

Regular Meeting

7:00pm

TUESDAY, February 12, 2019

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

- 1. Roll Call and Pledge of Allegiance**
- 2. Public Comment (Limit: 3 min/person)**
At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work with staff to place items on the agenda for Board consideration. No action can be taken on matters not listed on the agenda. Comments are limited to 3 minutes per person.
- 3. Approval of Consent Calendar**
 - a. Minutes for Regular Meeting of January 15, 2019
 - b. Directors Report for January 2019
 - c. Monthly Maintenance Report for January 2019
- 4. Financial Business**
 - a. Approval of Claim Summary #724
 - b. 2nd Quarter Investment Report
 - c. 2nd Quarter Budget Report
 - d. Approval of Financial Statements June 30, 2018
- 5. Update: Engineering Service Agreement (Weber, Ghio & Associates)**
- 6. Supervisory Control and Data Acquisition (SCADA) Project Report**
 - a. Review Scope Outline
- 7. Update: State Water Resources Control Board Division of Drinking Water (SWRCB-DDW) State Revolving Fund (SRF) Application/Financial Package**
- 8. Discussion: Proposed Rate Increase Next Steps**
 - a. Ad Hoc Committee Report (Directors Overmier & Blood)
- 9. Presentation: Pando Public Relations**
 - a. Approve Contract Agreement
- 10. Review: Reserve and Fund Balance Policy**
- 11. ACWA Legislative Symposium – March 6, 2019**
- 12. Review/Approve: Draft Proposal of Legal Services**
- 13. Monthly Water Usage Report**
 - a. Water and Rainfall Report

14. Managers Comments

- a. Update: South Fork Pump Station Repair
- b. Monthly Report

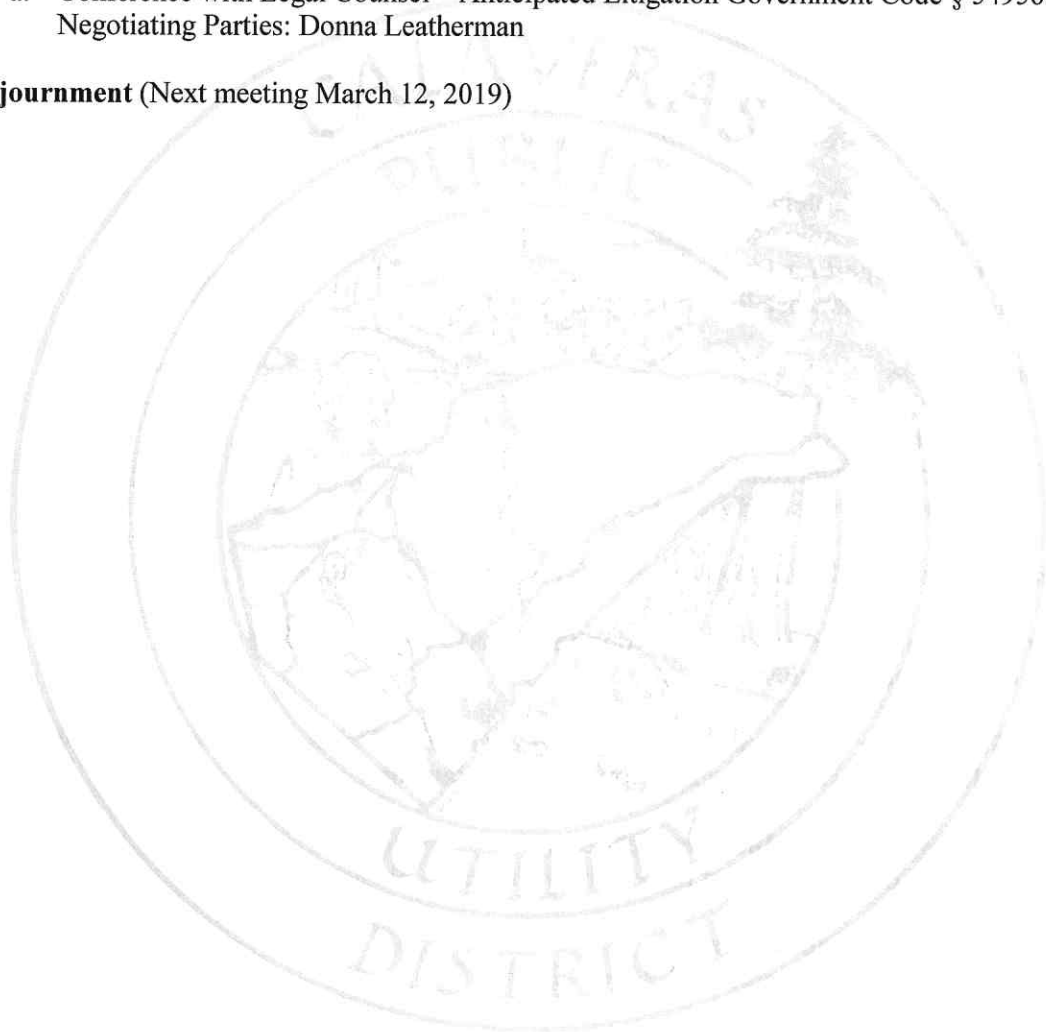
15. Directors Comments

- a. LAFCO – Meeting Report 11/19/18 – Director Lavaroni
- b. UMRWA – Meeting Report 1/25/19 – Director Blood
- c. Annual Form 700 and Required Training (Due April 2, 2019)

16. Closed Session

- a. Conference with Legal Counsel – Anticipated Litigation Government Code § 54956.9(d)(3)
Negotiating Parties: Donna Leatherman

17. Adjournment (Next meeting March 12, 2019)



CALAVERAS PUBLIC UTILITY DISTRICT

January 15, 2019

Regular Meeting

7:00 P.M.

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

MEMBERS ABSENT: None

STAFF PRESENT: Donna Leatherman, District Manager
Kate Jesus, Administrative Account Assistant
Bret Beaudreau, Water System Superintendent

OTHERS PRESENT: None

1. ROLL CALL AND PLEDGE OF ALLEGIANCE: The regular meeting was called to order by Director Overmier at 7:00pm. Director Lavaroni, Overmier, Dell'Orto, Blood and Claudino were present.

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

3. APPROVAL OF CONSENT CALENDAR:
- a. Minutes for Regular Meeting of December 11, 2018
 - b. Directors Report for December 2018
 - c. Monthly Maintenance Report for December 2018

A motion was made by Director Dell'Orto, seconded by Director Claudino to approve the Consent Calendar as mailed. Motion carried 5-0.

4. FINANCIAL BUSINESS:

- a. Approval of Claim Summary #723: Director Blood inquired about several payment; the Manager clarified. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to approve the Claim Summary #723 in the amount of \$253,436.38 as presented. Motion carried 5-0.
- b. Approval of Financial Statement June 30, 2018: Director Overmier requested this item be tabled for further review and acceptance at the February Board meeting.
- c. Review: Updates to Fees and Charges as of January 1, 2019: The Board reviewed the updated Charges and Fee schedule for January 1, 2019.

* It was requested to move agenda item #9 for discussion.

5. REVIEW/APPROVE: DEBT MANAGEMENT POLICY: The Board was presented with a draft of the Debt Management Policy to be reviewed and presented for final acceptance at the February Board meeting. The District does not have a Debt Management Policy in place. The policy would allow guidance for the District Board and Staff and be used as a tool for future debt. It is also a requirement for the State Water Resources Control Board (SWRCB) State Revolving Fund (SRF) application process.

6. RESOLUTION 2019-1: RESOLUTION DECLARING SURPLUS PROPERTY: The Board reviewed the resolution including 'Exhibit A' showing a detailed list of surplus items. Director Blood inquired about the process. The Manager clarified it would be done by a sealed bid process according to District policy. A motion was made by Director Lavaroni, seconded by Director Claudino to approve

Resolution 2019-1: Resolution Declaring Surplus Property. Directors Lavaroni, Dell'Orto, Overmier, Blood and Claudino voted yes. Motion carried 5-0.

7. DISCUSSION: PROPOSED RATE INCREASE NEXT STEPS:

a. Ad Hoc Committee Report (Directors Overmier & Blood): Director Overmier reported on the progress of the committee report and a draft rate study. An outline for the last Ad Hoc meeting was presented for review and discussion. The next Ad Hoc meeting will be on January 29, 2019 where Director Blood and Director Overmier will present a draft of the committee report for review. Final discussion on updated rates and next steps and public outreach meetings will be discussed.

8. STATE WATER RESOURCES CONTROL BOARD (SWRCB) DRINKING WATER STATE REVOLVING FUND (SRF) APPLICATION/FINANCIAL PACKAGE REQUIREMENTS:

a. Resolution 2019-2: Pledged Revenues and Fund(s): The Manager reviewed the purpose of the resolution with the Board. There was discussion regarding the SRF loan application process. Director Blood expressed concern regarding the project being funded by a loan and the possibility of revising the resolution to include a larger scope of Water Treatment Plant projects. A motion was made by Director Lavaroni, seconded by Director Claudino to approve Resolution 2019-2: Pledged Revenues and Fund(s) as presented. Directors Lavaroni, Dell'Orto, Overmier and Claudino voted yes. Director Blood abstained. Motion carried 4-1. The Manager will look into revising project.

b. Resolution 2019-3: Reimbursement Resolution: The Manager reviewed the purpose of the resolution with the Board. The Board discussed the principal amount of the Project Funds related to the SCADA project resolution. Director Blood again was concerned with the District cost toward the project and emphasized to seek a revised project scope to allocate funds to other Water Treatment Plant improvements, including tank rehabilitation and recycled backwash projects that should be prioritized. A motion was made by Director Lavaroni, seconded by Director Dell'Orto to approve Resolution 2019-3: Reimbursement Resolution as presented. Directors Lavaroni, Dell'Orto, Overmier and Claudino voted yes. Director Blood abstained. Motion carried 4-1.

The Manager will continue to work with the District Engineer on the application package and update the Board at the next regular Board meeting.

9. SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) PROJECT REPORT: A memorandum from the District Engineer was presented to the Board for review which explained the immediate need for the consideration to move forward with the Phase 1 of the SCADA project. Bret Beaudreau presented the Board with a project outline for review and gave a detailed description of the project. The Board discussed the urgency of the project and the District's options. Director Blood expressed his opinion regarding the presentation of the memo and concerns with the project funding. Directors were reminded that the funding for the project was to apply for a grant through the State Revolving Fund (SRF). District Staff feels that urgency is required as the SRF application process is time consuming and Phase 1 can put the District and Staff in a more reliable condition. As recommended, funds from the current fiscal year 2018/19 capital improvement budget should be considered. A motion was made by Director Lavaroni, seconded by Director Claudino to accept the implementation of the SCADA system project Phase 1 as recommended in the memo from Weber, Ghio, and Associated using current reserves. Directors Lavaroni, Dell'Orto, Overmier and Claudino voted yes. Director Blood voted no. Motion carried 4-1.

10. MONTHLY WATER USAGE REPORT:

a. Water and Rainfall Report: The water usage and rainfall figures for the month of December 2018 were presented for review and discussion. Rainfall for December was recorded as 3.92 inches and a total of 12.22 inches for the season.

11. MANAGERS COMMENTS:

a. Monthly Report: The Manager reviewed the current projects being worked on by staff. The Board discussed the water treated figures in comparison with the water sold figures.

12. DIRECTORS COMMENTS:

a. Individual Comments: None.

b. Annual Committee/Organization Appointments: The Manager reviewed the Board of Directors Handbook regarding the annual Organizational Meeting. After discussion, the Board appointments were established by Directors to the following Committees:

- Engineering Committee – Director Blood and Director Overmier
- Finance & Budget Committee – Director Overmier and Director Claudino
- Water Operations Committee – Director Blood and Director Dell’Orto
- Personnel Committee – Director Lavaroni and Director Claudino

Committee assignment schedules will follow.

c. Annual Form 700 and Required Training (Due April 2, 2019): The Secretary informed the Board of the Annual Form 700 deadline. Board also reviewed the options for the required AB 1234 and AB 1825 training and was provided details. Follow-up information would be emailed to the Board.

d. Other Training Opportunities: Upcoming training opportunities from ACWA/JPIA and CSDA were presented to the Board.

13. CLOSED SESSION

a. Conference with Legal Counsel – Anticipated Litigation Government Code § 54956.9(d)(3)
Negotiating Parties: Donna Leatherman and Chris Williams

None.

14. ADJOURNMENT (Next meeting February 12, 2019): As there was no further business to come before the Board, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Kate Jesus, Administrative Account Assistant

Directors Report

Calaveras P.U.D.

Water Sold This Month

13,980,372 Gallons

	Amount (\$)	# Of Accounts
Total Water	107,257.55	1,891
Total Late Charge	1,590.00	53
Total Adjustments	-122.75	8
Total New Acct Fee	175.00	5
Total Service Call Out	175.00	5
Total Materials	16.00	1
Total Current Charges	109,090.80	1,895
Amount Past Due 1-30 Days	9,933.90	155
Amount Past Due 31-60 Days	4,934.87	6
Amount Past Due Over 60 Days	1,129.69	5
Amount Of Overpayments/Prepayments	-25,180.26	381
Total Receivables	99,909.00	1,798
Total Receipts On Account	110,174.67	1,676
Net Change in Memberships	0.00	0
Amount of All Memberships	0.00	
Turned Off Accounts (Amount Owed)	5,681.92	166
Collection Accounts (Amount Owed)	5,681.92	166
Number Of Unread (Turned On) Meters		2
Average Usage For Active Meters	7,362	1,899
Average Water Charge For Active Meters	56.72	1,891

Usage Groups	Gallons	# Of Accounts	Usage Gallons	% Of Usage	% Of Sales
Over 50,000		27	4,177,830	29.88	14.08
40,001-50,000		9	410,452	2.94	1.76
30,001-40,000		19	671,427	4.80	2.24
20,001-30,000		33	780,388	5.58	2.94
10,001-20,000		150	1,978,091	14.15	10.92
8,001-10,000		106	946,774	6.77	5.03
6,001-8,000		175	1,207,566	8.64	7.48
4,001-6,000		379	1,868,680	13.37	15.45
2,001-4,000		507	1,509,228	10.80	20.82
1-2,000		438	429,935	3.08	17.07
Zero Usage		56	0	0.00	2.19
Total Meters		1,899	13,980,371	100.00	100.00

Monthly Maintenance Report

January 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 20,141,357 gallons	
	Monthly Emergency Generator check	Complete
	Vegetation clearing and fire clearance(Cal Fire)	Ongoing
	Annual compressor maintenance and oil change	Complete
Warehouse Shop		
South Fork Pump Station	Weekly routine operation check	Complete
	Pump and motor rebuild install	In Progress
	Clean up landslide and repair gravel road	Complete
Schaads Reservoir	Weekly checks - routine operations	Complete
	Drive shaft install for large unit	Complete
	Monthly meter reading at Schaads irrigation line	Complete
Glencoe Pump station	Weekly checks - routine monitoring	Complete
	Monthly Emergency Generator check	Complete
	Annual compressor maintenance	Complete
Ponderosa PRV Hydro	Weekly checks - routine monitoring	Complete
	Replace pressure switch	Pending
	Annual turbine maintenance	Complete
	Copper line repair and valve maintenance	Complete
MCV PRV Hydro	Weekly checks - routine monitoring	Complete
	Annual turbine maintenance	Complete
Garamendi's PRV Hydro	Weekly checks - routine monitoring	Complete
	Annual turbine maintenance	Complete
San Andreas Distribution	Routine operations, sampling	Complete
	316 Sunset St. 1" nipple repair	Complete
	Valve exercise and flushing	In Progress
Moke Hill Distribution	Routine operations, sampling	Complete
	8249 Campo Seco Turnpike 2" blow off repair	Complete
	8220 Main St. 1" service line repair (Calaveras County)-two separate times	Complete
	Valve exercise and flushing	In Progress
Glencoe Distribution	Routine operations	Complete
Paloma Distribution	Routine operations, sampling	Complete
	Replace drain screen on Paloma tank	Complete
Rail Road Flat Distribution	Routine operations, sampling	Complete
	Annual pump motor maintenance	Complete
Safety	How to Conduct a Safety Tailboard, Climbing Elevated Task: The Height of Safety, Understanding Safety Data Sheets, Powerful Protection From PPE	Complete
Training	Safety for Field Personnel, Ergonomics and Back Injury Prevention, and Ladder Safety and Personal Protective Equipment	Complete

Monthly Maintenance Report

January 2019

Spray Program	Assemble spray rig	Complete
	Spray at the cemetery	Complete
	Spray at Hydro #1 (Ponderosa) and #2 (Main Control Valve)	Complete
Vehicle Maintenance	Spark plugs, boots, fuel filter, and coil replacement on 2002 F-350 Ford	Complete
	New tires for 2009 Toyota Tacoma	Complete
	Repair bed-up light on 2005 International Dump Truck	Complete
	B.I.T. Inspection on 2005 International Dump Truck and Trail Max Trailer	Complete
Other Maintenance	20 USA tags completed	Complete
	47 Customer service/work orders	Ongoing
	Water tank inspections	Ongoing
	Monthly meter reading	Complete
	District wide fire extinguisher inspection	Complete
	Small equipment maintenance	Complete
	Quarterly tank inspections and maintenance	Complete
	Fill station inspections and maintenance	Complete
Information	Updating MSDS to new SDS for chemicals	Ongoing
	Develop tank inspection-JHA	In Progress
	District SOP review	Ongoing

-
-

CALAVERAS PUBLIC UTILITY DISTRICT

CLAIM SUMMARY # 724

DATE: January 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	\$67,359.77
Payroll Submitted	\$42,204.73
P/R Tax Deposits	\$20,172.37
Sub-total	\$129,736.87

Net Additions	
Net Deductions	
Claim Summary Approved for	\$129,736.87



Admin Acct Assistant, Calaveras Public Utility District

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

	<u>Jan 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	144,036.60
Other Current Assets	4,533,201.50
Total Current Assets	<u>4,677,238.10</u>
Fixed Assets	
Other Assets	8,193,122.17
	613,417.05
TOTAL ASSETS	<u><u>13483777.32</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	195,598.56
Other Current Liabiliti...	1,225,178.17
Total Current Liabilities	<u>1,420,776.73</u>
Long Term Liabilities	
	108,484.17
Total Liabilities	<u>1,529,260.90</u>
Equity	11954516.42
TOTAL LIABILITIES & EQU...	<u><u>13483777.32</u></u>

Calaveras Public Utility District Bill Payments for All Vendors January 2019

Name	Num	Date	Amount	Description
A-1 Sharpening	21372	01/31/2019	116.09	Materials & Supplies
ACWA-Health	21362	01/29/2019	1,296.58	Materials & Supplies
ACWA-Health	21373	01/31/2019	1,296.58	Dental & vision insurance
Al's Tire Service	21374	01/31/2019	745.98	Vehicle maintenance
Alpha Analytical Labs, Inc.	21375	01/31/2019	300.00	Water samples
American Fidelity Assurance	21363	01/29/2019	256.90	Cafeteria Plan
American Fidelity Assurance Co.(Flex)	21351	01/17/2019	283.32	Cafeteria Plan
American Fidelity Assurance Co.(Flex)	21376	01/31/2019	423.75	Cafeteria Plan
AT & T	21377	01/31/2019	519.29	Utilities
AT & T	21364	01/29/2019	200.48	Utilities
Blood, Richard	21378	01/31/2019	103.00	Director compensation
Brawner Automotive Repair	21379	01/31/2019	729.82	Vehicle maintenance
Buy & Sell Press	21380	01/31/2019	47.40	Surplus advertisement
Cal PERS	EFT	01/04/2019	12,632.15	Health insurance
Calaveras Auto Supply	21381	01/31/2019	199.17	Vehicle maintenance
Calaveras County Clerk/Recorder's Office	21352	01/17/2019	48.00	Lien release
Calaveras Enterprise	21382	01/31/2019	60.16	Surplus advertisement
Carbon Copy Inc.	21383	01/31/2019	136.07	Printer/Copier contract
Care Free Lawns	21384	01/31/2019	150.00	Landscaping contract
Claudino, Bill	21385	01/31/2019	25.00	Director compensation
Comcast	21365	01/29/2019	350.90	Utilities
Computer Firemen	21386	01/31/2019	680.00	New computer installation & IT services
De Lage Landen Financial Services Inc.	21366	01/29/2019	87.85	Printer/Copier contract
Dell'Orto, J.W.	21387	01/31/2019	34.00	Director compensation
Flexim Americas Corporation	21388	01/31/2019	11,906.04	Portable flow meter
Graeling Resources	21305	01/08/2019	1,670.00	Tempory meter deposit reimbursement
Grainger	21389	01/31/2019	261.33	Materials & Supplies
Henwood Associates, Inc.	21390	01/31/2019	1,760.56	Hydro maintenance
Hobgood's Cleaning Service	21391	01/31/2019	160.00	Office housekeeping contact
Hodge Products, Inc.	21392	01/31/2019	363.08	Materials & Supplies
Hunt & Sons Inc.	21353	01/17/2019	926.75	Fuel
Hunt & Sons Inc.	21367	01/29/2019	85.05	Fuel
Hunt & Sons Inc.	21393	01/31/2019	757.43	Fuel
Interstate Truck Center	21394	01/31/2019	414.22	Vehicle maintenance
Kelly M. Duke	21350	01/10/2019	747.32	Payroll
Kelly M. Duke	21360	01/16/2019	259.46	Payroll
Lavaroni, John	21395	01/31/2019	25.00	Director compensation
Lehigh Hanson	21396	01/31/2019	107.68	Materials & Supplies
Mead and Hunt, Inc.	21397	01/31/2019	2,648.50	Eng. (Jeff Davis EAP)
Motherlode Answering Service	21398	01/31/2019	266.88	Answering Service contact
Overmier, Clifford	21399	01/31/2019	50.00	Director compensation
Pace Supply	21400	01/31/2019	1,013.51	Materials & Supplies
Pacific Gas & Electric	21354	01/17/2019	656.98	Utilities
Pacific Gas & Electric	21368	01/29/2019	62.23	Utilities

Calaveras Public Utility District Bill Payments for All Vendors January 2019

Name	Num	Date	Amount	Description
Pacific Gas & Electric	21401	01/31/2019	218.73	Utilities
PAPA	21359	01/23/2019	80.00	Materials & Supplies
Postmaster	21402	01/31/2019	700.00	Postage
Process Solutions, Inc.	21403	01/31/2019	94.82	Treatment Plant supplies
Progressive Print Solutions	21404	01/31/2019	74.35	Office materials & supplies
Public Employees Retirement System	EFT	01/04/2019	9,713.75	Retirement
Rovera, Wyatt	21361	01/29/2019	200.00	Boot reimbursement
Safe T Lite	21405	01/31/2019	21.50	Materials & Supplies
San Andreas Sanitary District	21406	01/31/2019	380.68	Utilities
Sender's Market Inc.	21407	01/31/2019	560.95	Materials & Supplies
Signal Service	21369	01/29/2019	84.00	Alarm contract
Staples Credit Plan	21408	01/31/2019	546.35	Office materials & supplies
TD Ameritrade Trust Company	21355	01/17/2019	500.00	457 Plan
TD Ameritrade Trust Company	21370	01/29/2019	500.00	457 Plan
Treat's General Store	21409	01/31/2019	337.22	Materials & Supplies
USA Blue Book	21410	01/31/2019	854.26	Materials & Supplies
VALIC	21356	01/17/2019	75.00	457 Plan
VALIC	21371	01/29/2019	75.00	457 Plan
Verizon Wireless	21411	01/31/2019	169.37	Utilities
Volcano Telephone	21412	01/31/2019	518.37	Utilities
Weber, Ghio & Associates	21413	01/31/2019	5,346.09	Eng. (Rate Study, Salt storage building, Court St, Cemetary property location, SCADA)
Wells Fargo Bank	21357	01/17/2019	474.71	Materials & Supplies
Wells Fargo Bank (BB/KJ)	21358	01/17/2019	513.96	Materials & Supplies
Wilbur-Ellis	21414	01/31/2019	456.15	Materials & Supplies
			67,359.77	

PAYROLL JOURNAL

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			WITHHOLDINGS			DEDUCTIONS			NET PAY ALLOCATIONS		
	DESCRIPTION	RATE	HOURS	EARNINGS	REIMB & OTHER PAYMENTS							
**** 10 MAINTENANCE Cunningham, John L 1	Salary			2,365.76			Social Security	151.18	457 EE Pretax	100.00	Direct Deposit # 20577	
	CPUD Ins			72.65			Medicare	35.36			Check Amt	0.00
	Sick		M8:00				Fed Income Tax	163.44			Chkg 0017	1,933.08
		EMPLOYEE TOTAL		8.00	2,438.41			CA Income Tax	30.97			
							CA Disability	24.38				
Moe, James G 8	Salary			2,290.00			Social Security	154.27		100.00	Net Pay	1,933.08
	Overtime	39.6300	4:50	178.34			Medicare	36.08			Direct Deposit # 20578	
	CPUD Ins			19.91			Fed Income Tax	243.42			Check Amt	0.00
	Sick		M8:00				CA Income Tax	76.45			Chkg 5056	1,953.15
		EMPLOYEE TOTAL	12.50	2,488.25			CA Disability	24.88				
Roberts, Mathew A 10	Salary			2,174.87			Social Security	155.84	457 EE Pretax	50.00	Direct Deposit # 20579	
	Overtime	37.6350	9:00	338.72			Medicare	36.45	Health Ins Pst ta	158.72	Check Amt	0.00
	Sick		M11:00				Fed Income Tax	39.69			Chkg 3506	1,988.24
		EMPLOYEE TOTAL		20.00	2,513.59			CA Income Tax	59.51			
							CA Disability	25.14			Net Pay	1,953.15
Rovera, Wyatt N 13	Salary			1,971.57			Social Security	151.79	Retirement	119.05	Direct Deposit # 20580	
	Overtime	34.1250	0:50	17.06			Medicare	35.50			Check Amt	0.00
	CPUD Ins			459.58			Fed Income Tax	266.52			Chkg 9965	1,758.17
		EMPLOYEE TOTAL		0.50	2,448.21			CA Income Tax	92.70			
							CA Disability	24.48			Net Pay	1,758.17
**** 20 MANAGER Leatherman, Donna M 7	Salary			4,708.21			Social Security	310.59	457 EE Pretax	250.00	Direct Deposit # 20581	
	CPUD Ins			301.27			Medicare	72.84			Check Amt	0.00
	Sick		M14:00				Fed Income Tax	868.55			Chkg 2134	1,000.00
		EMPLOYEE TOTAL		14.00	5,009.48			CA Income Tax	361.84			Chkg 8258
							CA Disability	50.09			Net Pay	3,094.77
**** 30 METERS Duke, Kelly 9	Hourly	26.4000	16:00	422.40			Social Security	26.19			Readychex # 193980090	
							Medicare	6.12			Check Amt	259.46
							Fed Income Tax	76.41				
		EMPLOYEE TOTAL		16.00	422.40			CA Income Tax	50.00			
							CA Disability	4.22			Net Pay	259.46

PAYROLL JOURNAL

0085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS		
	DESCRIPTION	RATE	HOURS	EARNINGS				REIMB & OTHER PAYMENTS	
**** 40 SECRETARY Bear, Carissa C 12	Salary			1,337.21		Social Security	127.01	79.40	Direct Deposit # 20582
	CPUD Ins			711.32		Medicare	29.70		Check Amt
	Sick		M3:00			Fed Income Tax	161.13		Chkg 6990
						CA Income Tax	66.07		Savg 3547
	EMPLOYEE TOTAL		3.00	2,048.53		CA Disability	20.49	79.40	Net Pay
**** 50 WATER TREATMENT Estrada, Andrew 2	Salary			2,720.41		Social Security	231.82	25.00	Direct Deposit # 20583
	Overtime	47.0850	13:00	612.11		Medicare	54.22		Check Amt
	CPUD Ins			406.45		Fed Income Tax	610.62		Chkg 4990
	Vacation		M2:00			CA Income Tax	235.30		
	EMPLOYEE TOTAL		15.00	3,738.97		CA Disability	37.39	25.00	Net Pay
**** 60 EXTRA CLERICAL Jesus, Kate E 5	Salary			1,724.77		Social Security	117.20	50.00	Direct Deposit # 20584
	Overtime	29.8500	4:00	119.40		Medicare	27.41		Check Amt
	CPUD Ins			46.10		Fed Income Tax	133.23		Chkg 0650
	Sick		M1:00			CA Income Tax	26.34		
	EMPLOYEE TOTAL		5.00	1,890.27		CA Disability	18.90	153.63	Net Pay
**** 70 SUPERINTENDENT Beaudreau, Bret A 11	Salary			4,502.53		Social Security	326.18	100.00	Direct Deposit # 20585
	CPUD Ins			758.49		Medicare	76.28		Check Amt
						Fed Income Tax	682.13		Chkg 0608
						CA Income Tax	292.88		
	EMPLOYEE TOTAL		3.00	5,261.02		CA Disability	52.61	100.00	Net Pay
COMPANY TOTALS 10 Person(s) 10 Transaction(s)	Hourly		16.00	422.40		Social Security	1,752.07	575.00	Check Amt
	Salary			23,795.33		Medicare	408.76	158.72	Dir Dep
	Overtime		31.00	1,265.63		Fed Income Tax	3,246.14	302.08	
	CPUD Ins		45.00	2,775.77		CA Income Tax	1,292.06		
	Sick		2.00			CA Disability	282.58		
	Vacation		94.00	28,259.13				1,035.80	Net Pay
	COMPANY TOTAL		94.00	28,259.13			6,982.61	1,035.80	Net Pay

PAYROLL JOURNAL

Payrolls by Paychex, Inc.

40004 (R-9)

085 A850-4915 Calaveras Public Utility District

EMPLOYEE NAME	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS			WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS	
	DESCRIPTION	RATE	HOURS				EARNINGS
*** 10 MAINTENANCE Junningham, John L	Salary			2,365.76	Social Security	200.01	Direct Deposit # 20586 Check Amt 0.00 Chkg 0017 2,521.22
	Overtime	40.9500	19.00	778.05	Medicare	46.77	
	CPUD Ins			82.10	Fed Income Tax	257.94	
					CA Income Tax	67.71	
	EMPLOYEE TOTAL		19.00	3,225.91	CA Disability	32.26	Net Pay 2,521.22
Joe, James G	Salary			2,381.60	Social Security	169.14	Direct Deposit # 20587 Check Amt 0.00 Chkg 5056 2,132.82
	Overtime	39.6300	8.00	317.04	Medicare	39.56	
	CPUD Ins			29.35	Fed Income Tax	272.19	
					CA Income Tax	87.00	
	EMPLOYEE TOTAL		8.00	2,727.99	CA Disability	27.28	Net Pay 2,132.82
Roberts, Mathew A	Salary			2,174.87	Social Security	134.84	Direct Deposit # 20588 Check Amt 0.00 Chkg 3506 1,721.84
	Sick		00:50		Medicare	31.53	
					Fed Income Tax	5.82	
					CA Income Tax	29.70	
	EMPLOYEE TOTAL		0.50	2,174.87	CA Disability	21.75	Net Pay 1,721.84
lovera, Wyatt N	Salary			2,072.20	Social Security	155.27	Direct Deposit # 20589 Check Amt 0.00 Chkg 9965 1,787.82
	CPUD Ins			432.16	Medicare	36.31	
					Fed Income Tax	277.49	
					CA Income Tax	97.08	
	EMPLOYEE TOTAL		0.50	2,504.36	CA Disability	25.04	Net Pay 1,787.82
*** 20 MANAGER eatherman, Donna M	Salary			4,708.21	Social Security	314.01	Direct Deposit # 20590 Check Amt 0.00 Chkg 2134 1,000.00 Chkg 8258 2,126.28
	CPUD Ins			356.45	Medicare	73.44	
	Sick		02:00		Fed Income Tax	882.79	
					CA Income Tax	367.49	
	EMPLOYEE TOTAL		2.00	5,064.66	CA Disability	50.65	Net Pay 3,126.28
*** 30 METERS uke, Kelly	Hourly	26.4000	88.00	2,323.20	Social Security	144.04	Readychex # 193980009 f Check Amt 1,622.69
					Medicare	33.69	
					Fed Income Tax	353.71	
					CA Income Tax	145.84	
	EMPLOYEE TOTAL		88.00	2,323.20	CA Disability	23.23	Net Pay 1,622.69

085 A850-4915 Calaveras Public Utility District
Run Date 01/28/19 05:37 PM

Period Start - End Date 01/16/19 - 01/31/19
Check Date 01/31/19

Payroll Journal
Page 1 of 3
PYRJRN

PAYROLL JOURNAL

EMPLOYEE NAME ID	HOURS, EARNINGS, REIMBURSEMENTS & OTHER PAYMENTS				WITHHOLDINGS	DEDUCTIONS	NET PAY ALLOCATIONS
	DESCRIPTION	RATE	HOURS	EARNINGS REIMB & OTHER PAYMENTS			
**** 40 SECRETARY Bear, Carissa C 12	Salary			1,337:21	Social Security	Retirement	Direct Deposit # 20591
	CPUD Ins		M7:00	875:17	Medicare		Check Amt 0.00
	Sick				Fed Income Tax		Chkg 6990 1,481.72
					CA Income Tax		Savg 3547 200.00
	EMPLOYEE TOTAL		7:00	2,212:38	CA Disability		Net Pay 1,681.72
**** 50 WATER TREATMENT Strada, Andrew	Salary			2,720:41	Social Security	457 EE Pretax	Direct Deposit # 20592
	Overtime	47:0850	1:00	47:09	Medicare		Check Amt 0.00
	CPUD Ins		M8:00	461:34	Fed Income Tax		Chkg 4990 2,244.00
	Vacation				CA Income Tax		
	EMPLOYEE TOTAL		9:00	3,228:84	CA Disability		Net Pay 2,244.00
**** 60 EXTRA CLERICAL Jesus, Kate E	Salary			1,724:77	Social Security	457 EE Pretax	Direct Deposit # 20593
	CPUD Ins		M10:50	55:53	Medicare	Retirement	Check Amt 0.00
	Sick				Fed Income Tax		Chkg 0650 1,328.73
		EMPLOYEE TOTAL		10:50	1,780:30	CA Income Tax	
**** 70 SUPERINTENDENT Jeaudeau, Bret A 1	Salary			4,502:53	Social Security	457 EE Pretax	Direct Deposit # 20594
	CPUD Ins		M0:50	870:08	Medicare		Check Amt 0.00
	Sick				Fed Income Tax		Chkg 0608 3,796.89
		EMPLOYEE TOTAL		0:50	5,372:61	CA Income Tax	
COMPANY TOTALS 0 Person(s) 0 Transaction(s)	Hourly		88:00	2,323:20	Social Security	457 EE Pretax	Check Amt 1,622.69
	Salary			23,987:56	Medicare	Health Ins Pst ta	Dir Dep 20,341.32
	Overtime		28:00	1,142:18	Fed Income Tax	Retirement	
	CPUD Ins		20:50	3,162:18	CA Income Tax		
	Sick		8:00		CA Disability		
	Vacation		144:50	30,615:12			Net Pay 21,964.01
	COMPANY TOTAL			7,588:34			

INVESTMENT RECAP
as of December 31, 2018

Investments	9/30/2018	Interest Paid	Transfers	Ending Balance	Rate
LAIF	3,392,328.03	19,056.87	100,000.00	3,311,384.90	2.40
EI Dorado Savings CD #1	284,502.34	542.29		285,044.63	2.08
EI Dorado Savings CD #2	274,136.36	788.46		274,924.82	1.14
	3,950,966.73	20,387.62		3,871,354.35	

UBS Financial CD (x5)	732,542.25	10,120.30	Interest Pending	Annual Fee
			1,733.65	
Total interest paid	10,120.30	744,396.20		Balance as of 9/30/18

UBS Financial CD's (x5)	726,193.30	11,908.29	4,953.00	175.00
Total interest paid		1,787.99	732,759.29	Balance as of 12/31/18
Total Investments			4,604,113.64	

We have had no maturities and purchases this past quarter, so Calaveras Public Utilities District's investment account with UBS still consists of five securities: \$200,000 Ally Bank FDIC insured CD with a maturity of 3/01/21 and an interest rate of 2.50%, 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 fourth quarter of 2018 interest paid for Comenity Bank CD was \$589.11

In the fourth quarter of 2018 interest paid for Ally Bank was \$1,196.71

In the fourth quarter of 2018 interest paid for Sallie Mae Bank was \$0

In the fourth quarter of 2018 interest paid for Goldman Sachs Bank CD was \$0

In the fourth quarter of 2018 interest paid for Goldman Sachs Bank CD was \$0

In the fourth quarter of 2018 money market interest paid was \$2.17

In the fourth quarter of 2018 charge for annual account maintenance fee was \$175

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 October 1, 2018, the total account value was \$744,396.20. This is the sum of \$732,542.25 value of our five CDs, plus \$10,120.30 interest paid into the account and not yet sent to the district, plus \$1,733.65 accrued interest and not yet paid into the account.

On January 1, 2019, the total account value was \$732,759.29. this is the sum of \$726,193.30 value of our five CDs, plus \$1,787.99 interest paid into the account and not yet sent to the district, plus \$4,953.00 accrued interest and not yet paid into the account, minus \$175.00 account maintenance fee. During the quarter we sent interest checks of \$7,929.61 and \$2,190.69, so had we not sent the checks the end of year value would have been \$742,879.59.



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name CALAVERAS PUBLIC UTILITY DIST
Account Number 85-05-001

As of 01/15/2019, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 12/31/2018.

Earnings Ratio		.00006573663340150
Interest Rate		2.40%
Dollar Day Total	\$	310,380,614.62
Quarter End Principal Balance	\$	3,311,384.90
Quarterly Interest Earned	\$	20,403.38

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

www.treasurer.ca.gov/pmia-laif/laif.asp
January 22, 2019

CALAVERAS PUBLIC UTILITY DISTRICT

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

PMIA Average Monthly Yields

Account Number:
85-05-001

Tran Type Definitions

December 2018 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	3,311,384.90
Total Withdrawal:	0.00	Ending Balance:	3,311,384.90

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

www.treasurer.ca.gov/pmia-laif/laif.asp
January 22, 2019

CALAVERAS PUBLIC UTILITY DISTRICT

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

PMIA Average Monthly Yields

Account Number:
85-05-001

Tran Type Definitions

November 2018 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
11/30/2018	11/30/2018	RW	1591104	DONNA LEATHERMAN	-100,000.00

Account Summary

Total Deposit:	0.00	Beginning Balance:	3,411,384.90
Total Withdrawal:	-100,000.00	Ending Balance:	3,311,384.90

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

www.treasurer.ca.gov/pmia-laif/laif.asp
January 22, 2019

CALAVERAS PUBLIC UTILITY DISTRICT

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

PMIA Average Monthly Yields

Account Number:
85-05-001

Tran Type Definitions

October 2018 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Authorized Caller	Amount
10/15/2018	10/12/2018	QRD	1585953	SYSTEM	19,056.87

Account Summary

Total Deposit:	19,056.87	Beginning Balance:	3,392,328.03
Total Withdrawal:	0.00	Ending Balance:	3,411,384.90



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

Last statement: September 30, 2018
 This statement: December 30, 2018
 Total days in statement period: 91

Page 1 of 1
 0003701101
 (0)

Direct inquiries to:
 1-800-874-9779

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

THANK YOU FOR BANKING WITH US!

Certificate Of Deposit

Account number	0003701101
Total principal	\$277,407.06
Total current balance	\$285,044.83
Total interest year to date	\$2,958.67

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance
09-30	Beginning balance			\$284,502.34
10-31	Interest Credit	275.48		284,777.80
11-30	Interest Credit	266.83		285,044.63
12-30	Ending totals	542.29	.00	\$285,044.63

Thank you for banking with El Dorado Savings Bank



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

Last statement: September 30, 2018
 This statement: December 31, 2018
 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 95867

THANK YOU FOR BANKING WITH US!

Certificate Of Deposit

Account number	0003701144
Total principal	\$289,335.04
Total current balance	\$274,924.82
Total interest year to date	\$3,114.88

DAILY ACTIVITY

Date	Description	Additions	Subtractions	Balance
09-30	Beginning balance			\$274,136.36
10-31	Interest Credit	285.42		274,401.78
11-30	Interest Credit	257.11		274,658.89
12-31	Interest Credit	265.93		274,924.82
12-31	Ending totals	788.46	.00	\$274,924.82

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



Business Services Account

October 2018

APZ3001595049 1018 EM 0

RECEIVED NOV 5 2018

0002486 02 AB 0:405 02 TR 00010 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

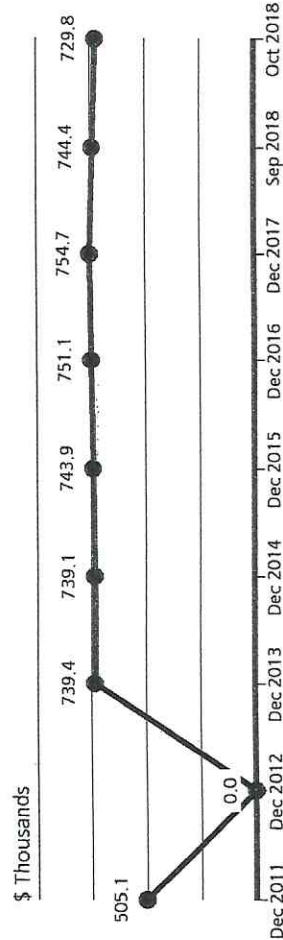
- ▶ Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

Value of your account

	on September 28 (\$)	on October 31 (\$)
Your assets	744,396.20	729,824.84
Your liabilities	0.00	0.00
Value of your account	\$744,396.20	\$729,824.84
Accrued interest in value above	\$1,733.65	\$3,096.28

As a service to you, your portfolio value of \$729,824.84 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2018

Value of your account at year end 2017	\$754,744.24
Net deposits and withdrawals	-\$23,236.96
Your investment return:	
Dividend and interest income	\$14,069.70
Change in value of accrued interest	\$775.96
Change in market value	-\$16,528.10
Value of your account on Oct 31, 2018	\$729,824.84





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

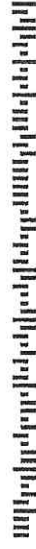
APZ3001581711 1118 EM 0

Business Services Account

November 2018

RECEIVED DEC 10 2018

0006780 02 AB 0.405 02 TR 00027 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

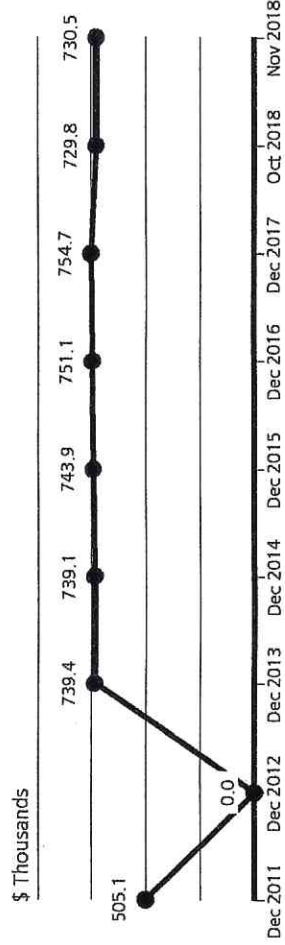
- ▶ Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

Value of your account

	on October 31 (\$)	on November 30 (\$)
Your assets	729,824.84	730,541.20
Your liabilities	0.00	0.00
Value of your account	\$729,824.84	\$730,541.20
Accrued interest in value above	\$3,096.28	\$4,286.00

As a service to you, your portfolio value of \$730,541.20 includes accrued interest.

Tracking the value of your account



Sources of your account growth during 2018

Value of your account at year end 2017	\$754,744.24
Net deposits and withdrawals	-\$23,236.96
Your investment return:	
Dividend and interest income	\$14,477.39
Change in value of accrued interest	\$1,965.68
Change in market value	-\$17,409.15
Value of your account on Nov 30, 2018	\$730,541.20





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

APZ3001546867 1218 X12 EM 0

Business Services Account

December 2018

0001036 02 AB 0.405 02 TR 00005 B301B041 110000 edg
CALAVERAS PUBLIC UTILITY DIST.
ATTN: DONNA LEATHERMAN
P O BOX 666
SAN ANDREAS CA 95249-0666



RECEIVED JAN - 6 2019

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

Account number: EM 16958 70

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

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

Visit our website:
www.ubs.com/financialservices

Items for your attention

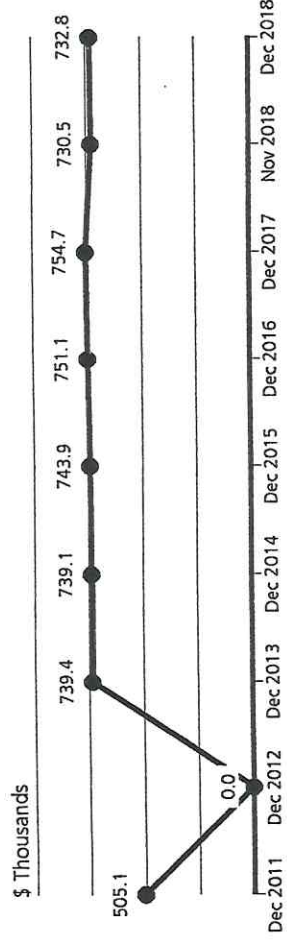
- ▶ Help protect yourself from fraud and review bank, credit card, and brokerage statements regularly. Also, get your free credit report annually from www.annualcreditreport.com.

As a service to you, your portfolio value of \$732,759.29 includes accrued interest.

Value of your account

	on November 30 (\$)	on December 31 (\$)
Your assets	730,541.20	732,759.29
Your liabilities	0.00	0.00
Value of your account	\$730,541.20	\$732,759.29
Accrued interest in value above	\$4,286.00	\$4,953.00

Tracking the value of your account



Sources of your account growth during 2018

Value of your account at year end 2017	\$754,744.24
Net deposits and withdrawals	-\$23,411.96
Your investment return:	
Dividend and interest income	\$15,461.33
Change in value of accrued interest	\$2,632.68
Change in market value	-\$16,667.00
Value of your account on Dec 31, 2018	\$732,759.29



**2nd Quarter Budget Report
RECAP
July 2018 - Dec 2018**

REVENUE	Budget	Jul - Dec	+/- of Budget	% of Budget
OPERATING INCOME				
WATER SALES	2,291,000	837,101	1,453,899	37%
Water Sales - Bulk Water Program	15,000	8,133	6,867	54%
FEES	10,000	2,250	7,750	23%
OTHER OPERATING INCOME	16,000	24,924	-8,924	156%
OPERATING INCOME SUB-TOTAL	2,332,000	872,408	1,459,592	37%
NON-OPERATING INCOME				
HYDRO REVENUE	80,000	55,067	24,933	69%
TAXES (M&O)	109,000	6,500	102,500	6%
INTEREST	25,000	57,255	-32,255	229%
CELL TOWER LEASES	17,900	37,661	-19,761	210%
MHSD REVENUE	10,200	5,000	5,200	49%
NON-OPERATING INCOME SUBTOTAL	242,100	161,483	80,617	67%
TOTAL OPERATING REVENUE	2,574,100	1,033,891	1,540,209	40%
OTHER INCOME				
RESERVES - CAPITAL OUTLAY	370,000	300,000	70,000	81%
TOTAL REVENUE	2,944,100	1,333,891	1,610,209	45%
EXPENSES				
MAINTENANCE & OPERATION	1,169,100	471,382	697,718	40%
ADMINISTRATION & GENERAL	1,005,000	458,998	546,002	46%
CAPITAL OUTLAY	770,000	327,331	442,669	43%
<i>Unforeseen - Schaads Irrigation Repair</i>		52,500		
TOTAL EXPENSES	2,944,100	1,310,211	1,686,389	45%

2nd Quarter Budget Report

INCOME

July 2018 - Dec 2018

INCOME	Budget	Jul - Dec	+/- of Budget	% of Budget
Operating				
4110 · Water Sales-Residential	1,878,440	662,187	1,216,253	35%
4112 · Water Sales-Commercial	401,100	170,413	230,687	42%
4170 · Water Sales-Agriculture	11,460	4,501	6,959	39%
4180 · Water Sales (Bulk Water Prog.)	15,000	8,133	6,867	54%
4230 · Installation Fees	10,000	2,250	7,750	23%
4970 · Other Income- T&D Proj. Income	5,000	2,000	3,000	40%
4995 · Miscellaneous	5,000	14,972	-9,972	299%
<i>Notary Income</i>		<i>1,305</i>		
<i>Materials Income</i>		<i>561</i>		
<i>Grant Income</i>		<i>13,033</i>		
<i>Misc Refund/Reimbursement</i>		<i>93</i>		
4996 · Work Done for Others	6,000	7,952	-1,952	133%
Operating Sub-total	2,332,000	864,456	1,459,592	37%
Non-Operating				
4200 · Pipeline Hydro Revenue	60,000	55,067	4,933	92%
4210 · Schaads Hydro Revenue	20,000	0	20,000	0%
4240 · Cellular Site Leases	17,900	37,661	-19,761	210%
4923 · Interest from LAIF	25,000	57,255	-32,255	229%
4932 · County Taxes	109,000	6,500	102,500	6%
4975 · MHSD Revenue	10,200	5,000	5,200	49%
Non-Operating Sub-total	242,100	161,483	80,617	67%
Total Operating / Non-Operating Income	2,574,100	1,025,939	1,540,209	40%
Other Income				
Reserves for Capital Outlay	370,000	300,000	70,000	81%
TOTAL INCOME	2,944,100	1,325,939	1,610,209	45%

2nd Quarter Budget Report

EXPENSE

July 2018 - Dec 2018

EXPENSES	Budget	Jul - Dec	+/- of Budget	% of Budget
Operation & Maintenance				
5230 · Utilitites Pumping Power	130,000	8,860	121,140	7%
5231 · Pump Station Supplies	20,000	505	19,495	3%
5320 · Water System Superintendent	109,000	54,430	54,570	50%
5321 · Water Treatment Wages	66,000	35,061	30,939	53%
5322 · Water Treatment Supplies	100,000	28,552	71,448	29%
5323 · Lab Fees	15,000	2,330	12,670	16%
5411 · T & D Spec. Maintenance Labor	285,000	112,897	172,103	40%
5412 · T & D - Overtime Labor	40,000	27,983	12,017	70%
5421 · T & D Maint. Mat. & Supp.	85,000	40,287	44,713	47%
5422 · T & D Contract Services	10,000	1,432	8,568	14%
5424 · T & D Equip. Repair & Oper.	40,000	22,102	17,898	55%
5425 · T & D Equipment Rental	10,000	6,923	3,077	69%
5426 · T & D Fees & Permits	10,000	4,791	5,209	48%
5427 · T & D Taxes	1,100	978	122	89%
5428 · T & D Insurance	55,000	36,661	18,339	67%
5429 · T & D Safety & Education	25,000	8,133	16,867	33%
5430 · T & D Engineering	60,000	59,828	172	100%
5431 · T & D State Dam Fees	55,000	0	55,000	0%
5432 · T & D Misc. Maint. Utilities	23,000	11,542	11,458	50%
5434 · T & D State Fees	15,000	0	15,000	0%
5510 · Meter Wages	15,000	8,089	6,911	54%
O&M Sub-total	1,169,100	471,382	697,718	40%
Administration & General				
	Budget	Jul - Dec	+/- of Budget	% of Budget
5611 · Manager	118,000	60,629	57,371	51%
5612 · Customer Service Rep.	34,000	16,596	17,404	49%
5614 · Admin Account Assistant	44,000	21,759	22,241	49%
5615 · O/T Office	3,000	1309	1,691	44%
5620 · Materials & Supplies	25,000	11,500	13,500	46%
5621 · Office Utilities	12,000	4,128	7,872	34%
5622 · Postage & Box Rent	17,000	5,023	11,977	30%
5623 · Contract Services	30,000	20,236	9,764	67%
5641 · FICA	68,000	29,304	38,696	43%
5642 · Unemployment	2,500	0	2,500	0%
5643 · Medical Insurance	255,000	99,482	155,518	39%
5645 · Retirement-PERS (Admin)	150,000	85,899	64,101	57%
5647 · OPEB - Retirement	110,000	19,438	90,562	18%
5680 · Director's Fees	2,500	1,700	800	68%
5681 · Director's Mileage	1,000	303	697	30%
5682 · Audit & Legal	40,000	30,260	9,740	76%
5683 · Dues, Subscriptions, Fees	37,000	37,607	-607	102%
5684 · Engineering-Admin.	50,000	13,825	36,175	28%
5685 · Election Expense	6,000	0	6,000	0%
Administrantion Sub-total	1,005,000	458,998	546,002	46%
TOTAL EXPENSES	2,174,100	930,380	1,243,720	43%

2nd Quarter Budget Report
CAPITAL OUTLAY
July 2018 - Dec 2018

	Budget	Jul - Dec	Comments
<u>Treatment Plant Improvements</u>			
Waste to Recycle Water	30,000	0	
Filter Surveillance	25,000	0	
So. Fork Pump Station	50,000	350	
Other Improvements (In house)	25,000	0	
Electronic Communication (SCADA)	40,000	4,413	
Salt Storage Building	75,000	1,719	Salt Storage Building
	245,000	6,481	
<u>Pipeline / Schaads Hydros</u>			
Schaads	40,000	52,746	Schaads Road Repair
Pipeline Hydros	60,000		
	100,000	52,746	
<u>Transmission & Distribution</u>			
Vehicle/Equipment Replacement	50,000	0	
Meter / Handheld communications updates	10,000	5,018	
System Evaluation - Leak Detection Program	10,000	0	Flexim Portable Flow Meter
Tree Mortality Program		27,042	Grant project
Tank Inspections		10,175	
Patch Paving Repairs		8,460	Moke Hill and Glencoe area
	70,000	50,695	
<u>Line Replacement / System Improvements</u>			
In house - Line Replacement Projects / System Improvements	80,000	53,756	
		43,463	<i>Pixley meters, Winkler Court</i>
		10,293	<i>Court Street LRP</i>
Outsource Projects - Line Replacement	250,000	153,509	Pixley Ave
	330,000	207,265	
<u>General & Administration</u>			
Office Improvements	20,000	10,143	New Computers
Contingency	5,000	0	
	25,000	10,143	
TOTAL CAPITAL OUTLAY	770,000	327,331	

Schaads Irrigation Line Repair - \$52,500*

*Unforeseen (damage caused by Contractor covered by Insurance Claim)



P.O. Box 251
394 E. St. Charles Street
San Andreas, CA 95249
(209) 754-1824

January 30, 2019

Calaveras Public Utility District
P.O. Box 666
San Andreas, CA 95249

RE Compensation for Engineering Services

In 2015, WGA entered into a professional services contract with the District. (See attached 2015 Rate Schedule.) This rate schedule has been in effect since May 2015.

WGA has strived to control costs in order to provide services in the most cost effective manner. Unfortunately, due to costs beyond our control, expenses have continued to increase significantly during the last four years. In order to retain qualified personnel and provide the level of service required by the District, we hereby request an increase in compensation to the 2018 Rate Schedule (attached). You will find these rates comparable or lower than local professionals providing these services.

We respectfully request the District consider this change in compensation to be effective March 1, 2019.

Should you have questions regarding this request, please contact me at your convenience. Notify me of your Board of Directors meeting date and I will be present for discussion.

A handwritten signature in black ink, appearing to read 'Matt Ospital', is written over a light gray grid background.

Matt Ospital, P.E., President

Attachments

2528.RATE SCHEDULE CHANGE REQUEST-2019

DISTRICT ENGINEER SERVICE AGREEMENT

THIS AGREEMENT (“Agreement”) is entered into this _____ day of _____, 2019, by and between the **Calaveras Public Utility District** (“District”) and **Weber, Ghio & Associates, Inc.** (Matt Ospital) (“Engineer”). The parties hereto agree as follows:

ARTICLE I. SCOPE OF SERVICES

A. Engineer agrees to perform all District services as District Engineer as follows:

1. Public Works Coordination;
2. Subdivision Improvement Plan Checking and Construction Inspection, if required;
3. Provide Environmental and Technical Review for Projects;
4. Prepare Special and Technical Reports;
5. Prepare Plans and Specifications for Public Works Projects;
6. Perform other District Services as Directed by District;

B. Assignment of work shall be by the District Manager. It is anticipated and expected that trips to the District will be kept to a minimum, so that the largest part of work can be performed at Engineer’s office. District agrees to mail, fax, or otherwise transmit assignments to Engineer’s office as much as possible to minimize the necessity for additional travel.

C. The primary contact at the Engineer’s office for the District will be Matt Ospital and all work will be directed by Matt Ospital; however, from time to time services may be provided to District by other employees of Engineer and by outside consultants, provided that such outside consultant has received approval from District.

ARTICLE II. COMPENSATION AND PAYMENT

A. For the performance of its services, Engineer shall be paid by District in the manner and at the times hereinafter specified, for its Recoverable Costs and Fees, as follows:

1. Recoverable Costs. District shall pay Engineer for all reasonable costs and expenses expended by Engineer in the performance of the services. Recoverable costs include costs and expenses for labor, materials, mileage, and other direct costs as set forth below:

i. Labor Costs. All labor shall be paid on an hourly basis in accordance with Exhibit A attached hereto. No changes in labor costs will be allowed without mutual written consent of the parties.

2. Other Direct Costs. Other direct costs incurred by Engineer shall be reimbursed by District as follows:

i. Costs for reproduction of plans, specifications, reports and other data, and for computer service at Engineer's established rates.

ii. All costs associated with outside consultants, subcontracts, or other outside services and facilities that have previously been authorized by District.

iii. Any other costs not described above which are proper charges to a project and have been previously approved by District.

B. Manner of Payment. Engineer shall prepare and submit to District on or before the 15th day of each month a detailed invoice by project or other appropriate designation as determined by the District covering Recoverable Costs incurred during the prior month which shall be reviewed by the District. District shall pay to Engineer the amount approved by the District within fifteen (15) days after approval by the District Board of Directors at its next regular meeting.

C. Estimated Costs. An Engineer's estimate for performance of any specific service shall be provided upon request by the District. Cost estimates shall be based upon Exhibit A and shall be prepared for budget purposes only. Services beyond the total costs set forth in the "Estimated Costs" shall not be undertaken without prior authorization by the District. Engineer shall notify District as soon as possible of anticipated costs overrun.

D. Benefits. Engineer is an independent contractor and not an employee of District and Engineer hereby acknowledges that it will receive no employee related benefits from District. Full compensation for all services shall be as set forth herein and no additional compensation is implied. Engineer shall be responsible for all its employment taxes, assessments, worker's compensation insurance and whatever benefits Engineer pays its employees and agents. District shall not be responsible for withholding state or federal taxes or benefits.

ARTICLE III. ACCOUNTING COSTS

A. During the period of this Agreement, Engineer shall maintain books and accounts of its Recoverable Costs in accordance with generally accepted accounting principles and practices. District shall have access to these books and accounts during normal business hours to the extent required to verify all Recoverable Costs for a period of one year after completion of Engineer's Services.

ARTICLE IV. OWNERSHIP OF DOCUMENTS

A. All documents, including original drawings, estimates, specifications and data relating to the work set forth in this Agreement are and shall remain the property of the District. Nothing in this Article shall preclude the Engineer from obtaining copies of any of the documents for his personal use related to his work on behalf of the client.

ARTICLE V. INSURANCE

A. Engineer shall procure and maintain for the duration of this Agreement insurance against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by Engineer, its agents, representatives, or employees.

1. Coverage shall be at least as broad as:
 - i. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001)
 - ii. Insurance Services Office form number CA0001 (Ed. 1/87) covering automobile liability, code (any auto).
 - iii. Workers' compensation insurance as required by the State of California and Employer's Liability insurance.
 - iv. Errors and Omissions liability insurance appropriate to the consultant's profession. Architects and Engineers coverage shall be endorsed to include contractual liability.
2. Engineer shall maintain limits no less than:
 - i. General Liability. \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or general aggregate limit shall be twice the required occurrence limit.
 - ii. Automobile Liability. \$1,000,000 per accident for bodily injury and property damage.
 - iii. Employer's Liability. \$1,000,000 per accident for bodily injury or disease.
 - iv. Errors and Omissions. \$1,000,000 per claim.

3. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the District.

4. Other Insurance Provisions. The general liability and automobile liability policies are to contain, or be endorsed to contain the following provisions:

i. The District, its officers, officials and employees are to be covered as additional insured.

ii. For any claims related to this Agreement, the Engineer's insurance coverage shall be primary insurance in respect to the District, its officers, officials, and employees. Any insurance or self-insurance maintained by the District, its officers, officials, or employees shall be in excess of the Engineer's insurance and shall not contribute to it.

iii. Engineer's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of insurer's liability.

iv. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, cancelled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the District.

5. Verification of Coverage. Engineer shall furnish District with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by District within thirty (30) days from execution of this Agreement.

ARTICLE VI. RESPONSIBILITY OF ENGINEER

A. Engineer shall perform its services as an independent contractor in accordance with sound engineering practices, this Agreement, and applicable laws and regulations.

B. Engineer agrees to correct any deficiencies resulting from its negligent performance of its services which are discovered and reported to Engineer within one (1) year from the date of completion of its services hereunder.

C. Engineer shall indemnify and hold harmless District and its officers, officials, employees, agents, and volunteers from and against all claims, damages, losses and expenses including attorney's fees arising out of the performance of the work described herein, caused in whole or in part by any negligent act or omission of Engineer, its agents and employees or anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, except where caused solely by the active negligence, sole negligence or willful misconduct of District, its officers, officials, employees or volunteers.

D. Engineer shall not represent clients before the District or in any manner related to the District.

ARTICLE VII. RESPONSIBILITY OF DISTRICT

A. The District Manager shall review documents submitted by Engineer prior to presentation and acceptance by the Board of Directors. The District Manager or representative shall be empowered to render decisions and provide information in a timely manner that will not delay the orderly progress of the work. Engineer is entitled to rely upon the information, decisions and approvals furnished by the District.

B. Except as set forth in ARTICLES V and VI, during the term of this Agreement, District shall protect and hold harmless the Engineer from all claims that rise out of its performance as District Engineer.

ARTICLE VIII. DELAYS

A. Neither party hereto shall be considered in default in the performance of its obligation hereunder to the extent that the performance of any such obligation is prevented or delayed by any cause, existing or future, which is beyond the reasonable control of such party.

B. Engineer agrees to provide for engineering representation at meetings during its absence due to illness or vacation. Representation shall be approved by District.

ARTICLE IX. TERMINATION AND ASSIGNMENT

A. Either party, without cause, may terminate this Agreement by giving thirty (30) days' written notice of termination of this Agreement to the other party. Notice through the United States Post Office shall meet the conditions of this notice and shall start the thirty (30) day period when mailed.

B. This Agreement shall not be assigned by either party without the prior written approval of the other except that Engineer may utilize in the performance of this Agreement, personnel or services of its related entities and affiliated companies as if they were an integral part of Engineer provided that Engineer has received the prior approval of District.

C. Engineer shall commence services on or before _____, and shall provide engineering services until notified in accordance with ARTICLE IX.

D. This Agreement shall be governed by the laws of the State of California. It constitutes the entire agreement between the parties regarding its subject matter and cannot be modified or changed without the written consent of both parties.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement effective as of the date hereinabove written.

WEBER, GHIO & ASSOCIATES, INC. CALAVERAS PUBLIC UTILITY DISTRICT

By _____
Matt Ospital, President

By _____
Donna Leatherman, District Manager

“EXHIBIT A”

RATE SCHEDULE

Effective January 2018

Principal Engineer	\$185.00/hour
Senior Civil Engineer	\$163.00/hour
Senior Planner	\$139.00/hour
Associate Engineer	\$143.00/hour
Project Manager	\$130.00/hour
Engineering Technician	\$ 114.00/hour
Project Administrator/Assistant	\$ 114.00/hour
Senior Draftsperson	\$ 95.00/hour
Junior Draftsperson	\$ 75.00/hour
Resident Engineer	\$138.00/hour min.*
Construction Inspector II	\$111.00/hour
Construction Inspector I	\$ 95.00/hour
Computer Operator	\$101.00/hour
General Office Personnel	\$ 94.00/hour
CADD System	\$ 19.50/hour
Court Appearances - Expert Witness	\$200/hour, \$500 min.

Vehicles @ \$.575/mile.

Large Format Drawings per print schedule.

Materials and Outside Services will be billed at actual cost plus 15%.

*Rate dependent upon project complexity and client requirements.

TUESDAY, January 29, 2019

**Rate Study Ad Hoc Meeting
Planning Session #8
8:30 am**

What is the mission? (Review, discuss, and revise)

DRAFT: Always striving to maintain high standards in quality drinking water while efficiently producing and delivering this service to our community and public.

Planning Goals

The goal of this phase of the process will be to create new plans for each of the five areas to ensure for the public that District is making prudent decisions that keep its costs low while ensuring a well-functioning water system.

Review Phase 1 (September 2018 – January 2019)

- a) Presentation of Committee Report
- b) Review/Discussion: “Draft” Water Rate Cost of Service Study
- c) Capital Improvement Projects
 - CIP Budget FY 2019/20 – 2023/24
 - Project Outlines
- d) Discuss Public Relations Proposal & Newsletter Draft
 - Introduction of Pando Public Relations
- e) Future Ad Hoc Meetings
 - 2/5/19 at 8:30am
 - 2/19/19 at 9:00am

Steps for Future Meetings

Phase 2: Outreach (January 2019 – March 2019)

- a) Draft Rate Study & Committee Report presented to Board (Board Meeting 2/12/19)
- b) Discuss Technical Planning Studies (Public Outreach Meetings (3/26/19 & 3/28/19)
- c) Public feedback
- d) Staff and Engineer will fine-tune rate proposal

Phase 3: Formal Rate Setting Process (April 2019 – July 2019)

- a) Rate proposal will be presented to Board for acceptance (Board Meeting 4/9/19)
- b) Set date for Public Hearing at 4/9/19 Board Meeting (6/11/19)
- c) Mailing of Notice of Public Hearing (4/15/19)

TUESDAY, February 5, 2019

Rate Study Ad Hoc Meeting
Planning Session #9
8:30 am

What is the mission? (Review, discuss, and revise)

DRAFT: Always striving to maintain high standards in quality drinking water while efficiently producing and delivering this service to our community and public.

Planning Goals

The goal of this phase of the process will be to create new plans for each of the five areas to ensure for the public that District is making prudent decisions that keep its costs low while ensuring a well-functioning water system.

Phase 1 (September 2018 – January 2019)

- a) Review Updated Timeline
- b) Presentation of Committee Findings
- c) Capital Improvement Projects
 - *CIP Budget FY 2019/20 – 2023/24*
 - *Project Outlines to include description, phases, and cost*
- d) Review Draft Resolution: Guidelines for the Submission and Tabulation of Protests
- e) Future Ad Hoc Meetings
 - *2/19/19 at 8:30am – Review/Finalize Cost of Service Study (including Committee Findings)*
 - *3/5/19 at 8:30am – Prepare for Board Meeting*
 - *3/19/19 at 8:30am – Prepare for Public Outreach Meetings*
- f) Discuss Public Relations Proposal & Newsletter Draft
 - *Review draft newsletter*

Phase 2: Outreach (January 2019 – March 2019)

- a) Draft Rate Study & Committee Report presented to Board
- b) Discuss Public Outreach Format
- c) Discuss Technical Planning Studies (Public Outreach)
- d) Public Feedback

Phase 3: Formal Rate Setting Process (March 2019 – July 2019)

- a) Set date for Public Hearing
- b) Mailing of Notice of Public Hearing

February 5, 2019 Ad Hoc Meeting Review

1. Reserve Policy
 - Review Policy and Procedures
 - Review reserve levels based on current levels (12/31/18)
 - Recommend % level to maintain
2. Operating & CIP Budget Review
 - Dollar amount of CIP Budget to consider reducing amount
 - Allow for increase of Operating Budget to \$2.4M in FY 2019/20 and 4% increase per year

(Based on CIP Budget Review/Update Rates)
3. Review Rate Sheet
 - Capital Outlay to be recovered from rates
 - a. Consider \$0.00 for years 1 and 2
 - b. For years 3 – 5 determine amount to use for Rate Stabilization (recovery) based on recommendation of #1 above.
4. Draft Resolution: Guidelines for the Submission and Tabulation of Protests
 - Mark Mandell will review prior to committee
5. Draft Newsletter
 - Draft will be sent to the Ad Hoc Committee on (date)
6. CPUD Staff Update of CIP List
 - Staff will revise CIP “Road Map” based on Ad Hoc discussion
 - Based on Ad Hoc recommendation of #1 – 3 above,
 - a. Staff will update the CIP projects “Road Map” for implementation through 2023/24 and beyond
 - b. District Engineer will update rates sheet, CIP projects, and Draft Rate Study for review at the 2/19/19 Ad Hoc Committee meeting
7. Consideration of Tuesday, February 11, 2019 Ad Hoc Committee Meeting



February 1, 2019

Donna Leatherman, District Manager
Calaveras Public Utility District
PO Box 666
San Andreas, CA 95249

Dear Ms. Leatherman;

We at Pando Public Relations, look forward to providing public outreach and communication services for Calaveras Public Utility District. Starting February 1, 2019 we have agreed to engage in public outreach services billed on an hourly rate with total amount not to exceed \$4,000.00 (four-thousand dollars). We will provide Calaveras PUS with a certificate of general liability as additionally insured.

Consulting Fees	Item Description	Rate
2019 Consulting Fees	Hourly rate for work related to account not to exceed \$4,000.00	\$120.00/hour principal/specialist II \$85.00/hour associate I/specialist I \$55.00/hour assistant
Direct Expense, travel	Reasonable and expected travel expenses	Current IRS rate for mileage and all other direct costs (meals, airfare, taxi, etc.) as directly applicable.
Direct Expense, other	Printing, postage, copies, purchase of materials, or any materials/services needed for client account	Direct costs for all items. No additional fee if paid by invoice due date.
Finance charge	Fee for invoices unpaid past due date	Invoices are due and payable 20 days after receipt of invoice which will be submitted via email. We are a small company and cannot accept late payments. We do offer an occasional 10-day grace period but invoices unpaid past 30 days will incur a 1% finance charge each 30-day period they remain unpaid.

We will continue to provide public relations services until either party terminates our working relationship by email or mailed letter. By the fifth day of each month, Calaveras PUD will receive an invoice from Pando Public Relations with detailed expenses and a tasks/project report from the previous month.

To confirm the terms of this agreement, please send an email message to jennifer@jharrisonpr.com. I look forward to the opportunity to work with you and your colleagues.

Sincerely,

Jennifer L. Harrison
Principal

RESERVE AND FUND BALANCE POLICY

PURPOSE

The Calaveras Public Utility District (District) considers it prudent to establish a policy for its reserves and fund balances. This Reserve and Fund Balance Policy will assist with effective development of annual budgets, and promote clear communications with the general public, Management and Board of Directors. The elements of the policy are created by the District for its own purposes and may, therefore, be revised by the District as needed in the future.

The Reserve and Fund Balance Policy (Policy) will set guidelines for the appropriate level of fund balance, so as to mitigate current and future risks. The Policy is intended to enhance the quality of decisions about budgeting and net asset management.

Through this Policy, the Board will oversee the process by which the District will manage reserve funds. This Policy established the level of reserves necessary for the District to maintain and adequately providing for:

- Funding Infrastructure Replacement.
- Economic uncertainties and other financial hardships
- Loss of significant revenue sources such as property tax or connection fees.
- Local disaster or catastrophic events.
- Future debt or capital obligations.
- Cash flow requirements.
- Unfunded mandates including costly regulatory requirements.

POLICY

Operating Reserves

The minimum amount of operating reserves will equal six (6) months of operating expenses or the maximum amount of operating reserves will equal 1 year of operating expenses.

Capital Reserves

Capital reserves will be accumulated to fund infrastructure projects and will be an integral part of the District's Capital Improvement Plan forecast. A key objective for accumulating capital reserves is to minimize external borrowing and interest expense. The minimum amount of capital reserves will equal one year's capital spending. The maximum amount of capital reserves will equal three(3) times the accumulated depreciation balance or \$1,500,000.00.

Self-Insurance Reserves

The minimum self-insurance reserve will equal to \$200,000 or not to exceed the OPEB obligation for three years as established in the most recent actuarial evaluation report. The maximum self-insurance reserve will equal the current annual health insurance expenses budget.

Rate Stabilization Fund

The General Fund will establish a rate stabilization fund with a minimum amount equaling one year's water consumption revenue and a maximum amount equaling 2 years water consumptions revenue.

Procedure for Using Reserve Funds

Operating and Self-Insurance Reserves

Operating and self- insurance reserves can be used at any time to meet cash flow requirement of District operations. Authority to use the funds will be consistent with the District Accounting Policy.

Capital Reserves

The Board of Directors will authorize use of capital reserves during the budget process. Capital reserves are also available for unplanned (unbudgeted) capital replacement. Authorization for the use of capital reserves for unplanned capital replacement will be consistent with the District Accounting Policy.

Rate Stabilization Fund

The District Manager is authorized to use the rate stabilization funds to supplement operating revenue when the General Fund is projected to be five percent or more below the annual budgeted revenue.

The Rate Stabilization Fund is also used to assure that minimum debt service coverage ratios required by the District and will be met throughout the term of the District debt obligation. The Funds will be applied in any year when the other revenues are not sufficient to meet the required debt service coverage.

The balance in the Rate Stabilization Fund shall be reviewed by the Board of Directors on an annual basis after the close of each fiscal year. The Board may make adjustment to the balance at such time, the balance exceeds 2 year's operating expense the difference can be transferred to the Capital Reserves or as approved by the Board of Directors.

Procedure for Monitoring Reserve Levels

The District Manager shall perform a reserve analysis to be submitted to the Board of Directors upon the occurrence of the following events:

- Board of Directors' deliberation of the annual budget;
- Board of Directors' deliberation of service charge rate increase;
- Upon renewal of the self-insurances excess insurance coverage; or,
- When a major change in conditions threatens the reserve levels established within this policy.

If the analysis indicates projected or actual reserves falling 10% below or above the levels outlined in this policy, at least one of the following actions shall be included with the analysis;

- An explanation of why the reserve levels are not at the targeted level, and/or
- An identified course of action to bring reserve levels within the minimum and maximum levels prescribed.

Review and Revisions

This Reserve and Fund Balance Policy shall be reviewed annually by the District Manager and the Board of Directors, and may be amended by the Board of Directors as conditions warrant.

ACWA LEGISLATIVE SYMPOSIUM

MARCH 6, 2019 • SACRAMENTO CONVENTION CENTER 2019

AGENDA

8:30 - 9:00 AM

Registration and Continental Breakfast

Meeting Room 202 / Sacramento Convention Center

9:00 - 9:10 AM

Welcome Remarks

Brent Hastey, ACWA President

Brian Poulsen, Chair, ACWA State Legislative Committee

9:10 - 9:15 AM

ACWA Outreach Program Update

Cristel Tufenkjian, Director of External Affairs, Kings River Conservation District

9:15 - 10:45 AM

Safe and Affordable Drinking Water

Over the last several years, the Legislature has both passed and rejected proposals related to safe drinking water for disadvantaged communities. Last year the Legislature rejected a measure for a statewide water tax as a revenue source. This year Governor Newsom is advancing a similar proposal – based on the SB 623 (Monning, 2017) framework. At the same time, ACWA and the California Municipal Utilities Association are advancing a funding solution that does not require a statewide water tax – a Safe Drinking Water Trust.

Come hear the latest about these proposals, legislation related to the consolidation of unsustainable water systems and the State Water Board's report for AB 401 (Dodd, 2015) implementation regarding how a low-income water rate assistance program could be implemented. Actual implementation of this program will require authorizing legislation.

Moderator:

Adam Quinonez, Senior Legislative Advocate, ACWA

Panelists:

Joaquin Esquivel, Board Member, State Water Resources Control Board (Invited)

Paul Jones, General Manager, Eastern Municipal Water District (Invited)

Phoebe Seaton, Director, Leadership Counsel for Justice and Accountability

Cindy Tuck, Deputy Executive Director of Government Relations, ACWA

10:45 - 11:00 AM

Break



AGENDA continued

11:00 AM - Noon

Groundwater Recharge Legislation

With the passage of the Sustainable Groundwater Management Act, many water agencies are focused on the sustainability of water basins. For some agencies, sustainability includes groundwater recharge projects. Various legislative initiatives have attempted to create a regulatory framework to permit groundwater recharge projects. In 2018, AB 2649 proposed a streamlined 5-year permit process that would allow water agencies to divert water under peak flow conditions to underground water storage for beneficial use.

This panel will delve into the details of a potential groundwater recharge permit, projects eligible for a permit, and the policy considerations of groundwater recharge and beneficial use.

Moderator:

Alf Brandt, Senior Counsel, Office of Speaker Anthony Rendon

Panelists:

Joaquin Arambula, California Assembly Member, District 31 (Invited)

Erik Ekdahl, Deputy Director, State Water Resources Control Board

John Woodling, Executive Director, Regional Water Authority

NOON - 1:30 PM

Luncheon Program

Meeting Room 203 / Sacramento Convention Center

1:30 - 4:30 PM

Outreach Opportunity

Here's your chance to participate in grassroots outreach by scheduling a meeting with your own local State Senator and/or State Assembly member in their Sacramento offices in advance across the street in the Capitol, after the Symposium.

Programs are subject to change without notice.

Attendance at this event by a public official will constitute acceptance of a reportable gift.

CHRISTOPHER D. WILLIAMS
ATTORNEY AT LAW

JANUARY 24, 2019

President Clifford Overmier
CPUD
P.O. Box 666
San Andreas, CA 95249

Re: Announcement of Retirement

Dear President Overmier, Members of the Board, and General Manager Leatherman:

This is to inform you that I am choosing to retire in the near future but want you to have sufficient notice to retain new District counsel. I will assist you as you may request in finding a suitable replacement.

I have been at this for more than 45 years and I'm ready to step away. It is challenging to keep up with the increase in, and changes to, regulations affecting public entities like CPUD. I have mentioned this possibility in the past to Donna but have not been more specific until now. I hope to be out of my office space in San Andreas in the next 2-3 weeks although earlier target dates have slipped. I will be continuing to live in the San Andreas area for the foreseeable future.

When George Huberty died suddenly in 1996 it was fortunate for both myself, and the District, that a local transition was available but it doesn't appear so this time. Unfortunately I can think of no attorneys in the local area who are familiar with public agency law and issues, which means you may have to look for someone in Sacramento.

It has been an honor and pleasure to have served as your counsel and I have admired the steadiness and consistency of the CPUD Boards over time. I wish the District, its General Manager, and administrative staff and all of its employees the very best in the future.

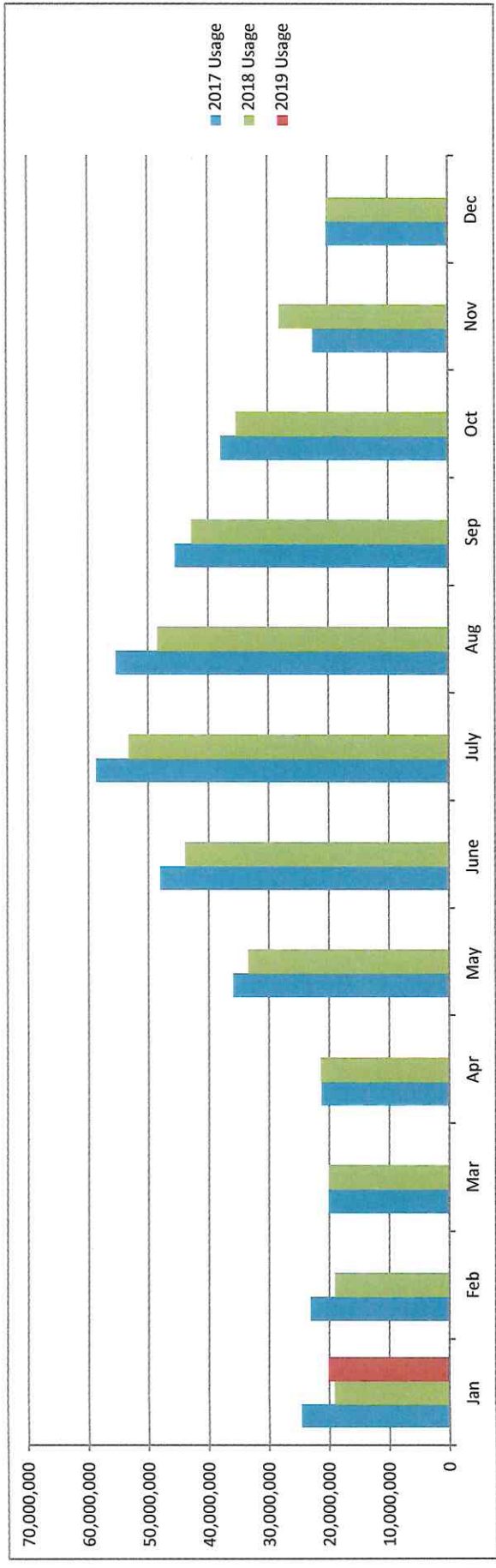
Sincerely,


CHRISTOPHER D. WILLIAMS

CDW:cdw

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	0	0	0	0	0	0	0	0	0	0	0	20,141,357
% difference	-18.16%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-95.12%



	2018					2019						
	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug
1				0.80								
2				0.43								
3												
4		1.01				4.00						
5		0.01			0.69							
6					1.48							
7												
8												
9												
10												
11												
12												
13												
14												
15												
16					1.87							
17				1.10								
18					3.90							
19												
20												
21				0.10								
22					1.60							
23												
24			4.25									
25					0.25							
26				1.49								
27												
28				0.65								
29				1.00								
30				1.38								
31												
Running total	0	1.02	8.30	12.22	22.01	26.01	0	0	0	0	0	0
Per Month	0	1.02	7.28	3.92	9.79	4.00						

INSTRUCTIONS: Enter the rain total on the day you check rain guage.



SALE AND PAYMENT TERMS AND CONDITIONS

The following sets forth the sale and payment terms and conditions policies of R.F. MacDonald Co. It constitutes the general agreement between R.F. MacDonald Co. ("R.F. MacDonald Co.," the "Company" or "we") and you, its customer, under which products, service and parts are sold, credit is extended and payments are expected. This policy supersedes all previous sales and credit, payment terms and conditions, and finance policies issued by R.F. MacDonald Co. and shall remain in effect until further notice. The company reserves the right to change this policy and agreement at any time.

EXTENSION OF CREDIT

Credit is one of the most important services R.F. MacDonald Co. offers to you as a customer. An open line of credit is established for you based upon your needs, financial strength, and history of meeting your credit obligations. In order to insure you the best possible prices and service, we must enforce a credit and collections policy based upon sound business principals and good judgment.

INVOICING AND PAYMENT TERMS

Payment Terms are 25% down payment, and Net 30 (upon approval of credit) on all invoices unless other arrangements are made in advance of shipment. When opening a new account with an order, the Company may require payment with the initial order so as not to delay shipments while credit references and financial information are being reviewed. We reserve the right to suspend or terminate any further performance under this agreement or otherwise in the event payment is not made when due. Quotes are valid for 30 days. Equipment will not be started up unless 90% of the purchase price of the equipment has been paid.

Shipment Terms Unless otherwise specified in writing signed by an authorized representative of the Company, all shipments are F.O.B. at the F.O.B. manufacturer's factory or R.F. MacDonald Co. warehouse as applicable. Title to the merchandise shall pass to the buyer upon delivery to the carrier at point and thereafter all risk of loss or damage shall be the buyer's.

Service Charges: We reserve the right to take action to collect any invoice which is not paid when due. We also assess a late payment SERVICE CHARGE on the day following the due date and monthly thereafter against all amounts remaining unpaid on each such date. Subject to any limitations that imposed by applicable law, the amount of this charge is 1 ½% of the amount remaining unpaid on each such date.

This policy will be applied to customers who permit their account to become delinquent. It is your responsibility to notify R.F. MacDonald Co. of any extenuating circumstances that may affect your payment and work out a solution. Please know that our interest lies not in collecting a service charge, but in receiving timely payment of your invoice.

IN WARRANTY MATERIALS AND DISCLAIMER OF WARRANTIES

You will rely solely on the warranty provided by the manufacturer. Your sole and exclusive remedy for breach of warranty shall be as provided in the manufacturer's standard warranty unless otherwise specifically expressed in writing.

You will be invoiced in the regular manner for all material and parts even though it may be an in-warranty transaction. Credit will be issued promptly on our receipt of proof of return, and, as long as the return is within the prescribed time limit and has been properly authorized. Please note that withholding payment of any invoice in anticipation of an in-warranty credit is not consistent with our terms of sale.

R.F. MacDonald Co. makes no warranty expressed or implied of any kind. We make no claim of fitness or merchantability or any other warranty, the expressed or implied, nor is anyone else, whether employed by R.F. MacDonald Co., or not, authorized to do so on our behalf. We specifically disclaim warranty of merchantability and the warranty of fitness.

For any items or components proposed as a substitute to specified items, it is understood that seller makes no guarantee that products submitted will be accepted by the approving authority.

In no event shall R.F. MacDonald Co. be liable to you or any person, corporation or other type of legal entity for any special, direct, indirect, incidental, or liquidated or consequential damage of any kind, including but not limited to, loss of products, loss of time, loss of use, loss of production, loss of savings revenues, cost of replacement goods, labor costs or other charges in connection with product use or malfunction, the repair or replacement of defective parts whether such claims are alleged in strict liability, negligence, tort, contract or otherwise and even if R.F. MacDonald Co. is informed in advance of the possibility of such damages.



R.F. MacDonald Co.

your boiler & pump solutions team
- since 1936

CLAIMS

You are responsible for inspecting merchandise on receipt and for filing claims with the carriers for damage or loss. All claims for shortages and freight damages must be made in writing to the carriers within ten (10) days of receipt. We suggest you call the carrier immediately upon noticing any possible related damage and arrange for inspection before proceeding with unpacking. Photographs taken while the delivery truck is still on sight are recommended if possible.

Under no circumstances may you withhold payment or charge the Company for freight or warranty related claims. No claim for expenses incurred for corrective work done on merchandise provided by the Company will be considered or accepted unless specifically agreed to in writing, in advance of the work being done, by an authorized manager of the company.

INFORMATION AND ASSISTANCE

If at any time you have a question on an invoice from the Company, a call or note to our accounting department will bring prompt If it becomes necessary, at R.F. MacDonald Co.'s discretion, to take legal action in order to collect your account, R.F. MacDonald If you have any questions regarding this policy, please contact our office.

We appreciate your business and look forward to providing you with reliable equipment, parts and service.

Please acknowledge below your receipt and agreement to the provisions of this policy statement. Please return the original to:

R.F. MacDonald Co.

Robert Sygiel
1549 Cummins Dr
Modesto Ca
Telephone 510-774-6227
Fax 209-576-1312

APPLICABLE LAW: This agreement shall be governed by the substantive laws of the State of California

Acknowledged and Agreed To: DUO-93546-D8Q2Y4
Company Name: Calaveras Public Utility District
Signature: Donna Leatherman
Name/Title: Donna Leatherman
Date: Feb. 6, 2019