



RESOLUTION NO. 2019-64
RESOLUTION NO. PFA-03
ORDINANCE NO. 2019-03

AGENDA

MISSION STATEMENT

"Our team is dedicated to protecting, enhancing, and developing our rich water resources to the highest beneficial use for Calaveras County, while maintaining cost-conscious, reliable service, and our quality of life, through responsible management."

Regular Board Meeting
Wednesday, September 11, 2019
1:00 p.m.

Calaveras County Water District
120 Toma Court, (PO Box 846)
San Andreas, California 95249

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at 209-754-3028. Notification in advance of the meeting will enable CCWD 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 CCWD for review by the public.

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. **ROLL CALL**

2. **PUBLIC COMMENT**

At this time, members of the public may address the Board on any non-agendized item. The public is encouraged to work through 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 three minutes per person.

3. **CONSENT AGENDA**

The following items are expected to be routine / non-controversial. Items will be acted upon by the Board at one time without discussion. Any Board member may request that any item be removed for later discussion.

3a Review Board of Directors Monthly Time Sheets for August, 2019.

BOARD OF DIRECTORS

Russ Thomas, President
Scott Ratterman, Director

Bertha Underhill, Vice President
Cindy Secada, Director

Jeff Davidson, Director

3b Approval of Amendment of the Fiscal Year 2019-20 Personnel Allocation
(Stacey Lollar, Human Resources Manager) **RES 2019-_____**

4. NEW BUSINESS

4a Discussion/Action Regarding Awarding and Authorizing a Construction Contract for the Jenny Lind (Kirby, Gabor, and Garner) Service Line Replacement Project, CIP # 11066G
(Charles Palmer, District Engineer) **RES 2019-_____**

4b Discussion/Action Regarding Amending the FY 2019-20 CIP Budget for the Jenny Lind Service Line Replacement Project (CIP#11066G)
(Peter Martin, Interim Director of Administrative Services) **RES 2019-_____**

4c Accept and File the GASB 75 – Actuarial Valuation of Other Post-Employment Benefits and Actuarially Determined Contributions Report
(Peter Martin, Interim Director of Administrative Services)

5. OLD BUSINESS

Nothing to report

6. REPORTS

6a Report on the August 2019 Operations Department
(Damon Wyckoff, Director of Operations)

6b* General Manager Report

7.* BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

8. NEXT BOARD MEETINGS

- Wednesday, September 25, 2019, 1:00 p.m., Regular Board Meeting
- Wednesday, October 9, 2019, 1:00 p.m., Regular Board Meeting

9. CLOSED SESSION

9a Conference with Real Property Negotiators
Government Code §54956.8
Property: APN 044-066-03, 15.8 acres San Andreas
District negotiators: Michael Minkler and Robert Creamer
Under negotiations: price and other terms

9b Conference with Real Property Negotiators Government Code §54956.8
Property: APN's 046-019-051, 073-042-127, and 073-042-129, Valley Springs.
District Negotiators: Michael Minkler and Robert Creamer
Under Negotiation: price and other terms

9c Conference with Legal Counsel – Potential Litigation Government Code §54956.9(d)(4) – 2 cases

*No information included in packet

9d Public Employee Performance Evaluation-Government Code §54957
General Manager

10. REPORTABLE ACTION FROM CLOSED SESSION

11. ADJOURNMENT

CALAVERAS COUNTY WATER DISTRICT

Board of Directors

District 1 Scott Ratterman
District 2 Cindy Secada
District 3 Bertha Underhill
District 4 Russ Thomas
District 5 Jeff Davidson

Financial Services

Umpqua Bank
US Bank
Wells Fargo Bank

CCWD Committees

*Engineering Committee
*Finance Committee
*Legal Affairs Committee
Executive Committee (*ad hoc*)

Joint Power Authorities

ACWA / JPIA
CCWD Public Financing Authority
Calaveras-Amador Mokelumne River Authority (CAMRA)
Calaveras Public Power Agency (CPPA)
Eastern San Joaquin Groundwater Authority
Tuolumne-Stanislaus Integrated Regional Water
Management Joint Powers Authority (T-Stan JPA)
Upper Mokelumne River Watershed Authority (UMRWA)

Other Regional Organizations of Note

Calaveras LAFCO
Calaveras County Parks and Recreation
Committee
Highway 4 Corridor Working Group
Mountain Counties Water Resources
Association (MCWRA)
Mokelumne River Association (MRA)
Tuolumne-Stanislaus Integrated Regional Water
Mgt. JPA Watershed Advisory Committee (WAC)
Eastern San Joaquin Groundwater Authority-Technical
Advisory Committee

Legal Counsel

Matthew Weber, Esq.
Downey Brand, LLP

Auditor

Richardson & Company, LLP

Membership**

Davidson / Thomas (alt. Secada)
Underhill / Secada (alt. Thomas)
Davidson / Thomas (alt. Ratterman)
Thomas / Underhill

Ratterman (alt. Michael Minkler)
All Board Members
Ratterman / Underhill (alt. Secada)
Peter Martin (alt. Michael Minkler)
Thomas
Secada (alt. Thomas)
Davidson (alt. Ratterman)

Ratterman / Thomas
Thomas (alt. Ratterman)

Thomas / Underhill
All Board Members

All Board Members
Peter Martin (alt. Metzger)

Peter Martin

* Standing committees, meetings of which require agendas & public notice 72 hours in advance of meeting.

** The 1st name listed is the committee chairperson.

Agenda Item

DATE: September 11, 2019
TO: Michael Minkler, General Manager
FROM: Rebecca Hitchcock, Clerk to the Board
SUBJECT: Review Board of Directors Time Sheets for August 2019

RECOMMENDED ACTION:

For information only.

SUMMARY:

Pursuant to direction from the Board of Directors, copies of the Board's monthly time sheets from which the Board is compensated from, are included in the monthly agenda package for information. Attached are copies of the Board's time sheets for the month of August 2019.

Board Members can be reimbursed for mileage cost to travel to meetings/conferences and are paid at the current IRS rate.

FINANCIAL CONSIDERATIONS:

Monthly compensation and mileage reimbursement costs are included in the FY 2019-20 budget.

Attachments: Board of Directors Time Sheets for August 2019

CALAVERAS COUNTY WATER DISTRICT 2019 DIRECTOR REIMBURSEMENT FORM

For Admin Use Payroll Expense

Month/Yr July / August 2019
Name S. R. Herman

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
7-26	Mt. Counties Mts - Conf call							\$120.-		8
8-11	Mt. Counties Tour planning Mts - AC							120.-		19
8-13	CPUD Rate Hearing - SA turn bulb							120.-		4
8-14	CCWD Res Mts.							120.-		7
8-16	MR Assoc. Mts - MH - Leiser Hotel							120.-		21
8-21	CAMRA Mts - CCWD							120.-		7
8-26	Mt. Counties Tour - Dry run / planning									140
8-28	CCWD Res Mts.							120.-		7
Total								\$840.-		205
Totals (use IRS mileage rate)										\$118.90

Pursuant to Board Policy 4030, receipts required; report /materials required.
The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.

Signature of Claimant: 

Administrative Review:  Date: 8/26/19 Orig to Finance Dept.

Agenda Item

DATE: September 11, 2019

TO: Michael Minkler, General Manager

FROM: Stacey Lollar, HR Manager

SUBJECT: Discussion/Action Amending the Fiscal Year 2019-20 Personnel Allocation

RECOMMENDED ACTION:

Motion: _____/_____ adopting Resolution No. 2019 - ____ amending Fiscal Year 2019-20 Personnel Allocation

SUMMARY:

With an upcoming retirement and the addition of a Civil Engineer in the Engineering Department, the opportunity has presented itself to re-align District personnel within the Engineering department. District management has made a considerable effort to analyze the work conducted by the Engineering Analyst over the past couple months. After this review we believe it is most beneficial to replace the retiring Engineering Analyst with a Senior Engineering Technician.

The Senior Engineering Technician position allows for this employee to focus their work efforts on duties such as cost to serve estimates, customer service support with non-standard issues/questions, land use research and enforcement, plan reviews, and right-of-way duties. With the hiring of the new Engineer, that employee will be able to handle the more technical job duties including technical writing, conferring and coordinating with developers, utilities, governmental agencies, and contractors, as well as special projects between various departments which the current Engineering Analyst may assist with on an as needed basis. Additionally, with this change, management staff will also explore reassigning duties such as escrow transactions, surplus property management, misc. agreements, and other like tasks to other departments where they more closely align with their work efforts.

The last work day for the current Engineering Analyst will be in the middle of November, with a retirement date at the end of December. Overlap of the Engineering Analyst and newly hired Senior Engineering Technician is critical for this transition due to the vast amount of knowledge transfer that will need to occur. The District is able to accommodate the hiring of a Senior Engineering Technician as early as October 1st with no impact to the budget.

FINANCIAL CONSIDERATIONS:

The current Fiscal Year 2019-20 operating budget included overlap for this position. The District will realize a small savings, as the range for a Senior Engineering Technician is two ranges lower than an Engineering Analyst.

Attachments: -*Amended FY 2019-20 Personnel Allocation*
 -*Resolution 2019-___ Amending Fiscal Year 2019-20 Personnel Allocation*

Calaveras County Water District
PERSONNEL ALLOCATION BY DEPARTMENT
 FISCAL YEARS 2017 - 2020

	Adopted 2017-18	Adopted 2018-19	Amended 2018-19	Adopted 2019-20	Proposed 2019-20
<u>Utility Services</u>					
Director of Operations	1.00	1.00	1.00	1.00	1.00
Director of Utility Services and Engineering	-	-	-	-	-
Regulatory Programs Manager	-	-	-	-	-
Plant Operations Manager	1.00	1.00	1.00	1.00	1.00
Operations, Senior Supervisor	1.00	1.00	1.00	1.00	1.00
Water/Wastewater Plant Operator OIT/I/II/III/Sr	12.00	12.00	12.00	12.00	12.00
Construction/Inspection I/II/III/Sr	2.00	-	(2)	-	-
Construction Worker I/II/III/Sr	3.00	3.00	3.00	7.00 (6)	7.00
Controls/Communication Senior Supervisor	1.00	1.00	1.00	1.00	1.00
Controls/Communication Technician I/Sr	2.00	2.00	2.00	2.00	2.00
Electrician I/II/Sr	2.00	2.00	2.00	1.00 (8)	1.00
Facilities Maintenance Worker	-	-	-	1.00 (9)	1.00
Mechanic I/II/Sr	3.00	3.00	3.00	3.00	3.00
Collection System Worker I/II/III/IV/Sr	5.00	5.00	5.00	5.00	5.00
Distribution Worker I/II/III/Sr	10.00	10.00	10.00	7.00 (6/7)	7.00
Meter Reader Trainee/I/II	2.00	2.00	2.00	2.00	2.00
Purchasing Agent	-	-	-	1.00 (8)	1.00
Administrative Technician I/II/Senior	1.00	1.00	1.00	1.00	1.00
Total - Utility Services	46.00	44.00	44.00	46.00	46.00
<u>General Management</u>					
General Manager	1.00	1.00	1.00	1.00	1.00
Assistant to the General Manager	-	-	-	-	-
Executive Assistant	1.00	1.00	1.00	1.00	1.00
Manager of Human Resources	-	-	1.00 (4)	1.00	1.00
Director of Human Resources/Customer Service	1.00	1.00	-	(4)	-
Human Resources Manager	-	-	-	-	-
Human Resources Technician	1.00	1.00	1.00	1.00	1.00
Total - General Management	4.00	4.00	4.00	4.00	4.00
<u>Engineering/Technical Services</u>					
District Engineer	1.00	1.00	1.00	1.00	1.00
Senior Civil Engineer	1.00	1.00	1.00	1.00	1.00
Civil Engineer	-	-	1.00 (3)	1.00	1.00
Construction Inspector I/II/III/Sr	-	2.00 (2)	2.00	1.00 (7)	1.00
Engineering Analyst	1.00	1.00	1.00	1.00	-
Engineering Technician I/II/Sr	1.00	1.00	1.00	1.00 (10)	2.00 (10)
Administrative Technician I/II/Sr	1.00	1.00	1.00	1.00	1.00
Total - Engineering/Technical Services	5.00	7.00	8.00	7.00	7.00
<u>Administrative Services</u>					
Director of Administrative Services	1.00	1.00	1.00	1.00	1.00
Accountant I/II/III	2.00	2.00	2.00	2.00	2.00
Accounting Technician I/II/Sr	-	(1)	-	-	-

Calaveras County Water District
PERSONNEL ALLOCATION BY DEPARTMENT
 FISCAL YEARS 2017 - 2020

	Adopted 2017-18	Adopted 2018-19	Amended 2018-19	Adopted 2019-20	Proposed 2019-20
Manager of External Affairs	-	-	1.00 (5)	1.00	1.00
Customer Service Representative I/II/III/Sr	3.00	3.00	3.00	3.00	3.00
Facilities Maintenance Worker	1.00	1.00	1.00	- (9)	-
Information System Administrator	1.00	1.00	1.00	1.00	1.00
Total - Administrative Services	8.00	8.00	9.00	8.00	8.00
Water Resources					
Manager of Water Resources	1.00	1.00	1.00	1.00	1.00
Manager Ex Affairs, Conservation & Grants I/II	1.00	1.00	- (5)	-	-
Total - Water Resources	2.00	2.00	1.00	1.00	1.00
Total - Personnel Allocation	65.00	65.00	66.00	66.00	66.00

Notes

FY 2017-18

- (1) Deleted 0.5 FTE Accounting Technician I/II/III in Administrative Services

FY 2018-19

- (2) Moved 2.0 FTE Construction Inspector I/II/III/Sr from Utilities to Engineering/Technical Services
- (3) Added 1.0 FTE Civil Engineer in Engineering/Technical Services
- (4) Deleted 1.0 FTE Director of Human Resources/Customer Service and added 1.0 FTE Manager of Human Resources
- (5) Deleted 1.0 FTE PIO/Community Relations Manager and added 1.0 FTE Manager of External Affairs

FY 2019-20

- (6) Reclassed 4.0 FTE Distribution Worker I/II/III/Sr in Utilities to 4.0 FTE Construction Worker I/II/III/Sr
- (7) Moved 1.0 FTE Construction Inspector I/II/III/Sr from Engineering/Technical Services to Utilities and reclassified position to 1.0 FTE Distribution Worker I/II/III/Sr
- (8) Deleted 1.0 FTE Electrician/II/Sr in Utilities and added 1.0 FTE Purchasing Agent in Utilities
- (9) Moved 1.0 FTE Facilities Maintenance Worker from Administrative Services to Utilities
- (10) Deleted 1.0 FTE Engineering Analyst and added 1.0 FTE Engineering Technician I/II/Sr

RESOLUTION NO. 2019 - __

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CALAVERAS COUNTY WATER DISTRICT TO AMEND THE FISCAL YEAR 2019-20
PERSONNEL ALLOCATION**

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT adopted Resolution 2019-45 on June 26, 2019 approving Fiscal Year 2019-20 Operating Budget in the amount of \$20,588,852 ; and

WHEREAS, the Board of Directors also adopted Resolution 2019-46 on June 26, 2019 approving the Fiscal Year 2019-20 Personnel Allocation; and

WHEREAS, the Board of Directors has, as a result of managements review of upcoming employment vacancies in the Engineering Department; identified an opportunity to re-align District personnel for the most beneficial needs of the Calaveras County Water District; and

WHEREAS, the Board of Directors of the Calaveras County Water District does hereby find that it is in the best interest of the District to amend the adopted FY 2019-20 Personnel Allocation Budget accordingly.

NOW, THEREFORE BE IT RESOLVED, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT authorizes an amendment to the Fiscal Year 2019-20 Personnel Allocation, attached hereto and made a part hereof, is hereby approved and adopted.

PASSED AND ADOPTED this 11th day of September, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Russ Thomas, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

Agenda Item

DATE: September 11, 2019

TO: Michael Minkler, General Manager

FROM: Charles Palmer, District Engineer

SUBJECT: Discussion/Action Regarding Awarding and Authorizing a Construction Contract for the Jenny Lind (Kirby, Gabor, and Garner) Service Line Replacement Project, CIP # 11066G

RECOMMENDED ACTION:

Motion _____/_____ adopting Resolution No. 2019-____ awarding a Construction Contract to T&S West and authorizing the General Manager to execute said Contract for the Jenny Lind (Kirby, Gabor, and Garner) Service Line Replacement Project, CIP #11066G.

SUMMARY:

This project is identified in the FY 2019-20 5-Year CIP and includes replacing approximately eighty-five (85) existing potable water service laterals that are prone to leaking along Kirby St., Gabor St., and Garner Pl. in Rancho Calaveras. This work includes removing existing services and installing new services, new tap saddles, corp. stops, tubing, and valves. All work will be by open cut trenches in public roads under a County encroachment permit with significant emphasis placed on road subgrade backfill and compaction, pavement repairs, traffic controls, storm water, and erosion control best management practices.

The District prepared plans and specifications for the project and started advertising for public bid as of August 1, 2019. While a pre-bid meeting was well attended by several contractors, only one bid was received on the bid opening date, held on August 29, 2019. The bid submitted by T&S Intermodal Maintenance, Inc., dba T&S West, in the amount of \$460,800.00 was consistent with the Engineer's construction cost estimate.

BIDDER NAME	AMOUNT
T&S West	\$460,800.00
Engineer's Estimate	\$455,900.00

Staff recommends that the Board of Directors accept the bid submitted and award a construction contract to T&S West, authorizing the General Manager to execute said

contract. A notice to proceed will be issued by October 1, 2019, and all work is to be completed by July 2020.

FINANCIAL CONSIDERATIONS:

The FY 2019-20 capital improvement program budget included \$250,000 for this project. A budget adjustment, by separate resolution, will be made to cover the approved contract cost.

Attachments: *-Resolution 2019-___ Awarding Construction Contract for Jenny Lind (Kirby, Gabor, Garner)
Service Line Replacement Project, CIP #11066G*

RESOLUTION NO. 2019-_____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CALAVERAS COUNTY WATER DISTRICT**

**AWARDING CONSTRUCTION CONTRACT FOR
THE JENNY LIND (KIRBY, GABOR, GARNER) SERVICE LINE
REPLACEMENT PROJECT, CCWD CIP #11066G**

WHEREAS, upon advertising and conducting a public bid opening on August 29, 2019, the District received one bid for construction of the Jenny Lind (Kirby, Gabor, Garner) Service Line Replacement Project with a bid of \$460,800 submitted by T&S Intermodal Maintenance, Inc. dba T&S West; and

WHEREAS, staff advises that T&S West is a responsive and responsible bidder and that the bid amount is consistent with the District's estimate of \$455,900 for the project; and

WHEREAS, the FY 2019-20 Capital Improvement Program (CIP) budget will be amended by a separate resolution as necessary to cover the full contract cost of \$460,800;

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT accepts the bid and awards a contract to T&S Intermodal Maintenance, Inc. dba T&S West as the only responsive and responsible bidder and authorizes the General Manager to execute said contract in the amount of \$460,800 for construction of the Jenny Lind (Kirby, Gabor, Garner) Service Line Replacement Project, CIP #11066G.

PASSED AND ADOPTED this 11th day of September 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Russ Thomas
President, Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

Agenda Item

DATE: September 11, 2019
TO: Board of Directors
FROM: Peter Martin, Interim Director of Administrative Services
SUBJECT: Discussion/Action Regarding Amending the FY 2019-20 CIP Budget for the Jenny Lind Service Line Replacement Project (#11066G)

RECOMMENDED ACTION:

Motion: _____ / _____ approving Resolution No. 2019- _____ amending the FY 2019-20 CIP Budget for the Jenny Lind Service Line Replacement Project (#11066G)

SUMMARY:

On August 29th, 2019 the bids closed for the planned construction project to replace service lines in the Jenny Lind service area located in the vicinity of Kirby Street, Garner Place, and Gabor Street in Rancho Calaveras. The winning bid was from T&S Construction in the amount of \$460,800. The adopted FY 19-20 Budget included a CIP line item for \$250,000.

Per CCWD policy, the CCWD Board of Directors must approve CIP budget adjustments. Funding is available in the Water Capital Renovation and Replacement Fund (Fund 125) for the project budget increase.

FINANCIAL CONSIDERATIONS:

The District is requesting a budget adjustment of \$210,800 for the Jenny Lind Service Line Replacement Project (#11066G) in the Water Capital R&R Fund (Fund 125). This will increase the total project cost to \$460,800 to reflect the winning bid for the construction project

Attachment(s): *-Resolution 2019 - _____ Amending the FY 2019-20 CIP Budget
-Budget Adjustment 20-01*

RESOLUTION NO. 2019- ____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
CALAVERAS COUNTY WATER DISTRICT**

**AMENDING THE FY 2019-20 CIP BUDGET FUNDING FOR
THE JENNY LIND WATER SERVICE LINE REPLACEMENT PROJECT
CIP #11066G**

WHEREAS, the Board of Directors of the Calaveras County Water District (CCWD) adopted Resolution 2019-45 on June 26, 2019, approving the Fiscal Year 2019-20 Capital Improvement Program Budget; and

WHEREAS, the Jenny Lind Service Line Replacement Project (CIP #11066G) was included in the CIP Budget in the amount of \$250,000; and

WHEREAS, on August 29, 2019 CCWD received all bids for the Jenny Lind Service Line Project (CIP #11066G) with the concluding bid by T&S Construction in the amount of \$460,800; and

WHEREAS, CCWD Policy requires that CCWD Board of Directors must approve CIP budget adjustments; and

WHEREAS, funding is available in the Water Capital Renovation and Replacement Fund (Fund 125) for the project budget increase; and

WHEREAS, the CCWD Board of Directors does hereby find that it is in the best interest of the Calaveras County Water District to amend the adopted FY 2019-20 CIP Budget accordingly for the Jenny Lind Water Service Line Replacement Project, CIP #11066G.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT adopts an amendment to the Fiscal Year 2019-20 Capital Improvement Program (CIP) Budget as set forth in Budget Adjustment 20-01, attached hereto and made a part hereof, and authorizes the Interim Director of Administrative Services to record the appropriate accounting entries.

PASSED AND ADOPTED this 11th day of September, 2019 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Russ Thomas, President
Board of Directors

ATTEST:

Rebecca Hitchcock
Clerk to the Board

Calaveras County Water District
Fiscal Year 2019-20
Budget Adjustment - Number 20-01

From			To		
Department	Account	Amount	Department	Account	Amount
1 Water Capital R&R Fund (Fund 125)	Reserves	(210,800)	Water Capital R&R Fund (Fund 125)	Jenny Lind Service Lines Project (CIP#11066G)	210,800
		(210,800)			210,800

Descriptions (for additional information please see staff report)

- 1 Increase appropriations by \$210,800 in the Water Capital Renovation and Replacement (Capital R&R) Fund (Fund 125) to fund the Jenny Lind Service Line Project Project (CIP#11066G). The funding source is the Water Capital R&R Fund Reserves (Fund 125).

Agenda Item

DATE: September 11, 2019

TO: Michael Minkler, General Manager

FROM: Peter Martin, Interim Director of Administrative Services

SUBJECT: Receive and File the Fiscal Year 2018-19 GASB 75 Interim Actuarial Valuation of Other Post-Employment Benefits (OPEB) Report

RECOMMENDED ACTION:

Receive and File the Fiscal Year 2018-19 GASB 75 Interim Actuarial Valuation of Other Post-Employment Benefits Report, Measurement Date of June 30, 2018.

SUMMARY:

The Government Accounting Standards Board (GASB) Statement No. 75 addresses government agency accounting and financial reporting requirements for post-employment benefits other than pensions. Calaveras County Water District currently provides retiree health benefits, which is considered an OPEB. The District utilizes a “pay as you go” method to fund retiree health benefits for existing retirees and makes payments into a trust to prefund retiree health benefits for active employees. The trust is administered by Public Agency Retirement Services (PARS) and the investments are managed by HighMark Capital Management, a division of Union Bank.

GASB 75 requires that a full actuarial valuation be completed by the District every two years (last completed in June 2018). However, an off-year interim valuation is effectively required by GASB 75 as well. The attached report is an “interim valuation”, which uses the same demographics as the previous measurement date and does not reflect post-measurement date contributions. The purpose of this valuation is to determine the value of the expected post-retirement benefits for current and future retirees and the Net OPEB Liability and OPEB Benefit Cost for the fiscal year ending June 30, 2019.

FINANCIAL CONSIDERATIONS:

None

Attachment: GASB 75 Actuarial Valuation of Postemployment Medical Benefits Measurement Date June 30, 2018

Calaveras County Water District OPEB Plan

**Governmental Accounting Standards Board
(GASB) Statement 75**

Actuarial Valuation Date: June 30, 2017

Measurement Date: June 30, 2018

Fiscal Year End: June 30, 2019

Revised

August 29, 2019

August 29, 2019

OPEB CONSULTANTS AND ACTUARIES
530 BUSH STREET, SUITE 500
SAN FRANCISCO, CALIFORNIA 94108-3633
TEL: 415-512-5300
FAX: 415-512-5314

Mr. Michael Minkler
General Manager
Calaveras County Water District
120 Toma Court
San Andreas, California 95249

Re: Calaveras County Water District GASB 75 Report for FYE June 30, 2019

Dear Mr. Minkler,

Calaveras County Water District (the "District") has retained Nicolay Consulting Group to complete this valuation of the District's postemployment medical program (the "Plan") as of June 30, 2018 measurement date compliant under Governmental Accounting Standards Board (GASB) Statement 75. *This report was revised to correct benefit payments from \$492,461 to \$534,668.*

The purpose of this valuation is to determine the value of the expected postretirement benefits for current and future retirees and the Net OPEB Liability and OPEB Benefit Cost for the fiscal year ending June 30, 2019. The amounts reported herein are not necessarily appropriate for use for a different fiscal year without adjustment.

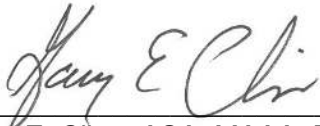
Based on the foregoing, the cost results and actuarial exhibits presented in this report were determined on a consistent and objective basis in accordance with applicable Actuarial Standards of Practice and generally accepted actuarial procedures. We believe they fully and fairly disclose the actuarial position of the Plan based on the plan provisions, employee and plan cost data submitted.

The actuarial calculations were completed under the supervision of Gary Cline, ASA, MAAA, FCA, Enrolled Actuary. A member of the American Academy of Actuaries whom meets the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion herein. To the best of our knowledge, the information supplied in the actuarial valuation is complete and accurate. In our opinion, assumptions as approved by the plan sponsor are reasonably related to the experience of and expectations for the Plan.

We would be pleased to answer any questions on the material contained in this report or to provide explanation or further detail as may be appropriate.

Respectfully submitted,

NICOLAY CONSULTING GROUP



Gary E. Cline, ASA, MAAA, FCA, EA
Vice President & Chief Operating Officer

Table of Contents

Section	Page
I. Management Summary	
A) Highlights	1
B) Gap Analysis	2
C) 10-Year Projection of Employer’s Benefit Payments	3
D) Breakdown of Explicit and Implicit Liabilities.....	4
E) Funding Progress	5
II. GASB 75 Exhibits	
A) Schedule of Changes in Net OPEB Liability (Exhibit 1)	6
B) Summary of Changes in Net OPEB Liability (Exhibit 2).....	7
C) Derivation of Significant Actuarial Assumptions	8
D) Sensitivity Analysis (Exhibit 3)	9
E) Schedule of OPEB Expense (Exhibit 4)	10
F) Interest on the Total OPEB Liability (Exhibit 5)	11
G) Earnings on Plan Fiduciary Net Position (Exhibit 6)	12
H) Schedule of Contributions (Exhibit 7)	13
I) Deferred Inflows/Outflows of Resources (Exhibit 8)	14
J) Schedule of Deferred Inflows/Outflows of Resources (Exhibit 9)	15
K) Reconciliation of the Net Position (Exhibit 10)	16
III. Data	
A) Summary of Demographic Information	17
B) Distribution of Participants by Age and Service.....	18

Table of Contents

Section	Page
IV. Plan Provision Summary	
A) Plan Description	19
V Actuarial Assumptions, Methods, and Considerations	
A) Actuarial Assumptions	21
B) Actuarial Methods	25
C) Actuarial Considerations	26
VI. Glossary	
A) Key Terms	28

Section I Management Summary

A) Highlights

Summary of Key Valuation Results

	2018	2017
Disclosure elements as of measurement period ending June 30:		
<u>Present Value of Future Benefits:</u>		
Active	\$10,308,517	\$9,634,127
Retiree	6,223,695	6,345,937
Total	\$16,532,212	\$15,980,064
<u>Actuarial Accrued Liability or Total OPEB Liability (TOL)</u>		
Active	\$7,583,519	\$6,731,369
Retiree	6,223,695	6,345,937
Total	\$13,807,214	\$13,077,306
Plan Fiduciary Net Position (i.e Fair Value of Assets)	7,496,403	6,414,366
Net OPEB Liability (NOL)	\$6,310,811	\$6,662,940
Plan Fiduciary Net Position as a percentage of the TOL	54%	49%
Aggregate OPEB Expense (Exhibit 4)	\$799,000	\$804,955
Covered Payroll	\$5,379,181	N/A
Schedule of contributions for measurement period ending June 30:		
Actuarially determined contributions (Exhibit 7)	\$854,848	\$746,759
Actual contributions ⁽¹⁾	1,228,844	1,156,609
Contribution deficiency/(excess)	(\$373,996)	(\$409,850)
Employer's Share of Benefit Payments	\$534,668	\$544,601
Demographic data for measurement period ending June 30⁽²⁾:		
Number of active members	65	65
Number of retired members and beneficiaries	47	47
Inactive Participants with deferred benefits	0	0
Total Participants	112	112
Key assumptions as of the Measurement Date:		
Discount rate	7.00%	7.00%
<u>Initial Trend Rate</u>		
Pre-65	8.40%	8.40%
Post-65	5.00%	5.00%
Ultimate Rate	5.00%	5.00%
Year Ultimate Rate is Reached	2033	2033

⁽¹⁾ Includes payments to trust and amounts paid directly by the plan sponsor

⁽²⁾ Census data as of June 30, 2017 is used in the measurement of the TOL as of June 30, 2018. See Section III for additional details on the demographic data.

Section I Management Summary

B) Gap Analysis

The Total OPEB Liability has increased \$729,908 from \$13,077,306 as of June 30, 2017 to \$13,807,214 as of June 30, 2018. This increase is primarily due to expected benefits earned and interest on the total OPEB liability, offset by the expected benefit payments during the year.

Interim Valuation

This report presents liabilities as of the measurement date that are based on an interim valuation.

GASB 75 allows plan sponsors to perform valuations biennially, meaning the results for a valuation can be rolled forward to up to two GASB 75 measurement dates. The valuation date can precede a GASB 75 measurement date as long as the results would not be materially different had an updated census been collected as of the measurement date. Therefore, if the District has had a significant shift in participant demographics between the valuation date and a GASB 75 measurement date, an updated census must be collected and a full valuation performed.

When a full valuation is performed the inputs to the valuation (participant census, plan provisions, assets, and actuarial assumptions and methods) are reviewed and updated.

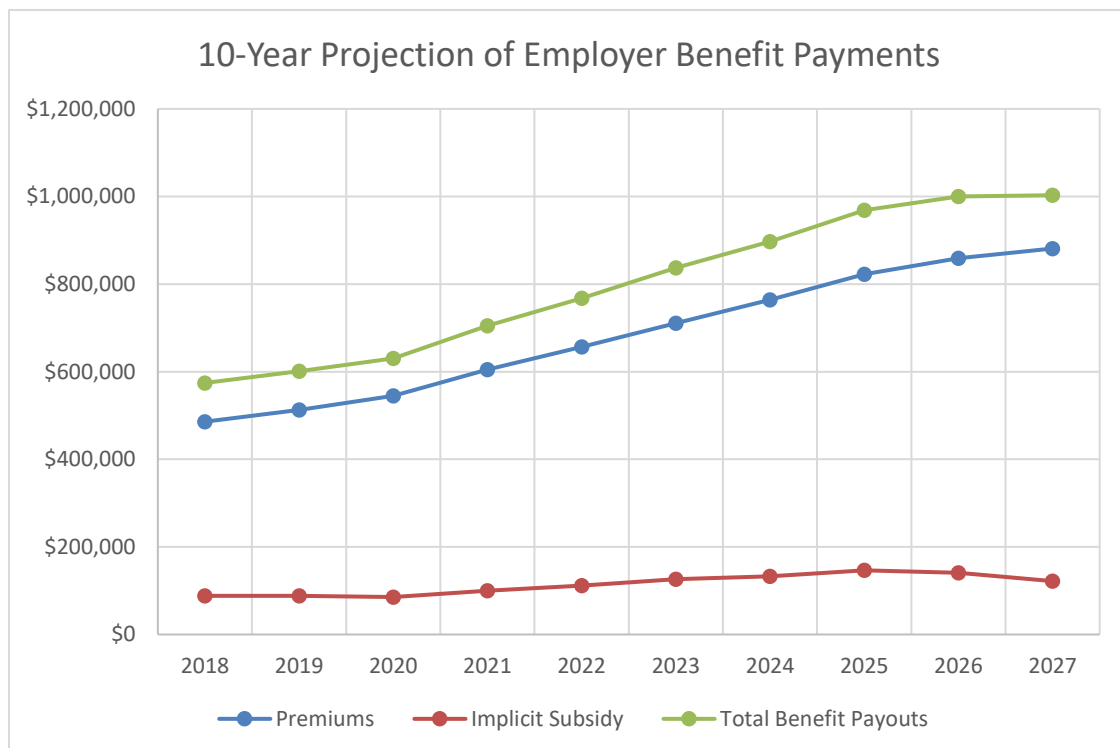
When an interim valuation is performed, both the census data and the assumptions and methods do not need to be updated. What does need to be updated in an interim valuation are assets, plan provision changes materially impacting the results, and the discount rate to the extent that it is based on a yield or index rate for a 20-year, tax exempt general obligation municipal bonds with an average rating of AA/Aa or higher.

Section I Management Summary

C) 10-Year Projection of Employer's Benefit Payments

In this table we show the projected pay-as-you-go costs (employer's share of premiums), the implicit subsidy, and total expected benefit payments. The implicit subsidy reflects the shortfall of premiums versus the true cost of coverage. The shortfall exists because claims for active employees are combined with claims of retirees (who generally are older and cost more) to develop a single flat premium paid by both groups.

Plan Year Beginning 7/1	Employer's Share of Premiums	Implicit Subsidy	Total
2018	\$485,823	\$88,474	\$574,297
2019	\$512,494	\$88,447	\$600,941
2020	\$544,637	\$85,435	\$630,072
2021	\$605,008	\$99,526	\$704,534
2022	\$656,609	\$111,288	\$767,897
2023	\$710,863	\$126,074	\$836,937
2024	\$764,379	\$132,510	\$896,889
2025	\$822,511	\$146,388	\$968,899
2026	\$859,284	\$140,611	\$999,895
2027	\$881,177	\$121,711	\$1,002,888



Section I Management Summary

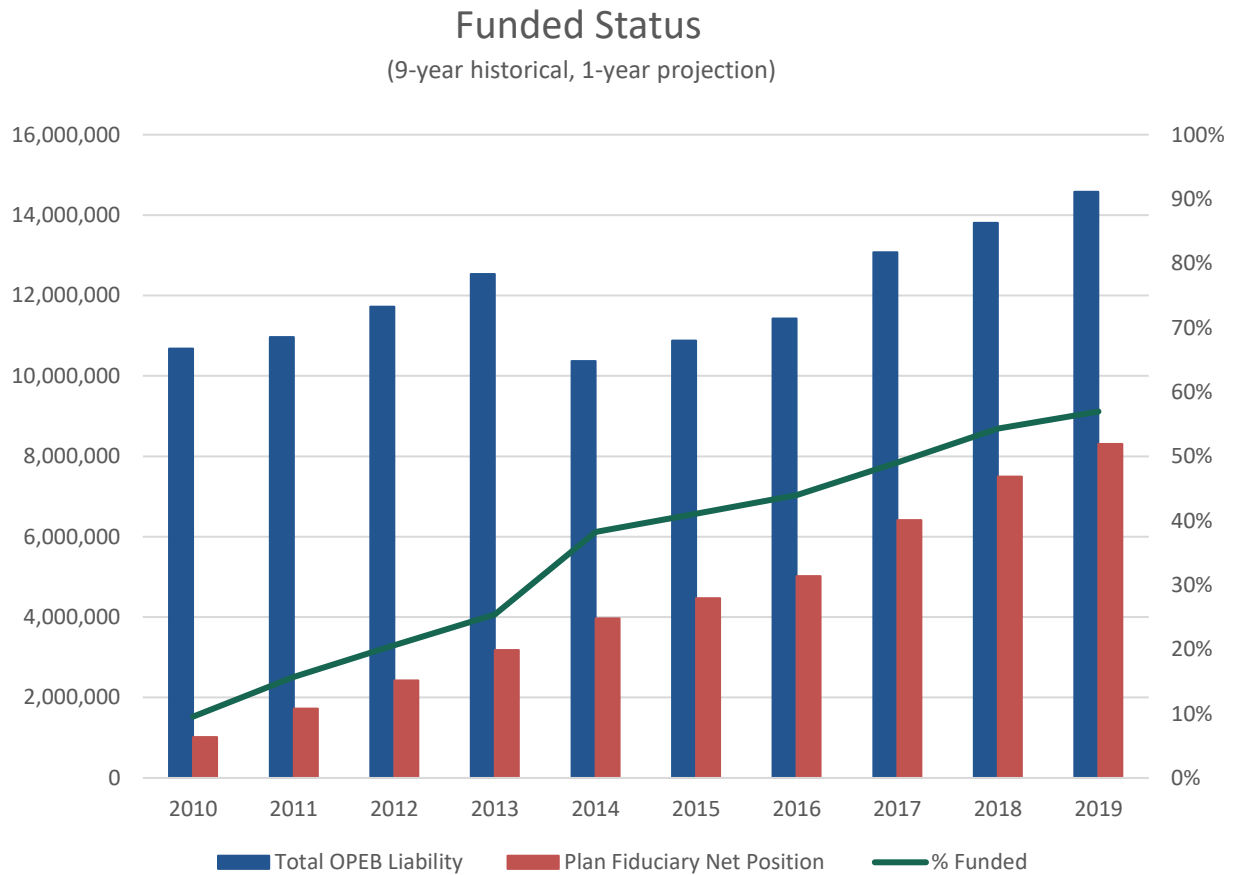
D) Breakdown of Explicit and Implicit Liabilities

	Explicit	Implicit	Total
Present Value of Future Benefits			
Actives	\$8,717,225	\$1,591,292	\$10,308,517
Retirees	<u>5,548,449</u>	<u>675,246</u>	<u>6,223,695</u>
Total	\$14,265,674	\$2,266,538	\$16,532,212
Actuarial Accrued Liability			
Actives	\$6,436,015	\$1,147,504	\$7,583,519
Retirees	<u>5,548,449</u>	<u>675,246</u>	<u>6,223,695</u>
Total	\$11,984,464	\$1,822,750	\$13,807,214
Normal Cost	\$315,707	\$58,127	\$373,834

Section I Management Summary

E) Funding Progress

Below is an illustration of the funded status of the Plan for the past 9 years, and a projection of the next year looking forward:



Section II GASB 75 Exhibits

A) Schedule of Changes in Net OPEB Liability (Exhibit 1)

	2018	2017
<u>Total OPEB Liability</u>		
Service cost	\$356,032	\$339,078
Interest	921,936	873,639
Change of benefit terms	0	0
Differences between expected and actual experience	(13,392)	0
Changes of assumptions	0	0
Benefit payments ⁽¹⁾	<u>(534,668)</u>	<u>(544,601)</u>
Net change in Total OPEB Liability	\$729,908	\$668,117
Total OPEB Liability – beginning (a)	\$13,077,306	\$12,409,189
Total OPEB Liability – ending (b)	\$13,807,214	\$13,077,306
<u>Plan Fiduciary Net Position</u>		
Contributions – employer	\$1,228,844	\$1,156,609
Contributions – employee	0	0
Net investment income	405,162	211,577
Benefit payments ⁽¹⁾	(534,668)	(544,601)
Administrative expense	(17,301)	(15,813)
Other	<u>0</u>	<u>0</u>
Net change in Plan Fiduciary Net Position	\$1,082,037	\$1,161,102
Plan Fiduciary Net Position – beginning (c)	\$6,414,366	\$5,253,264
Plan Fiduciary Net Position – ending (d)	\$7,496,403	\$6,414,366
Net OPEB Liability - beginning (a) – (c)	\$6,662,940	\$7,155,925
Net OPEB Liability – ending (b) – (d)	\$6,310,811	\$6,662,940
Plan Fiduciary Net Position as a percentage of the TOL	54%	49%
Covered employee payroll⁽²⁾	\$5,379,181	N/A
NOL as percentage of covered employee payroll⁽²⁾	117%	N/A

¹ including refunds of employee contributions

² Covered payroll not available

Section II GASB 75 Exhibits

B) Summary of Changes in Net OPEB Liability (Exhibit 2)

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability (a)-(b)
Measurement as of June 30, 2017:	\$13,077,306	\$6,414,366	\$6,662,940
Recognized Changes Resulting from:			
▪ Service cost	356,032	-	356,032
▪ Interest	921,936	-	921,936
▪ Diff. between expected and actual experience	(13,392)	-	(13,392)
▪ Changes of assumptions	-	-	-
▪ Net investment income	-	405,162	(405,162)
▪ Benefit payments ⁽¹⁾	(534,668)	(534,668)	-
▪ Contributions – employer	-	1,228,844	(1,228,844)
▪ Contributions – employee	-	-	-
▪ Administrative expense	-	(17,301)	17,301
▪ Change of benefit terms	-	-	-
Net Changes	\$729,908	\$1,082,037	(\$352,129)
Measurement as of June 30, 2018:	\$13,807,214	\$7,496,403	\$6,310,811

¹ including refunds of employee contributions

Section II GASB 75 Exhibits

C) Derivation of Significant Actuarial Assumptions

Long-term Expected Rate of Return – As of June 30, 2018, the long-term expected rates of return for each major investment class in the Plan’s portfolio are as follows:

Investment Class	Target Allocation	Long-Term Expected Real Rate of Return ¹
Equity	48.25%	5.65%
Fixed Income	45.00%	1.39%
REITs	1.75%	5.06%
Cash	5.00%	0.00%

¹JPMorgan arithmetic Long Term Capital Market assumptions and expected inflation of 2.26%.

The above table shows the target asset allocation in the PARS Moderate investment policy.

Discount rate – The discount rate is based on a blend of the long-term expected rate of return on assets for benefits covered by plan assets and a yield or index for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or better for benefits not covered by plan assets.

Above are the arithmetic long-term expected real rates of return by asset class for the next 10 years as provided in a report by JP Morgan. For years thereafter, returns were based on historical average index real returns over the last 30 years assuming a similar equity/fixed investment mix and a 2.26% inflation rate. Investment expenses were assumed to be 10 basis points per year. These returns were matched with cash flows for benefits covered by plan assets and the Bond Buyer 20-Bond General Obligation index was matched with cash flows not covered by plan assets to measure the reasonableness of the choice in discount rate.

	June 30, 2018	June 30, 2017
Discount Rate	7.00%	7.00%
Bond Buyer 20-Bond GO Index	3.87%	3.58%

Section II GASB 75 Exhibits

D) Sensitivity Analysis (Exhibit 3)

Sensitivity of the Net OPEB Liability to changes in the discount rate – The following presents the District’s Net OPEB Liability if it were calculated using a discount rate that is 1% point lower (6.00%) or 1% point higher (8.00%) than the current rate:

Sensitivity of the Net OPEB Liability to changes in the Trend rate – The following presents the District’s Net OPEB Liability if it were calculated using a trend table that has rates that are 1% point lower or 1% point higher than the current set of rates:

Net OPEB Liability as of the June 30, 2018 measurement date: \$6,310,811

Sensitivity Analysis:

	NOL/(A)	\$ Change	%Change
Discount Rate			
+1%	\$4,711,108	(\$1,599,703)	(25%)
Base	\$6,310,811	-	-
-1%	\$8,259,206	\$1,948,395	31%
Trend Rate			
+1%	\$8,125,809	\$1,814,998	29%
Base	\$6,310,811	-	-
-1%	\$4,703,425	(\$1,607,386)	(25%)

Section II GASB 75 Exhibits

E) Schedule of OPEB Expense (Exhibit 4)

Measurement Period Ending:	June 30, 2018	June 30, 2017
Components of OPEB Expense:		
Service Cost	\$356,032	\$339,078
Interest on the Total OPEB Liability (Exhibit 5)	921,936	873,639
Projected Earnings on OPEB Plan Investments (Exhibit 6)	(472,296)	(388,242)
Employee Contributions	0	0
Administrative Expense	17,301	15,813
Changes on Benefit Terms	0	0
Recognition of Deferred Resources Due to:		
▪ Changes of Assumptions	0	0
▪ Differences between Expected and Actual Experience	(2,067)	0
▪ Differences Between Projected Actual Earnings on Assets	(21,906)	(35,333)
Aggregate OPEB Expense	<u>\$799,000</u>	<u>\$804,955</u>

Section II GASB 75 Exhibits

F) Interest on the Total OPEB Liability (Exhibit 5)

	Amount for Period a	Portion of Period b	Interest Rate c	Interest on the Total OPEB Liability a*b*c
Beginning Total OPEB Liability	\$13,077,306	100%	7.00%	\$915,411
Service Cost	\$356,032	100%	7.00%	24,922
Benefit payments*	(\$534,668)	50%	7.00%	<u>(18,397)</u>
Total Interest on the TOL				\$921,936

* including refunds of employee contribution

Section II GASB 75 Exhibits

G) Earnings on Plan Fiduciary Net Position (Exhibit 6)

Total Projected Earnings	Amount for Period a	Portion of Period b	Projected Rate of Return c	Projected Earnings a*b*c
Beginning Plan Fiduciary Net Position	\$6,414,366	100%	7.00%	\$449,006
Employer Contributions	\$1,228,844	50%	7.00%	42,282
Employee Contributions	\$0	50%	7.00%	0
Benefits payments*	(\$534,668)	50%	7.00%	(18,397)
Administrative Expense and Other	(\$17,301)	50%	7.00%	(595)
Total Projected Earnings				\$472,296

* including refunds of employee contribution

Comparison of Projected and Actual Earnings On Investments

Total Projected Earnings	\$472,296
Actual Net Investment Income	<u>405,162</u>
Difference Between Projected and Actual Earnings on Assets	\$67,134

Section II GASB 75 Exhibits

H) Schedule of Contributions¹ (Exhibit 7)

Measurement Period Ending:	June 30, 2018	June 30, 2017
Actuarially Determined Contribution ²	\$854,848	\$746,759
Contributions to the Trust	\$694,176	\$612,008
Pay-go Payments by Employer Unreimbursed by the Trust	534,668	544,601
Active Implicit Rate Subsidy Transferred to OPEB	0	0
Total OPEB Contributions ¹	\$1,228,844	\$1,156,609
Covered-employee payroll ³	\$5,379,181	N/A
Contributions as a percentage of covered-employee payroll ³	23%	N/A

¹ ADC and Contributions are for the measurement period July 1, 2017 to June 30, 2018.

² Employers setting a discount rate based on the assumption that assets will be sufficient to cover all future benefit payments under the plan are assumed to annually make contributions equal to the actuarially determined contribution. Annual contributions made that are substantially less than the ADC would require additional support for use of a discount rate equal to the long-term expected return on trust assets.

³ Covered-Employee Payroll represented above is based on covered-employee payroll provided by the employer. GASB 75 defines covered-employee payroll as the total payroll of employees that are provided benefits through the OPEB plan. Accordingly, if OPEB covered-employee payroll shown above is different than total earnings for covered-employees, the employer should display in the disclosure footnotes the payroll based on total earnings for the covered group and recalculate the required payroll-related ratios.

Section II GASB 75 Exhibits

I) Deferred Inflows/Outflows of Resources (Exhibit 8)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Unrecognized Deferred Resources due to:		
▪ Differences between expected and actual experience	\$0	\$11,325
▪ Changes in assumptions	0	0
▪ Net difference between projected and actual earnings	0	52,292
Contribution to OPEB plan after measurement date ¹	<u>0</u>	<u>0</u>
Total	\$0	\$63,617

¹ To be determined as of the fiscal year ending 2019

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal Year Ended June 30	Recognized Deferred Outflows/(Inflows) of Resources
2020	(\$23,973)
2021	(23,973)
2022	(23,973)
2023	11,359
2024	(2,067)
Thereafter	<u>(990)</u>
Total Deferred Resources:	(\$63,617)

Section II GASB 75 Exhibits

J) Schedule of Deferred Inflows/Outflows of Resources (Exhibit 9)

Fiscal Year Established	Initial Amount	Initial Years	Years Left	Amount Recognize In FY 2019	Balances as of 06/30/19 of Deferred	
					Outflows	Inflows
Difference Between Expected and Actual Plan Experience						
2018	\$0	6.800	4.800	\$0	\$0	\$0
2019	<u>(13,392)</u>	6.478	5.478	<u>(2,067)</u>	<u>0</u>	<u>(11,325)</u>
Total	<u>(\$13,392)</u>			<u>(\$2,067)</u>	<u>\$0</u>	<u>(\$11,325)</u>
Change in Assumptions						
2018	\$0	6.800	4.800	\$0	\$0	\$0
2019	<u>0</u>	6.478	5.478	<u>0</u>	<u>0</u>	<u>0</u>
Total	<u>\$0</u>			<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Net Difference Between Projected and Actual Earnings On Investments						
2018	(\$176,665)	5.000	3.000	(\$35,333)	\$0	(\$105,999)
2019	<u>67,134</u>	5.000	4.000	<u>13,427</u>	<u>53,707</u>	<u>0</u>
Total	<u>(\$109,531)</u>			<u>(\$21,906)</u>	<u>\$53,707</u>	<u>(\$105,999)</u>
Totals:				<u>(\$23,973)</u>	<u>\$53,707</u>	<u>(\$117,324)</u>

Section II GASB 75 Exhibits

K) Reconciliation of the Net Position (Exhibit 10)

Measurement as of:	June 30, 2018	June 30, 2017
Total OPEB Liability (TOL)	\$13,807,214	\$13,077,306
Plan Fiduciary Net Position (PFNP)	7,496,403	6,414,366
Net OPEB Liability (NOL)	\$6,310,811	\$6,662,940
Deferred Inflows of resources (CR):		
▪ Differences between expected and actual experience	11,325	0
▪ Changes in assumptions	0	0
▪ Net difference between projected and actual earnings	52,292	141,332
Deferred Outflows of resources (DR):		
▪ Differences between expected and actual experience	0	0
▪ Changes in assumptions	0	0
▪ Net difference between projected and actual earnings	0	0
▪ Est. contributions post measurement date ¹	0	0
Net Position	\$6,374,428	\$6,804,272

¹ Actual post-measurement date contributions should be reported in the financial disclosures

Reconciliation of Net Position

Net Position at June 30, 2017 ¹	\$6,804,272
Aggregate OPEB Expense	799,000
Total OPEB Contributions	(1,228,844)
Net Position at June 30, 2018 ¹	\$6,374,428

¹ Does not reflect post-measurement date contributions

Our GASB 75 reports do not include post-measurement contributions. However, they should be included as a deferred outflow in the employer's financial statements.

Section III Data

A) Summary of Demographic Information

The participant data used in the valuation was provided by the District as of June 30, 2017. It is assumed that this data is representative of the population as of June 30, 2018. While the participant data was checked for reasonableness, the data was not audited. The valuation results presented in this report are dependent upon the accuracy of the participant data provided. The table below presents a summary of the basic participant information for the active and retired participants covered under the terms of the Plan.

	2018
<u>Actives</u>	
Counts	
▪ Total	65
Averages	
▪ Age	46.7
▪ Service	9.5
<u>Retirees</u>	
Counts	
▪ Under age 65	16
▪ Age 65 and over	<u>31</u>
▪ Total	47
Averages	
▪ Age	68.2
▪ Age at Retirement	57.2
▪ Service at Retirement	14.6
Inactive Participants with deferred benefits	0
Total Participants	112
<u>Covered Dependents of Retirees</u>	
Counts	
▪ Spouses / Domestic Partners	38
▪ Children	<u>0</u>
▪ Total	38
Total Participants and Dependents	150

Section III Data

B) Distribution of Participants by Age and Service

Distribution of Service Groups by Age Groups

Age Group	Retired* Participants	Active Participant – Years of Service						Total
		0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25+	
< 25	0	1	0	0	0	0	0	1
25 - 29	0	0	0	0	0	0	0	0
30 - 34	0	4	1	2	0	0	0	7
35 - 39	0	3	4	3	1	0	0	11
40 - 44	0	3	4	3	1	0	0	11
45 - 49	0	2	0	3	0	0	1	6
50 - 54	1	1	2	3	1	2	0	9
55 - 59	3	1	4	3	2	2	0	12
60 - 64	10	0	3	1	1	0	0	5
65 - 69	14	0	1	2	0	0	0	3
> 70	19	0	0	0	0	0	0	0
Total	<u>47</u>	<u>15</u>	<u>19</u>	<u>20</u>	<u>6</u>	<u>4</u>	<u>1</u>	<u>65</u>

* Retired participants include retirees, disabled participants, and surviving family members. Does not include covered dependents.

Section IV Plan Provision Summary

A) Plan Description

Eligibility Requirements and Plan Description

Employees who retire from the District with a minimum of 5 years of District service and a minimum of 10 years of California PERS service are eligible for lifetime retiree, spouse and surviving spouse medical benefits according to the following schedule:

Years of Service	Percent of Contribution
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20 or more	100%

This vesting schedule does not apply to active employees hired prior to August 1, 2001, nor does it apply to most current retirees.

In addition, postemployment benefits are provided to a closed group of retired Board members. Current Board members are not eligible for District provided postemployment benefits.

The District also provides postemployment dental and vision benefits to current retirees and eligible employees who were hired prior to January 1, 2008. We assumed that the District contributes 100% of the cost of this coverage.

Benefit Cap

For retirees not subject to the vesting schedule the District's contribution is capped at 100% of the CalPERS PERS Choice "Other Northern California" Basic premium rates. Retirees who are subject to the vesting schedule shown above receive a benefit that is calculated on the retirees eligible years of service and the weighted average as determined by CalPERS, per GC 22893.

The District's contribution toward the cost of dependent coverage is also capped at 100% of the CalPERS PERS Choice "Other Northern California" Basic premium rate for dependent coverage for retirees not on the vesting schedule. Dependents of those retirees who are subject to the vesting schedule shown above receive a benefit that is based off the weighted average per GC 22893 and on the retirees years of service with the District and their overall service in the CalPERS system.

Section IV Plan Provision Summary

A) Plan Description (continued)

The District Cap does not reduce when a retiree reaches age 65. Retirees who elect a more expensive plan must contribute the difference in cost between the amount the District contributes and the full premium cost.

Below are monthly premium rates for 2017 and 2018:

Pre-Medicare Premiums	Per retiree or spouse	2017	2018
	PERS Choice (Other Northern California)	\$820.38	\$813.96
	PERS Choice (Sacramento)	\$723.47	\$735.38
	PERS Choice (Bay Area)	\$830.30	\$830.30
	PERS Choice (Out of State)	\$657.61	\$661.45
	PERS Care	\$812.40	\$797.61
Medicare Premiums	Per retiree or spouse	2017	2018
	PERS Choice	\$353.63	\$345.97
	PERS Care	\$389.76	\$382.30
Dental	Per retiree or spouse	2017	2018
	Employee Only	\$33.72	\$33.72
	Employee + 1	\$65.20	\$65.20
	Employee + Family	\$106.12	\$106.12
Vision	Per retiree or spouse	2017	2018
	Composite per employee	\$18.56	\$18.56

Plan Provision Changes

There have been no plan amendments since the last measurement date.

Section V Actuarial Assumption, Methods, & Considerations

A) Actuarial Assumptions

Discount Rate	7.00%, based on the PARS Moderate investment policy.
Net Investment Return	7.00%, based on the PARS Moderate investment policy.
Inflation	We assumed 2.26% annual inflation.
Payroll increases	3.25% annual increases.
Administrative Expenses	We assumed that the administrative expense were \$17,301 for the measurement period ending June 30, 2018.

Health Care Trend	Year Beginning	Increase in Premium Rates	
		Pre-65	Post-65
	2019	8.40%	5.00%
	2020	8.15%	5.00%
	2021	7.90%	5.00%
	2022	7.65%	5.00%
	2023	7.40%	5.00%
	2024	7.15%	5.00%
	2025	6.90%	5.00%
	2026	6.65%	5.00%
	2027	6.40%	5.00%
	2028	6.15%	5.00%
	2029	5.90%	5.00%
	2030	5.65%	5.00%
	2031	5.40%	5.00%
	2032	5.15%	5.00%
	2033 and later	5.00%	5.00%

Section V Actuarial Assumption, Methods, & Considerations

A) Actuarial Assumptions (continued)

Plan Distribution for Calculating Baseline Cost	Plan	Pre-Medicare	Post-Medicare
	PERS Choice	93%	94%
	PERS Care	7%	3%
	PERS Select	0%	3%
	Total	100%	100%
Average Per Capita Claims Cost (Baseline Cost)	Pre-Medicare: \$9,447 per year Post-Medicare: \$4,211 per year		
Health Plan Participation	We assumed that 100% of eligible participants will participate.		
Medicare Coverage	We assumed that all future retirees will be eligible for Medicare when they reach age 65.		
Morbidity Factors	CalPERS 2013 study		
Population for Curving	CalPERS 2013 study		
Age-Weighted Claims Costs ¹	Age	Male	Female
	50	\$7,891	\$9,553
	55	\$10,640	\$10,938
	60	\$13,210	\$12,079
	65	\$4,271	\$4,729
	70	\$3,667	\$3,619
	75	\$4,298	\$4,184
	80	\$4,842	\$4,661
85	\$5,077	\$4,905	

Section V Actuarial Assumption, Methods, & Considerations

A) Actuarial Assumptions (continued)

Mortality* The mortality rates used in this valuation are those used in the most recent CalPERS valuations.

Pre-Retirement: CalPERS 2014 Mortality pre-retirement

Post-Retirement: CalPERS 2014 Mortality post-retirement

Age	Sample Mortality Rates		Retired Employees	
	Active Employees Male	Active Employees Female	Male	Female
55	0.23%	0.14%	0.60%	0.42%
60	0.31%	0.18%	0.71%	0.44%
65	0.40%	0.26%	0.83%	0.59%
70	0.52%	0.37%	1.31%	0.99%
75	0.71%	0.53%	2.21%	1.72%
80	0.99%	0.81%	3.90%	2.90%
85	0.00%	0.00%	6.97%	5.24%
90	0.00%	0.00%	12.97%	9.89%

Disability Because of the anticipated low incidence of disability retirements we did not value disability.

Percent Married 80% of future retirees were assumed to cover spouses at retirement.

Participation We assumed 100% of retirees will participate upon retirement.

* Source: NCG has not performed an experience study to select these assumptions. NCG has not observed materially consistent gains or consistent losses associated with these assumptions

Section V Actuarial Assumption, Methods, & Considerations

A) Actuarial Assumptions (continued)

Retirement* We used the retirement rates that were used in the most recent CalPERS Public Agency Miscellaneous 2% @ 55 for actives hired before January 1, 2013, and 2% @ 62 for actives hired on or after January 1, 2013.

2.7% @ 55	Years of Service					
	Age	5	10	15	20	25
	50	0.4%	0.9%	1.4%	3.5%	5.5%
	55	7.6%	10.1%	12.5%	16.5%	20.5%
	60	6.9%	9.3%	11.6%	15.4%	19.2%
	65	13.4%	17.4%	21.5%	27.0%	32.6%
	70	14.1%	18.3%	22.6%	28.3%	34.1%
	75	100.0%	100.0%	100.0%	100.0%	100.0%

2% @ 62	Years of Service					
	Age	5	10	15	20	25
	50	0.0%	0.0%	0.0%	0.0%	0.0%
	55	4.4%	5.6%	6.8%	8.0%	9.2%
	60	6.2%	7.8%	9.5%	11.2%	12.9%
	65	12.9%	16.4%	19.9%	23.4%	26.9%
	70	12.5%	16.0%	19.4%	22.8%	26.2%
	75	100.0%	100.0%	100.0%	100.0%	100.0%

Withdrawal * We selected withdrawal rates that were used in the most recent CalPERS Public Agency Miscellaneous valuations.

Age	Years of Service				
	0	5	10	15	20
25	16.7%	8.7%	7.5%	0.0%	0.0%
30	16.1%	7.9%	6.7%	5.8%	0.0%
35	15.4%	7.1%	5.9%	5.0%	4.5%
40	14.7%	6.3%	5.1%	4.2%	3.7%
45	14.0%	5.5%	4.3%	3.5%	2.9%
50	13.3%	1.2%	0.7%	0.3%	0.2%

* Source: NCG has not performed an experience study to select these assumptions. NCG has not observed materially consistent gains or consistent losses associated with these assumptions

Assumption Changes

There have been no assumption changes since the last measurement date.

Section V Actuarial Assumption, Methods, & Considerations

B) Actuarial Methods

Actuarial Cost Method	<p>Entry Age Normal</p> <p>An actuarial cost method under which the Actuarial Present Value of the Projected Benefits of each individual included in the valuation is allocated on a level basis over the earnings or service of the individual between entry age and assumed exit age(s). The portion of this Actuarial Present Value allocated to a valuation year is called the Normal Cost.</p>
Amortization Methodology	<p>We used straight-line amortization. For assumption changes and experience gains/losses, we assumed Average Future Working Lifetime, averages over all actives and retirees (retirees are assumed to have no future working years). For asset gains and losses, we assumed 5 years.</p>
Financial and Census Data	<p>The District provided the participant data, financial information and plan descriptions used in this valuation. The actuary has checked the data for reasonableness, but has not independently audited the data. The actuary has no reason to believe the data is not complete and accurate, and knows of no further information that is essential to the preparation of the actuarial valuation.</p>
Plan Fiduciary Net Position	<p>Market value of assets as of the measurement date</p>
Measurement Date	<p>June 30, 2018</p>
Valuation Date	<p>June 30, 2017. Results have been rolled forward (an actuarial adjustment) to June 30, 2018.</p>
Funding Policy	<p>The District intends to contribute annually the full ADC to PARS trust plus pay-as-you-go retiree benefit payments.</p>

Section V Actuarial Assumption, Methods, & Considerations

C) Actuarial Considerations

Health Care Reform

Health care delivery is going through an evolution due to enactment of Health Care Reform. The Patient Protection and Affordable Care Act (PPACA), was signed March 23, 2010, with further changes enacted by the Health Care and Education Affordability Reconciliation Act (HCEARA), signed March 30, 2010. This valuation uses various assumptions that may have been modified based on considerations under PPACA. This section discusses particular legislative changes that were reflected in our assumptions. We have not identified any other specific provision of PPACA that would be expected to have a significant impact on the measured obligation. As additional guidance on the Act continues to be issued, we'll continue to monitor impacts.

Individual Mandate

Under PPACA, individuals (whether actively employed or otherwise) must be covered by health insurance or else pay a penalty tax to the government. While it is not anticipated that the Act will result in universal coverage, it has increased the overall portion of the population with coverage. We believe this will result in an increased demand on health care providers, resulting in higher trend for medical services for non-Medicare eligible retirees. (Medicare costs are constrained by Medicare payment mechanisms already in place, plus additional reforms added by PPACA and HCEARA.) The penalty tax was eliminated effective January 1, 2019 and this has effectively eliminated the individual mandate. The CBO estimates the impact this will have in 2019 is a decrease of enrollees of 2% of all insureds (18% of enrollees in the individual market) and expects this to grow to 5% (28%) by 2027.

Employer Mandate

Health Care Reform includes various provisions mandating employer coverage for active employees, with penalties for non-compliance. Those provisions do not directly apply to the postemployment coverage included in this valuation.

Section V Actuarial Assumption, Methods, & Considerations

C) Actuarial Considerations (continued)

Medicare Advantage Plans	Effective January 1, 2011, the Law provides for reductions to the amounts that would be provided to Medicare Advantage plans starting in 2011. We considered the effect of these reductions in federal payments to Medicare Advantage plans when setting our trend assumption.
Expansion of Child Coverage to Age 26	Health Care Reform mandates that coverage be offered to any child, dependent or not, through age 26, consistent with coverage for any other dependent. We assume that this change has been reflected in current premium rates. While this plan covers dependents, we do not currently assume non-spouse dependent coverage other than for firefighters. We believe the impact this assumption has on the valuation is immaterial due to the lack of retirees that have had or are expected to have non-spouse dependents for any significant amount of time during retirement.
Elimination of Annual or Lifetime Maximums	Health Care Reform provides that annual or lifetime maximums have to be eliminated for all “essential services.” We assume that current premium rates already reflect the elimination of any historic maximums.
Cadillac Tax (High Cost Plan Excise Tax)	<p>The PPACA legislation added a new High-Cost Plan Excise Tax (also known as the “Cadillac Tax”) starting in calendar year 2022. For valuation purposes, we assumed that the value of the tax will be passed back to the plan in higher premium rates.</p> <ul style="list-style-type: none">• The tax is 40% of the excess of (a) the cost of coverage over (b) the limit. We modeled the cost of the tax by calculating (a) using the working rates projected with trend. We calculated (b) starting with the statutory limits (\$10,200 single and \$27,500 family), adjusted for the following:<ul style="list-style-type: none">○ Limits will increase from 2018 to 2019 by 4.25% (CPI plus 1%);○ Limits will increase after 2019 by 3.25% (CPI); and○ For retirees over age 55 and not on Medicare, the limit is increased by an additional dollar amount of \$1,650 for single coverage and \$3,450 for family coverage.• Based on the above assumptions, we estimate that the tax will apply as early as 2028 for some of the District’s pre-Medicare plans. In addition, we estimate that the tax will not apply for the District’s post-Medicare plans.

Section VI Glossary

A) Key Terms

Annual OPEB Expense	The amount recognized by an employer in each accounting period for contributions to a defined benefit OPEB plan on the modified accrual basis of accounting.
Deferred outflows and inflows of resources related to OPEB	Deferred outflows of resources and deferred inflows of resources related to OPEB arising from certain changes in the collective net OPEB liability or collective total OPEB liability
Covered Payroll	Annual compensation paid (or expected to be paid) to active employees covered by an OPEB plan, in aggregate.
Net OPEB Liability (NOL)	The liability of employers and non-employer contributing entities to plan members for benefits provided through a defined benefit OPEB plan that is administered through a trust that meets the criteria of the GASB Statements.
Normal Cost or Service Cost	The portion of the Total Present Value of Future Benefits attributed to employee service during the current fiscal year by the actuarial cost method. These terms are used interchangeably.
Other Postemployment Benefits (OPEB)	Retiree health care benefits and post-employment benefits provided separately from a pension plan (excluding termination offers and benefits).
Plan Fiduciary Net Position (FNP)	Set equal to the market value of assets as of the measurement date.
Present Value of Future Benefits (PVFB)	The value, as of the valuation date, of the projected benefits payable to all members for their accrued service and their expected future service, discounted to reflect the time value (present value) of money and adjusted for the probabilities of retirement, withdrawal, death and disability.
Total OPEB Liability (TOL)	The portion of the actuarial present value of projected benefit payments that is attributed to past period of member service in conformity with the GASB Statements. The total OPEB liability is the liability of employers and non-employer contributing entities to plan members for benefits provided through a defined benefit OPEB plan that is not administered through a trust that meets the criteria of the GASB Statements.

Agenda Item

DATE: September 11, 2019
TO: Michael Minkler, General Manager
FROM: Damon Wyckoff, Director of Operations
RE: Report on the August 2019 Operations Department

RECOMMENDED ACTION:

Receive Report on the Operations Department Report for Divisions 1 through 5.

SUMMARY:

Attached is the monthly Operations Department Report for August 2019. This report will review the operational status and work completed by departmental administration and each of the five Divisions. The report will cover the following:

- Administration
- Water treatment plants
- Wastewater treatment plants
- Distribution
- Collections
- Construction
- Electrical
- Mechanical

Staff will be present the report to the Board of Directors and will available for questions

FINANCIAL CONSIDERATIONS:

None.

Attachment: August 2019 Operations Department Report for Division 1 through 5

Operations Department Report

August 1st 2019 through August 31st 2019

Director of Operations:

1. Worked with Distribution and Construction Staff to develop a game plan to replace the Saddle Creek PRV Vault lid. The Current Lid is approximately 10ft. wide by 15ft. long, concrete, and 6 inches thick. It needs to be replaced with a more manageable material.
2. On-going work associated with planning the coordination and implementation of Mobile MMS, the District's Service Request and Work Order Software.
3. Continued work with FEMA and Cal OES to ensure completion of project worksheets and Damage Inventory Descriptions related to the February 13th – 15th Valentine's Day Storm.
4. Site Visits of Damaged Inventory with FEMA Site Inspectors
5. Met with representatives of the Poker Flat HOA and the District's Customer Service Manager regarding several items of concern related to the identification and repair of water system leaks. Positive, productive meeting
6. Interviewed potential candidates for the District's open Purchasing Agent Position
7. Met with District representatives and representatives from the Contractor associated with the La Contenta HOA Re-Paving project and its impact to District Collections System Infrastructure.

Admin Assistant:

1. July Spray Reporting
2. Maintained Field Calendar
3. Daily Distribution of Line Locates (175 received from 08/01 – 08/31)
4. Collect, Organize, and Enter Department Purchase Orders (184 PO's entered from 08/01-08/31)
5. Operations Work Order Tracking
6. Track Weekly Safety Tailgate Meetings
7. Facilitate with Employee Reimbursements & Certificate Renewals
8. Training – Including Registrations & Travel Arrangements
9. Miscellaneous Ordering for Field Staff
10. Operations Shipping/ Returns
11. Completed Credit Applications for New Vendor Accounts
12. Updated Authorized Buyers Lists
13. Attended Various Meetings
14. Updated Facility Addresses for the On-Call Guide
15. Updated AWWA Standards Binders
16. Organized Data for Monthly Vehicle Inspection Reports
17. Bi-Weekly Mail Pick-Up & Sorting
18. Updated Customer contact information for Lead & Copper Sampling
19. Continued Work Efforts pertaining to Annual Backflow Testing:
20. Mailed 1st Letters to Valley Springs, Wallace, & Copperopolis Backflow Customers
21. Mailed 2nd Letters to Ebbetts Pass & West Point Customers

Plant Operations Manager:

1. Supervisor Meeting
2. E-Vac Mapping Training at the Sheriff's office
3. Monthly water reports
4. Monthly wastewater reports
5. Start-up of Actiflo at Jenny Lind

6. Met with FEMA for site visits
7. Site visits with Fish and Wildlife
8. Met with tree faller at White Pines
9. Met with a construction company to replace the tanks a D Pump Station in Jenny Lind
10. Worked with PBI on a start-up plan for Jenny Lind Pre-Treatment
11. Worked through more open purchase orders to get them closed
12. Met with operator supervisors
13. Worked on UCMR 4
14. Sampled source waters for cyanobacterial testing
15. Coordinated well pump replacement in Wallace

Water Treatment Plants:

Copper Cove Water Treatment Plant:

1. Operations as usual
2. Extensive work managing flows through the C-Tank Zone due to transmission / distribution pipe size issues

Hunter's (Ebbett's Pass) Water Treatment Plant:

1. Operations as usual
2. Provided Tour of the Facility during the District's annual "Bring Your Child to Work Day"
3. Breakers replaced on all three blowers – issues with blowers tripping appears to have been eliminated

Jenny Lind Water Treatment Plant:

1. Operations as usual
2. Continued infiltration gallery problems
3. Acti-Flo startup/Phase 1 on hold due to incorrect influent valve on unit
4. First round of UCMR4 samples done.

Sheep Ranch Water Treatment Plant:

1. Operations as usual

Wallace Lake Estates Well System:

1. Operations as usual

West Point Water Treatment Plant:

1. Operations as usual
2. August 14th – AC Blower wasn't working
3. August 27th – AC Blower repaired and put back on-line
4. August 19th – BWR pump wasn't working – still in Stockton for repair.

Wastewater Treatment Plants:

Arnold Wastewater Treatment Plant:

1. Operations as usual

Copper Cove Wastewater Treatment Plant:

1. Routine operations as required by permit.

Copper Cove Wastewater Reclamation Plant:

1. Plant in operation during the month
2. Significant work associated with adequate disinfection as extensive algae and color in the feed supply inhibiting the transmission of disinfecting UV rays

Country House Wastewater Facility:

1. Operations as usual

Forest Meadows Wastewater Treatment Plant:

1. Operations as usual
2. Odor Complaints regarding the storage pond

Indian Rock Vineyards Wastewater Facility:

1. Operations as Usual - Weekly inspection of facility. Switched leach fields, tested pumps, changed chart, weekly reads for state compliance

La Contenta Wastewater Treatment Plant:

1. Operations as usual
2. Reclaimed water still being sent to the golf course

Mountain Retreat / Sequoia Woods Wastewater Facility:

1. Operations as usual

Six Mile Wastewater Collection System:

1. Monthly reads taken and report submitted to the City of Angels Camp

Southworth Wastewater Treatment Plant:

1. Operations as usual

Vallecito / Douglas Flat Wastewater Treatment Plant:

1. Operations as usual
2. Operations, Mechanical, and Electrical Staff worked to troubleshoot, repair, and ultimately replace failed influent MBR valve

West Point Wastewater Treatment Plant:

1. Operations as usual

Wilseyville Wastewater Facility:

1. Operations as usual

Distribution:

Copperopolis Distribution System:

SERVICE LINE WORK

1. Mother Shipton - 1 gpm
2. Tennis Ct. - 10 gpm
3. Tennis Ct. - 3 gpm
4. Sandy Bar - 3 gpm
5. Sunrise - 3 gpm
6. Arrowhead - 4 gpm
7. Foothill - 1gpm
8. Foothill - 3 gpm
9. Foothill - 3 gpm
10. Dolores - 4 gpm
11. Poker Flat - 3 gpm
12. Foothill - 3 gpm
13. Indian Hills - 5 gpm
14. Winchester - 5 gpm
15. Copper Cove - 4 gpm
16. Deer Field - 1 gpm
17. Foothill - 4gpm
18. Foothill - 4gpm
19. Uncle Billy - 3 gpm
20. Sunrise - 5 gpm
21. Rock Ridge Ct. - 5 gpm
22. Fox Ct. - 4gpm
23. Mother Shipton - 4gpm
24. Mohawk Ct. - 4gpm
25. Cooper Cove - 5 gpm
26. Copper Cove - 4 gpm

MAIN LINE WORK

Council Trail – 10 gpm

Additional Work

1. Re-built surge protection valve on Copper Cove Drive
2. Replaced Pressure Reducing Pilot Control Valve on Copper Cove Drive
3. Cleaned up and maintained vault – Saddle Creek Main Pressure Reducing Valve (PRV)
4. Flushed 32,971 gal

Ebbett's Pass Distribution System:

SERVICE LINE WORK

1. East West Drive – 5 gpm
2. Bluebird Lane – 5 gpm
3. Manzanita – 5 gpm
4. Sandalwood – gpm
5. Cheyenne – 5 gpm
6. Laurel – 5 gpm
7. Dardanelle Vista – 5 gpm

MAIN LINE WORK

1. Considerable amount of time devoted to providing operational oversight assistance on the District's Reach 1 Pipeline Replacement Project
2. Poison Oak Peak – 10 gpm
3. Brice Station – 200 gpm

Additional Work

1. Customer Service Work Orders
2. USA Line Locates

Jenny Lind Distribution System:

SERVICE LINE WORK

1. Hartvickson, 1" x 3" wrap around, 3 gpm
2. Baldwin and Goggin intersection: 1" x 3" wrap around, 2 gpm, full traffic control
3. Dunn, replaced 4 ft of 1" service line, 3 gpm
4. Paolini, 1" x 6" wrap around, 5 gpm
5. Paolini, 1" x 6" wrap around, 5 gpm
6. Baldwin, replaced 15 ft of 1" service line, from an old abandoned service we had to re-establish - full traffic control
7. Rippon, 1" x 3" wrap around, 3 gpm
8. Baldwin, 1" x 3" wrap around, 3 gpm
9. McAtee, 3/4" x 3" wrap around, 2 gpm
10. Dunn, 1" x 3" wrap around 2 gpm
11. Dunn, 1" x 3" wrap around, 4 gpm
12. Goggin, 1" x 3" wrap around, 4 gpm
13. Baldwin, replaced 3 ft section of 1" service line. 5 gpm, full traffic control
14. Pasterello Court, 1" x 3" wrap around, 3 gpm
15. Baldwin, 1" x 3" wrap around, 3 gpm, full traffic control
16. Baldwin, 1" x 3" wrap around, 3 gpm, full traffic control
17. Baldwin, 1" x 3" wrap around, 3 gpm, full traffic control
18. Silver Rapids, 1" x 3" wrap around, hand dig
19. Kirby, replaced 4 ft section of 1" service line, 7 gpm, traffic control
20. Rippon, replaced 6 ft of 1" service line, giant rock laying direction on pipe, 5 gpm
21. Cox, 1" x 3" wrap around, 3 gpm
22. Thornicroft, 1" x 3" wrap around, 2 gpm
23. Rippon, 1" x 3" wrap around, 3 gpm, service line wasn't on map
24. St Andrews, 1" x 3" wrap around 3 gpm
25. Crosby Ct, 1" x 3" wrap around, 3 gpm
26. Gabor, replaced 6 ft of 1" service line and rebuilt both tee's to meters, 10 gpm
27. Oreily, 3/4" x 3" wrap around, 2 gpm
28. Owens, 1" x 3" wrap around, 2 gpm
29. Hartvickson, replaced 8 ft of 1" service line going up bank, 4 gpm, full traffic control
30. Hartvickson, 1" x 6" wrap around, 5 gpm, full traffic control
31. Siegal, replaced 15 ft of 1" service line, 3 gpm, had to saw cut across customers driveway and sleeve the 1" through a 2".
32. Baldwin, replaced 4 ft of 1" service line, 4 gpm, full traffic control
33. Baldwin, 1" x 3" wrap around 3 gpm, full traffic control
34. Baldwin, 1" x 3' wrap around, 2 gpm, full traffic control
35. Owens, 3/4" x 3" wrap around, 2 gpm

36. Hedgpeth, 1" x 3" wrap around, 4 gpm
37. Grisham, 1" x 3" wrap around, 3 gpm
38. Demin Ct, 1" x 3" wrap around, 2 gpm
39. Kirby, 2 leaks, 1"x 3" wrap around and 1" x 6" wrap around
40. Kirby, replaced 8 ft of 1" service line, 8 gpm, after hours
41. Crotty, 1" x 3" wrap around, 3 gpm
42. Kirby, 1"x 3" wrap around, 5 gpm
43. Kirby, 1" x 6 " wrap around, 10 gpm
44. Hedgpeth, 1" x 3" wrap around, 2 gpm, in a driveway
45. Rippon, 3/4" x 3" wrap around, 3 gpm
46. Rippon, replaced 3/4" curb stop, 2 gpm
47. Silver Rapids, 1" x 6" wrap around, 3 gpm

MAIN LINE WORK

1. Blake/Berkeseey intersection, got 2" valve to stop leaking
2. Hartvickson, o-ring at the collar on the 8" transmission main blew out, 25 gpm, knocked off collar and put an 8" x 15" wrap around on it. Water ran down and did minor damage to customer's gravel driveway so we had to do some repair work
3. Mulford Ct, 2" bluebell mainline split, replaced 20 feet of 2" line. After hours.

ADDITIONAL WORK

1. USA line locates
2. Customer Service Work Orders for various items including but not limited to: check meter function, re-read, replace meter, etc.
3. 2 Residential Inspection work orders
4. Flushed 13,612 Gallons
5. 2 sets of BacT samples taken from mainline leaks
6. Clean-up and arranging of the office and warehouse/vehicles/equipment

West Point Distribution System:

SERVICE LINE WORK

1. Barney way (2) – 5 gpm ea.

MAIN LINE WORK

1. None during this time period

ADDITIONAL WORK

1. Responded to septic tank issues on behalf of the Collections Crew
2. Responded to a taste and odor complaint – flushed to freshen supply
3. Line locates

Collections:

1. Pumped backwash pond at Jenny Lind water treatment plant
2. Pulled and replaced pump at Mountain Retreat lift station
3. Pulled pump #2 at lift station 2 in Arnold and sent in for rebuild and installed backup pump
4. Pumped and cleaned wetwell at West Point lift station
5. Pumped and cleaned 8,000-gallon septic tank at Country Houses
6. Pumped and cleaned septic tank at Iroquois Apartments
7. Pumped and cleaned 8,000 gallon holding tank at Mountain Retreat lift station
8. Pumped and cleaned 6,000-gallon septic tank and wet well at Sequoia Woods lift station
9. Pumped and cleaned 6,000-gallon septic tank at Avery lift station
10. Hydro flushed headworks at Vallecito waste water treatment plant
11. Contacted all customers and lined out DRM in Southworth to continue I&I work effort on septic tank
12. Greased all pumps in the dry can lift stations and completed all other maintenance required
13. Received 2nd rebuilt pump for Huckleberry lift station and worked with the electrician department to install and put online
14. Dug up and repaired a 4' section of 6" sewer main and lateral connection behind Pizza Factory in La Contenta
15. Started hydro flushing and CCTV of the Arnold collections system
16. Retro fit new risers and lids on septic tanks in Millwoods that were becoming an accessibility problem for our crew

17. Replaced bad transducer on call out to lift station 41 in Copperopolis
18. Pumped lift station 18 in Copperopolis
19. CCTV inspection of sewer mains and sewer lateral connections in Copper Hills unit 2 for DeNova Homes build out
20. Continued our work effort of manhole inspections in La Contenta with George Reed
21. Inspection of Grocery Outlet sewer connection tie in in La Contenta. They will have to dig it up and install a cleanout to pass final
22. Weekly lift station checks district wide X4
23. Vehicle Inspections
24. Weekly tailgate safety meetings
25. Line locates district wide
26. No spill certifications for July through CIWQS
27. Dig up and complete re plumb of septic tank at 3949 Juniper Drive in 6 Mile Village due to root intrusion in joint
28. Pumped septic tank on Cedar Circle in 6 Mile Village as a yearly maintenance due to excessive use
29. Dug up check valve and ball valve at septic tank at West Point fire house to flush line as tank was not draining. We also flushed the mainline to try to help the tank drain. This has been an ongoing problem in the past
30. Called out to high level at septic tank at 16 Veterans Ln in West Point. Pulled basket and flushed line to get it draining

Construction:

1. On-going work associated with testing and re-establishing the operation of the Slurry Line
2. On-going work (trenching, set the pump skid, electrical) associated with a new Vallecito Reclaim WWTP Pump Station
3. Assisted the Ebbett's Pass, Copper Cove, and La Contenta Distribution Crews with multiple leak repair efforts.
4. Replaced a Fire Hydrant on Cedar Vista in Arnold
5. Removed grass for fire protection at the Well 2 Site in Arnold – prepared site for the well pump to be pulled
6. Set support poles for the Ice Bridge Electrical Component bracing at the Sawmill Tank
7. Exposed a Septic Tank Line for Collections in 6-Mile Village
8. Developed Plan to remove 6-inch thick concrete vault lid in order to replace with a lid of more manageable material at the Saddle Creek PRV in Copperopolis

Electrical:

1. Replaced ozone generator door switch Copper Cove WTP
2. Replaced UPS and upgraded capacity at Forest Meadows WWTP main control cabinet
3. Replaced ViPR telemetry radio at Lakeside sewer lift station in Arnold after failure
4. Wired in new pump at Mountain Retreat sewer lift station in Arnold
5. Wired in new pump at Arnold sewer lift station #2
6. Adjusted pressure switch at Reeds Turnpike pump station in Copperopolis
7. Replaced failed 400-amp circuit breaker for booster pump #2 at the Copper Cove raw water pump station
8. Added new staff members to SCADA and alarming lists at Copper Cove WTP
9. Verified flow rate of well #2 at Wallace Water Treatment Plant
10. Replaced failed UPS at Hwy 26 sewer lift station in Valley Springs
11. After hours repair of control system at Copper Cove sewer lift station #18
12. Performed electrical system locates in Arnold
13. Repaired/de-ragged pump #1 at Arnold sewer lift station #2
14. Had Gold Electric quote solar backup for telemetry/control systems at Copper Tank and Moran valve
15. Replaced pump at Huckleberry sewer lift station in Valley Springs
16. Preliminary startup of the new Jenny Lind pretreatment plant
17. Adjusted well flows at Wallace Water treatment plant
18. Repaired crane at Huckleberry sewer lift station in Valley Springs
19. Restored function of remote SCADA access at Arnold WWTP

20. Restored operation of blower #2 at Hunters water treatment plant
21. Wired in additional control relays for the Jenny Lind pretreatment plant
22. New Employee (SCADA / Electrical Controls Tech) orientation
23. Replaced failed UPS at West Point WTP
24. Restored operation of pump #1 and pump #2 at Avery tank pump station
25. Replaced failed T96SR telemetry radio at Larkspur tank in Forest Meadows
26. Added cooling fan to pump #1 control cabinet at Avery pump station
27. Replaced failed level transducer at Copper Cove sewer lift station #41
28. Verified proper function of level transducer at B-Tank in Copperopolis
29. Replaced UPS and polyphaser at Larkspur tank in Forest Meadows
30. After hours replacement of PLC at Pinebrook tank in Arnold
31. After hours replacement of failed PLC at Larkspur Tank in Forest Meadows
32. After hours replacement of failed telemetry antenna and coax at Larkspur Tank in Forest Meadows
33. Restored Blower #2 fail to start alarm in the SCADA system at West Point WTP after blower replacement
34. Replaced failed control cable from level transducer termination box to control panel at Pinebrook Tank in Arnold
35. Installed new ultrasonic level transducer at Arnold WWTP ditch
36. Replaced UPS's at Copper Cove sewer lift stations #3, #11 and #43
37. Replaced failed control panel heater at Jenny Lind WTP

Mechanical:

1. Repaired a leak on the Cla-Val on Pump #3 – Sawmill Tank and Pump Station
2. Maintained air compressor at the Forest Meadows WWTP
3. Replaced water pump, belt, and belt tensioner on the generator at the Dorrington Pump Station
4. Ordered 7 fuel storage tanks to bolster the District's PSPS Plan response effort
5. Pulled a backwash pump at the West Point WTP and delivered to ACE Electric for troubleshooting / re-build
6. Pulled a blower at the West Point WTP and delivered to ACE Electric for troubleshooting / re-build
7. Delivered and installed a new High-Pressure Pump and Motor to the Meadowmont Pump Station
8. Troubleshoot and re-established the operation of the Forest Meadows WWTP Generator – was in over-crank – restored to normal operations
9. Troubleshoot with Electrical Avery Pump Station Pumps 1 and 2 fail – found pump soft start breakers tripped due to over-heating
10. Troubleshoot Wilseyville Pressure Booster Station. Found Cla-Val and pressure switch out of adjustment – restored to normal operation
11. Generator Checks and inspections – West Point area, HWY 4
12. Fabricated a tank holder for the Copper Warehouse (for a service vehicle)
13. Cleaned radiator on the West Point WTP Generator
14. Picked up the Copper Cove Raw Lake Pumps from ACE Electric
15. Adjusted Cla-Val at the Hunters Treated Water Pump Station – Restored to normal ops
16. Maintained and cleaned all appurtenances on the Generator at the Vallecito Lift Station
17. Installed new diaphragm pump at the Arnold WWTP
18. Replaced 1 bad tire, Aux solenoid, and alternator on Truck 123 (VacCon) – Copperopolis
19. BIT inspections on trucks #135, #722, #145, and #509
20. Sent Truck #522 to dealer to replace defective transmission (warranty item)
21. Installed wireless receiver on Truck #126
22. Replaced Water Pump and hoses – truck #534
23. Replaced 7 tires on truck #123 and 7 feet of Canaflex (hose) (VacCon)
24. Replaced rear window regulator on truck #140
25. Replaced alternator Truck #134
26. Replaced front and rear brakes on truck #554
27. Replaced rear brakes on truck #527
28. Replaced shift linkage on Jeep #129
29. Replaced block heater on generator at Saddle Creek Lift Station #2
30. Tested generator at Lift Station 16 in Copperopolis under load – Ops okay

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