

TUESDAY, November 12, 2019

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.

Board Workshop

6:00pm

- 1. Know Your Role (Robert Greenfield, General Counsel, ACWA/JPIA)**

Regular Meeting

7:00pm

- 1. Roll Call and Pledge of Allegiance**

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

At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work with staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda. Comments are limited to 3 minutes per person.

- 3. Discussion/Possible Action: Board Vacancy Appointment**

- 4. Approval of Consent Calendar**

- a. Minutes for Regular Meeting of October 8, 2019
- b. Directors Report for October 2019
- c. Monthly Maintenance Report for October 2019

- 5. Financial Business**

- a. Approval of Claim Summary #733
- b. 1st Quarter Investment Report
- c. 1st Quarter Budget Report

- 6. Review/Discuss: 125 Cafeteria Plan**

- 7. Report: Supervisory Control and Data Acquisition (SCADA) Project**

- 8. Monthly Water Report**

- a. Monthly Report

- 9. Managers Monthly Report**

- a. Overview of Public Safety Power Shut Off (PSPS) Event

- 10. Directors Comments**

- a. LAFCO – Meeting Reminder 11/18/19 – Director Lavaroni
- b. CAMRA – Meeting Report 10/16/19
- c. UMRWA – Meeting Reminder 1/24/20 – Director Blood

- 11. Closed Session**

- a. Public Employee Negotiators (Government Code Section 54957)
Agency designated representatives: Donna Leatherman and Chris Williams (absent)
Title: General Counsel Legal Services
- b. Public Employee Resignation/Retirement (Government Code Section 54957)
Title: Chief Treatment Plant Operator

- 12. Adjournment (Next Regular Meeting December 10, 2019)**



Announces water-industry training in your area...



Tuesday, November 12, 2019

Board Workshop: Know Your Role

6:00 PM to 7:00 PM

**Calaveras PUD
506 W. St. Charles St.
San Andreas, CA 95249**

**Robert Greenfield
General Counsel**

Free to JPIA Members

General managers and human resource staff are generally the folks involved in dealing with human resource issues. Just where do board members fit in? What is their role, how involved should they be, when should they be involved, and what resources are available to them? This presentation will be an overview of the answers to these questions and will utilize real-life scenarios to assist in the explanation of the "do's and don'ts" of this delicate topic. You will take away with you important information that can possibly save your district, and perhaps yourself, valuable time and money!

Register using the Learning Management System link below.

<https://acwajpia.prosperitylms.com/reg/acwajpia/student/index.cfm>

For information and assistance, please contact us:

training@acwajpia.com—800.231.5742

Discussion/Possible Action: Board Vacancy Appointment

Discussion:

The District received notification of resignation from Director Claudino at the conclusion of the September meeting. District posted a Notice of Board Vacancy with an October 31, deadline.

The District has received 1 application of interest for the vacant Board position. (see attached)

Mr. Scott Speer of San Andreas presented his application on October 30, 2019 for review and consideration by the Board of Directors.

Discussion/Possible Action: Board Vacancy Appointment

Motion 1st _____, 2nd _____ Carried _____.

APPLICATION FOR CITIZEN APPOINTMENT
TO CALAVERAS PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS

Name: SCOTT SPEER
Mailing address: 423 TOYANZA DR. SAN ANDREAS, CA 95249
Physical address: 423 TOYANZA DR. SAN ANDREAS, CA 95249
Home Phone: 209-677-7337 Work Phone: 209-754-2801
Email address: scott.r.speer@gmail.com

Name of Board for which application is being made:

CPUD

Please state briefly your previous experience/background which you feel will be of benefit to your serving in this specific Board:

I HAVE WORKED AS A LAND USE PLANNER FOR MUNICIPAL GOVERNMENT FOR THE PAST 6 YEARS. I AM WELL ACQUAINTED WITH NAVIGATING CODES AND REGULATIONS.

State briefly your reason for wanting to serve on this Board:

I AM INTERESTED IN LEARNING MORE ABOUT THE WATER SYSTEM AND HOW TO EFFICIENTLY MANAGE THE DISTRICT.

Additional information you would like to submit/attach:

IF APPOINTED, I WILL BE COMMITTED TO DO ALL I CAN TO FAITHFULLY SERVE THE CITIZENS I REPRESENT

Signature 

Date 10/30/19

Printed Name SCOTT SPEER

Return to: Calaveras Public Utility District
P.O. Box 666
San Andreas, CA 95249
Email: info@cpud.org
Phone: (209) 754-9442 Fax: (209) 754-9432

Approval of Consent Calendar

If an item is requested for removal from the Consent Calendar, it should be reflected prior to action being taken. The items will be discussed independently upon approval of remaining Consent Calendar items.

- a. Minutes for Regular Meeting of October 8, 2019
- b. Directors Report for October 2019
- c. Monthly Maintenance Report for October 2019

Recommended Action: Approval of Consent Calendar

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

CALAVERAS PUBLIC UTILITY DISTRICT

October 8, 2019

Regular Meeting

7:00 P.M.

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

MEMBERS ABSENT: None

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

OTHERS PRESENT: T. M. Moran
Sharon Fischer

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Chairperson Dell'Orto at 7:06pm. Director Dell'Orto, Overmier, Blood, and Lavaroni were present.

2. PUBLIC COMMENT (Limit 3 minutes per person/15 minutes per subject): Mr. Moran commented on the new Board room set-up and was pleased with the change.

3. APPROVAL OF CONSENT CALENDAR:
- a. Minutes for Regular Meeting of September 10, 2019
 - b. Minutes for Special Meeting of September 12, 2019
 - c. Directors Report for September 2019
 - d. Monthly Maintenance Report for September 2019

Director Blood inquired about a statement made by Chairperson Dell'Orto regarding the recording of future meetings and receiving a copy of the amendments to Resolution 2019-10; the Manager clarified. A motion was made by Director Lavaroni, seconded by Director Overmier to approve the Consent Calendar. Motion carried 4-0.

4. FINANCIAL BUSINESS:

a. Approval of Claim Summary #732: Chairperson Dell'Orto and Director Lavaroni inquired about the cost of the medium household income survey and reimbursement; the Manager clarified. Directors Lavaroni and Overmier inquired about the payment for R.F. MacDonald Co.; the Manager reported it was the final payment for the South Fork Pump Station pump and motor rebuild. A motion was made by Director Lavaroni, seconded by Director Blood to approve the Claim Summary #732 in the amount of \$180,237.92 as presented. Motion carried 4-0.

5. DISCUSSION: APPROACH TO THE REVIEW AND UPDATES OF DISTRICT POLICIES: The Manager reviewed the planned approach for the review and update of District policies. The approach recommends using a third-party consultant with knowledge and expertise of current laws, regulations and support to develop a District Administrative Manual. It was also stated that the Board had previous concerns of policy review that were focused on Administrative policies which includes the Board of Directors Handbook, Accounting Policies and Procedures Manual, and Employee Handbook. The need for a Mission Statement was emphasized by the Manager. Director Blood requested digitized copies of all the District's current policies and procedures prior to making a decision on proceeding with a third party. The Board and staff had a lengthy discussion regarding the review of current policies and

procedures. The Manager requested direction from Director Blood on a suggested approach. Director Blood, again, requested all the District's policies and procedures. Chairperson Dell'Orto recommended making all current policies and procedures available for each Director at the December 10, 2019 Board meeting to determine approach.

6. UPPER MOKELUMNE RIVER WATERSHED AUTHORITY (UMRWA) – FY 2019-20 DUES: The Manager presented the Board with a letter from UMRWA showing the 2019-20 dues of \$12,980 and stated that the District could consider future membership options. Mr. Moran commented on the cost of the membership dues and the expense to the District.

7. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA):
a. Gold Country Regional Chapter Workshop – October 23, 2019: Included in the Board packet was an announcement for an upcoming workshop where speakers will present information on “Being Grant Ready”. Directors may contact the Board Secretary if interested in attending.

8. REPORT: SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) PROJECT: District staff, Engineer and TSI, Inc. participated in an in-house factory testing of the new SCADA system. The subcontractor has began work on the installation of electrical conduit. The office area of the Treatment Plant has also been updated with new office furniture and paint. The project is expected to be completed and operational by October 18, 2019. Final punch list, As-BUILTs, and State acceptance will be needed prior to the Notice of Completion.

9. MONTHLY WATER USAGE REPORT
a. Monthly Report: The water usage for the month of September 2019 was presented for review and discussion, along with the current rainfall totals.
b. Bulk Water Report: The Board reviewed the report showing the monthly usage for the bulk water fill stations and fire hydrant meters through September. Director Dell'Orto inquired about the bulk water fees; the Manager stated that staff is currently working on the update of the fees.

10. MANAGERS COMMENTS:
a. Monthly Report: A report of ongoing projects was provided for review and discussion. The Manager also provided a memo regarding the District preparedness for the possible PG&E Public Safety Power Shutoff event. The annual budget approved the purchase of a new service truck to replace the 2000 Toyota Tacoma. A summary of the quotes was given to the Board for review, with the lowest quote from Elk Grove Ford at \$32,130.13. The Board was pleased to see the cost under budget. The Manager will move forward with the purchase from Elk Grove Ford. The Manager also reported on possible grant funding for water storage tank issues in fire prone areas of disadvantaged communities.

11. DIRECTORS COMMENTS (SAVE THE DATE: BOARD TRAINING – TUESDAY, NOVEMBER 12, 2019 AT 6:00PM)

a. LAFCO – Meeting Report 9/16/19 – Director Lavaroni: Nothing to report.
b. CAMRA – Meeting Reminder 10/16/19 – The Manager stated that CAMRA will have a planning session at the next meeting.
c. UMRWA – Meeting Report 10/4/19 – Director Blood: Director Blood reported on the water storage tank funding opportunity and upcoming legislation. The Manager presented the Board with a letter from Richard Sykes, the Executive Officer of UMRWA requesting support for the West Calaveras Thin/Bailey Forest Health Improvement Project. The Board reviewed the letter and authorized the Manager to submit the letter of support.

12. CLOSED SESSION:
a. Public Employee Negotiators (Government Code Section 54957)

Agency designated representatives: Donna Leatherman and Chris Williams

Title: General Counsel Legal Services

At 9:01pm the Board convened to a closed session. The Board reconvened at 9:47pm. Chairperson Dell'Orto appointed Director Overmier and Lavaroni to an Ad Hoc Committee for the purpose of supporting staff in conducting the interview process to make determination of General Counsel Legal Services according to the RFP dated April 23, 2019. The committee would follow up with their recommendation to the Board of Directors no later than January 31, 2020.

13. ADJOURNMENT (Next Regular Meeting November 12, 2019): As there was no further business to come before the Board, a motion was made by Director Lavaroni, seconded by Director Overmier to adjourn the meeting at 9:48 p.m. Motion carried 4-0.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

DRAFT

Directors Report

Calaveras P.U.D.

Water Sold This Month

25,124,925 Gallons

	Amount (\$)	# Of Accounts
Total Water	169,119.99	1,906
Total Late Charge	1,410.00	47
Total Adjustments	-80.49	9
Total New Acct Fee	385.00	11
Total Service Call Out	175.00	5
Total Materials	14.83	1
Total Current Charges	171,024.33	1,907
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Amount Past Due 1-30 Days	14,361.34	209
Amount Past Due 31-60 Days	892.69	15
Amount Past Due Over 60 Days	5,347.58	6
Amount Of Overpayments/Prepayments	-22,894.56	317
Total Receivables	168,731.38	1,836
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Total Receipts On Account	197,010.46	1,713
Net Change in Memberships	0.00	0
Amount of All Memberships	0.00	
Turned Off Accounts (Amount Owed)	5,757.89	153
Collection Accounts (Amount Owed)	5,757.89	153
Number Of Unread (Turned On) Meters		2
Average Usage For Active Meters	13,141	1,912
Average Water Charge For Active Meters	88.73	1,906

Usage Groups	Gallons	# Of Accounts	Usage Gallons	% Of Usage	% Of Sales
Over 50,000		63	9,091,743	36.19	21.24
40,001-50,000		19	824,620	3.28	1.66
30,001-40,000		49	1,705,047	6.79	4.14
20,001-30,000		126	3,061,872	12.19	8.01
10,001-20,000		368	5,155,462	20.52	18.31
8,001-10,000		144	1,282,145	5.10	6.34
6,001-8,000		187	1,304,298	5.19	6.98
4,001-6,000		270	1,342,359	5.34	9.38
2,001-4,000		344	1,052,265	4.19	11.86
1-2,000		299	305,112	1.21	10.61
Zero Usage		43	0	0.00	1.44
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Total Meters		1,912	25,124,923	100.00	100.00

Monthly Maintenance Report

October 2019

LOCATION	DESCRIPTION OF WORK	Follow-up Req. or Complete
Jeff Davis WTP	Monthly operation and maintenance	Complete
	Routine water sampling and State reporting, WTP in compliance	Complete
	Treated Water 34,393,402 gallons	
	Monthly backup Generator check	Complete
	Vegetation clearing and fire clearance(Cal Fire)	None to Report
	Painting Interior	In Progress
	SCADA project (TSI)	Near Completion
	Air filter and belt replacement on generator	Complete
	PG&E PSPS Events-Check & fuel generator (Event #1 (Dates10/9-14)/Event #2 (10/21-30))	
Warehouse Shop		
South Fork Pump Station	Weekly routine checks-Not pumping	Complete
Schaads Reservoir	Weekly checks - routine operations	Complete
	PG&E PSPS Events-Check power lines	2 Events
Glencoe Pump Station	Weekly checks - routine monitoring	Complete
	Air filter and belt replacement on generator	Complete
	PG&E PSPS Events-Check & fuel generator	2 Events
Ponderosa PRV Hydro	Weekly checks - routine monitoring	Complete
	PG&E PSPS Events-Check power lines	
MCV PRV Hydro	Weekly checks - routine monitoring	Complete
	PG&E PSPS Events- Manually operated and check power lines	
Garamendi's PRV Hydro	Weekly checks - routine monitoring	Complete
	PG&E PSPS Events-Check power lines	
San Andreas Distribution	Routine operations, sampling	Complete
	Valve exercise and flushing- None to report	Pending
	1403 Oak Park Dr. service line repair	Complete
	Russel Rd. 4" steel water main repair	Complete
	PG&E PSPS Events- Manually operate San Andreas tank	2 Events
Moke Hill Distribution	Routine operations, sampling	Complete
	PG&E PSPS Events- Manually operate Mokelumne Hill tank	2 Events
	PG&E PSPS Events- Manually operate Golden Hills tank-Follow up required	2 Events
Glencoe Distribution	Routine operations	Complete
Paloma Distribution	Routine operations, sampling	Complete
	PG&E PSPS Events- Paloma tank level check	
Rail Road Flat Distribution	Routine operations, sampling	Complete
Safety	Operating Laboratory Equipment, Setting Up a Safe Traffic Control Zone,	Complete
	Holding On to Hand Safety, Eyes on Safety	
Training	Field Crew-Winter safety training upcoming (Dec.19-Feb.2020)	
Spray Program	JC-Gopher abatement-all dam sites	Ongoing

Monthly Maintenance Report

October 2019

Vehicle Maintenance		
Other Maintenance	48 USA tags completed	Complete
	44 Customer service/work orders	Ongoing
	Monthly meter reading	Complete
	Lead & Copper Testing (5 year)	Complete
Information		
	Develop tank inspection-JHA	In Progress
	District SOP review	Ongoing
	Revision of Operations Plan	Pending

Financial Business

- a. Approval of Claim Summary #733

Discussion:

The Claim Summary #733 submitted of \$234,520.58 reflects payments with descriptions showing on the Bill Payments for All Vendors report.

Action: Approval of Claim Summary #733: \$234,520.58

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

CALAVERAS PUBLIC UTILITY DISTRICT

CLAIM SUMMARY # 733

DATE: October 2019

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

Claims Submitted	\$164,195.48
Payroll Submitted	\$47,053.29
P/R Tax Deposits	\$23,271.81
Sub-total	\$234,520.58

Net Additions	
Net Deductions	
Claim Summary Approved for	\$ 234,520.58



Admin Acct Assistant, Calaveras Public Utility District

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

	<u>Oct 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	26,714.14
Other Current Assets	4,387,378.08
Total Current Assets	<u>4,414,092.22</u>
Fixed Assets	7,893,684.99
Other Assets	629,128.94
TOTAL ASSETS	<u>12936906.15</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	51,308.76
Other Current Liabiliti...	1,722,528.40
Total Current Liabilities	<u>1,773,837.16</u>
Long Term Liabilities	82,098.31
Total Liabilities	<u>1,855,935.47</u>
Equity	<u>11080970.68</u>
TOTAL LIABILITIES & EQU...	<u>12936906.15</u>

Calaveras Public Utility District
Bill Payments for All Vendors
October 2019

Name	Num	Date	Amount	GL #	Amount
ACWA	21924	10/31/2019	10,612.32	5683	2020 annual dues
ACWA-Health	21912	10/31/2019	1,156.46	5643	Dental & vision (November)
ACWA/JPIA- Property	21925	10/31/2019	21,917.87	5428	2020 property & general liability program
ACWA/JPIA-WC	21893	10/15/2019	4,945.31	5428	1st quarter worker's comp insurance
Al's Tire Service	21894	10/15/2019	32.50	5424	Vehicle maintenance
Al's Tire Service	21911	10/24/2019	1,035.50	5424	Tires (truck #007)
Alpha Analytical Labs, Inc.	21895	10/15/2019	1,272.00	5323	Lab fees
American Fidelity Assurance	21913	10/31/2019	256.90	5646	125 Cafeteria Plan
American Water Works Association	21926	10/31/2019	445.00	5683	2020 annual dues
AT & T	21927	10/31/2019	654.43	5432	Utilities
AT & T	21928	10/31/2019	81.49	5621/5432	Utilities
Blood, Richard	21929	10/31/2019	72.00	5680/5681	Director compensation
Cal PERS	EFT	10/02/2019	12,637.38	5643	Health Insurance (September)
Cal PERS	EFT	10/31/2019	12,637.38	5643	Health Insurance (October)
Calaveras Auto Supply	21896	10/15/2019	431.11	5424	Generator maintenance (PSPS)
Calaveras Enterprise	21930	10/31/2019	65.00	5683	Newspaper subscription renewal (2 years)
Calaveras Public Power Agency	21897	10/15/2019	16,588.64	5432/5621/5230	Utilities
California Special District Assoc.	21931	10/31/2019	7,077.00	5683	2020 annual dues
Carbon Copy Inc.	21932	10/31/2019	105.32	5623	Printer/copier contact
Care Free Lawns	21898	10/15/2019	150.00	5623	Landscaping contract (September)
Cole Tiscornia Construction	21899	10/15/2019	975.00	5422	Leak repairs - Vac trailer rental
Comcast	21914	10/31/2019	302.34	5621	Office utilities
Computer Firemen	21933	10/31/2019	300.00	5623	IT services
Datco Billing	21900	10/15/2019	102.00	5422	DOT compliance services
De Lage Landen Financial Services Inc.	21915	10/31/2019	87.85	5623	Printer/copier contact
Dell'Orto, J.W.	21934	10/31/2019	34.00	5680/5681	Director compensation
Fischer, Merle	21916	10/31/2019	466.07	5647	Post retirement health reimbursement (November)
Garrett's Cross Connection Control	21901	10/15/2019	60.00	5623	Backflow testing
Golden State Flow Measurement/WFM	21935	10/31/2019	1,320.25	5421	Meter restock
Grainger	21936	10/31/2019	162.59	5200/5322	Materials & supplies
Henwood Associates, Inc.	21902	10/15/2019	1,242.92	5200	Hydro maintenance/repair
Hobgood's Cleaning Service	21937	10/31/2019	160.00	5623	Janitorial services (October)
Hunt & Sons Inc.	21917	10/31/2019	2,900.20	5424	Fuel (PSPS)
Hunt & Sons Inc.	21938	10/31/2019	320.37	5424	Fuel
Lavaroni, John	21939	10/31/2019	50.00	5680	Director compensation
Lehigh Hanson	21903	10/15/2019	118.89	5421	Materials & supplies
McMaster-Carr	21940	10/31/2019	54.69	5421	Materials & supplies
Motherlode Answering Service	21904	10/15/2019	197.08	5623	Answering service contract (September)
NTU Technologies, Inc.	21941	10/31/2019	5,288.85	5322	TP materials & supplies (Poly)
Overmier, Clifford	21942	10/31/2019	50.00	5680	Director compensation
Pacific Gas & Electric	21905	10/15/2019	503.03	5200/5432/5201/5621	Utilities
Pacific Gas & Electric	21918	10/31/2019	300.36	5432/5200	Utilities
Pacific Gas & Electric	21943	10/31/2019	359.17	5432/5200	Utilities
Postmaster	21944	10/31/2019	700.00	5622	Postage
Progressive Print Solutions	21945	10/31/2019	361.64	5620	Office materials & supplies
Public Employees Retirement System	EFT	10/02/2019	21,163.31	5645	Retirement (September)
Public Employees Retirement System	EFT	10/31/2019	20,213.31	5426	Retirement (October)
San Andreas Print Shop	21906	10/15/2019	10.76	5620	Office materials & supplies
Sender's Market Inc.	21907	10/15/2019	346.36	5322	TP materials & supplies
Signal Service	21946	10/31/2019	183.00	5623	Office alarm contract
Staples Credit Plan	21947	10/31/2019	111.21	5620/5421	Materials & supplies
TD Ameritrade Trust Company	21908	10/15/2019	500.00	2317	457 Plan
TD Ameritrade Trust Company	21919	10/31/2019	500.00	2317	457 Plan
Treat's General Store	21948	10/31/2019	174.89	5322/5432	Materials & supplies

Calaveras Public Utility District
Bill Payments for All Vendors
October 2019

Name	Num	Date	Amount	GL #	Amount
Uline	21909	10/15/2019	530.48	5322	TP office furniture
VALIC	21910	10/15/2019	75.00	2317	457 Plan
VALIC	21920	10/31/2019	75.00	2317	457 Plan
Verizon Wireless	21949	10/31/2019	180.76	5432	Utilities
Volcano Telephone	21950	10/31/2019	522.74	5230/5322/5200/5201	Utilities
Weber, Ghio & Associates	21951	10/31/2019	9,678.50	5684/1117/1190/5684	General eng services, Court St LRP, SCADA, FEMA storm damage
Wells Fargo Bank (DL)	21921	10/31/2019	1,152.65	5429/5623/5621	CSDA Conf, contract services, materials & supplies
Wells Fargo Bank (KJ)	21922	10/31/2019	186.60	5621	Materials & supplies
			<u>164,195.48</u>		

PAYROLL JOURNAL

EMPLOYEE NAME	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS			
*** 10 MAINTENANCE Lunningham, John L	Salary			2,365.76	Social Security	217.48	Direct Deposit # 20745 Check Amt 0.00 Chkg 0017 2,726.32
	Overtime	40.9500	26.00	1,064.70	Medicare	50.87	
	CPUD Ins			77.38	Fed Income Tax	291.77	
	Vacation		M40:00		CA Income Tax	86.32	
EMPLOYEE TOTAL				3,507.84	CA Disability	35.08	Net Pay 2,726.32
loe, James G	Salary			2,381.60	Social Security	218.19	Direct Deposit # 20746 Check Amt 0.00 Chkg 5056 2,711.04
	Overtime	41.2200	27.00	1,112.94	Medicare	51.03	
	CPUD Ins			24.63	Fed Income Tax	367.13	
	Sick		M8:00		CA Income Tax	136.59	
EMPLOYEE TOTAL				3,519.17	CA Disability	35.19	Net Pay 2,711.04
oberts, Mathew A	Salary			2,283.62	Social Security	184.45	Direct Deposit # 20747 Check Amt 0.00 Chkg 3506 2,305.87
	Overtime	39.5100	17.50	691.43	Medicare	43.14	
	Sick		M8:00		Fed Income Tax	86.84	
					CA Income Tax	105.91	
EMPLOYEE TOTAL				2,975.05	CA Disability	29.75	Net Pay 2,305.87
lovera, Wyatt N	Salary			2,072.20	Social Security	208.39	Direct Deposit # 20748 Check Amt 0.00 Chkg 9965 2,296.96
	Overtime	35.8650	23.50	842.83	Medicare	48.74	
	CPUD Ins			446.12	Fed Income Tax	465.98	
					CA Income Tax	182.12	
EMPLOYEE TOTAL				3,361.15	CA Disability	33.61	Net Pay 2,296.96
*** 20 MANAGER eatherman, Donna M	Salary			4,708.21	Social Security	312.30	Direct Deposit # 20749 Check Amt 0.00 Chkg 2134 1,000.00 Chkg 8258 2,110.54
	CPUD Ins			328.86	Medicare	73.03	
	Sick		M2:50		Fed Income Tax	876.17	
					CA Income Tax	364.66	
EMPLOYEE TOTAL				5,037.07	CA Disability	50.37	Net Pay 3,110.54
*** 30 METERS Juke, Kelly	Hourly	26.4000	40.00	1,056.00	Social Security	65.48	Readychex # 1939800108 Check Amt 749.09
					Medicare	15.32	
					Fed Income Tax	149.64	
					CA Income Tax	65.91	
EMPLOYEE TOTAL				1,056.00	CA Disability	10.56	Net Pay 749.09

PAYROLL JOURNAL

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS				EARNINGS
**** 40 SECRETARY Bear, Carlissa C 12	Salary			1,404:08			
	CPUD Ins			793:25			
					136:23	Retirement	83:59
					31:86	Check Amt	0.00
				178:48	Chkg 6990	1,467.80	
				77:40	CA Income Tax	200.00	
				21:97	CA Disability		
				445:94	Net Pay	1,667.80	
EMPLOYEE TOTAL							
**** 50 WATER TREATMENT Estrada, Andrew 2	Salary			2,720:41			
	Overtime	47:0850	42:50	2,001:11			
	Doubletime	62:7800	11:50	721:97			
	CPUD Ins			433:90			
					364:40	457 EE Pretax	25:00
					85:22	Check Amt	0.00
					1,123:84	Chkg 4990	3,766.10
					454:06		
					58:77		
				5,877:39	2,086:29	Net Pay	3,766.10
EMPLOYEE TOTAL							
**** 60 EXTRA CLERICAL Jesus, Kate E 5	Salary			1,724:77			
	Overtime	29:8500	4:00	119:40			
	CPUD Ins			50:81			
	Sick		08:00				
Vacation		08:50					
					117:49	457 EE Pretax	50:00
					27:48	Retirement	103:63
					133:80	Check Amt	0.00
					26:44	Chkg 0650	1,417.19
					18:95		
				1,894:98	324:16	Net Pay	1,417.19
EMPLOYEE TOTAL							
**** 70 SUPERINTENDENT Beaudreau, Bret A 11	Salary			4,502:53			
	CPUD Ins			814:28			
	Sick		03:00				
	Vacation		01:00				
					329:64	457 EE Pretax	100:00
					77:09	Check Amt	0.00
					971:31	Chkg 0608	3,396.56
					389:04		
					53:17		
				5,316:81	1,820:25	Net Pay	3,396.56
EMPLOYEE TOTAL							
COMPANY TOTALS 10 Person(s) 10 Transaction(s)	Hourly		40.00	1,056:00			
	Salary			24,163:18			
	Doubletime		11.50	721:97			
	Overtime		140.50	5,832:41			
	CPUD Ins		29.50	2,969:23			
	Sick		64.50				
	Vacation		286.00	34,742:79			
					9,538:66	457 EE Pretax	575:00
					503:78	Health Ins Pst ta	169:09
					4,644:96	Retirement	312:57
					1,888:45	Check Amt	749.09
					347:42	Dir Dep	23,398.38
						Net Pay	24,147.47
COMPANY TOTAL							

PAYROLL JOURNAL

Payrolls by Paychex, Inc.

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			REIMB & OTHER PAYMENTS	WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS				
*** 10 MAINTENANCE Cunningham, John L 1	Salary	40:9500	24:50	2,365:76	Social Security Medicare	457 EE Pretax	Direct Deposit # 20754 Check Amt Chkg 0017
	Overtime			1,003:28	Fed Income Tax		0.00
	CPUD Ins		M11:00	77:38	CA Income Tax		2,681:65
	Sick				CA Disability		
	EMPLOYEE TOTAL		35:50	3,446:42	664:77	100:00	Net Pay Direct Deposit # 20755
Voe, James G 3	Salary			2,381:60	Social Security Medicare		Check Amt Chkg 5056
	CPUD Ins		M50:50	24:63	Fed Income Tax		0.00
	Vacation				CA Income Tax		1,891:67
		EMPLOYEE TOTAL		50:50	2,406:23	514:56	100:00
Roberts, Mathew A 10	Salary			2,283:62	Social Security Medicare	457 EE Pretax	Check Amt Chkg 3506
	Overtime	39:5100	34:50	1,363:10	Fed Income Tax	Health Ins Pst ta	0.00
	Doubletime	52:6800	2:00	105:36	CA Income Tax		2,842:96
	Sick		M1:00		CA Disability		
	EMPLOYEE TOTAL		37:50	3,752:08	690:03	219:09	Net Pay Direct Deposit # 20757
Rovera, Wyatt N 13	Salary			2,072:20	Social Security Medicare	Retirement	Check Amt Chkg 9965
	CPUD Ins		M8:00	446:12	Fed Income Tax		0.00
	Sick				CA Income Tax		1,796:28
		EMPLOYEE TOTAL		8:00	2,518:32	596:69	125:35
*** 20 MANAGER Leatherman, Donna M 7	Salary			4,708:21	Social Security Medicare	457 EE Pretax	Direct Deposit # 20758 Check Amt
	CPUD Ins		M2:00	328:86	Fed Income Tax		0.00
	Sick				CA Income Tax		1,000:00
		EMPLOYEE TOTAL		2:00	5,037:07	1,676:54	250:00
*** 30 METERS Duke, Kelly 9	Hourly	26:4000	96:00	2,534:40	Social Security Medicare		Readychex # 1939800109 Check Amt
					Fed Income Tax		1,750:38
					CA Income Tax		
		EMPLOYEE TOTAL		96:00	2,534:40	784:02	250:00

PAYROLL JOURNAL

Payrolls by Paychex, Inc.

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS				EARNINGS
**** 40 SECRETARY Bear, Carissa C 12	Salary	36.4500	0.25	1,404.08	136.80	83.59	Direct Deposit # 20759
	Overtime			9.11	31.99		Check Amt 0.00
	CPUD Ins		M4:00	793.25	179.58		Chkg 6990 1,474.21
	Sick				78.21		Savg 3547 200.00
	EMPLOYEE TOTAL		4.25	2,206.44	446.64	83.59	Net Pay 1,674.21
**** 50 WATER TREATMENT Estrada, Andrew 2	Salary	47.0850	8.50	2,720.41	220.38	25.00	Direct Deposit # 20760
	Overtime			400.22	51.54		Check Amt 0.00
	CPUD Ins		M48:00	433.90	569.10		Chkg 4990 2,436.53
	Vacation				216.43		
	EMPLOYEE TOTAL		56.50	3,554.53	1,093.00	25.00	Net Pay 2,436.53
**** 60 EXTRA CLERICAL Jesus, Kate E 5	Salary			1,724.77	110.09	50.00	Direct Deposit # 20761
	CPUD Ins		M2:00	50.81	25.74		Check Amt 0.00
	Sick		M29:00		119.47		Chkg 0650 1,325.07
	Vacation				23.82		
	EMPLOYEE TOTAL		31.00	1,775.58	296.88	153.63	Net Pay 1,325.07
**** 70 SUPERINTENDENT Beaudreau, Bret A 11	Salary			4,502.53	329.65	100.00	Direct Deposit # 20762
	CPUD Ins		M16:00	814.28	77.10		Check Amt 0.00
	Vacation				971.31		Chkg 0608 3,396.54
		EMPLOYEE TOTAL		16.00	5,316.81	1,820.27	100.00
COMPANY TOTALS 10 Person(s) 10 Transaction(s)	Hourly		98.00	2,534.40	2,017.98	575.00	Check Amt 1,750.38
	Salary			24,163.18	471.93	169.09	Dir Dep 21,155.44
	Doubletime		2.00	105.36	4,094.42	312.57	
	Overtime		67.75	2,775.71	1,675.60		
	CPUD Ins		28.00	2,969.23	325.47		
	Sick		143.50				
	Vacation						
	COMPANY TOTAL		337.25	32,547.88	8,585.40	1,056.66	Net Pay 22,905.82

b. 1st Quarter Investment Report

Discussion:

The 1st Quarter Investment report reflects investment balances through September 30, 2019. Quarterly interest earning from LAIF was \$18,099.01 at an interest rate of 2.45%. A transfer of \$60,000. from LAIF to Wells Fargo Bank occurred in July 2019 in order balance year end expenses. LAIF interest for quarter ending is .12% lower than prior quarter ending.

Two (2) Certificate of Deposits with El Dorado Savings Bank earned a total of \$1,620.50 interest for the quarter. The maturity dates for the EDSB CD's are 2021 and 2022.

UBS investments recap shows pending interest payments of \$19,278.58 and a balance of the five (5) investment of \$772,138.82.

The balance of District Investment at Quarter ending September 30, 2019 and shown on the Investment Recap is **\$4,292,475.72.**

Recommendation/Action: Acceptance of the 1st Quarter Investment Report

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

Discussion:

INVESTMENT RECAP

as of September 30, 2019

Investments	6/30/2019	Interest Paid	Transfers	Ending Balance	Rate
LAIIF	2,997,197.33	18,099.01	<60,000>	2,955,296.34	2.45
El Dorado Savings CD #1	286,937.38	825.29		287,762.67	2.08
El Dorado Savings CD #2	276,482.68	795.21		277,277.89	1.14
	3,560,617.39	19,719.51		3,520,336.90	

		Interest Pending	Annual Fee
UBS Financial CD (x5)	743,528.95	11,344.90	
		4,762.25	
Total interest paid	9,541.13	759,636.10	Balance as of 6/30/19

UBS Financial CD's (x5)	751,020.10	19,278.58	1,840.14
Total interest paid	11,344.90	772,138.82	Balance as of 9/30/19
Total Investments		4,292,475.72	

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

In the third quarter of 2019 interest paid for \$50,000 Goldman Sachs Bank CD was \$0
 In the third quarter of 2019 interest paid for Comenity Bank CD was \$1,209.86
 In the third quarter of 2019 interest paid for Ally Bank was \$2,621.37
 In the third quarter of 2019 interest paid for Sallie Mae Bank was \$1,388.49
 In the third quarter of 2019 interest paid for \$195,000 Goldman Sachs Bank CD was \$2,707.56
 In the second quarter of 2019 money market interest paid was \$6.40

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 July 1, 2019, the total account value was \$759,636.10. this is the sum of \$743,528.95 value of our five CDs, plus \$11,344.90 interest paid into the account and not yet sent to the district, plus \$4,762.25 accrued interest and not yet paid into the account.

On October 1, 2019, the total value of the account was 772,138.82. This is the sum of \$751,020.10 value of our five CDs, plus \$19,278.58 interest paid into the account, plus \$1,840.14 accrued interest not yet paid into the account.



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

CALAVERAS PUBLIC UTILITY DIST

Agency Name

85-05-001

Account Number

As of 10/15/2019, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 09/30/2019.

Earnings Ratio		.00006701807521016
Interest Rate		2.45%
Dollar Day Total	\$	270,061,693.20
Quarter End Principal Balance	\$	2,937,197.33
Quarterly Interest Earned	\$	18,099.01

California State Treasurer
Fiona Ma, CPA



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

October 25, 2019

LAF Home
PMIA Average Monthly Yields

CALAVERAS PUBLIC UTILITY DISTRICT

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

Tran Type Definitions

Account Number: 85-05-001

September 2019 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	2,937,197.33
Total Withdrawal:	0.00	Ending Balance:	2,937,197.33



California State Treasurer
Fiona Ma, CPA

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

October 25, 2019

LAIF Home
PMIA Average Monthly Yields

CALAVERAS PUBLIC UTILITY DISTRICT

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

Tran Type Definitions

Account Number: 85-05-001

August 2019 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	2,937,197.33
Total Withdrawal:	0.00	Ending Balance:	2,937,197.33



California State Treasurer
Fiona Ma, CPA

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

October 25, 2019

LAIIF Home
PMIA Average Monthly Yields

CALAVERAS PUBLIC UTILITY DISTRICT

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

Tran Type Definitions

Account Number: 85-05-001

July 2019 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
7/3/2019	7/3/2019	RW	1609905	DONNA LEATHERMAN	-60,000.00
7/15/2019	7/12/2019	QRD	1612066	SYSTEM	20,032.94

Account Summary

Total Deposit:	20,032.94	Beginning Balance:	2,977,164.39
Total Withdrawal:	-60,000.00	Ending Balance:	2,937,197.33



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

Last statement: June 30, 2019
 This statement: September 30, 2019
 Total days in statement period: 92

Page 1 of 1 #1
 0003701101
 (0)

Direct inquiries to:
 1-800-874-9779

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

THANK YOU FOR BANKING WITH US!

Certificate Of Deposit

Account number	0003701101
Total principal	\$277,407.08
Total current balance	\$287,762.67
Total interest year to date	\$2,442.05

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance
06-30	Beginning balance			\$286,937.38
07-31	Interest Credit	277.82		287,215.20
08-31	Interest Credit	278.09		287,493.29
09-30	Interest Credit	269.38		287,762.67
09-30	Ending totals	825.29	.00	\$287,762.67

Thank you for banking with El Dorado Savings Bank



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

Last statement: June 30, 2019
This statement: September 30, 2019
Total days in statement period: 92

Page 1 of 1
0003701144
(0)

2

Direct Inquiries to:
1-800-874-9779

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

THANK YOU FOR BANKING WITH US!

Certificate Of Deposit

Account number	0003701144
Total principal	\$269,335.04
Total current balance	\$277,277.89
Total interest year to date	\$2,353.07

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance
06-30	Beginning balance			\$276,482.69
07-31	Interest Credit	267.69		276,750.37
08-31	Interest Credit	287.96		277,038.33
09-30	Interest Credit	259.56		277,297.89
09-30	Ending totals	795.21	.00	\$277,277.89

Thank you for banking with El Dorado Savings Bank



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

APZ3001542807 0719 EM 0

Business Services Account

July 2019 ✓

RECEIVED AUG - 7 2019

0006052 02 AB 0.409 02 TR 00025 B301B041 0000000 edg
CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN
P O BOX 666
SAN ANDREAS CA 95249-0666

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

Account number: EM 16958 70

Your Financial Advisor:

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

Questions about your statement?

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

Visit our website:

www.ubs.com/financialservices

Items for your attention

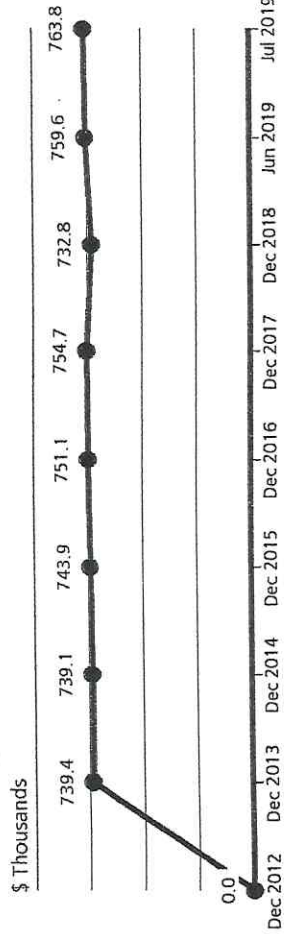
- ▶ Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

Value of your account

	on June 28 (\$)	on July 31 (\$)
Your assets	759,636.10	763,752.55
Your liabilities	0.00	0.00
Value of your account	\$759,636.10	\$763,752.55
Accrued interest in value above	\$4,762.25	\$6,124.87

As a service to you, your portfolio value of \$763,752.55 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2019

Value of your account at year end 2018	\$732,759.29
Your investment return:	
Dividend and interest income	\$10,128.74
Change in value of accrued interest	\$1,171.87
Change in market value	\$19,692.65
Value of your account on Jul 31, 2019	\$763,752.55





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

Business Services Account

August 2019

APZ3001544859 0819 EM 0

RECEIVED SEP 10 2019 *R*

0006042 02 AB 0.409 02 TR 00025 B301B041 0000000 edg
CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN
P O BOX 666
SAN ANDREAS CA 95249-0666



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

Account number: EM 16958 70

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

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

Visit our website:
www.ubs.com/financialservices

Items for your attention

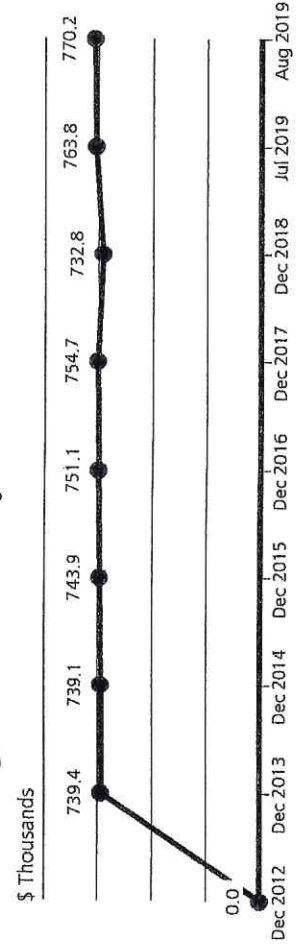
- ▶ Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

Value of your account

	on July 31 (\$)	on August 30 (\$)
Your assets	763,752.55	770,177.80
Your liabilities	0.00	0.00
Value of your account	\$763,752.55	\$770,177.80
Accrued interest in value above	\$6,124.87	\$3,218.53

As a service to you, your portfolio value of \$770,177.80 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2019

Value of your account at year end 2018	\$732,759.29
Your investment return:	
Dividend and interest income	\$14,634.63
Change in value of accrued interest	-\$1,734.47
Change in market value	\$24,518.35
Value of your account on Aug 30, 2019	\$770,177.80





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

APZ3001562017 0919 X14 EM 0

Business Services Account

September 2019

RECEIVED OCT - 9 2019

0002634 03 AB 0.409 03 TR 00017 B301B041 100100 edg
CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN
P O BOX 666
SAN ANDREAS CA 95249-0666



Account name: CALAVERAS PUBLIC UTILITY DIST.

ATTN: DONNA LEATHERMAN

Account number: EM 16958 70

Your Financial Advisor:

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

Questions about your statement?

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

Visit our website:

www.ubs.com/financialservices

Items for your attention

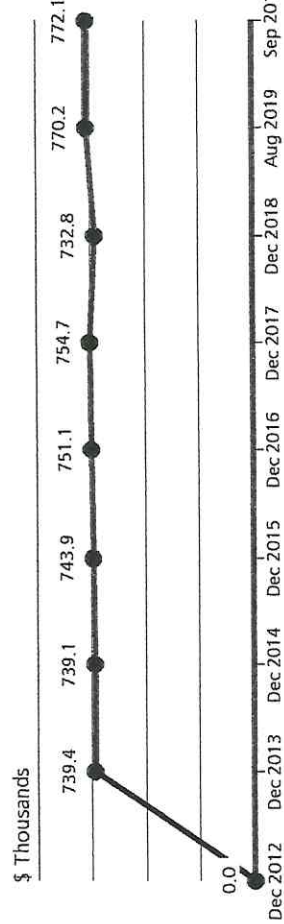
- ▶ Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

As a service to you, your portfolio value of \$772,138.82 includes accrued interest.

Value of your account

Your assets	770,177.80	on August 30 (\$)	772,138.82	on September 30 (\$)
Your liabilities	0.00		0.00	
Value of your account	\$770,177.80		\$772,138.82	
Accrued interest in value above	\$3,218.53		\$1,840.14	

Tracking the value of your account



Sources of your account growth during 2019

Value of your account at year end 2018	\$732,759.29
Your investment return:	
Dividend and interest income	\$17,665.59
Change in value of accrued interest	-\$3,112.86
Change in market value	\$24,826.80
Value of your account on Sep 30, 2019	\$772,138.82



c. 1st Quarter Budget Report

Discussion:

The 1st Quarter Budget Report reflect income and expenses through September 30, 2019.

Income - 1st quarter revenues are on target with water revenues at 27% are better than expected. Although bulk water sales are lower than 2018/19 fiscal year, both residential and commercial are at or slightly above average for the quarter. There has been no hydro generation at Schaads as the hydro is out of service and repairs are pending evaluation. County tax revenues will be posted in January 2020.

Expenses are on target noting slightly higher expenses in the following categories:

5230 Utility Pumping Power - The District pumped later into the season and is presently not pumping as the reservoir level is adequate. Seasonal pumping will start after a sufficient rainfall.

5412 T&D overtime - Due to water treatment operations and the recent PSPS events operations staff overtime is higher than normal. Unless there are unexpected occurrence this should balance out through the fiscal year.

5623 Contract Services - Expenses reflect the cost of the MHI Study completed in September. Cost of the study may be recovered through the State Revolving Funds grant process. Other expenses relate to public relations and standard month contracts for copier, landscaping, janitorial, banking, shredding service, etc.

5683 Dues, Subscriptions and Fees - Membership fees for UMRWA and Mt. Counties Water Resource Agency have been paid through this quarter. Pending memberships are paid as the renewal cycles becomes effective.

Capital Outlay Projects

The first quarter capital outlay project has focused on completion of the SCADA project at the Water Treatment Plant which at quarter end the project was approximately 90% complete. Other projects are being prepared for project review and bidding. Line replacement project are being reevaluated for prioritization.

**1st Quarter Budget Report
RECAP
July 2019 - Sept 2019**

REVENUE	Budget	Jul- Sept	+/- of Budget	% of Budget
OPERATING INCOME				
WATER SALES	1,986,600	542,622	1,443,978	27%
Water Sales - Temp Water Program	15,750	2,154	13,596	14%
FEES	10,500	0	10,500	0%
OTHER OPERATING INCOME	31,750	5,286	26,464	17%
OPERATING INCOME SUB-TOTAL	2,044,600	550,062	1,494,538	27%
NON-OPERATING INCOME				
HYDRO REVENUE	73,000	12,240	60,760	17%
TAXES (M&O)	117,000	5,822	111,178	5%
INTEREST	70,000	18,099	51,901	26%
CELL TOWER LEASES	17,900	7,445	10,455	42%
MHSD REVENUE	10,200	2,550	7,650	25%
NON-OPERATING INCOME SUBTOTAL	288,100	46,156	241,944	16%
TOTAL OPERATING REVENUE	2,332,700	596,218	1,736,482	26%
OTHER INCOME				
RESERVES - CAPITAL OUTLAY	450,000	60,000	390,000	13%
TOTAL REVENUE	2,782,700	656,218	2,126,482	24%
EXPENSES				
MAINTENANCE & OPERATION	1,144,700	247,447	897,253	22%
ADMINISTRATION & GENERAL	1,033,000	252,251	780,749	24%
CAPITAL OUTLAY	500,000	63,699	436,301	13%
TOTAL EXPENSES	2,677,700	563,397	2,114,303	21%

1st Quarter Budget Report
INCOME
July 2019 - Sept 2019

INCOME	Budget	Jul - Sept	+/- of Budget	% of Budget	Comments
Operating					
4110 · Water Sales-Residential	1,629,000	429,862	1,199,138	26%	
4112 · Water Sales-Commercial	347,600	111,161	236,439	32%	
4170 · Water Sales-Agriculture	10,000	1,599	8,401	16%	
4180 · Water Sales (Bulk Water Prog.)	15,750	2,154	13,596	14%	Fill stations
4230 · Installation Fees	10,500	0	10,500	0%	
4970 · Other Income- T&D Proj. Income	5,250	0	5,250	0%	
4995 · Miscellaneous	15,000	2,152	12,848	14%	Notaries, PRR, refunds
4996 · Work Done for Others	11,500	3,134	8,366	27%	MH Ebbett project, call outs
Operating Sub-total	2,044,600	550,062	1,494,538	27%	
Non-Operating					
4200 · Pipeline Hydro Revenue	63,000	11,862	51,138	19%	
4210 · Schaads Hydro Revenue	10,000	378	9,622	4%	Out of service
4240 · Cellular Site Leases	17,900	7,445	10,455	42%	
4923 · Interest from LAIF	70,000	18,099	51,901	26%	
4932 · County Taxes	117,000	5,822	111,179	5%	
4975 · MHSD Revenue	10,200	2,550	7,650	25%	
Non-Operating Sub-total	288,100	46,156	241,944	16%	
Total Operating / Non-Operating Income	2,332,700	596,218	1,736,482	26%	
Other Income					
Reserves for Capital Outlay	450,000	60,000	390,000	13%	
TOTAL INCOME	2,782,700	656,218	2,126,482	24%	

1st Quarter Budget Report

EXPENSE

July 2019 - Sept 2019

EXPENSES	Budget	Jul - Sept	+/- of Budget	% of Budget	Comments
Operation & Maintenance					
5230 · Utilites Pumping Power	125,000	57,619	67,381	46%	
5231 · Pump Station Supplies	20,000	545	19,455	3%	Pumped thru
5320 · Water System Superintendent	112,000	27,015	84,985	24%	
5321 · Water Treatment Wages	67,500	16,322	51,178	24%	
5322 · Water Treatment Supplies	85,000	10,858	74,142	13%	
5323 · Lab Fees	7,000	955	6,045	14%	
5411 · T & D Spec. Maintenance Labor	230,000	55,243	174,757	24%	Water Utility Worker (x 4)
5412 · T & D - Overtime Labor	50,000	14,947	35,053	30%	SCADA, PSPS
5421 · T & D Maint. Mat. & Supp.	85,000	14,373	70,627	17%	
5422 · T & D Contract Services	10,000	2,390	7,610	24%	
5424 · T & D Equip. Repair & Oper.	45,000	15,604	29,396	35%	Generator maint, fuel, vehicle maint
5425 · T & D Equipment Rental	15,000	0	15,000	0%	
5426 · T & D Fees & Permits	8,000	895	7,105	11%	
5427 · T & D Taxes	1,200	988	212	82%	
5428 · T & D Insurance	53,000	15,134	37,866	29%	
5429 · T & D Safety & Education	20,000	342	19,658	2%	
5430 · T & D Engineering	80,000	795	79,205	1%	
5431 · T & D State Dam Fees	70,000	0	70,000	0%	
5432 · T & D Misc. Maint. Utilities	25,000	6,664	18,336	27%	
5434 · T & D State Fees	10,000	0	10,000	0%	
5510 · Meter Wages	26,000	6,758	19,242	26%	Part-time staff
O&M Sub-total	1,144,700	247,447	897,253	22%	
Administration & General					
5611 · Manager	120,000	28,249	91,751	24%	
5612 · Customer Service Rep.	35,000	8,435	26,565	24%	
5614 · Admin Account Assistant	44,000	10,349	33,651	24%	
5615 O/T Office	3,500	728	2,772	21%	
5620 · Materials & Supplies	25,000	6,320	18,680	25%	
5621 · Office Utilities	9,000	1,922	7,078	21%	
5622 · Postage & Box Rent	10,000	2,726	7,274	27%	
5623 · Contract Services	40,000	24,003	15,997	60%	Copier, banking, PR, landscaper, MHI survey, monthly contracts
5641 · FICA	60,000	14,218	45,782	24%	
5642 · Unemployment	2,500	0	2,500	0%	
5643 · Medical Insurance	230,000	51,261	178,739	22%	Medical, dental, vision
5645 · Retirement-PERS (Admin)	200,000	42,345	157,655	21%	
5647 · OPEB - Retirement	100,000	10,498	89,502	10%	
5680 · Director's Fees	2,500	550	1,950	22%	
5681 · Director's Mileage	1,000	97	903	10%	
5682 · Audit & Legal	50,000	11,167	38,833	22%	
5683 · Dues, Subscriptions, Fees	40,000	18,134	21,866	45%	UMRWA, MCWRA, AWWA, etc.
5684 · Engineering-Admin.	60,000	21,251	38,749	35%	FEMA storm damage, gen. eng. svcs
5685 · Election Expense	500	0	500	0%	
Administrantion Sub-total	1,033,000	252,251	780,749	24%	
TOTAL EXPENSES	2,177,700	499,698	1,678,002	23%	

**1st Quarter Budget Report
CAPITAL OUTLAY
July 2019 - Sept 2019**

	Budget	Jul - Sept	Comments
<u>Treatment Plant Improvements</u>			
S. Fork Pump Station	70,000	22,258	Carryover from FY 2018/19
Water Treatment Plant Improvements (SRF)	80,000	6,801	SCADA (engineering cost)
	150,000	29,059	
<u>Pipeline / Schaads Hydros</u>			
Schaads	30,000	0	
Pipeline Hydros (Ponderosa / Main Control Valve / Garamendi)	40,000	0	
	70,000	0	
<u>Transmission & Distribution</u>			
Vehicle Replacement	50,000	0	Ordered 10/2019 (pending delivery)
Tank Evaluation	30,000	24,250	Carryover from FY 2018/19
	80,000	24,250	
<u>Line Replacement / System Improvements</u>			
In house / Commercial Meter Replacement	30,000	0	
System Line Replacement (Evaluate/Prioritize) Outsourced Project (Over 700')	110,000	10,390	Court Street LRP (engineering cost)
<i>Pool Station Road, SA - Fire flow, pressure, line size, age (Industrial area)</i>	25,000		
<i>Center Street, MH - Fire flow, pressure, leaks, line size, condition</i>	25,000		
<i>Russell Road, SA - Aging condition, leaks, fire flow (project to include hydrants/customer meters)</i>	60,000		
Water Loss Program	30,000		Working w/CRWA for possible funding
	170,000	10,390	
<u>General & Administration</u>			
Billing / Accounting Software Upgrade	30,000	0	
	30,000	0	
TOTAL CAPITAL OUTLAY	500,000	63,699	

Review/Discussion: 125 Cafeteria Plan

Discussion:

The Board of Directors requested that the Manager prepare an overview of the 125 Cafeteria Plan to explain the benefit as it is not currently described in policy documents. The Board would like to clearly understand, the definition of the benefit and budgetary impact in order to evaluate for updates and inclusion to District policies.

125 Cafeteria Plan Review

January 1999 – District changed insurance plans from Calaveras County Operating Engineers to CalPERS health and ACWA/JPIA vision and dental and to implement a 125 Cafeteria Plan.

January 2000 - Board approve implementation of District 125 Cafeteria Plan (see memo dated January 14, 2000).

January 2007 - Updates to the plan with the Board of Directors modified changes to health contribution from 90% to 85% and changed administrative fee from 10% to 15%.

Other Updates - Resolution 2012-14 and Resolution 2015-15 reflected changes to the American Fidelity administrative plan documents.

Presently the health care plan benefit pays 85% of PERS Choice - Family Plan premium for active employees. Any balance remaining after medical insurance and/or voluntary (125 Plan) purchases are made, can be taken as a “cash out option.” The “cash out” option is reduced by 15% to accommodate for district administrative (Social Security/Medicare) expenses.

Date: January 14, 2000
To: Employees of CPUD
From: Gary L. Goffe, Manager
Subject: Employee Health Insurance

At the January 11, 2000 meeting the Board adopted an Internal Revenue Code (IRC) Section 125 Benefit Plan. This is in addition to the previously Board approved PERS medical insurance plan. Two medical plans are available for interested employees. They are PERS Choice and PERS Care. These plans will also provide retiree access to medical coverage for qualified retiring employees.

The District will continue to provide employer-paid dental and vision coverage for employees with the benefits remaining similar to those previously provided.

The IRC Section 125 Benefit Plan allows favorable tax treatment for employees with out-of-pocket insurance premiums, out-of-pocket medical, dental and vision expenses and childcare expenses.

American Fidelity Assurance Company (AFAC) has been chosen to be our Section 125 Benefit Plan provider. They will conduct informational group and individual meetings with all employees on January 18, 2000, beginning at 9:00 am in the District office. All employees are required to attend. These meetings will outline all employee options and employee selections for the coming plan year, which runs from February 1, 2000 and continues until December 31, 2000. Each year thereafter, the plan will run on a calendar year basis.

Employees will be offered additional voluntary benefits such as a Supplemental Disability Plan, Cancer/Intensive Care Plans, Life Insurance, and Deferred Compensation options to choose from by our Section 125 Benefit Plan provider, AFAC.

Employees who have medical coverage through a spouse and can provide proof of coverage by bringing a copy of a membership card or certificate of in-force coverage each year will be allowed to waive medical coverage. Employees will sign an election form acknowledging the receipt of "cash out" in lieu of Section 125 options. These amounts will be taxed as ordinary income.

Please fill out the attached option form indicating your preferences and return it to me no later than January 31, 2000.

CALAVERAS PUBLIC UTILITY DISTRICT

Employee Election of 125 Plan Cafeteria Benefits for 2019

Employee Name: Employee 1

Health Insurance *

Monthly allocation: (85% of current PERS Choice family premium) \$1,915.96

1. Premium for PERS-Choice (Employee) Plus 1 \$1,733.90

Voluntary Deductions

2. Medical Expense Reimbursement ** \$62.50

3. Dependent Daycare Expense Reimbursement \$0.00

4. Group Term Life Insurance (Cancer) \$0.00

5. Other: List _____

6. Other _____

7. Total election (items 2 thru 6) \$1,796.40

8. Balance (1 minus 7) \$119.56

9. Cash Out Per Month *** \$101.63

10. Cash Out Per Pay Period \$50.81

11. Payroll Deduction Per Month \$0.00

12. Payroll Deduction Per Pay Period \$0.00

* Based upon employee annual selection from available PERS Health Insurance Plans.

** Based upon employee selection from available American Fidelity Assurance Company programs.

*** 15% of "Balance" is withheld to cover Social Security/Medicare taxes and District administrative expenses. The "Cash Out" amount will be paid as other earnings with regular pay.

Employee Signature Date

Coordinator Signature Date

CALAVERAS PUBLIC UTILITY DISTRICT

Employee Election of 125 Plan Cafeteria Benefits for 2019

Employee Name: Employee 2

Health Insurance *

Monthly allocation: (85% of current PERS Choice family premium) \$1,915.96

1. Premium for PERS-Choice (Employee) Family \$2,254.07

Voluntary Deductions

2. Medical Expense Reimbursement ** \$0.00

3. Dependent Daycare Expense Reimbursement \$0.00

4. Group Term Life Insurance (Cancer) \$0.00

5. Other: List _____

6. Other _____

7. Total election (items 2 thru 6) \$2,254.07

8. Balance (1 minus 7) -\$338.11

9. Cash Out Per Month *** \$0.00

10. Cash Out Per Pay Period \$0.00

11. Payroll Deduction Per Month -\$338.11

12. Payroll Deduction Per Pay Period -\$169.06

* Based upon employee annual selection from available PERS Health Insurance Plans.

** Based upon employee selection from available American Fidelity Assurance Company programs.

*** 15% of "Balance" is withheld to cover Social Security/Medicare taxes and District administrative expenses. The "Cash Out" amount will be paid as other earnings with regular pay.

Employee Signature Date

Coordinator Signature Date

Report: Supervisory Control and Data Acquisition (SCADA) Project

Discussion:

The Supervisory Control and Data Acquisition (SCADA) project is near completion (99%) with a fairly small punch list remaining. The nature of this type of project, a lot of time was spent initially “peeling the onion” to determine exactly how the Water Treatment Plant (WTP) control was currently wired. As you can imagine, after nearly 50 years of additions and patch work, with hit and miss documentation, this took time, tracing control circuitry and rewiring for the new Programable Logic Control (PLC) cabinet. Considering the concurrent Public Safety Power Shutoff (PSPS) issues, CPUD staff was successful keeping the Water Treatment Plant operating and in compliance while this work was done.

The cut over from “old to new” was accomplished using a methodical one circuit at a time process. Some key cut over challenges included the new SCADA alarm system being installed, tested and proven to work prior to actually removing the older Verbatim auto dialer, to keep critical alarms always functioning when the WTP is left unattended. Other major integrations included the Onsite Chlorine Generator systems, Chemical Metering Pumps, Water Quality Instruments, Combine Filter Effluent Valve, and Main Control Valve.

Throughout the project CPUD staff operated the new SCADA as it came online and watched closely for inaccuracies and other glitches. As we stand today, the SCADA functionality is excellent with a small punch list of items left to resolve. All operations staff received formal training, along with on the job training through the project. Staff has taken ownership of the new SCADA and embraced the opportunity to learn more about the Water Treatment Plant.

Technical Systems Incorporated (TSI) has served CPUD well through the life of the project, and The District looks forward to having their continued technical support for the remainder of the contract term. It has been clear from day one, that TSI is here to make sure we have what we need and will not leave us with something not working to our satisfaction.

Recommended Action: None

Monthly Water Report

- a. Monthly Water report: Water production for October was 34,393,402 gallons from the Water Treatment Plant. With a daily average of 1,146,447 gallons.

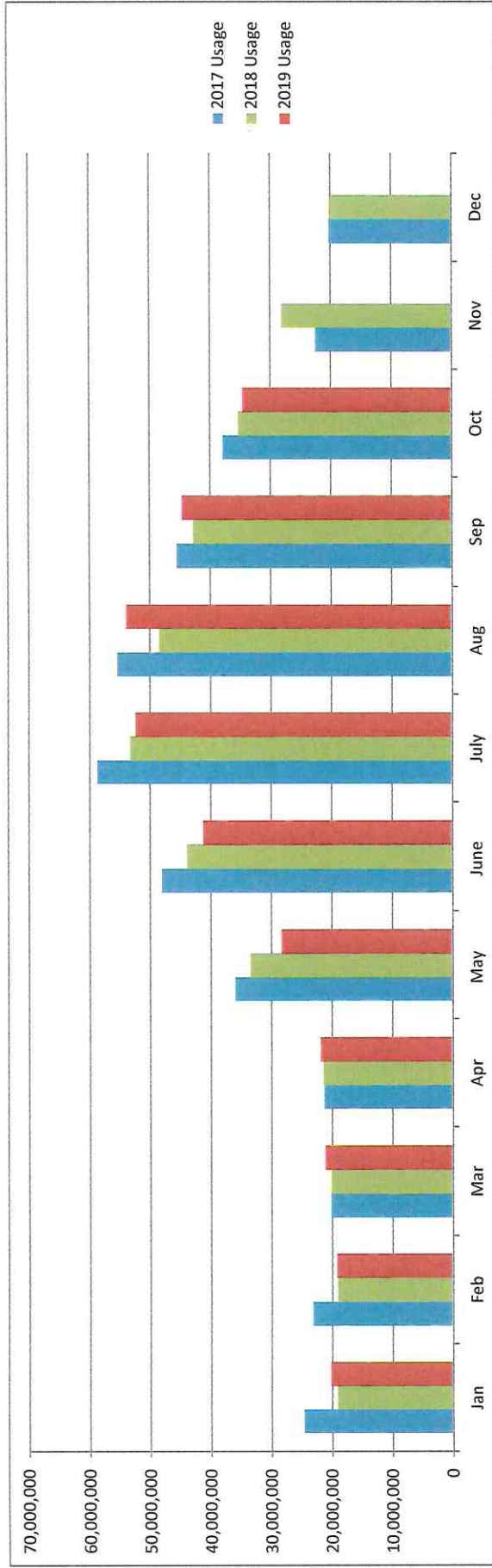
September is beginning of Rainfall reporting year.

October rainfall = 0

YTD total = 0.79"

Calaveras Public Utility District (Water Treated)

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	TOTAL
2017	24,611,922	23,098,904	20,125,148	21,227,187	35,913,669	48,072,674	58,679,090	55,357,766	45,507,994	37,826,944	22,452,397	20,215,187	413,088,882
2018	19,108,441	19,065,573	20,080,877	21,366,553	33,416,282	43,899,147	53,269,367	48,484,590	42,798,952	35,303,288	28,030,638	20,062,841	384,886,549
2019	20,141,357	19,112,339	21,010,138	21,734,882	28,179,029	41,146,184	52,329,642	53,797,842	44,533,970	34,393,402	0	0	336,378,785
% difference	-18.16%	-17.26%	4.40%	2.39%	-21.54%	-14.41%	-10.82%	-2.82%	-2.14%	-9.08%	-100.00%	-100.00%	-18.57%



Managers Comments

Items listed below are in progress and not Agenized however open for comments or discussion.

November 2019

1. **Reminder - Mt. Counties Water Resources Association Reception –**
Murphy’s Historic Hotel November 14, 2019 at 5:30 pm Hosted by CCWD/TUD
2. **CPPA Annual Energy Use and Estimated Dollar Savings -** Attached is the member agency recap of usage and savings. Showing the District’s estimated saving of \$121,602.
3. **2018/19 Annual Audit -** The Annual Audit for FY 2018/19 will be present to the Board at the December meeting. The Manager has requested the Auditor attend the January meeting.
4. **Policy Reviews –** Manager and Staff are developing a list of District policies for presentation and feedback from the Board at the December meeting.
5. **Newsletter/Website Updates –** Staff working to prepare a newsletter highlighting the SCADA project and District website update and upcoming projects. Staff continues to work on website update as time permits.
6. **CRWA - Prop. 1 Funds -** CRWA representative contact the District and reported that the State has requested further, prior to consideration for approval of Prop. 1 funds for a District leak detection program
7. **LAFCO – MSR review -** The next LAFCO meeting will be on Monday, November 18, 2019 where the Commission will consider accepting the updated CPUD Municipal Services review.
8. **2019 February Storms Damages (FEMA 4431-DR-CA) –** Staff is continuing to work with FEMA. The District Insurance claims are still pending investigation. The District received notification from FEMA that the Category F – damages have been accepted. The District will be receiving reimbursement for cost related to storm damage repairs to the transformers at the Ponderosa Hydro site.
9. **EAP’s Jeff Davis –** The revision to the first draft of the Jeff Davis EAP were completed and submitted to CalOES at the end of October. Review by the State pending approval.
10. **EAP - Middle Fork (FERC) - Save the Date November 20, 2019 -** The district is working with EBMUD and JVID to conduct the required Annual Seminar for Middle Fork Dam. The event Emergency Action Plans (EAP’s) for dam owners and emergency responders to provide input and feedback in the event of Plan implementation.
11. **EAP Middle Fork (CalOES and DSOD) -** DSOD has accepted the inundation maps. CalOES has request further information be added to the submitted EAP and the District will incorporate all changed and resubmit for approval. The document once accepted by State agencies will be forwarded to FERC for further input.
12. **Schaads Large unit -** Nothing to report
13. **Court Street/Foley Line Extension -** Review of the project packet is pending prior to preparing for bid and construction.
14. **District Mapping and Modeling -** District mapping is in need of recalibration, alignment to be a more useful and accurate assessment tool for improvement projects. Cost for updating is pending.

From: John Kingsbury <executivedirector.mcwra11@gmail.com>
Sent: Wednesday, September 4, 2019 10:43 AM
Cc: Barbara TUD Balen <barbibalen@gmail.com>; Scott CCWD Ratterman <ccwdratterman@gmail.com>
Subject: MCWRA - November 14 Reception - Invitation Reminder

Greetings General Managers and CEO's:

This is a reminder that you and/or your Board members are invited to the MCWRA reception planned for November 14, 2019. In order to properly provide sufficient "Hors d'oeuvres and local wine", we ask that you check your availability and RSVP, if you have not done so, by October 1.

On behalf of Mountain Counties Water Resources Association (MCWRA), Tuolumne Utilities District (TUD) and Calaveras County Water District (CCWD), we would like to cordially invite YOU and your Board members to attend our hosted reception on Thursday, November 14, 2019.

Date: Thursday, November 14, 2019
Time: 5:30 – 7:30 pm
Place: Murphys Historic Hotel and Restaurant
Hors d'oeuvres and local wine will be served.

Please RSVP to Ginny at gabby.mcwra@gmail.com or call 530-957.8131

Hope you can make it.

Thank You,

John Kingsbury
Barbara Balen
Scott Ratterman

ELECTRICAL ENERGY USE (Kwh) and ESTIMATED DOLLAR SAVINGS
Calaveras Public Power Agency (CPPA)
Fiscal Year FY 2018/19

Agency Number	Member Agency	Annual (kWh)	Savings (\$)
0001	39th Dist. Ag. Assoc.	246,640	35,851
0002	Utica Power Authority	65,920	9,582
0003	Calaveras Resource Conserve. Dist.	18,760	2,727
0221	Altaville-Melones FPD	37,413	5,438
0224	Mokelumne Hill FPD	10,473	1,522
0225	Murphys FPD	40,659	5,910
0227	San Andreas FPD	40,710	5,918
0228	West Point FPD	30,204	4,390
0229	Ebbetts Pass FPD	132,536	19,265
0241	Calaveras PUD	836,560	121,602
0242	Union PUD	54,329	7,897
0243	Valley Springs PUD	487,642	70,883
0252	Mokelumne Hill Sanitary	72,895	10,596
0253	Murphys Sanitary	296,823	43,146
0254	San Andreas Sanitary	467,945	68,020
0262	Ebbetts Pass Veterans	2,320	337
0263	Jenny Lind Veterans	49,880	7,251
0271	CCWD	10,209,194	1,483,998
0272	Mark Twain Health Care Dist.	3,235,009	470,238
0273	San Andreas Rec. & Parks	42,458	6,172
05C1	Superior Courthouse	729,440	106,031
1010	County of Calaveras	4,138,388	601,552
2201	Central Calaveras Fire Dist.	34,980	5,085
2203	Calaveras Consolidated Fire Dist.	88,979	12,934
2220	Copperopolis Fire District	49,494	7,194
2640	Mokelumne Hill Veterans	8,312	1,208
3000	County Office of Education	359,765	52,295
3010	Mark Twain School Dist.	637,212	92,624
3110	Bret Harte HS District	2,148,348	312,282
3210	Calaveras Unified School Dist.	3,515,901	511,068
3310	Vallecito School District	826,767	120,178
5301	City of Angels	1,843,691	267,997
6100	Council of Governments	20,665	3,004
TOTAL		30,780,312	4,474,195

Estimated savings based upon a rate difference between PG&E's A-1 rate schedule of of \$0.230359 cents per kWh and CPPA's rate of \$0.085 per kWh. This results in a savings of \$0.145359 per kWh.

Does not include additional meter fee savings, avoided demand charge savings, and PG&E's rate credit of \$63,462 to certain CPPA members.

AGENDA ITEM 10

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

Directors Comments

- a. LAFCO – Meeting Reminder 11/18/19 – Director Lavaroni
- b. CAMRA – Meeting Report 10/16/19
- c. UMRWA – Meeting Reminder 1/24/2020 – Director Blood

AGENDA ITEM 11

Closed Session:

Convened: _____

Reconvened: _____

Action:

Report to Secretary

Report/Update: General Counsel Legal Services

Report/Update: Chief Treatment Plant Operator

AGENDA ITEM 12

Adjournment (Next Regular Meeting December 10, 2019)

Action: Adjourn meeting

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