article and shall be available to any member of the Board of Directors upon request to the executive director/secretary.

## **ARTICLE 7 ~~Article 7~~ – Standing Committees**

**Section 7.01. Qualification.** In order to serve on any ACWA standing committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other

representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the term of the appointment, the individual may not serve during the remaining term of that appointment unless that individual can again meet the criteria for appointment and is appointed to complete the term.

**Section 7.02. Term of Office.** The term of office of standing committee members shall be two years commencing on January 1 of each even-numbered year. The term of office of standing committee chairs and vice chairs shall be approximately two years and shall commence as soon after January 1 of the even-numbered year as they may be appointed by the president and ratified by the then-seated Board of Directors, and shall terminate on December 31 of the odd-numbered year approximately two years later or until their successors are appointed and ratified.

**Section 7.03. Meetings.** Meetings of standing committees may be called at such times and places designated by the respective chair thereof except where provided otherwise by these bylaws. [Any meetings of standing committees may be conducted, in whole or in part, by electronic transmission or by electronic video screen communication, as set forth in Section 4.06.](#) Subject to the provisions of these bylaws and any actions that may be taken by the Board of Directors, the chairs of each standing committee may establish their own rules for the efficient operation of the committee they each chair. The chairs of each standing committee are authorized to create subcommittees and workgroups in order to complete the work of the committee.

**Section 7.04. Committee Composition.** Each limited standing committee shall have a membership composition that is comprised of members in the quantity and with qualifications as defined by the provisions of these bylaws. The committee chair position shall not be included in the maximum count for determining the committee composition total of any given limited committee. The committee chair shall, however, be a voting member of their respective committees subject to the rules and procedures of each committee. [If the chair is absent, the vice chair shall fill the role of the chair during such absence.](#)

**Section 7.05. Agriculture Committee.** There shall be an Agriculture Committee whose duty it shall be to recommend Association policy, positions and programs to the Board of Directors, State Legislative Committee, Federal Affairs Committee or other committees, as appropriate, regarding agricultural issues affecting the interests of ACWA and its members. The committee shall consist of at least one member from each region.

**Section 7.06. Business Development Committee.** There shall be a Business Development Committee whose duty it is to develop and recommend to the Board of Directors programs and activities to be provided or administered by the Association that generate non-dues revenue and provide a service or benefit to member agencies. The committee shall consist of at least one member from each region and may include members from any of the other standing committees.

**Section 7.07. Communications Committee.** There shall be a Communications Committee whose duty it shall be to develop and make recommendations to the Board of Directors regarding a comprehensive internal and external communications program for the Association and to promote development of sound

public information and education programs and practices among member agencies. The committee shall consist of no more than 40 members. The committee shall consist of at least one member from each region.

**Section 7.08. Energy Committee.** There shall be an Energy Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one member from each region.

**Section 7.09. Federal Affairs Committee.** There shall be a Federal Affairs Committee whose duty it shall be to review all federal legislative proposals and regulatory proposals affecting member agencies, after consulting with other appropriate committees, and to develop Association positions consistent with existing policy, where it has been established; recommend sponsorship of bills that will resolve problems or improve conditions for member agencies; and assist in the establishment of the Association's federal legislative program. The committee shall consist of at least one, but no more than five members from each region.

**Section 7.10. Finance Committee.** There shall be a Finance Committee whose duty it shall be to make recommendations to the Board of Directors regarding annual budgets, dues formula and schedules and other revenue-producing income, annual audit and selection of an auditor, and investment strategies. The committee shall consist of the president and vice president of the Association as *ex officio* members, either the chair or vice chair from each of the Association's 10 region boards, and one additional member from each region with experience in financial matters.

**Section 7.11. Groundwater Committee.** There shall be a Groundwater Committee whose duty it shall be to recommend policies and programs to the Board of Directors and to the State Legislative Committee and/or Federal Affairs Committee as appropriate. The committee shall consist of at least one member from each region.

**Section 7.12. Legal Affairs Committee.** There shall be a Legal Affairs Committee whose duty it shall be to support the mission of the Association, and more particularly to deal with requests for assistance involving legal matters of significance to member agencies, including but not limited to state and federal court litigation, water rights matters, selected regulatory and resources agency matters, proposed bylaw revisions, review of legislation as requested by the State Legislative Committee, etc. The committee shall consider matters and issues submitted to it in order to determine which ones are of major significance to the member agencies and, assuming a finding of major significance, recommend to the Board of Directors the position(s) which the committee believes the Association should take with respect thereto. The committee shall be composed of between 34 and 44 attorneys, each of whom shall be a member of the California Bar and shall be, or act as, counsel for a member agency, representing diverse interests within the Association, including but not limited to, different geographical areas throughout the state, large and small agencies, agricultural and urban agencies, agencies created under the various enabling statutes, etc. The committee shall consist of at least one member from each region.

**Section 7.13. Local Government Committee.** There shall be a Local Government Committee whose duty it shall be to recommend policies to the State Legislative Committee, as appropriate, and Board of Directors on matters affecting water agencies as a segment of local government in California. The committee shall consist of at least one, but no more than three members from each region.

**Section 7.14. Membership Committee.** There shall be a Membership Committee whose duty it shall be to assist staff in developing membership recruitment and retention programs, make recommendations to the Board of Directors regarding membership policies, eligibility, and applications for membership and review and make recommendations to the Finance Committee regarding an equitable dues structure. The committee shall consist of at least one member from each region.

**Section 7.15. State Legislative Committee.** There shall be a State Legislative Committee whose duty it shall be to review all state legislative proposals affecting member agencies and to establish Association positions, consistent with existing policy, where it has been established; sponsor bills that will resolve problems or improve conditions for member agencies; and assist in the establishment of the Association's legislative program. The committee shall consist of members representing a variety of types of member agencies and at least one, but no more than four members from each region.

**Section 7.16. Water Management Committee.** There shall be a Water Management Committee whose duty it shall be to recommend policy and programs to the Board of Directors on any area of concern in water management. The committee shall consist of at least one, but no more than four members from each region.

**Section 7.17. Water Quality Committee.** There shall be a Water Quality Committee whose duty it shall be to develop and recommend Association policy, positions, and programs to the Board of Directors, to promote cost-effective state and federal water quality regulations that protect the public health, to enable interested member agencies to join together to develop and coordinate with other organizations, and to present unified comments regarding agricultural and domestic water quality regulations. The committee shall consist of at least one member from each region.

## **ARTICLE 8 ~~Article 8~~ – Special Councils, Committees, and Task Forces**

**Section 8.01. Council of Past Presidents.** There shall be a Council of Past Presidents composed of all past presidents of the Association who serve on the council until each is no longer able to or wishes to serve. The council shall provide a mechanism for past presidents to continue to make valuable contributions to the Association. With approval of the Board of Directors, the president and/or executive director/secretary may assign specific responsibilities to the council from time to time. Members of the Council of Past Presidents are invited to attend and participate in the Association's Board meetings.

**Section 8.02. ~~Nominating-Election~~ Committee.** There shall be ~~a Nominating-an Election~~ Committee consisting of ~~five or more persons appointed by the president prior to the Association's fall conference~~ eleven representatives established by February 28 of ~~in~~ each odd-numbered year, whose

purpose shall be to ~~nominate~~present qualified individuals for the offices of president and vice president of the Association. The ~~Nominating~~Election Committee shall ~~publish its nominations for the offices of yet all candidates to determine if the eligibility criteria have been met. The Election Committee will endorse a preferred candidate for~~ president and vice president ~~of the Association not less than 10 or more than 90 days before the membership meeting is held at fall conference. Additional nominations may be made by any member of the Association presenting an open ballot with all qualifying candidates to the members for candidates for the office of president a vote in the manner set forth in Section 9.10 and vice president. Additional nominations~~Section 9.11.

(a) Selection. The Election Committee shall be ~~made~~ selected in the following manner:

(1) Each of the 10 currently seated Region Boards in the odd-numbered year shall appoint a representative from ~~the floor~~ their respective regions to serve on the Election Committee.

(2) One representative appointed by the president in the odd-numbered year shall also serve on the Election Committee. Neither the president nor the vice president qualifies to be appointed to this position.

(b) Qualification. In order to serve on the Election Committee, an individual must be an officer, employee, or member of the governing body of a member agency of the Association, or other representative duly designated by a member agency of the Association to represent that member at the time of the appointment. Where an individual ceases to meet these criteria during the election of president and vice president at the membership meeting scheduled for said purposes cycle, the individual may not continue to serve. When the disqualified member represented a Region Board, the affected Region Board shall select a replacement representative. When the disqualified member represented the President, the President shall select an alternate representative.

**Section 8.03. Other Committees and Task Forces.** Other committees and task forces may be appointed by the president from time to time as needed, consistent with and supportive of the mission of the Association.

## **ARTICLE 9**~~Article 9~~ – Meetings of Members

**Section 9.01. Meetings.** Meetings of the members of the Association shall be held at the Association's conferences ~~at such times as may be determined by to provide a report to the Board of Directors to~~

~~conduct necessary business and to elect members on the Association's activities during the past year, provide an overview of the Association's finances, announce the newly elected president and vice president, which occurs at of the fall conference Association in each odd-numbered year, and to transact such other proper business as may come before the meeting.~~

**Section 9.02. Special Meetings.** Special meetings of the members of the Association may be called by the Board of Directors, the president of the Board of Directors, or by 5 percent or more of the members of the Association. Except when called by the Board, a request for a special meeting must be in writing and must be delivered in person or mailed by first-class mail addressed to the president of the Board at the principal office of the Association, with a copy to the executive director/secretary. The request must state the general nature of the business proposed to be transacted at the meeting.

A special meeting that has been called by written request of 5 percent of the member agencies of the Association to the Board of Directors shall be set by the Board of Directors on a date that is not less than 35 or more than 90 days after receipt of the request.

**Section 9.03. Meetings by Remote Communication.** ~~Any meeting of the members may be conducted, in whole or in part, by electronic transmission by and to the Association or by electronic video screen communication. The member shall be deemed present in person at the meeting if the following apply:~~

- ~~(a) The Association implements reasonable measures to provide the member a reasonable opportunity to participate in the meeting and to vote on matters submitted to the members, including an opportunity to read or hear the proceedings of the meeting substantially concurrently with those proceedings.~~
- ~~(b) If any member votes or takes other action at the meeting by means of electronic transmission to the Association or electronic video screen communication, a record of that vote or action is maintained by the Association.~~
- ~~(c) The Association verifies that each person participating remotely is an authorized representative of a voting member.~~

~~Section 9.03.~~ **Section 9.04. Notice Requirements for Membership Meetings.** Written notice of any membership meeting shall be given to each voting member of the Association. The notice shall state the date, time, and place of the meeting; the means by which members may participate; and the general nature of the business to be transacted. ~~The notice of any meeting at which Board officers are to be formally nominated and elected shall include the names of the recommended slate of candidates for the offices of president and vice president in addition to the election procedures.~~ The member notification information shall also be posted on the Association's website.

Except as otherwise provided in these bylaws or California law, a written notice of regular membership meetings shall be given not less than 10 or more than 90 days before the date of the meeting to each member who, on the record date for notice of the meeting, is entitled to vote; provided, however, that if

notice is given by mail, and the notice is not mailed by first-class, registered, or certified mail, that notice shall be given not less than 20 days before the meeting.

~~Section 9.04.~~Section 9.05. **Notice Requirements for Special Meetings.** The executive director/secretary shall cause notice to be given to all members of the Association of the date, time, and place of the meeting and the general nature of the business to be transacted at the meeting. No business except that specified in the request and notice may be transacted at said special meeting. If notice of the requested special meeting is not given within 20 days after receipt of the request, the person or persons requesting the meeting may give the notice.

~~Section 9.05.~~Section 9.06. **Voting.** Each member of the Association in good standing at the time of the annual or special meeting shall be entitled to one vote that shall be cast by its authorized representative. Each member must designate its authorized representative prior to the annual or special meeting. It is the member's responsibility to designate or update its authorized representative as needed. The Association may confirm with any member the identify of that member's authorized representative for the purpose of casting ballots in any election of president and vice president. All questions, except amendments or revisions of these bylaws, shall be determined by a majority of the members present and voting. A roll call may be requested by any authorized representative.

~~Section 9.06.~~Section 9.07. **Amendment of Bylaws.** These bylaws may be amended or revised by two-thirds of the member agencies of the Association present and voting at any meeting.

~~Section 9.07.~~Section 9.08. **Quorums.** The presence of the authorized representative of 50 members of the Association at any meeting of the members shall constitute a quorum for transacting business. Written ballots timely received from the authorized representative of 50 members shall constitute a quorum for elections of president and vice president.

~~Section 9.08.~~Section 9.09. **Amendments, Revisions, and Resolutions.** Before any amendments or revisions to the bylaws, or resolutions, may be considered at any meeting of the Association, any such amendment, revision, or resolution shall be submitted to the executive director/secretary at least 90 days prior to the first day of such meeting. The executive director/secretary shall promptly distribute any proposed amendments or revisions to the Legal Affairs Committee for the Legal Affairs Committee to develop an unbiased analysis of the amendments or revisions. Following development of an analysis for the proposed amendments or revisions, the executive director/secretary shall distribute copies of any resolutions, amendments or revisions, including any applicable analyses, to all members of the Association not less than 10 days or more than 90 days prior to presentation at such meeting. The written notice of the membership meeting shall be given to each voting member of the Association consistent with the provisions defined in Section 39.04. The 90-day rule may be suspended at any meeting of the Association by consent of three-fourths of the members present. Voting on resolutions, amendments, or revisions shall proceed as provided by Sections 59.06 and 6 of this Article 9.07.

~~Section 9.09.~~Section 9.10. **Nomination of President and Vice President.**

- (a) Qualification. At the time of their election, the president and vice president of the Association shall each be an elected or appointed member of the governing body or commission (as appropriate) of a member agency of the Association.
- (b) Nominating ~~Committee~~ Process Resolutions. All nominations for the positions of president and vice president shall be accompanied by an official resolution from the Association member agency on whose board the nominee serves. Said resolution shall be signed by an authorized signatory of the member agency's Board of Directors.

~~Section 9.09 (a) — Nominations from the Floor. Additional nominations may be made by any member of the Association for the office of president and vice president. Said nominations and seconds shall be made from the floor during the election of the offices of president and vice president at the membership meeting scheduled for said purposes (as provided for in the penultimate sentence of Article 8, Section 2). Such nominations and seconds shall be made by a member of the Association and must be supported by a resolution of the governing body of the member making and seconding such nomination. The member agency on whose board the nominee serves shall submit a resolution of support if they are not the agency making the floor nomination or second.~~

Section 9.11. Election of President and Vice President. Each member of the Association in good standing at the time a vote is cast is entitled to one vote for election of the president and vice president that shall be cast by its authorized representative by written ballot. The ballot and any related material may be sent by first class, registered, or certified mail or electronic transmission by the Corporation that meets the requirements of Corporations Code section 20, and responses may be returned to the Corporation by mail or electronic transmission. On any written ballot for the election of president or vice president, an authorized representative acting on behalf of the member may write in a qualified candidate for election.

Section 9.12. Write-In Candidates. If a write-in candidate prevails in any election for president or vice president, such individual shall not be officially elected into such position until the Election Committee confirms that the individual meets the eligibility criteria and qualifications requirements.

Section 9.13. Run-off Election for President and Vice President. In the event a nominee does not receive a majority of the votes for president or vice president, a run-off election shall be held for the office or offices for which a majority of the votes have not been received. The run-off election shall only involve the nominees who received the two highest amounts of votes. The run-off election shall be conducted in the same manner as the initial election.

~~Section 9.10.~~Section 9.14. **Additional Procedures for Election of ~~Officers~~ President and Vice President.** The Board shall have the authority to ~~develop additional procedures~~ adopt policies for elections

("Election Policy") of president and vice president [setting forth the details for the election of such positions](#) when not otherwise [contrary to or](#) covered by these bylaws.

## **ARTICLE 10**~~Article 10~~ – Indemnification of Directors, Officers, and Other Agents

**Section 10.01. Right of Indemnity.** To the fullest extent permitted by law, this Corporation shall indemnify its Directors, Officers, employees, and other persons described in Section 7237(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that Section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in Section 7237(a) of the California Corporations Code.

**Section 10.02. Approval of Indemnity.** On written request to the Board by any person seeking indemnification under Section 7237(b) or Section 7237(c) of the California Corporations Code, the Board shall promptly determine under Section 7237(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 7237(b) or Section 7237(c) has been met and, if so, the Board shall authorize indemnification.

**Section 10.03. Advancement of Expenses.** To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws in defending any proceeding covered by those Sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the Corporation for those expenses.

**Section 10.04. Insurance.** The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its Officers, Directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's, employee's or agent's status as such.

## **ARTICLE 11**~~Article 11~~ – Miscellaneous

**Section 11.01. Conduct of Meetings.** All meetings of the Association shall be conducted in accord with the code of conduct and in substantial accordance with the latest edition of Robert's Rules of Order Newly Revised unless the Board adopts alternate rules of conduct for itself and/or its committees, region boards, and region workgroups.

**Section 11.02. Funds.** The funds of the Association shall be used to further the aims and purposes of this Association. They shall be kept by the controller/treasurer and paid out by checks or other electronic means, which shall only be valid with two authorized signatures. The Board of Directors shall designate

by resolution which persons, other than the controller/treasurer, may sign for expenditures. The Finance Committee shall implement procedures to ensure necessary internal controls over the receipt and expenditures of Association funds and arrange for an external audit. Audit reports shall be presented to the Board of Directors.

**Section 11.03. Disposition of Assets upon Dissolution.** The Association’s properties and assets are irrevocably dedicated to the fulfillment of the Association’s purposes as described in Article 2 of the Articles of Incorporation. No part of the Association’s net earnings, properties and assets, on dissolution or otherwise, may inure to the benefit of any private person. Upon the dissolution of the Association, all debts thereof shall be paid and its affairs settled, and all remaining assets shall be distributed to the Association’s member political subdivisions for a public purpose, consistent with the provisions of the California Nonprofit Corporation Law relating to public-mutual benefit corporations then in effect and with the Articles of Incorporation.

**Section 11.04. Definitions.** As used in these bylaws, the term “notice provided by electronic means” shall refer to notice given by fax or e-mail.

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Amended comprehensively December 1, 2010

Amended May 9, 2012

Amended May 7, 2014

Amended December 2, 2015

Amended November 29, 2017

Amended & Restated \_\_\_\_\_, 2022

**To:** Donna Pangborn, Senior Clerk of the Board

**Email:** donnap@acwa.com

**Fax:** 916-669-2425

The person designated below will be attending the ACWA General Session Membership Meeting(s) on Wednesday, November 30, 2022 (and December 1, 2022 if necessary) as our voting delegate. Please designate an alternate voting delegate to facilitate any change to your voting representation at the meeting. To change your alternate, however, you must notify Donna Pangborn of the change no later than 5:00 p.m. on Tuesday, November 29, 2022.

Member Agency's Name

Agency's Phone No.

Print Member Agency's Authorized Signatory Name

Authorized Signatory Signature

**Voting delegate must be present at the membership meeting to vote.**

Voting Delegate's Name	Voting Delegate's Email	Voting Delegate's Phone No.
Alternate Voting Delegate's Name	Alternate Voting Delegate's Email	Alternate Voting Delegate's Phone No.
Voting Delegate's Affiliation (if different from assigning agency)*		Date

\*If your agency designates a delegate from another entity to serve as its authorized voting representative, please indicate the delegate's entity in the appropriate space above.

**CALAVERAS PUBLIC UTILITY DISTRICT**

**RESOLUTION NO. 2022-29**

**RESOLUTION TO DISPOSE OF DISTRICT SURPLUS ITEMS**

WHEREAS, the Calaveras Public Utility District owns certain items generally described below:

<b>Item</b>	<b>Qntv</b>	<b>Make</b>	<b>Model</b>	<b>Serial Number</b>
Board Table	1			

WHEREAS, Policy 2200 - Disposal of Surplus Property or Equipment provides guidance on the proper disposal of surplus District property and equipment.

WHEREAS, the Board hereby finds that these items have outlived their useful life and are surplus and no longer necessary, useful to, or in the best interest of the District to retain ownership of said items.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Calaveras Public Utility District that:

The General Manager, or his designee, is hereby authorized to:

- (i) Cause the items to be auctioned "as is," individually or in one or more lots, to the highest bidder, or
- (ii) Transfer to another agency, or
- (iii) Discard, recycle, salvage, or scrap any surplus items for which no suitable bids are received.

The foregoing resolution was duly approved and adopted by the Board of Directors of the Calaveras Public Utility District at a regular meeting on the 11<sup>th</sup> day of October, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed: \_\_\_\_\_  
J.W. Dell’Orto, President of the Board of Directors

Attest: \_\_\_\_\_  
Carissa Bear, Secretary/Clerk of the Board

**CALAVERAS PUBLIC UTILITY DISTRICT**

**MEMORANDUM**

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September 7, 2022

TO: BOARD OF DIRECTORS

FROM: TRAVIS SMALL, GENERAL MANAGER

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

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**Summary:**

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

**Financial Impact:**

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

**Recommendation:**

Budget Amendment to bring in balance the following categories:

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

Respectfully Submitted,

Travis Small

General Manager

# Calaveras Public Utility District

## Year End Budget Summary Fiscal Year 2021/2021

Prepared September 7, 2022

### Revenue Budget/Actual by Category

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

# Calaveras Public Utility District

## Year End Budget Summary Fiscal Year 2021/2021

Prepared September 7, 2022

Before Budget Amendments

### Expenses Budget/Actual by Category

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

# Calaveras Public Utility District

## Year End Budget Summary Fiscal Year 2021/2021

Prepared September 7, 2022

After Budget Amendments

### Expenses Budget/Actual by Category

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

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

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

CALAVERAS PUBLIC UTILITY DISTRICT

MEMORANDUM

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September 2, 2022

TO: BOARD OF DIRECTORS

FROM: TRAVIS SMALL, GENERAL MANAGER

SUBJECT: Fiscal Year 21/22 Investments Report

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

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

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

Respectfully Submitted,

Travis Small

General Manager

Attachments:

Local Agency Investment Fund – July 2022 Statement

El Dorado Savings Bank 1144 – June 30, 2022 Statement

El Dorado Savings Bank 1101 – June 30, 2022 Statement

UBS Summary Email – June 30, 2022 CD Balances

California State Treasurer  
**Fiona Ma, CPA**



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

September 02, 2022

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

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**CALAVERAS PUBLIC UTILITY DISTRICT**

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

[Tran Type Definitions](#)

**Account Number:** [REDACTED]

July 2022 Statement

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

**Account Summary**

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



# EL DORADO SAVINGS BANK

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

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

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( 0)

Direct inquiries to:  
1-800-874-9779

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

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THANK YOU FOR BANKING WITH US!

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## Certificate Of Deposit

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

### DAILY ACTIVITY

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

Thank you for banking with El Dorado Savings Bank



# EL DORADO SAVINGS BANK

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

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

Page 1 of 1

(0)

Direct inquiries to:  
1-800-874-9779

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

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THANK YOU FOR BANKING WITH US!

---

## Certificate Of Deposit

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

### DAILY ACTIVITY

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

Thank you for banking with El Dorado Savings Bank

## Travis Small

---

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

---

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

Hi Travis,

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

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

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

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

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

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

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

Dick



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

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

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

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

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

# Monthly Maintenance Report

## September 2022

LOCATION	DESCRIPTION OF WORK	STATUS
<b>Jeff Davis WTP</b>	Monthly operation and maintenance	Complete
	Routine water sampling and State reporting, WTP compliance Items	Complete
	Treated Water = 36,076,613 Gallons	Complete
	Sold Water = 37,540,618 Gallons	Complete
	11' Below Spill	Ongoing
<b>Warehouse Shop</b>	Routine Operation's	Ongoing
<b>South Fork Pump Station</b>	Weekly routine checks	Complete
	Raw Water Pumped = 0 Acre Feet	Ongoing
	0" over Spill- pumps are off	Ongoing
	Western Hydrologic River Gage Installation	Ongoing
<b>Schaads Reservoir</b>	Weekly checks	Complete
	All Units are off	Ongoing
	Schaads Raw Water Customer = 28,725,85 Gallons	Ongoing
	7.25' Below Spill	Ongoing
<b>Glencoe Pump Station</b>	Weekly checks - routine monitoring	Complete
<b>Ponderosa PRV Hydro</b>	Weekly checks - routine monitoring	Complete
	Generator 10" turbine repair	Complete
<b>MCV PRV Hydro</b>	Weekly checks - routine monitoring	Complete
	Generator 10" turbine repair	Complete
<b>Garamendi's PRV Hydro</b>	Weekly checks - routine monitoring	Complete
	Generator 10" turbine repair	Complete
<b>San Andreas Distribution</b>	Routine operations, sampling	Complete
	4" Steel Main Line Leak (Church Hill)	Complete
	2" Steel Main Leak (Angels Rd)	Complete
<b>Moke Hill Distribution</b>	Routine operations, sampling	Complete
<b>Glencoe Distribution</b>	Routine operations	Complete
	Annual Generator Maintenance and Load Testing	Complete
<b>Paloma Distribution</b>	Routine operations, sampling	Complete
	Paloma 6" Main Leak	Complete
	Paloma ARV Leak Repair	Complete
<b>Rail Road Flat Distribution</b>	Routine operations, sampling	Complete
<b>Red Hawk Res.</b>	Maintenance	Ongoing
<b>Safety/Training</b>	Routine Safety Talks	Ongoing
<b>Spray Program</b>	Woody Brush/Round-up (WTP Grounds) Fall Schedule	Ongoing
<b>Vehicle Maintenance</b>	006 Tires	Complete
<b>Other</b>	1 Water Right Curtailed	Ongoing
	62 USA tags completed	Complete
	47 Customer service/work orders	Complete

# Monthly Maintenance Report

## September 2022

	Monthly meter reading	Complete
	Complaints- 1- Pressure/ 1 odor	Complete
	Office Remodel	Ongoing
	S.A.F.E.R. Grant (Final Review of Feasibility study)	Ongoing