

CALAVERAS COUNTY WATER DISTRICT FINANCE COMMITTEE MEETING

AGENDA

Tuesday, Sept 24, 2019
9:00 a.m.
CCWD Board Room

Calaveras County Water District
120 Toma Court (P O 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 related to agenda items that are made available to the Board before or at the meeting shall be available for review by the public at 120 Toma Court, San Andreas, CA 95249.

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. **PUBLIC COMMENT:** Comments limited to three minutes per person.
2. **APPROVAL OF MINUTES:** July 16, 2019
3. **NEW BUSINESS**
 - 3a. Report on the Monthly Financial Reports for August 2019
(Peter Martin, Interim Director of Administrative Services)
 - 3b. General Overview and Direction on Updating Miscellaneous Service Fees/Charges
(Peter Martin, Interim Director of Administrative Services)
 - 3c. Direction on Updating Miscellaneous Service Fees/Charges within the District's
Design and Construction Standards
(Peter Martin, Interim Director of Administrative Services)
 - 3d. Discussion/Information Regarding SB 998 (Dodd) Discontinuation of Residential
Water Service: Urban and Community Water Systems
(Joel Metzger, External Affairs Manager)
4. **INTERIM DIRECTOR OF ADMINISTRATIVE SERVICES COMMENTS**
5. **GENERAL MANAGER COMMENTS**
6. **DIRECTOR COMMENTS**
7. **FUTURE AGENDA ITEMS**
8. **NEXT COMMITTEE MEETING**
9. **ADJOURNMENT**

MINUTES
FINANCE COMMITTEE MEETING
JULY 16, 2019

The FINANCE COMMITTEE of the CALAVERAS COUNTY WATER DISTRICT (CCWD) met in the CCWD Board Room at 120 Toma Court, San Andreas, California at 9:00 a.m.

The following Committee Members were present:

Bertha Underhill	Director
Cindy Secada	Director

Staff Present:

Michael Minkler	General Manager
Jeffrey Meyer	Director of Administrative Services
Peter Martin	Manager of Water Resources
Patti Christensen	Accountant III
Joel Metzger	External Affairs Manager

Public Present:

Vickey Mills

1. Public Comment:
None

2. Approval of Minutes: May 21, 2019

3. New Business:

3a. Report on the Monthly Financial Reports for June 2019:

Mr. Meyer stated these are pre-audit reports and year-end adjustments will be made throughout July. Mr. Meyer reviewed the Budget Status Report's operating revenues and spoke briefly on the summary of expenses. There was a discussion on a few departmental line items. The Claim Summary has been submitted and approved by the full Board.

Mr. Meyer said the Capital R&R report includes ongoing projects with the Ebbetts Pass Reach 1 Pipeline Replacement Project starting in July. He talked about the Capital R&R debt service that allowed the District to jump start repairs and will mature in March 2021. There was a discussion on the IRWM Vallecito Recycle Water Distribution Grant Project and the next step of pumping the water to Chatom and Ironstone Wineries.

3b. Discussion/Direction Regarding Termination of Service:

Mr. Metzger stated this item is an update to the previous Finance Committee presentation and includes a draft policy. Mr. Metzger reviewed the proposed criteria in the draft termination of service policy.

Recess at 9:38, meeting resumed at 9:51

Some of the policy criteria requires that the customer be the legal deeded owner and complete a termination of service request form which goes to the General Manager and staff for review and approval. If denied termination of service, the customer has the opportunity to appeal the decision to the Board within 1 year. There was a discussion on landscape meters, the termination of same, and the termination of standard water meters. Further discussion of landscape meter termination included the length of time of usage/non-usage prior to termination. Approved termination documents will be recorded

MINUTES
FINANCE COMMITTEE MEETING
JULY 16, 2019

at the County office and Mr. Minkler suggested charging the customer an administrative fee for the application to terminate service and associated processing fees.

Capacity Fees were discussed and the recommendation is to credit the original fees, and if they choose to reinstate service at a later date and are approved to do so, they would have to pay the difference between the original fee and the current fee. There would be no refunds issued if the current fee happened to be less than the original fee. Mr. Minkler stated a form should be prepared with all of the pertinent information and fees and then verified it meets the County's recording requirements.

Other topics discussed were the reinstatement of service process and the financial impact of termination of service on the Districts revenue. Mr. Minkler feels the appeal process should be limited to 30 days from being denied termination of service and not allow the 1-year window to file the appeal.

This item will be brought to the full Board in August. Director Underhill suggested adding the document origination date to the policy.

Public Comment: None

3c. Discussion/Direction Regarding District's Financial Management Policy No. 5.01, Investment Policy:

Mr. Meyer stated that per the Investment Policy, the policy will be reviewed and approved by the Board at the beginning of each fiscal year. He stated there is one minor change in reporting being updated. Regarding the new monthly reporting, it was decided to bring it to the Finance Committee first, and then submit to the Board at the second meeting of the month under Consent Agenda.

Public Comment: None

3d. Discussion/Direction Regarding District's Financial Management Policy No. 5.09, Surplus Equipment Policy:

Mr. Meyer stated the District recently entered into an agreement with Enterprise Fleet Management to provide the District with leased vehicles. One of the services they provide is the option to surplus the District's vehicles. Staff is requesting an update to the Surplus Equipment Policy that will allow the option of Enterprise Fleet Management to surplus District vehicles. If the option is chosen to have Enterprise surplus vehicles, they would be able to issue a credit towards a leased vehicle, or remit the proceeds by check. Other policy changes include administrative name changes.

Public Comment: Ms. Mills made a comment about a definition typo.

Direction was given to put these two policy items on the Board's consent agenda for approval.

4. Director of Administrative Services Comments:

Mr. Meyer thanked the Committee members for their support throughout the years and commented on the importance of this District position.

5. General Manager Comments:

Mr. Minkler thanked Mr. Meyer for his service to the District. He also thanked Director Secada for questioning the impact PG&E's Public Safety Power Shutoff (PSPS) program will have on the Districts facilities.

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6. Director Comments:

Director Secada thanked Mr. Meyer for his service to the District.

Director Underhill said she is thankful for Mr. Meyers service over his 11 years of employment.

7. Future Agenda Items:

- Miscellaneous Fee Schedule

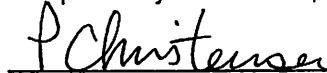
8. Next Committee Meeting:

August 20, 2019 at 9 a.m.

9. Adjournment:

Meeting adjourned at 10:55 a.m.

Respectfully Submitted,



Patti Christensen, Accountant III

Approved:



Peter Martin, Interim Director of Administrative Services

Agenda Item

DATE: September 17, 2019
TO: Finance Committee
FROM: Peter Martin, Interim Director of Administrative Services
SUBJECT: Report on the Monthly Financial Reports for August 2019

RECOMMENDED ACTION:

Receive Report on August 2019 Monthly Financial Reports

SUMMARY:

The following financial reports are for the month ending August 31, 2019:

Budget Status Report – A summary of operating revenues and expenditures. Please note that some expenditures are paid in arrears and this report may not adequately reflect costs incurred through the reporting period. Similarly, the year-to-date revenues compared to budget may not present a fair estimate of expected revenues as some revenue types, such as property taxes, are received periodically throughout the year.

Capital Renovation and Replacement (Capital R&R) Report – A summary of Capital R&R revenues and expenditures for the water and wastewater funds. Additionally, some expenditures are paid in arrears and this report may not adequately account for all costs incurred during the reporting period.

Claim Summary – The claim summary is a summary of services, supplies, reimbursements and other vendor claims paid by the District in the month of August, 2019.

Investment Transactions – A summary of investment balances, interest earned, and a listing of individual transactions that occurred during August, 2019. Staff monitors cash flow to ensure operational needs are met and excess funds are invested.

FINANCIAL CONSIDERATIONS:

None

*Attachment: Budget Status Report – August 2019
Capital R&R Report – August 2019
Claim Summary – August 2019
Investment Transactions – August 2019*

**CALAVERAS COUNTY WATER DISTRICT
REVENUE STATUS REPORT FOR
THE PERIOD ENDED AUGUST 31, 2019
ALL REVENUES
17% of Year Completed**

Revenue Source	Actual Revenue FY 18-19 (pre-audit)	Budgeted Revenue FY 19-20	Actual Revenue to 08/19	%	Received
Operating Revenue					
WATER SALES	7,559,110	7,876,756	1,322,798		16.79%
WASTEWATER SALES	4,469,914	4,716,894	753,153		15.97%
OTHER	513,708	484,800	93,565		19.30%
Total Operating Revenue	12,542,732	13,078,450	2,169,516		16.59%
Non-Operating Revenue					
CAPACITY FEES	1,008,445	-	143,697		-
STAND-BY FEES	123,849	130,000	-	*	0.00%
PROPERTY TAXES	3,044,862	3,242,247	-	*	0.00%
INVESTMENT INCOME	488,867	601,096	7,020		1.17%
GRANT REVENUE	1,911,081	-	-		-
OTHER REVENUE	1,726,043	1,643,871	390,046		23.73%
Total Non-Operating Revenue	8,303,147	5,617,214	540,763		9.63%
GRAND TOTALS REVENUE	20,845,879	18,695,664	2,710,278		14.50%

*Distributed in Feb, May, and Aug

**CALAVERAS COUNTY WATER DISTRICT
REVENUE STATUS REPORT FOR
THE PERIOD ENDED AUGUST 31, 2019
OPERATING REVENUES
17% of Year Completed**

Revenue Source	Actual Revenue FY 18-19 (pre-audit)	Budgeted Revenue FY 19-20	Actual Revenue to 08/19		% Received
Operating Revenue					
WATER SALES	7,559,110	7,876,756	1,322,798		16.79%
WASTEWATER SALES	4,469,914	4,716,894	753,153		15.97%
OTHER	513,708	484,800	93,565		19.30%
Total Operating Revenue	12,542,732	13,078,450	2,169,516		16.59%
Non-Operating Revenue					
STAND-BY FEES	123,849	130,000	-	*	0.00%
PROPERTY TAXES	2,588,133	2,755,231	-	*	0.00%
INVESTMENT INCOME	159,371	200,000	2,364		1.18%
GRANT REVENUE	6,626	-	-		-
OTHER REVENUE	1,725,043	1,643,871	390,046		23.73%
Total Non-Operating Revenue	4,603,022	4,729,102	392,410		8.30%
GRAND TOTALS REVENUE	17,145,754	17,807,552	2,561,925		14.39%

*Distributed in Feb, May, and Aug

Calaveras County Water District
Operating Budget Summary
Fiscal Year 2019-20
Budget vs Actual as of August 31, 2019
17% of Year Completed

District Summary by Category

Description	FY 19-20 Budget	Expenditures to 08/31/19	%
Personnel Services	9,523,196	1,519,185	16%
Services and Supplies	7,006,906	1,063,904	15%
Capital Outlay	510,000	15,950	3%
Total Operations & Capital Outlay:	17,040,102	2,599,039	15%

District Summary by Department

Dept	Description	FY 19-20 Budget	Expenditures to 08/31/19	%
Personnel, Services, and Supplies				
50	Non-Departmental (excluding Debt Svc)	907,798	185,863	20%
54	Utility Services	10,211,804	1,494,796	15%
56	General Management	1,111,697	168,330	15%
57	Board of Directors	161,607	20,373	13%
58	Technical Services/Engineering	836,705	148,276	18%
59	Administrative Services	1,665,519	273,947	16%
60	Water Resources	1,634,972	291,504	18%
sub-total Operations:		16,530,102	2,583,089	16%
Capital Outlay				
54	Utility Services - Equipment/Projects	504,000	15,950	3%
59	Administrative Services	6,000	-	0%
sub-total Capital Outlay:		510,000	15,950	3%
Total Operations & Capital Outlay		17,040,102	2,599,039	15%

CCWD Budget Status Report
Non-Departmental

As of August 31, 2019
17% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 19-20 Budget</u>	<u>August 2019</u>	<u>FY 19-20 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Services & Supplies							
60210	Power	9,500	775	775	8%	-	8,725
60220	Water	2,800	527	527	19%	-	2,273
60250	Telephone	11,800	978	1,513	13%	-	10,287
60260	Refuse Disposal	2,600	226	443	17%	-	2,157
60310	Materials and Supplies	40,000	1,136	3,218	8%	536	36,246
60313	Tools	500	-	-	0%	-	500
60400	Outside Services/Repairs	13,000	837	1,364	10%	-	11,636
60410	Service Maintenance Contracts	6,800	510	1,069	16%	-	5,731
60426	Building Repairs	5,000	-	-	0%	-	5,000
60430	Claims Damages	5,000	-	-	0%	-	5,000
60440	Janitorial Services	23,220	3,870	3,870	17%	-	19,350
61200	Retired Employee Costs	599,000	43,909	102,334	17%	-	496,666
61410	Insurance	188,578	-	70,750	38%	-	117,828
sub-total Services & Supplies:		907,798	52,768	185,863	20%	536	721,399
Debt Service							
72120	Interest - Umpqua Bank CalPERS UAL Loan	188,482	96,651	96,651	51%	-	91,831
73120	Principal - Umpqua Bank CalPERS UAL Loan	268,000	133,000	133,000	50%	-	135,000
72350	Interest - USDA EP Reach 3A	56,548	-	-	0%	-	56,548
73350	Principal - USDA EP Reach 3A	44,700	-	-	0%	-	44,700
72400	Interest - Water Fund Loan to Sewer Fund	13,014	-	-	0%	-	13,014
73400	Principal - Water Fund Loan to Sewer Fund	85,400	-	-	0%	-	85,400
72500	Interest - New Hogan Dam	14,627	-	-	0%	-	14,627
73500	Principal - New Hogan Dam	55,242	-	-	0%	-	55,242
72600	Interest - OP HQ	60,731	-	-	0%	-	60,731
73600	Principal - OP HQ	585,010	-	-	0%	-	585,010
72700	Interest - VacCon Truck Loan	24,064	-	-	0%	-	24,064
73700	Principal - OP HQ	7,453	-	-	0%	-	7,453
72900	Interest - Capital R&R Loan	58,083	25,295	25,295	44%	-	32,788
73900	Principal - Capital R&R Loan	1,519,334	767,667	767,667	51%	-	751,667
sub-total Debt Service:		2,980,688	1,022,613	1,022,613	34%	-	1,731,244
Total Department:		3,888,486	1,075,381	1,208,476	31%	536	2,452,643

CCWD Budget Status Report
Utility Services - Summary

As of August 31, 2019
17% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 19-20 Budget</u>	<u>August 2019</u>	<u>FY 19-20 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
	Salaries/Wages	3,882,912	292,620	582,983	15%	-	3,299,929
	Wages-Overtime	211,370	17,061	29,673	14%	-	181,697
	Benefits	2,492,389	198,515	395,007	16%	-	2,097,382
	Medical Reimbursements	18,400	592	992	5%	-	17,408
	sub-total Personnel Services:	6,605,071	508,788	1,008,655	15%	-	5,596,416
Services & Supplies							
	Utilities	922,516	103,012	108,512	12%	-	814,004
	Material and Supplies	740,600	144,826	165,027	22%	21,813	553,760
	Safety Eq Repl/consumables	40,000	3,924	4,274	11%	177	35,549
	Chemicals	340,000	49,117	52,591	15%	6,340	281,069
	Outside Services/Repairs	130,600	5,684	12,008	9%	423	118,169
	Service Maintenance Contracts	338,200	23,400	37,301	11%	108,006	192,893
	Laboratory Services	165,000	7,321	13,246	8%	6,525	145,229
	Rentals (Non Vehicles & Equipment)	-	3,000	9,000	0%	-	(9,000)
	Professional Services	84,300	17,360	17,360	21%	42,236	24,704
	Operating Exp/Gas & Oil	305,000	54,254	57,750	19%	7,023	240,227
	Rental Exp/Vehicle and Equip.	30,000	1,332	1,423	5%	-	28,577
	Lease Expense Vehicle/Equipment	210,017	-	-	0%	-	210,017
	Permits & Licenses	15,000	1,589	2,138	14%	-	12,862
	Publications/Subscriptions	1,000	-	-	0%	-	1,000
	Memberships/Dues	14,500	533	2,557	18%	-	11,943
	Training, Conferences & Travel	35,000	1,721	2,481	7%	2,430	30,089
	Other Travel Costs	-	19	19	0%	-	(19)
	Purchased Water	5,000	-	-	0%	-	5,000
	State Wtr/Swr Fees	230,000	454	454	0%	-	229,546
	sub-total Services & Supplies:	3,606,733	417,546	486,141	13%	194,973	2,925,619
	sub-total Operations:	10,211,804	926,334	1,494,796	15%	194,973	8,522,035
Capital Outlay							
308-20	Bummerville Tank Site Fence	20,000	-	-	0%	-	20,000
301/501-20	CC Equipment Storage Building	10,000	-	-	0%	-	10,000
303/503-20	CMMS Software	77,000	-	-	0%	-	77,000
306-20	Copper Sawmill PRV Vaults	63,200	-	-	0%	-	63,200
304/504-20	EP Articulating Snow Plow	6,900	-	-	0%	-	6,900
307-20	Flowmeters	45,000	-	-	0%	-	45,000
505-20	Hydro Jet Trailer	30,000	-	-	0%	-	30,000
507-20	Indian Rock Filter Boxes	30,000	-	-	0%	-	30,000
508-20	LaContenta Collections Storage Building	7,000	-	-	0%	-	7,000
305-20	Sample Stations	10,200	-	-	0%	-	10,200
506-20	Slip Lining Equipment	6,000	-	-	0%	-	6,000
509-20	Southworth Quad	8,000	9,115	9,115	114%	-	(1,115)
302/502-20	Trailer Mounted Generators	100,000	-	-	0%	-	100,000
510-20	Wallace Up-Gradient Monitor Well	39,100	3,375	3,375	9%	38,625	(2,900)
511-20	West Point Monitoring Well	41,600	3,460	3,460	8%	39,540	(1,400)
309-20	West Point SS Well-Screen Piping	10,000	-	-	0%	-	10,000
	sub-total Capital Outlay:	504,000	15,950	15,950	3%	78,165	409,885
	Total Department:	10,715,804	942,284	1,510,746	14%	273,138	8,931,920

CCWD Budget Status Report
Utility Services - Detail

As of August 31, 2019
17% of Year Completed

Acct	Description	FY 19-20 Budget	August 2019	FY 19-20 Year-to-Date	Percent YTD	Encumbered	Balance Available
Personnel Services							
60000	Salaries/Wages	3,882,912	292,620	582,983	15%	-	3,299,929
60030	Wages-Overtime	211,370	17,061	29,873	14%	-	181,697
60100	Benefits	2,492,389	198,515	395,007	16%	-	2,097,382
60102	Medical Reimbursements	18,400	592	992	5%	-	17,408
sub-total Personnel Services:		6,605,071	608,788	1,008,855	15%	-	5,596,416
Services & Supplies							
60210	Power	842,000	91,898	91,915	11%	-	750,085
60220	Water	1,924	247	247	13%	-	1,677
60230	Sewage	57,449	4,695	4,695	8%	-	52,754
60240	Telephone Lease Lines	4,000	324	390	10%	-	3,610
60250	Telephones	7,843	4,364	8,632	113%	-	(869)
60260	Refuse/Disposal	9,500	1,484	2,633	28%	-	6,867
60310	Material and Supplies	100,000	5,214	5,678	6%	3,845	90,477
60311	Herbicide	1,500	-	-	0%	-	1,500
60312	Safety Eq Rep/Consumables	40,000	3,924	4,274	11%	177	35,549
60313	Tools	25,000	12,579	12,579	50%	2,221	10,200
60314	Uniforms - New	12,000	421	9,104	76%	-	2,896
60325	Lab Supplies, Consumables	34,000	2,351	2,351	7%	899	30,750
60327	Ozone System Parts	43,600	3,718	3,718	9%	-	39,882
60328	UV Bulb Replacement	112,000	62,652	55,178	49%	-	56,822
60331	Electrical Parts Replacement	75,000	10,005	10,005	13%	15	64,980
60332	Leak Repair Supplies	80,000	14,301	16,619	21%	3,494	59,887
60333	Road Repair Materials	25,000	3,869	3,869	15%	-	21,131
60334	SCADA, Radio Supplies	40,000	4,065	4,065	10%	1,516	34,419
60335	Septic Tanks, Repair & New	10,000	5	5	0%	4,145	5,850
60338	Meters, New Conn. & Repl.	30,000	7,658	7,658	26%	-	22,342
60350	Aerator/Compressor etc Repair	18,000	335	335	2%	-	17,665
60353	Computers/peripherals	6,000	-	-	0%	-	6,000
60354	Control Sys/Pressure Transducer	10,000	-	-	0%	5,465	4,535
60355	Headworks/Solids Removal Rep.	19,000	384	384	2%	-	18,616
60356	HVAC	8,500	-	4,358	51%	-	4,142
60357	Mixers	15,000	5,571	5,571	37%	-	9,429
60358	Monitor Wells Repair	1,000	-	-	0%	-	1,000
60359	Pumps/Motors Repair	75,000	20,747	22,499	30%	213	52,288
60360	Solids Handling Equip Repair	-	1,051	1,051	0%	-	(1,051)
60395	Chemicals	340,000	49,117	52,591	15%	6,340	281,069
60400	Outside Services/Repairs	75,000	3,321	8,733	12%	423	65,844
60401	Fire Ext. Testing Cust. Base	1,800	-	-	0%	-	1,800
60402	Spraying - Weeds & Insects	11,700	423	1,335	11%	-	10,365
60403	Snow Removal	8,000	-	-	0%	-	8,000
60404	Uniform Launder	12,100	1,940	1,940	16%	-	10,160
60405	Fire Hydrant Maintenance	24,000	-	-	0%	-	24,000
60412	Groundwater Monitoring	45,000	-	-	0%	40,000	5,000
60413	Instrumentation Tech	8,500	-	-	0%	-	8,500
60414	Ozone System PM	10,000	-	-	0%	-	10,000
60415	Backflow Device Testing	6,500	-	-	0%	-	6,500
60416	SCADA Consulting (A-Team)	10,000	400	400	4%	-	9,600
60417	Hauling / Dig / Crane	12,000	-	-	0%	-	12,000
60419	Pave / Seal / Asphalt Repair	94,200	14,635	14,635	16%	-	79,565
60423	Telemetry / Radio	3,000	-	-	0%	-	3,000
60424	Septic Hauling	29,000	3,171	3,171	11%	-	25,829
60425	Tank Cleaning	74,000	5,194	5,194	7%	65,106	3,700
60426	Building Repairs	35,000	-	-	0%	-	35,000
60427	UV System PM	5,000	-	-	0%	-	5,000
60431	Computer Lic/Maint Contracts	8,000	-	13,901	174%	2,900	(8,801)
60470	Laboratory Services	165,000	7,321	13,246	8%	6,525	145,229
60480	Rentals (Non Vehicles & Equipment)	-	3,000	9,000	0%	-	(9,000)
60590	Professional Services	84,300	17,360	17,360	21%	42,236	24,704
60610	Operating Exp/Gas & Oil	210,000	22,482	22,499	11%	2,365	185,136
60620	Repairs and Parts	65,000	20,517	23,998	37%	3,928	37,078
60625	Fuel/Repairs - Generators	30,000	11,255	11,255	38%	732	18,013
60650	Rental Exp/Vehicle and Equip.	30,000	1,332	1,423	5%	-	28,577
60680	Lease Expense Vehicle/Equipment	210,017	-	-	0%	-	210,017
60710	Permits & Licenses	15,000	1,589	2,138	14%	-	12,862
60730	Publications/Subscriptions	1,000	-	-	0%	-	1,000
60732	Memberships/Dues	14,500	533	2,557	18%	-	11,943
60810	Training, Conferences & Travel	35,000	1,721	2,481	7%	2,430	30,089
60820	Other Travel Costs	-	19	19	0%	-	(19)
61100	Purchased Water	5,000	-	-	0%	-	5,000
61420	State Wtr/Swr Fees	230,000	454	454	0%	-	229,546
sub-total Services & Supplies:		3,606,733	417,546	486,141	13%	194,973	2,925,619
sub-total Operations:		10,211,804	926,334	1,494,796	15%	194,973	8,522,035
Capital Outlay							
308-20	Burnsville Tank Site Fence	20,000	-	-	0%	-	20,000
301501-20	CC Equipment Storage Building	10,000	-	-	0%	-	10,000
303503-20	CMMS Software	77,000	-	-	0%	-	77,000
306-20	Copper Sawmill PRV Vaults	63,200	-	-	0%	-	63,200
304504-20	EP Articulating Snow Plow	6,900	-	-	0%	-	6,900
307-20	Flowmeters	45,000	-	-	0%	-	45,000
505-20	Hydro Jet Trailer	30,000	-	-	0%	-	30,000
507-20	Indian Rock Filter Boxes	30,000	-	-	0%	-	30,000
509-20	LaContenta Collections Storage Building	7,000	-	-	0%	-	7,000
305-20	Sample Stations	10,200	-	-	0%	-	10,200
509-20	Slip Lining Equipment	6,000	-	-	0%	-	6,000
509-20	Southworth Quad	8,000	9,115	9,115	114%	-	(1,115)
302502-20	Trailer Mounted Generators	100,000	-	-	0%	-	100,000
510-20	Wallace Up-Gradient Monitor Well	39,100	3,375	3,375	9%	38,625	(2,900)
511-20	West Point Monitoring Well	41,600	3,460	3,460	8%	39,540	(1,400)
309-20	West Point SS Well-Screen Piping	10,000	-	-	0%	-	10,000
sub-total Capital Outlay:		504,000	15,950	15,950	3%	78,165	469,685
Total Department:		10,715,804	942,284	1,510,746	14%	273,138	8,931,920

CCWD Budget Status Report
 General Management

As of August 31, 2019
 17% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 19-20 Budget</u>	<u>August 2019</u>	<u>FY 19-20 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	432,629	46,708	92,496	21%	-	340,133
60030	Wages-Overtime	720	-	141	20%	-	579
60100	Benefits	219,953	22,107	44,769	20%	-	175,184
60102	Medical Reimbursements	1,600	89	89	6%	-	1,511
sub-total Personnel Services:		654,902	68,904	137,495	21%	-	517,407
Services and Supplies							
60310	Material and Supplies	2,800	566	566	20%	-	2,234
60320	Safety Material and Supplies	4,000	-	-	0%	-	4,000
60420	Drug and Alcohol Testing	1,700	-	-	0%	-	1,700
60429	Recruiting	13,000	2,738	2,738	21%	-	10,262
60505	Outside Legal Fees	230,000	2,146	2,146	1%	-	227,854
60541	Advertising/Publicity	1,500	828	853	57%	-	647
60590	Professional Services	132,800	7,699	7,699	6%	216	124,885
60700	Forms and Supplies	500	-	-	0%	-	500
60730	Publications/Subscriptions	150	-	-	-	-	150
60732	Memberships/Dues	46,895	150	11,331	24%	-	35,564
60810	Training, Conferences & Travel	20,700	5,321	5,396	26%	-	15,304
60820	Other Travel Costs	750	106	106	14%	-	644
61410	Unemployment Claims	2,000	-	-	0%	-	2,000
sub-total Services & Supplies:		456,795	19,554	30,835	7%	216	425,744
Total Department:		1,111,697	88,458	168,330	15%	216	943,151

CCWD Budget Status Report
Board of Directors

As of August 31, 2019
17% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 19-20 Budget</u>	<u>August 2019</u>	<u>FY 19-20 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	43,200	2,640	4,200	10%	-	39,000
60100	Benefits	94,157	7,193	14,483	15%	-	79,674
60102	Medical Reimbursements	2,000	-	-	0%	-	2,000
sub-total Personnel Services:		139,357	9,833	18,683	13%	-	120,674
Services and Supplies							
60310	Materials and Supplies	750	55	55	7%	-	695
60810	Training, Conferences & Travel	15,000	725	725	5%	-	14,275
60820	Other Travel Costs	6,500	910	910	14%	-	5,590
sub-total Services & Supplies:		22,250	1,690	1,690	8%	-	20,560
Total Department:		161,607	11,523	20,373	13%	-	141,234

CCWD Budget Status Report
 Technical Services/Engineering

As of August 31, 2019
 17% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 19-20 Budget</u>	<u>August 2019</u>	<u>FY 19-20 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	468,492	43,338	89,670	19%	-	378,822
60030	Overtime	5,720	774	1,722	30%	-	3,998
60100	Benefits	255,575	23,230	48,885	19%	-	206,690
60102	Medical Reimbursements	2,800	-	-	0%	-	2,800
sub-total Personnel Services:		732,587	67,342	140,277	19%	-	592,310
Services and Supplies							
60310	Materials and Supplies	3,500	-	-	-	-	3,500
60320	Safety Material and Supplies	800	137	137	-	-	663
60410	Service Maintenance Contracts	10,500	-	5,425	52%	-	5,075
60431	Computer Lic/Maint Contracts	-	-	1,895	0%	-	(1,895)
60590	Professional Services	80,000	-	-	0%	-	80,000
60700	Forms and Supplies	500	-	-	0%	-	500
60730	Publications/Subscriptions	200	-	-	0%	-	200
60732	Memberships/Dues	618	115	115	19%	-	503
60740	Recording Title Reports	-	427	427	0%	-	(427)
60810	Training, Conferences & Travel	7,500	-	-	0%	-	7,500
60820	Other Travel Costs	500	-	-	0%	-	500
sub-total Services & Supplies:		104,118	679	7,999	8%	-	96,119
Total Department:		836,705	68,021	148,276	18%	-	688,429

CCWD Budget Status Report
 Administrative Services

As of August 31, 2019
 17% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 19-20 Budget</u>	<u>August 2019</u>	<u>FY 19-20 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	765,240	58,066	114,976	15%	-	650,264
60030	Wages-Overtime	2,970	233	597	20%	-	2,373
60100	Benefits	425,409	33,383	65,777	15%	-	359,632
60102	Medical Reimbursements	3,200	-	-	0%	-	3,200
sub-total Personnel Services:		1,196,819	91,682	181,350	15%	-	1,015,469
Services and Supplies							
60310	Materials and Supplies	1,250	-	-	0%	-	1,250
60390	Admin Technologies Comm	34,000	1,412	1,690	5%	-	32,310
60400	Outside Services/Repairs	6,450	1,157	1,157	18%	-	5,293
60410	Service Maintenance Contracts	49,500	-	28,215	57%	-	21,285
60431	Computer Lic/Maint Contracts	23,000	7,680	11,194	49%	-	11,806
60510	Accounting/Auditing	41,600	-	13,255	32%	-	28,345
60590	Professional Services	86,625	5,889	7,214	8%	-	79,411
60700	Forms and Supplies	1,950	-	-	0%	-	1,950
60720	Postage	17,300	2,373	2,683	16%	-	14,617
60732	Memberships/Dues	725	175	335	46%	-	390
60780	Printing	500	-	-	0%	-	500
60810	Training, Conferences & Travel	10,000	150	150	2%	-	9,850
60820	Other Travel Costs	800	-	-	0%	-	800
61310	Bad Debt Expense	52,000	351	3,344	6%	-	48,656
61315	Customer Rate Assistance Program	60,000	2,147	8,300	14%	-	51,700
61455	Water Conservation	3,000	1,248	1,248	42%	-	1,752
61485	Third Party Payment Proc Fees	72,500	6,051	6,312	9%	-	66,188
78100	Custodial Agent Fees	7,500	-	7,500	100%	-	-
sub-total Services & Supplies:		468,700	28,633	92,597	20%	-	376,103
sub-total Operations:		1,665,519	120,315	273,947	16%	-	1,391,572
Capital Outlay							
	HP Color LaserJet Printer	6,000	-	-	0%	-	6,000
sub-total Capital Outlay:		6,000	-	-	0%	-	6,000
Total Department:		1,671,519	120,315	273,947	16%	-	1,397,572

CCWD Budget Status Report
Water Resources

As of August 31, 2019
17% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 19-20 Budget</u>	<u>August 2019</u>	<u>FY 19-20 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
Personnel Services							
60000	Salaries/Wages	124,623	11,016	21,639	17%	-	102,984
60100	Benefits	69,437	5,579	11,086	16%	-	58,351
60102	Medical Reimbursements	400	-	-	0%	-	400
sub-total Personnel Services:		194,460	16,595	32,725	17%	-	161,735
Services and Supplies							
60310	Material and Supplies	500	-	-	0%	-	500
60505	Outside Legal Fees	155,000	15,108	15,108	10%	-	139,892
60541	Advertising/Publicity	500	-	-	0%	-	500
60590	Professional Services	84,000	2,145	2,145	3%	3,007	78,848
60732	Membership/Dues	47,500	12,000	12,000	25%	-	35,500
60810	Training, Conferences & Travel	4,000	-	-	0%	-	4,000
60820	Other Travel Costs	750	-	-	0%	-	750
61100	New Hogan O&M	293,262	-	-	0%	-	293,262
61435	State/Federal/County Fees	785,000	229,526	229,526	29%	-	555,474
61450	Mandated Plans	20,000	-	-	0%	-	20,000
61452	Strategic Plans Updates	50,000	-	-	0%	-	50,000
sub-total Services & Supplies:		1,440,512	258,779	258,779	18%	3,007	1,178,726
Total Department:		1,634,972	275,374	291,504	18%	3,007	1,340,461

Water Capital Renovation and Replacement Fund
 July 1, 2013 through August 31, 2019

	Through Jun 30, 2019	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Y-T-D FY 19-20	Total to Date
Revenues:							
Capital R&R Water Revenues	\$ 17,009,067	\$ 571,127	\$ -	\$ -	\$ -	\$ 571,127	\$ 17,580,194
Interest Income	447,290	46,315	-	-	-	46,315	493,605
Capital R&R Loan *	6,622,000	-	-	-	-	-	6,622,000
Grant Revenues	4,752,777	-	-	-	-	-	4,752,777
Total Revenues	\$ 28,831,134	\$ 617,442	\$ -	\$ -	\$ -	\$ 617,442	\$ 29,448,577
Expenditures:							
Ebbetts Pass Techite Line	\$ 212,263	\$ 438	\$ -	\$ -	\$ -	\$ 438	\$ 212,701
Ebbetts Pass Reach 1	1,047,072	903,876	-	-	-	903,876	1,950,949
Jenny Lind A-B Trans Line	10,243	-	-	-	-	-	10,243
Jenny Lind Pretreatment Facility	4,748,448	112,196	-	-	-	112,196	4,860,644
EP Redwood Tanks HMGP	35,707	-	-	-	-	-	35,707
AMR/AMI Radio Read Meter Program	-	-	-	-	-	-	-
Ebbetts Pass WTP Filter Rehab	524	-	-	-	-	-	524
Meadowmont Pump Station Improv	29,879	52,481	-	-	-	52,481	82,360
White Pines Lake Restoration	67,747	-	-	-	-	-	67,747
Wallace SCADA Improvements	-	-	-	-	-	-	-
West Point Backup Water Filter	-	-	-	-	-	-	-
West Point SCADA Improvements	-	-	-	-	-	-	-
Tank Management Plan	67,816	-	-	-	-	-	67,816
Pipeline Replacement	237,613	3,036	-	-	-	3,036	240,649
Completed Projects (see Funding)	8,472,633	-	-	-	-	-	8,472,633
Total Expenditures	\$ 14,929,945	\$ 1,072,027	\$ -	\$ -	\$ -	\$ 1,072,027	\$ 16,001,972
Beginning Balance	\$ -	\$ 11,487,357	\$ 10,439,387	\$ 10,439,387	\$ 10,439,387	\$ 11,487,357	\$ -
Total Revenues	28,831,134	617,442	-	-	-	617,442	29,448,577
Less							
Loan Payments	2,413,833	593,385	-	-	-	593,385	3,007,218
Project Costs	14,929,945	1,072,027	-	-	-	1,072,027	16,001,972
Ending Balance	\$ 11,487,357	\$ 10,439,387	\$ 10,439,387	\$ 10,439,387	\$ 10,439,387	\$ 10,439,387	\$ 10,439,387

* R&R/USDA Loans - Outstanding P&I Due: \$ 5,100,434

Water Capital Renovation and Replacement Funding
 July 1, 2013 through August 31, 2019

Project Funding	Project Budget	Expenses To Date	Balance	Operating Funds	Expansion Funds	Capital R&R	Grant Revenues
Ebbetts Pass Techite Line	\$ 1,600,000	\$ 212,701	\$ 1,387,299	\$ -	\$ -	\$ 1,600,000	\$ -
Ebbetts Pass Reach 1	7,400,000	1,950,949	5,449,051	-	1,000,000	6,400,000	-
Jenny Lind A-B Trans Line	4,500,000	10,243	4,489,757	-	-	4,500,000	-
Jenny Lind Pretreatment Facility	4,000,000	4,860,644	(860,644)	-	-	980,000	3,020,000
EP Redwood Tanks HMGP	2,800,000	35,707	2,764,293	-	-	700,000	2,100,000
AMR/AMI Radio Read Meter Program	4,500,000	-	4,500,000	-	-	4,500,000	-
Ebbetts Pass WTP Filter Rehab	400,000	524	399,476	-	-	400,000	-
Meadowmont Pump Station Improv	175,000	82,360	92,640	-	-	175,000	-
White Pines Lake Restoration	200,000	67,747	132,253	-	-	200,000	-
Wallace SCADA Improvements	100,000	-	100,000	-	-	100,000	-
West Point Backup Water Filter	3,400,000	-	3,400,000	-	-	3,400,000	-
West Point SCADA Improvements	100,000	-	100,000	-	-	100,000	-
Tank Management Plan	2,450,000	67,816	2,382,184	-	-	2,450,000	-
Pipeline Replacement	250,000	240,649	9,351	-	-	250,000	-
Big Trees Tank Replacement (1)	1,160,000	1,430,906	(270,906)	290,000	-	-	870,000
Ebbetts Pass Reach 3a (1)	5,360,000	5,829,093	(469,093)	-	-	3,982,000	1,378,000
Jenny Lind Pressure Reg Station (1)	190,000	207,581	(17,581)	-	-	190,000	-
Vista Del Lago/SR 26 Relocate (1)	190,000	200,671	(10,671)	-	-	200,671	-
Lake Tulloch Drought Emergency (1)	750,000	749,414	586	-	-	749,414	-
Capital Program Management (1)	50,000	54,969	(4,969)	-	-	54,969	-
Total Expenditures	\$ 39,575,000	\$ 16,001,972	\$ 23,573,028	\$ 290,000	\$ 1,000,000	\$ 30,932,054	\$ 7,368,000

(1) completed project

Wastewater Capital Renovation and Replacement Fund
 July 1, 2013 through August 31, 2019

	Through Jun 30, 2019	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Y-T-D FY 19-20	Total to Date
Revenues:							
Capital R&R Wastewater Revenues	6,176,628	\$ 100,558	\$ -	\$ -	\$ -	\$ 100,558	\$ 6,277,186
Interest Income	132,150	15,137	-	-	-	15,137	147,287
Capital R&R Loan *	2,300,001	-	-	-	-	-	2,300,001
Grant Revenues	45,608	-	-	-	-	-	45,608
Total Revenues	\$ 8,654,387	\$ 115,695	\$ -	\$ -	\$ -	\$ 115,695	\$ 8,770,081
Expenditures:							
Copper Cove L/S 8,12,13 Bypass	\$ 131,881	\$ 2,513	\$ -	\$ -	\$ -	\$ 2,513	\$ 134,394
Copper Cove LS 15 & 18 Renovation	134,269	2,195	-	-	-	2,195	136,465
Vallecito Recycle Water Distribution	92,501	14,860	-	-	-	14,860	107,361
Wallace Renovation/SCADA/PLC	466	-	-	-	-	-	466
West Point/Wilseyville Construction	611	-	-	-	-	-	611
Arnold Secondary Clarifier	4,405	-	-	-	-	-	4,405
Arnold Leach Field Improvements	-	-	-	-	-	-	-
La Contenta Biolac, Clarifier and UV	-	-	-	-	-	-	-
Copper Cove TP/UV Improvements	-	-	-	-	-	-	-
Huckleberry Lift Station Rehab	34,351	159	-	-	-	159	34,510
Indian Rock East Sand Filter Rehab	-	-	-	-	-	-	-
Southworth Collection I&I Mitigation	45,039	1,521	-	-	-	1,521	46,559
Vallecito/DF Headworks Screen	-	-	-	-	-	-	-
Completed Projects (see Funding)	2,336,367	-	-	-	-	-	2,336,367
Total Expenditures	\$ 2,779,890	\$ 21,248	\$ -	\$ -	\$ -	\$ 21,248	\$ 2,801,138
Beginning Balance	\$ -	\$ 4,086,701	\$ 3,981,572	\$ 3,981,572	\$ 3,981,572	\$ 4,086,701	\$ -
Total Revenues	8,654,387	115,695	-	-	-	115,695	8,770,081
Less							
Loan Payments/Expenses	1,787,796	199,576	-	-	-	199,576	1,987,372
Project Costs	2,779,890	21,248	-	-	-	21,248	2,801,138
Ending Balance	\$ 4,086,701	\$ 3,981,572	\$ 3,981,572	\$ 3,981,572	\$ 3,981,572	\$ 3,981,572	\$ 3,981,572

* Sewer R&R Loan - Outstanding P&I Due: \$ 594,445

Wastewater Capital Renovation and Replacement Funding
 July 1, 2013 through June 30, 2019

Project Funding	Project Budget	Expenses To Date	Balance	Operating Funds	Expansion Funds	Capital R&R	Grant Revenues
Copper Cove L/S 8,12,13 Bypass	2,400,000	134,394	2,265,606	-	-	2,400,000	-
Copper Cove LS 15 & 18 Renovation	3,200,000	136,465	3,063,535	-	-	3,200,000	-
Vallecito Recycle Water Distribution	280,000	107,361	172,639	-	-	100,000	180,000
Wallace Renovation/SCADA/PLC	100,000	466	99,534	-	-	100,000	-
West Point/Wilseyville Construction	4,750,000	611	4,749,389	-	-	-	4,750,000
Arnold Secondary Clarifier	1,400,000	4,405	1,395,595	-	280,000	1,120,000	-
Arnold Leach Field Improvements	600,000	-	600,000	-	120,000	480,000	-
La Contenta Biolac, Clarifier and UV	3,850,000	-	3,850,000	-	1,925,000	1,925,000	-
Copper Cove TP/UV Improvements	13,000,000	-	13,000,000	-	6,500,000	6,500,000	-
Huckleberry Lift Station Rehab	200,000	34,510	165,490	-	-	200,000	-
Indian Rock East Sand Filter Rehab	150,000	-	150,000	-	-	150,000	-
Southworth Collection I&I Mitigation	100,000	46,559	53,441	-	-	100,000	-
Vallecito/DF Headworks Screen	250,000	-	250,000	-	-	250,000	-
Vallecito I&I/Equalization (1)	400,000	39,285	360,715	-	-	-	-
Copper Cove Reclaim Permit (1)	250,000	221,825	28,175	-	-	-	-
WP/Wilseyville Consolidation (1)	45,000	5,728	39,272	-	-	-	-
Copper Cove Lift Station 22 (1)	1,600,000	1,516,935	83,065	-	-	-	-
Poker Flat LS 9, 10 and 11 (1)	285,000	493,406	(208,406)	-	-	-	-
Capital Program Management (1)	50,000	59,188	(9,188)	-	-	-	-
Total Expenditures	\$ 32,910,000	\$ 2,801,138	\$ 30,108,862	\$ -	\$ 8,825,000	\$ 10,725,000	\$ 4,750,000

(1) completed project

**Calaveras County Water District
Claim Summary # 570**

Certificate of Administrative Officer

The services listed on the within schedules were actually rendered by the close of the current month. The articles listed on the schedules within and the supporting invoices were actually delivered, or payment therefore is properly due prior to delivery. To the best of my knowledge all claims made are in accordance with adopted Board policies and/or other Board actions and are in compliance with all applicable laws. The claimants named on the within schedules are each entitled to the amount set opposite their respective names.



Peter Martin
Interim Director of Admin Services

1. August 2019 payroll checks issued on 8/15/2019	164,482.15
2. August 2019 payroll checks issued on 8/30/2019	157,170.67
3. August 2019 compensation to Directors	1,930.42
4. Vendor payments for August 1 through 31, 2019	3,874,880.34
5. Other payroll related costs	<u>255,856.56</u>

Claim Summary Total \$4,454,320.14

Calaveras County Water District
AP Disbursement Summary
August 1-31, 2019

CCWD Operating Expenditures		\$ 1,090,274.89
Expenditures to be reimbursed from other agencies	(A)	-
Expenditures to be reimbursed from grant agreements	(B)	3,773.08
Fiduciary Payments (funds collected prior to expenditure)	(C)	684,812.72
Partial Reimbursement	(D)	327,643.60
Capital R&R Projects	(E)	1,759,676.05
Capital Outlay	(F)	8,700.00
Total Payments		\$ 3,874,880.34

CCWD
AP DISBURSEMENTS
AUGUST 1-31, 2019

Check No.	Vendor/Employee	Transaction Description	Date	Amount	
133332	A T & T	Leased Lines 08/19	08/16/2019	66.08	
133333	A T & T	Internet Service 08/19 - LC	08/16/2019	50.00	
133430	A T & T	Internet Service (U Verse) 09/19 - LC Complex	08/29/2019	55.00	
133431	A T & T	Phone 08/19 - SA Shop	08/29/2019	104.86	
133270	A T & T CALNET 3	District Radio Tower 07/19 - Camp Connell	08/08/2019	193.98	
133432	A T & T CALNET3	Phone 08/19 - Dorrington P/S	08/29/2019	21.79	
133433	A T & T CALNET3	Phone 08/19 - District Wide	08/29/2019	1,309.90	
133434	A T & T CALNET3	Phone 08/19 - JLTC	08/29/2019	108.15	
133435	A T & T CALNET3	Phone 08/19 - OP HQ Long Distance	08/29/2019	437.79	
133436	A T & T CALNET3	Phone 08/19 - Hunters	08/29/2019	21.29	
133437	A T & T CALNET3	Phone 08/19 - Azalea L/S	08/29/2019	1.34	
133438	A T & T CALNET3	Phone 08/19 - CCWHSE	08/29/2019	3.66	
133439	A T & T CALNET3	Phone 08/19 - OP HQ Back Up	08/29/2019	192.81	
133440	A T & T CALNET3	T Line 08/19	08/29/2019	164.69	
133441	A T & T CALNET3	Phone/Fax 08/19 - JLTC	08/29/2019	21.29	
133212	A T & T MOBILITY	Cell Phone 08/19 - Brown	08/01/2019	66.24	
133334	A TEEM ELECTRICAL ENG INC	Ovivo PLC Modifications - DF/VCTO WWTP	08/16/2019	400.00	
133389	A TEEM ELECTRICAL ENG INC	Consulting Services - JLWTP Pre-Treatment Facility Project	08/22/2019	25,300.00	(E)
133201	A-1 LAND MANAGEMENT INC	Tree Removal - EP Meadow Lane P/S	08/01/2019	3,600.00	
133271	ACWA	Recruitment Advertising - Director of Administrative Services	08/08/2019	1,250.00	
133272	ADP INC	Payroll Processing July/August	08/08/2019	2,680.89	
133213	AFLAC	Aflac 07/19	08/01/2019	2,135.48	(C)
133335	ALHAMBRA DRINKING WATER	Water Cooler Service 08/19 - LCWWTP	08/16/2019	48.85	
133336	ALHAMBRA DRINKING WATER	Water Cooler Service 08/19 - JLWTP	08/16/2019	196.08	
133337	ALPINE TECHNICAL SERVICES, LLC	Innova MB-1000L (Chemical) - CCWWTP	08/16/2019	724.20	
133442	AL'S TIRE SERVICE	Tires (4) Mounted/Balanced - Vehicle #150	08/29/2019	72.00	
133273	AMERIPRIDE SERVICES,INC	Uniform Laundry Service 07/19 - District Wide	08/08/2019	1,939.55	
EFT	ANTHEM-BLUE CROSS	Health Insurance, Employees 08/19	08/07/2019	98,117.37	(D)
EFT	ANTHEM-BLUE CROSS	Health Insurance, Retirees 08/19	08/07/2019	42,323.95	
133214	AQUA TECH COMPANY	Leak Repair - EP Meadowmont Tank	08/01/2019	5,194.00	
133339	ARNOLD TIRE AND AUTO CARE	Flat Repair - Vehicle #529	08/16/2019	15.00	
133274	BIG VALLEY FORD LINCOLN MERCURY	AC Compressor/Thermostat/O-Ring/Gasket/Sensor - Vehicle #142	08/08/2019	590.89	
133340	BIG VALLEY FORD LINCOLN MERCURY	Oil/Lube/Filters/Condenser/Repair Heat/AC Unit/Electronics -Vehicle #150	08/16/2019	2,645.64	
133274	BIG VALLEY FORD LINCOLN MERCURY	Sensors/Transmission/Oil Cooler/Water Pump-Vehicle #522	08/08/2019	4,485.93	
133274	BIG VALLEY FORD LINCOLN MERCURY	AC Compressor/Antifreeze - Vehicle #710	08/08/2019	568.72	
133391	BNN, LLC	Rent 09/19 - SA Shop	08/22/2019	3,000.00	
133444	BNN, LLC	Utility Reimbursement 07/19 - SA Shop	08/29/2019	267.98	
133216	BOBCAT CENTRAL, INC	Door/Joystick Repair - B04 Loader	08/01/2019	713.60	
133275	BURKE, ZACHERY	Overtime Call Out Mileage Reimbursement	08/08/2019	18.56	
133392	BURKE, ZACHERY	Class A Hazmat Endorsement Renewal Reimbursement	08/22/2019	86.50	
133217	BUY & SELL	Recruitment Advertising - Customer Service Representative	08/01/2019	111.81	

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133393	BUY & SELL	Recruitment Advertising - Director of Administrative Services	08/22/2019	146.85
133445	CA/NV SECTION AWWA	Conference Registration - Cardinal	08/29/2019	445.00
133218	CABRAL	AC Line - Vehicle #129	08/01/2019	108.25
133218	CABRAL	Media Hub - Vehicle #723	08/01/2019	371.51
133343	CABRAL	Radiator/Water Pump/Brakes/Thermostat - Vehicle #719	08/16/2019	1,480.41
133276	CALAVERAS AUTO SUPPLY	Oil/Fuel/Filters - Vehicle #145	08/08/2019	185.90
133276	CALAVERAS AUTO SUPPLY	Seals/Switch/Transmission Fluid/Sensor - Vehicle #522	08/08/2019	131.91
133276	CALAVERAS AUTO SUPPLY	Diesel Exhaust Fluid - Vehicle #551	08/08/2019	23.60
133276	CALAVERAS AUTO SUPPLY	Battery - CCWTP Generator	08/08/2019	161.11
133276	CALAVERAS AUTO SUPPLY	Transmission Jack/Socket Set - SA Shop	08/08/2019	2,017.14
133276	CALAVERAS AUTO SUPPLY	O-Rings - B07 Backhoe	08/08/2019	4.43
133219	CALAVERAS COUNTY	Encroachment Permit - Jenny Lind Service Line Replacement	08/01/2019	500.00 (E)
133277	CALAVERAS COUNTY ENVIRONMENTAL HEALTH	Haz Mat Response Plan/CUPA - Wallace WTP	08/08/2019	227.00
133277	CALAVERAS COUNTY ENVIRONMENTAL HEALTH	Haz Mat Response Plan/CUPA - Wallace WWTP	08/08/2019	227.00
133429	CALAVERAS COUNTY SURVEYOR OFFICE	Lot Line Adjustment - OP HQ/District Corp Yard	08/27/2019	427.00
133446	CALAVERAS COUNTY SURVEYOR OFFICE	Plan Check - OP HQ/District Corp Yard	08/29/2019	150.00
133220	CALAVERAS FIRST COMPANY INC	Legal Ad - Ordinance Adoptions 07/19	08/01/2019	828.00
133220	CALAVERAS FIRST COMPANY INC	Recuitment Advertising - Customer Service Representative	08/01/2019	67.84
133278	CALAVERAS LUMBER CO INC	Phone Holder - DeAmicis	08/08/2019	18.31
133278	CALAVERAS LUMBER CO INC	Adhesive/Root Cleaner/Brush/Dispenser - Collections Crew	08/08/2019	352.05
133278	CALAVERAS LUMBER CO INC	Hex Die/Grinding Wheel - SA Shop	08/08/2019	13.11
133278	CALAVERAS LUMBER CO INC	Tape/Bits/Tape Measure - Vehicle #531	08/08/2019	62.42
133278	CALAVERAS LUMBER CO INC	Coolers/Filters/Funnels/Hose/Cable/Gloves - CalFire	08/08/2019	647.30
133278	CALAVERAS LUMBER CO INC	Power Pull Hoist - FMWWTP	08/08/2019	53.86
133278	CALAVERAS LUMBER CO INC	Grinding Wheels/Brush/Nuts/Bolts/Discs/Grinder - Construction Crew	08/08/2019	245.73
133278	CALAVERAS LUMBER CO INC	Elbow/Nipples/Ball Valve - Slurry Line	08/08/2019	46.30
133394	CALIFORNIA TEES	T-Shirts - District Staff	08/22/2019	259.75
133279	CALIFORNIA WASTE RECOVERY SYSTEMS	Refuse Disposal 08/19 - District Wide	08/08/2019	1,521.10
133447	CALPELRA	Human Resources Conference - Lollar/Minkler	08/29/2019	1,584.00
EFT	CALPERS	GASB 68 Valuation Report	08/21/2019	1,050.00
EFT	CALPERS	SSA Section 218 Fee	08/21/2019	500.00
133280	CALTEL	Leased Lines 07/19	08/08/2019	1,443.95
133395	CAMPORA	Propane 08/19 - Wallace	08/22/2019	5.57
133221	CARBON COPY INC	Copies/Copier Maintenance 07/19	08/01/2019	260.03
EFT	CARD SERVICES	ACWA Fall Conference Registration - Ratterman	08/13/2019	725.00
EFT	CARD SERVICES	ACWA State Legislative Committee Meeting Parking/Meal - Minkler	08/13/2019	30.04
EFT	CARD SERVICES	ACWA Energy Legislative Work Group Parking/Meal/Lodging - Minkler	08/13/2019	405.63
EFT	CARD SERVICES	UMRWA Tour Meal - Minkler	08/13/2019	17.05
EFT	CARD SERVICES	NCPA Conference Registration/Hotel Deposit - Minkler	08/13/2019	1,107.62
EFT	CARD SERVICES	GFOA Financial Foundation/Managing the Budget Training Reg - Minkler	08/13/2019	661.00
EFT	CARD SERVICES	GFOA Membership Renewal - Minkler	08/13/2019	150.00

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EFT	CARD SERVICES	ACWA Regulatory Summit - Hampton	08/13/2019	290.00
EFT	CARD SERVICES	Water Distribution, Grade D4 Review Course Lodging - Crank	08/13/2019	302.65
EFT	CARD SERVICES	Ongoing Debt Administration Training - Christensen	08/13/2019	150.00
EFT	CARD SERVICES	Excel Training - Skrbina	08/13/2019	295.00
EFT	CARD SERVICES	Internet E-Mail Back Up 08/19 - OP HQ	08/13/2019	29.90
EFT	CARD SERVICES	Rackspace Hosted E-Mail Service July/August	08/13/2019	1,157.22
EFT	CARD SERVICES	Mailchimp Services - OP HQ	08/13/2019	17.99
EFT	CARD SERVICES	Internet Service 08/19 - Hunters	08/13/2019	76.87
EFT	CARD SERVICES	Drone/Accessories - Utility Department	08/13/2019	2,553.00
EFT	CARD SERVICES	Phones (9)/Upgrades - OP HQ Phone System	08/13/2019	734.62
EFT	CARD SERVICES	Supplies - JL Boil Alert Noticing	08/13/2019	225.63
EFT	CARD SERVICES	Supplies - Supervisors Meeting	08/13/2019	24.20
EFT	CARD SERVICES	Foot Valve - Moke River Raw Water Generator	08/13/2019	172.68
EFT	CARD SERVICES	Crankshaft Installer - Vehicle #522	08/13/2019	251.59
EFT	CARD SERVICES	Compressed Air Dryer - CCWTP	08/13/2019	1,456.00
EFT	CARD SERVICES	Weather Station Repair - DFVCTO WWTP	08/13/2019	120.00
EFT	CARD SERVICES	Fuel - Vehicle #725	08/13/2019	40.01
EFT	CARD SERVICES	Office Supplies	08/13/2019	258.34
EFT	CARD SERVICES	Recruitment Advertising - Civil Engineer	08/13/2019	1,125.00
133222	CARSON HILL ROCK PRODUCTS	Slurry/3/4 Class II Backfill - DFVCTO Recycled Water Distribution Project	08/01/2019	1,970.68 (B)
133344	CARSON HILL ROCK PRODUCTS	Concrete - Slurry Line	08/16/2019	584.97
133344	CARSON HILL ROCK PRODUCTS	3/4 Class II AB - CCWHSE Stock	08/16/2019	495.65
133223	CB MERCHANT SERVICES	Bad Debt Recovery	08/01/2019	30.00
133449	CDK SUPPLY	Wire/Connectors/Plugs - District Wide Convaults	08/29/2019	174.08
133345	CDW GOVERNMENT INC	Modem - Arnold WWTP	08/16/2019	439.18
133345	CDW GOVERNMENT INC	Modem - Hunters WTP	08/16/2019	439.18
133346	CENTRAL CALIFORNIA GENERATOR	Generator Rental - CC Raw Water P/S	08/16/2019	1,240.84
133450	CENTRAL CALIFORNIA GENERATOR	Controller/Programming - LCWWTP	08/29/2019	7,724.18
133224	CITY OF ANGELS	Sewer 07/19 - Six Mile Village	08/01/2019	4,695.23
133281	CLARK PEST CONTROL	Pest Control Services 07/19 - CCWTP	08/08/2019	92.00
133347	CLARK PEST CONTROL	Pest Control Services 08/19 - LCWWTP	08/16/2019	147.00
133347	CLARK PEST CONTROL	Pest Control Services 08/19 - Wallace WWTP	08/16/2019	122.00
133396	CLARK PEST CONTROL	Pest Control Services July/Aug - OP HQ	08/22/2019	250.00
133451	CLARK PEST CONTROL	Pest Control Services 08/19 - JLWTP	08/29/2019	62.00
133282	COLUMBIA COMMUNICATIONS	Vehicle Cloud Service 08/19	08/08/2019	730.00
133283	COMCAST	Internet Service 08/19 - DFVCTO WWTP	08/08/2019	83.08
133284	COMCAST	Internet Service 08/19 - OP HQ	08/08/2019	153.08
133397	COMCAST	Internet Service 07/19 - JLTC	08/22/2019	88.08
133452	COMCAST	Internet Service July-Sept - JLWTP	08/29/2019	262.10
133203	CONDOR EARTH TECHNOLOGIES INC	Maintenance Oversight/Annual Report - White Pines	08/01/2019	8,607.50
133348	CONDOR EARTH TECHNOLOGIES INC	Materials Testing/Inspection Services - EP Reach 1 Pipeline Repl Project	08/16/2019	442.75 (E)

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133399	CONDOR EARTH TECHNOLOGIES INC	Monitoring Well Installation - Wallace WWTP	08/22/2019	6,834.52
133227	COPPER AUTO & MARINE	Wiper Fluid - Vehicle #124	08/01/2019	12.19
133227	COPPER AUTO & MARINE	Oil - Vehicle #132	08/01/2019	13.81
133227	COPPER AUTO & MARINE	Oil/Filters/Service/Diesel Exhaust Fluid - Vehicle #538	08/01/2019	350.63
133227	COPPER AUTO & MARINE	Diesel Exhaust Fluid - Vehicle #551	08/01/2019	17.15
133227	COPPER AUTO & MARINE	Diesel Exhaust Fluid - Vehicle #723	08/01/2019	27.96
133227	COPPER AUTO & MARINE	Hose/Degreaser/Antifreeze/Clamp - CCWTP	08/01/2019	188.58
133227	COPPER AUTO & MARINE	Antifreeze/Radiator - CC Raw Water P/S Generator	08/01/2019	172.45
133227	COPPER AUTO & MARINE	Towels/Cleaner - SA Shop	08/01/2019	10.16
133227	COPPER AUTO & MARINE	Antifreeze - CC L/S #2	08/01/2019	41.80
133285	CPPA	Power 07/19 District Wide	08/08/2019	89,002.60
133453	CPUD	Water Service July-Aug - OP HQ	08/29/2019	527.23
133286	CRANK, MICHAEL	Safety Boot Reimbursement	08/08/2019	200.00
133400	CUNEON, DYLAN	Safety Boot Reimbursement	08/22/2019	200.00
133229	CWEA	Collection System Maintenance, Grade 1 Cert Renewal - Burke	08/01/2019	89.00
133229	CWEA	Membership Renewal - DuBurg	08/01/2019	192.00
133229	CWEA	Membership Renewal - Kinney	08/01/2019	192.00
133287	CWEA	Collection System Maintenance, Grade 4 Cert Renewal - Skrbina	08/08/2019	104.00
133349	CWEA	Electrical Instrumentation, Grade 4 Re-Test Application - Kinney	08/16/2019	220.00
133401	CWEA	Collection System Maintenance, Grade 1 Cert Renewal - DuBurg	08/22/2019	89.00
133454	CWEA	Electrical Instrumentation, Grade 2 Application - Broglio	08/29/2019	382.00
133454	CWEA	Collection System Maintenance Application - Tindell	08/29/2019	367.00
133350	CWEA-NSD	Safety Training - Crumpacker	08/16/2019	138.00
133288	DATAPROSE	UB Statement Processing 07/19	08/08/2019	4,339.12
133230	DAVIDSON, JEFF	Travel 07/19	08/01/2019	32.48
133455	DAVIDSON, JEFF	Travel 08/19	08/29/2019	48.72
133231	DC FROST ASSOCIATES, INC	UV Lamps (150) - CCRCP	08/01/2019	36,295.05
133289	DC FROST ASSOCIATES, INC	Airlift Pumps (2) - FMWWTP	08/08/2019	5,636.40
133456	DC FROST ASSOCIATES, INC	Relay Board/Control Board/Quartz Sleeves/Ballast Kit/Cylinder - CCRCP	08/29/2019	16,256.97
133232	DEAMICIS, GABRIEL	Safety Boot Reimbursement	08/01/2019	200.00
133232	DEAMICIS, GABRIEL	Winter Weather Gear Reimbursement	08/01/2019	200.00
133351	DELTA TRUCK CENTER	Alternator - Vehicle #123	08/16/2019	197.48
133352	DEPT OF CONSUMER AFFAIRS	Engineering License Renewal - Palmer	08/16/2019	115.00
133402	DOWNEY BRAND ATTORNEYS LLP	Legal Services 06/19	08/22/2019	33,646.50
133457	DOWNEY BRAND ATTORNEYS LLP	Legal Services 07/19	08/29/2019	17,253.80
133291	DUDEK	Biological/Cultural Surveys - EP Reach 1 Pipeline Replacement Project	08/08/2019	4,062.50 (E)
133292	EBBETTS PASS GAS SERVICE	Fuel 07/19	08/08/2019	2,171.40
133293	EBBETTS PASS LUMBER	Flashlight/Batteries/Air Freshener - Vehicle #534	08/08/2019	38.04
133293	EBBETTS PASS LUMBER	Valves/Rake/Nozzle/Lubricant/Pest Control - Hunters WTP	08/08/2019	130.13
133293	EBBETTS PASS LUMBER	Signs/Stapler/Staples - EP Barn	08/08/2019	27.61
133458	ECORP CONSULTING, INC	Special Use Permit Support - EP Reach 1 Pipeline Replacement Project	08/29/2019	697.50 (E)

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133294	EDGES ELECTRICAL GROUP, LLC	Electrical Conduits/Fittings/Wire - DF/VCTO Recycled Water Distr Project	08/08/2019	1,802.40	(B)
133294	EDGES ELECTRICAL GROUP, LLC	Wire/Micro Switches/PLC Parts/Power Supplies - Electrical Stock	08/08/2019	5,397.18	
133294	EDGES ELECTRICAL GROUP, LLC	Micro Switches - CCWTP	08/08/2019	118.41	
133294	EDGES ELECTRICAL GROUP, LLC	LED Fixtures/Remote Battery Pack - WP Moke River P/S	08/08/2019	791.33	
133294	EDGES ELECTRICAL GROUP, LLC	Micro Switches - EP Avery P/S	08/08/2019	213.21	
133294	EDGES ELECTRICAL GROUP, LLC	Breaker - CCRCP	08/08/2019	2,721.76	
133294	EDGES ELECTRICAL GROUP, LLC	Safety Glasses - Electricians	08/08/2019	14.26	
133403	EMPLOYMENT DEVELOPMENT DEPT	Unemployment Insurance Apr-June	08/22/2019	450.00	
133295	FASTENAL	Bits/Blades/Pipe/Paint/Respirators/Gloves/Supplies/Safety Glasses - EP	08/08/2019	1,131.46	
133296	FEDERAL ENERGY REGULATORY COMM	FERC Administrative Charges FY 2018-19	08/08/2019	229,526.23	(D)
133404	FEDERAL EXPRESS	Shipping 07/19	08/22/2019	33.58	
133297	FERGUSON ENTERPRISES, INC	Tees/Couplings/Nuts/Bolt Sets/Valve Boxes/Lids/Gate Valves - Slurry Line	08/08/2019	5,678.98	
133297	FERGUSON ENTERPRISES, INC	Clamps/Tees/Plugs/Grip Rings - CCWHSE	08/08/2019	2,883.69	
133354	FERGUSON ENTERPRISES, INC	Couplings - EP Barn	08/16/2019	427.74	
133459	FERGUSON ENTERPRISES, INC	PRVs/Clamps/Meters (2) - LCWHSE	08/29/2019	5,942.40	
133298	FGL ENVIRONMENTAL	Waste Water Testing 07/19	08/08/2019	2,635.74	
133298	FGL ENVIRONMENTAL	Water Testing 07/19	08/08/2019	4,685.76	
133460	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 08/19 - Sheep Ranch	08/29/2019	93.50	
133460	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 08/19 - Wallace	08/29/2019	93.50	
133235	FROGGY'S AUTO WASH & LUBE	Oil/Lube/Air Filter - Vehicle #533	08/01/2019	67.54	
133236	G3 ENGINEERING, INC.	Disc Pump - AWWTP	08/01/2019	10,779.70	
133405	G3 ENGINEERING, INC.	High PSI Discharge Head/Fittings - EP Meadowmont P/S	08/22/2019	52,480.64	
133355	GAMBI DISPOSAL INC.	Bio-Solids Removal - AWWTP	08/16/2019	593.75	
133355	GAMBI DISPOSAL INC.	Bio-Solids Removal - DF/VCTO WWTP	08/16/2019	570.00	
133355	GAMBI DISPOSAL INC.	Bio-Solids Removal - FMWWTP	08/16/2019	1,353.75	
133406	GARCIA AND ASSOCIATES	Archaeological Monitoring - JLWTP Pre-Treatment Facility Project	08/22/2019	11,891.49	(E)
133356	GATEWAY PRESS, INC	Project Signs - EP Reach 1 Pipeline Replacement Project	08/16/2019	974.90	(E)
133357	GCR TIRES & SERVICE	Tires (2)/Service Call - Vehicle #135	08/16/2019	2,118.25	
133237	GEORGE REED INC	Cutback - CCWHSE	08/01/2019	1,162.61	
133358	GEORGE REED INC	3/8" Cutback - LCWHSE	08/16/2019	2,210.45	
133359	GOLDEN STATE FLOW MEASUREMENT, INC	Radio Read Meters (21)/Transceivers (20) - District Wide	08/16/2019	6,322.39	
133299	GOVCONNECTION, INC	Printers (3) - CCWHSE/Stock	08/08/2019	648.47	
133360	GOVCONNECTION, INC	Router Cable/Antenna - Arnold	08/16/2019	124.08	
133360	GOVCONNECTION, INC	Router Cable/Antenna - Hunters	08/16/2019	124.08	
133360	GOVCONNECTION, INC	UPS - JLWTP Spare	08/16/2019	385.68	
133461	GOVCONNECTION, INC	UPS's (23)/Cables - Stock	08/29/2019	601.52	
133238	GRAINGER	pH Electrode Module - Southworth WWTP/Wallace WWTP	08/01/2019	132.39	
133238	GRAINGER	Key Holders - JL Operators	08/01/2019	44.15	
133300	GRAINGER	Fuel Pump/Assembly - EP Barn	08/08/2019	1,124.17	
133300	GRAINGER	pH Meter - Wallace WTP	08/08/2019	117.65	
133361	GRAINGER	Packing Seal/Pest Control Supplies - Stock	08/16/2019	545.53	

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133462	GRAINGER	Work Light/Kneeling Pad - Vehicle #150	08/29/2019	164.54
133462	GRAINGER	Hand Saw/Pump/Ball Valves/Elbows/Union/Supplies - JLWTP	08/29/2019	949.05
133239	GRAPHIC EQUIPMENT CORPORATION	Dewatering Screen/Connecting Strips - AWWTP	08/01/2019	1,051.05
133239	GRAPHIC EQUIPMENT CORPORATION	Beltpress Technician Field Service - FMWWTP/AWWTP	08/01/2019	1,500.00
133362	GS 03 SERVICES, LLC	Ozone Analyzer Repair/Chopper Wheel Motor - CCWTP	08/16/2019	2,015.93
133302	HACH COMPANY	Stabcal/Reagents - WPWTP	08/08/2019	277.91
133363	HACH COMPANY	Lauryl Tryptose Tubes - WPWWTP	08/16/2019	154.82
133463	HACH COMPANY	Sample Cells/Pipet Tips/Solution Standardization Kit - JLWTP	08/29/2019	551.72
133465	HERD'S MACHINE & WELD SHOP	Contact Tips/Pipe - CCWHSE	08/29/2019	84.75
133465	HERD'S MACHINE & WELD SHOP	Welding Gloves - Vehicle #143	08/29/2019	17.16
133409	HOBGOODS CLEANING	Janitorial Service July-Aug - OP HQ	08/22/2019	3,970.00
133305	HOLT OF CALIFORNIA	Radiator Caps (5) - CC Raw Water P/S	08/08/2019	214.91
133305	HOLT OF CALIFORNIA	Engine Control Module/Programming - Vehicle #126	08/08/2019	3,063.00
133244	HUGHESNET	Internet Service 08/19 - FMWWTP	08/01/2019	82.23
133366	HUGHESNET	Internet Service 08/19 - AWWTP	08/16/2019	80.94
133245	HUNT & SONS, INC	Fuel - LCWWTP Generator	08/01/2019	929.92
133245	HUNT & SONS, INC	Fuel - DF/VCTO WWTP	08/01/2019	786.52
133306	HUNT & SONS, INC	Fuel - CC	08/08/2019	2,875.66
133306	HUNT & SONS, INC	Fuel - Pumper Trucks	08/08/2019	186.62
133367	HUNT & SONS, INC	Fuel - WP	08/16/2019	1,932.28
133307	IRON MOUNTAIN	Document Destruction 07/19	08/08/2019	73.13
133410	KASL CONSULTING ENGINEERS	Construction Management Services - EP Reach 1 Pipeline Repl Project	08/22/2019	33,576.00 (E)
133467	KENNEDY/JENKS CONSULTANTS	Hazardous Materials Business Plan Phase II - District Wide	08/29/2019	17,359.76
133246	KINNEY, CHRIS	Safety Boot Reimbursement	08/01/2019	200.00
133247	LAKESIDE ENTERPRISES	Shade Canopy	08/01/2019	1,126.00
133368	LALLO'S AUTOMOTIVE	Door Actuator/Motor - Vehicle #608	08/16/2019	293.33
133368	LALLO'S AUTOMOTIVE	Parking Brake Replacement - Vehicle #711	08/16/2019	308.85
133411	LEE & RO, INC	Engineering/Design Services - CC L/S's 8,12,13 & Force Main Bypass	08/22/2019	1,993.97 (E)
133411	LEE & RO, INC	Engineering/Design Services - CC L/S's 15,16 Renovations	08/22/2019	1,993.97 (E)
133207	LIEBERT CASSIDY WHITMORE	Legal Services 06/19	08/01/2019	703.00
133369	LOLLAR, STACEY	Employee Relations Supplies - CCWD Employee BBQ	08/16/2019	499.45
133468	LOLLAR, STACEY	CalPERS Health Meeting Meal/Parking/Mileage Reimbursement	08/29/2019	84.20
133370	LOWE'S	Bottled Water - WPWTP	08/16/2019	35.77
133370	LOWE'S	Right Angle Flex Shaft/Socket Adapter - Vehicle #720	08/16/2019	40.22
133311	MATHESON TRI-GAS, INC	Liquid Oxygen - JLWTP	08/08/2019	5,331.83
133412	MEAD & HUNT INC	La Contenta Dam EAP 07/19	08/22/2019	2,145.00
133469	MITCHELL MOTORSPORTS INC	Kawasaki Mule - Southworth WWTP	08/29/2019	8,700.00 (F)
133312	MODESTO AIRCO GAS & GEAR	Cylinder Rental 08/19	08/08/2019	91.00
133470	MOORMAN'S WATER SYSTEM INC.	Service Call - Wallace Well #2 Pump	08/29/2019	606.60
133313	MOTHER LODE ANSWERING SERVICE	Answering Service 08/19	08/08/2019	764.34
133314	MOUNTAIN OASIS PURIFIED WATER	Water Cooler Service/Supplies 07/19 - District Wide	08/08/2019	226.90

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AP DISBURSEMENTS
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Check No.	Vendor/Employee	Transaction Description	Date	Amount	
133414	MOZINGO CONSTRUCTION, INC.	Construction Contract - EP Reach 1 Pipeline Replacement Project	08/22/2019	826,809.27	(E)
133249	MUNICIPAL MAINTENANCE EQUIP	VacCon Service/Operation Training - Hibbard/Reece	08/01/2019	250.00	
133372	MUNICIPAL MAINTENANCE EQUIP	U-Joints/Driveline/Bolts - Vehicle #123	08/16/2019	1,145.95	
133471	MUNICIPAL MAINTENANCE EQUIP	Kanaflex Hose/Clamp - Vehicle #126	08/29/2019	728.92	
133250	MUTUAL OF OMAHA	Life/AD&D/LTD Insurance 08/19	08/01/2019	6,172.67	
133472	NEOFUNDS BY NEOPOST	Postage June-August - OP HQ	08/29/2019	3,060.76	
133415	NEW YORK LIFE	Life Insurance 07/19	08/22/2019	1,164.36	(C)
133373	NIGHT OWL LOCK SERVICE	Lock Repair - WP Smith Lane L/S	08/16/2019	434.05	
133315	NOLTE ASSOCIATES INC. DBA NV5	CASGEM Groundwater Monitoring - District Wide	08/08/2019	2,448.25	
133315	NOLTE ASSOCIATES INC. DBA NV5	Design Services/Phase 1 - District Corp Yard	08/08/2019	5,840.00	
133251	NORTHSTAR CHEMICAL	Sodium Hypochlorite - WPWTP	08/01/2019	564.91	
133251	NORTHSTAR CHEMICAL	Sodium Hypochlorite - WPWWTP	08/01/2019	325.54	
133316	NORTHSTAR CHEMICAL	Sodium Hypochlorite - Southworth WWTP	08/08/2019	544.94	
133316	NORTHSTAR CHEMICAL	Sodium Hypochlorite - Wallace WTP	08/08/2019	544.93	
133473	NORTHSTAR CHEMICAL	Sodium Hydroxide - AWWTP	08/29/2019	6,191.33	
133473	NORTHSTAR CHEMICAL	Sodium Hydroxide - DF/VCTO WWTP	08/29/2019	2,045.47	
133473	NORTHSTAR CHEMICAL	Sodium Hypochlorite - CCWTP	08/29/2019	2,824.54	
133473	NORTHSTAR CHEMICAL	Sodium Hypochlorite - JLWTP	08/29/2019	4,333.50	
133317	NTU TECHNOLOGIES INC	Zeta Flocc - CCRCP	08/08/2019	6,278.62	
133474	NTU TECHNOLOGIES INC	Polymer/Protek 301 - CCWTP	08/29/2019	10,667.50	
133474	NTU TECHNOLOGIES INC	Polymer/Protek 301 - JLWTP	08/29/2019	8,662.58	
133416	O'CONNELL & DEMPSEY, LLC	Federal Legislative Advocacy Consulting Services 07/19	08/22/2019	5,000.00	
133475	O'REILLY AUTO PARTS	USB Cable - LCWWTP	08/29/2019	16.08	
133475	O'REILLY AUTO PARTS	Battery - DF/VCTO WWTP L/S	08/29/2019	122.06	
133374	OVIVO USA, LLC	Actuator - DF/VCTO WWTP	08/16/2019	5,307.82	
133252	P G & E	Power 07/19 - District Wide	08/01/2019	1,930.60	
133253	P G & E	Power 07/19 - Wallace Spray Fields	08/01/2019	22.77	
133318	P G & E	Power 07/19 - JLTC	08/08/2019	217.07	
133319	P G & E	Power 07/19 - Warmwood L/S	08/08/2019	20.30	
133320	P G & E	Power 07/19 - Woodgate L/S	08/08/2019	24.85	
133321	P G & E	Power 07/19 - OP HQ	08/08/2019	16.68	
133322	P G & E	Power 07/19 - VS House	08/08/2019	16.27	
133375	P G & E	Power 07/19 - CC Water Tank	08/16/2019	36.12	
133417	P G & E	Power 07/19 - SA Shop	08/22/2019	305.20	
133476	P G & E	Power 08/19 - District Wide	08/29/2019	1,960.24	
133477	P G & E	Power 08/19 - Wallace Spray Fields	08/29/2019	21.44	
133376	PAYMENTUS GROUP INC	Payment Processing 07/19	08/16/2019	5,870.00	
133418	PETERSON BRUSTAD INC	Engineering/Design Services - JLWTP Pre-Treatment Facility Project	08/22/2019	15,131.55	(E)
133478	PK SAFETY SUPPLY	Oxygen Sensor - Collections Crew	08/29/2019	176.96	
133323	PLACER TITLE	Land Purchase - District Corp Yard	08/08/2019	184,761.21	
133479	PLACER TITLE	Property Line Merger Fee - OP HQ/District Corp Yard	08/29/2019	500.00	

CCWD
AP DISBURSEMENTS
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Check No.	Vendor/Employee	Transaction Description	Date	Amount
133377	POTRERO HILLS LANDFILL	Bio-Solids Disposal - DF/VCTO WWTP	08/16/2019	220.80
133377	POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	08/16/2019	360.90
133480	POTRERO HILLS LANDFILL	Bio-Solids Disposal - AWWTP	08/29/2019	455.70
133378	QUESTYS SOLUTIONS	Software Renewal FY 2019-20	08/16/2019	7,679.83
133419	R.E. SMITH CONTRACTORS, INC.	Construction Contract - JLWTP Pre-Treatment Facility Project	08/22/2019	40,277.15 (E)
133255	RATTERMAN, SCOTT	Travel 07/19	08/01/2019	96.86
133481	RATTERMAN, SCOTT	Travel 08/19	08/29/2019	118.90
133256	RF MAC DONALD COMPANY	Pump Rebuild Kits - CC Reeds Turnpike P/S	08/01/2019	2,579.65
133379	RF-GJ INC. DBA PINPOINT PRODUCTS	Leak Detector - CCWHSE	08/16/2019	3,651.14
133379	RF-GJ INC. DBA PINPOINT PRODUCTS	Leak Detector - LCWHSE	08/16/2019	3,651.14
133257	RIEBES AUTO PARTS 312	Batteries (2) - CCWTP Generator	08/01/2019	391.00
133381	RON COOPER GENERAL ENGINEERING INC	Remove Road/Re-Rock/Pave - Big Trees Tanks 4/5	08/16/2019	14,634.75
133482	SAFETY CENTER, INC	OSHA Safety Training - Lollar/Howarth	08/29/2019	1,540.00
133382	SAM BERRI TOWING	Tow Service - Vehicle #126	08/16/2019	250.00
133258	SECADA, CINDY	Travel 07/19	08/01/2019	44.89
133483	SECADA, CINDY	Travel 08/19	08/29/2019	67.34
133259	SEIU LOCAL 1021	Union Dues 07/19	08/01/2019	2,689.86 (C)
133384	SENDERS MARKET INC	Marking Paint - Collections Crew	08/16/2019	7.51
133384	SENDERS MARKET INC	Pipe/Wire Wheel/Brush/Pipe Sealant - JLWTP Pre-Treatment Facility Project	08/16/2019	49.76 (E)
133384	SENDERS MARKET INC	Adjustable Wrench - SA Shop	08/16/2019	43.43
133384	SENDERS MARKET INC	Paint/Clorox Wipes/Union/Nipples/Elbow/Coupling - JLWTP	08/16/2019	96.84
133384	SENDERS MARKET INC	Bucket/Signs/Broom/Towels/Pipe Cutters/Fish Tape - LCWHSE	08/16/2019	175.36
133384	SENDERS MARKET INC	Trigger Torch - Bac-T Sampling	08/16/2019	19.30
133384	SENDERS MARKET INC	Cables/Ratchet - Vehicle #723	08/16/2019	37.23
133384	SENDERS MARKET INC	Batteries - Wallace WTP	08/16/2019	29.99
133384	SENDERS MARKET INC	Broom/Brush/Turf Edger/Extension Pole - Southworth WWTP/Wallace WWTP	08/16/2019	55.95
133421	SIERRA JANITORIAL SUPPLY	Trash Bags/Soap/Paper Towels	08/22/2019	329.32
133484	SLAKEY BROS - JACKSON	Backpack Sprayer Kit/Service Valve - CCWHSE	08/29/2019	487.54
133423	SPRINGBROOK NATIONAL USER GROUP	Software Program Local Membership Group Renewal	08/22/2019	175.00
133424	STAPLES CREDIT PLAN	Office Supplies	08/22/2019	696.22
133262	SWRCB	Water Distribution, Grade D4 Cert Renewal - Skrbina	08/01/2019	140.00
133262	SWRCB	Water Distribution, Grade D4 Cert Renewal - Roeder	08/01/2019	140.00
133262	SWRCB	Water Treatment Plant Operator, Grade T2 Cert Renewal - Jarnagin	08/01/2019	60.00
133485	TEMPLE ASSOCIATES INC	Glass Beads (Sand Blasting) - SA Shop	08/29/2019	238.41
133263	THOMAS, RUSS	Travel 07/19	08/01/2019	51.04
133486	THOMAS, RUSS	Travel 08/19	08/29/2019	245.92
133264	THOMPSONS CHRYSLER DODGE JEEP RAM	Oil/Lube/Filter/Rotate Tires - Vehicle #720	08/01/2019	131.11
133265	TIFCO INDUSTRIES	Coupling Nuts/Cutoff Wheels/Discs/Puller Set/Aluminator Points - SA Shop	08/01/2019	762.15
133487	TIFCO INDUSTRIES	Electrical Terminals/Hose Clamps/Hex Nut/Elbows/Batteries - SA Shop	08/29/2019	315.10
133326	TREATS GENERAL STORE INC	Batteries - OP HQ	08/08/2019	10.27
133326	TREATS GENERAL STORE INC	Meeting Supplies	08/08/2019	18.64

CCWD
AP DISBURSEMENTS
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Check No.	Vendor/Employee	Transaction Description	Date	Amount	
133385	TUOLUMNE STANISLAUS IRWMA	IRWMA Membership Renewal FY 2019-20	08/16/2019	12,000.00	
133488	UMPQUA BANK	Capital R&R Loan Principal/Interest Payment - Sewer	08/29/2019	199,576.42	(E)
133488	UMPQUA BANK	Capital R&R Loan Principal/Interest Payment - Water	08/29/2019	593,385.44	(E)
133488	UMPQUA BANK	CalPERS UAL Prepayment Loan Payment	08/29/2019	229,651.19	
133266	UNDERHILL, BERTHA	Travel 07/19	08/01/2019	190.24	
133489	UNDERHILL, BERTHA	Travel 08/19	08/29/2019	13.92	
133327	UNION PUBLIC UTILITY DISTRICT	Water Service 07/19 - Six Mile Village	08/08/2019	168.00	
133267	UNITED PARCEL SERVICE	Shipping 07/19	08/01/2019	294.63	
133490	UNITED PARCEL SERVICE	Shipping 08/19	08/29/2019	81.00	
133268	US BANK CORP TRUST SVCS	FIA AD Limited Obligation Improvement Bond - Principal/Interest Payment	08/01/2019	100,912.96	(C)
133329	US BANK CORP TRUST SVCS	Dalee/Cassidy AD Improvement Bond - Principal/Interest Payment	08/08/2019	41,561.42	(C)
133387	US BANK CORP TRUST SVCS	Saddle Creek AD Refunding Bond - Principal/Interest Payment	08/16/2019	534,939.04	(C)
133491	USA BLUE BOOK	Pressure Transmitters (2) - JLVTP Pre-Treatment Facility Project	08/29/2019	3,013.38	(E)
133491	USA BLUE BOOK	Conductivity Solution/Electrode Storage Solution - AWWTP	08/29/2019	41.77	
133491	USA BLUE BOOK	Ball Valves/LMI Rpr Kit/Sulfuric Acid/Electrode Strg Solution-DF/VCTO WWTP	08/29/2019	616.91	
133491	USA BLUE BOOK	Electrode Storage Solution - FMWWTP	08/29/2019	26.23	
133491	USA BLUE BOOK	Portable Lighting System - EP Barn	08/29/2019	2,511.33	
133491	USA BLUE BOOK	Sulfuric Acid/Cap - CCWWTP	08/29/2019	196.78	
133491	USA BLUE BOOK	Reagent Sets - CCWTP	08/29/2019	629.57	
133491	USA BLUE BOOK	Socket/Wrench Kits/Hydrant Lifter/Valve Setter/Impact Wrench - Vehicle #134	08/29/2019	2,068.47	
133491	USA BLUE BOOK	Suction Tank - EP Sawmill P/S	08/29/2019	335.46	
133491	USA BLUE BOOK	Hydrant Adapter/Hose Adapter - Collections Crew	08/29/2019	82.21	
133426	VERIFIED FIRST, LLC	Backround Investigation - Field Staff	08/22/2019	36.50	
133269	VOLCANO TELEPHONE COMPANY	Fax/Internet 07/19 - WPWTP	08/01/2019	388.75	
133269	VOLCANO TELEPHONE COMPANY	Phone 07/19 - WPWWTP	08/01/2019	158.57	
133427	WEST POINT LUMBER INC	Vinegar/Nipples - WPWWTP	08/22/2019	23.40	
133427	WEST POINT LUMBER INC	Trash Bags/Tee/Distilled Water/Trowel - WPWTP	08/22/2019	42.63	
133427	WEST POINT LUMBER INC	Concrete - WP Septic Tank	08/22/2019	5.24	
133330	WESTERN UTILITIES UNDERGROUND	Membership FY 2019-20 - Hampton	08/08/2019	60.00	
EFT	WEX BANK	Fuel 07/19	08/07/2019	14,483.42	
133331	WILLDAN	Assessment District Services - West Point Acres	08/08/2019	216.05	(C)
133331	WILLDAN	Assessment District Services - Arnold 9S4	08/08/2019	407.10	(C)
133331	WILLDAN	Assessment District Services - DaLee/Cassidy	08/08/2019	102.75	(C)
133331	WILLDAN	Assessment District Services - Wallace	08/08/2019	92.20	(C)
133331	WILLDAN	Assessment District Services - Saddle Creek	08/08/2019	432.10	(C)
133331	WILLDAN	Assessment District Services - Fly In Acres	08/08/2019	159.40	(C)
133211	WOOD, JEREMY	Safety Boot Reimbursement	08/01/2019	200.00	
133428	YOUNG'S COPPER ACE HARDWARE	Hose - Construction Crew	08/22/2019	45.03	
133428	YOUNG'S COPPER ACE HARDWARE	Key/Power Washer - CC	08/22/2019	111.51	
133428	YOUNG'S COPPER ACE HARDWARE	Concrete/Caulk/Insulating Foam - Electricians	08/22/2019	55.49	
133428	YOUNG'S COPPER ACE HARDWARE	Hose/Nozzle/Nuts/Bolts/Hand Cleaner/Bucket/Broom/Cargo Strap - CCWHSE	08/22/2019	113.46	

CCWD
 AP DISBURSEMENTS
 AUGUST 1-31, 2019

Check No.	Vendor/Employee	Transaction Description	Date	Amount
133492	ZOOM SMOG & AUTOMOTIVE	Oil/Lube/Filters/Tire Repair - Vehicle #525	08/29/2019	480.82
133492	ZOOM SMOG & AUTOMOTIVE	Oil/Lube/Filter Service - Vehicle #621	08/29/2019	168.01
	Employee Medical Reimbursements (8)			1,938.35
	Retiree Health Reimbursements (6)			1,618.60
	Customer Refunds (9)			2,862.93
Total August 2019 AP Disbursements				<u>3,874,880.34</u>

**CALAVERAS COUNTY WATER DISTRICT
INVESTMENT ACTIVITY ENTRY
FOR THE MONTH ENDING AUGUST 31, 2019**

INVESTMENT TRUSTEE/TYPE	MARKET VALUE	INVESTMENT COST			CPN	INVESTMENT	MATURITY	CM INTEREST RECVD
		COST	Prem/(Disc)	PAR (PRINC)	RATE	DATE	DATE	
Lehman Bros Hldgs Inc 11/10/09 (IN DEFAULT)	19,237.50	743,331.99	(681,668.01)	1,425,000.00	3.950%	05/05/08	---	-
Wells Fargo Bank Certificate of Deposit	1,996,560.00	2,000,000.00	-	2,000,000.00	1.300%	07/22/16	07/22/21	-
Wells Fargo Money Market	22,096.99	22,083.89	-	22,083.89	0.010%	ongoing	n/a	13.10
Sub-totals Wells Fargo Bank	2,037,894.49	2,765,415.88	(681,668.01)	3,447,083.89				13.10
Umpqua Bank Money Market	2,564,734.97	2,564,734.97	-	2,564,734.97	0.500%	06/14/07	n/a	1,088.67
Local Agency Investment Fund	27,903,907.50	27,903,907.50	-	27,903,907.50	2.320%	ongoing	n/a	-
Totals	32,506,536.96	33,234,058.35	(681,668.01)	33,915,726.36				\$1,101.77

August Transactions:	Date	Amount
Interest received on the Wells Fargo Money Market Investment Account	8/1/2019	13.10
Transfer from LAIF to the District's Operating Account	8/23/2019	1,600,000.00
Interest received on the Umpqua Bank Money Market Investment Account	8/31/2019	1,088.67

Agenda Item

DATE: September 17, 2019
TO: Finance Committee
FROM: Peter Martin, Interim Director of Administrative Services
RE: General Overview and Direction on Updating Miscellaneous Service Fees/Charges

RECOMMENDED ACTION:

Discussion/Direction regarding the approach to updating all miscellaneous fees for the District.

SUMMARY:

Over time, the CCWD Board has established numerous charges for special services in order to recover their respective costs; with some still remaining in place from when they were approved more than 40 years ago. The Board has periodically updated these charges in order to keep them reasonably current. The last update of a subset of miscellaneous fees occurred in July 2010. Staff are being requested to compile, evaluate, and propose updates to all of the District's miscellaneous service fees and charges. This is a substantial task that will require coordination with field staff, customer service staff, and supervisors/managers. Staff are proposing to roll out documents to the Finance Committee for review and direction on updates to fee schedules over several months.

There are numerous District policy sources establishing miscellaneous fees and charges. Many of these were consolidated and incorporated within Capacity Fee Ordinance 2006-03. Unfortunately, this choice did not allow for the level of flexibility in making future modifications that might have been afforded if the miscellaneous fees had stood alone. With input from a cross-section of District staff, the attached spreadsheets have been compiled as part of an effort to update the charge structure. These are still subject to revision as other fees may be identified beyond as a result of this effort.

Staff are seeking input from the Finance Committee and propose the following actions to bring the District's fees and charges up to date:

1. All of the fees and charges from Ord. 2006-03 and from other District policies need to be reviewed for adequacy by the departments responsible for their implementation. The attached three-part spreadsheets will be sent out to facilitate department review.
2. The respective departments will provide input on potential need for revised fees. Backup documentation will be created showing how the revised fee was estimated. The backup documentation does not need to be part of future policy changes, but will be needed to justify the charges being levied.
3. This documentation will be made available to Finance Committee Members in future meetings for input and direction.
4. A new comprehensive fee and service charge policy is recommended that will include a brief narrative to define and clarify the terms of applicability. This policy will be created by Staff, submitted to the Finance Committee for review, and presented to the full Board at the conclusion of this effort. This will allow for better control over fee updates by having all of the fees included in one ordinance or resolution.

FINANCIAL CONSIDERATIONS:

Informational item only, none at this time.

Attachments: *Spreadsheets compiled for miscellaneous fees*

CCWD Miscellaneous Charges

AC - At Cost. See Note 7.

CPI-U - Consumer Price Index, All Urban. See Note 9.

	Charge Description	Ord. or Res.	Charge Adjustment	Current Charge (\$)
1	Account Establishment or account transfer charge	O2006-03	CPI-U	48.00
2	Account Establishment or account transfer charge - after-hours	O2006-03	CPI-U	79.00
3	Assistance to other water/sewer service providers	O2006-03	None	AC
4	Backflow Prevention Device - installation	O2006-03	None	AC
5	Backflow Prevention Device - annual testing	R2010-53	None	50.00
6	Broken lock charge	R2010-53	None	25.00
	Replacement of meter box	R2010-53	AC	AC
7	Concept review & facilities agreement charge - line ext. for parcel(s)	R2009-38	None	200.00
8	Concept review & facilities agreement charge - subdivision maps	R2009-38	None	1000.00
9	Copy Charges - Refer to Board Res. 1997-125	R1997-125	None	Various
10	Cost-To-Serve Letter - res. or commercial lot without stub to parcel ³	O2006-03	CPI-U	160.00
11	Door Tag Charge	R2006-70	None	18.00
12	Environmental document review deposit - bill by AC ¹⁰	R2009-38	None	500.00/AC
13	Grease Trap - New construction inspection only	R2010-53	CPI-U	160.00
14	Grease Trap - Annual inspection charge	R2010-53	CPI-U	61.00
15	Grit / Sand Trap - New construction inspection only	R2010-53	CPI-U	160.00
16	Grit / Sand Trap - Annual inspection charge	R2010-53	CPI-U	61.00
17	Heavy Equipment Rates - See Heavy Equip Sprdsht (attached)	O2006-03	None	Various
18.1	Hydrant Meter / Fill Station - Security Deposit (Hydrant Meters Only)	R1998-73	None	200.00
18.2	Hydrant Meter / Fill Station - Installation Charge	R1998-73	None	30.00
18.3	Hydrant Meter / Fill Station - Consumptive Rate per Board action ¹¹	R1998-73	None	Tiered Rate
18.4	Hydrant Meter / Fill Station - Daily Base Charge after five (5) days	R1998-73	None	7.00
18.5	Hydrant Meter / Fill Station - Removal Charge	R1998-73	None	30.00
19	Late Charge / Final Reminder Notice	R2006-70	None	10.00
20.1	Meter Charge - Installation of standard 5/8" radio read water meter	O2006-03	CPI-U	454.00
20.2	Meter Charge - Installation of standard 3/4" radio read water meter	O2006-03	AC	AC
20.3	Meter Charge - Installation of standard 1" radio read water meter	O2006-03	AC	AC
20.4	Meter Charge - Installation of standard 1.5" radio read water meter	O2006-03	AC	AC
20.5	Meter Charge - Installation of standard 2" radio read water meter	O2006-03	AC	AC

CCWD Miscellaneous Charges

AC - At Cost. See Note 7.

CPI-U - Consumer Price Index, All Urban. See Note 9.

Notes

- 1 As set by District Standards - Res. 2009-38.
- 2 Refer to Water Code Section 31029 - 30 days jail or \$600 upon conviction.
- 3 For lots w/o service stubs, the Cost to Serve Letter charge is being used instead of the New Service Quotation charge.
- 4 Sewer inspection done prior to system acceptance.
- 5 Sewer inspection done at 18 months or prior to expiration of warranty bond.
- 6 The "Multiplier" of 2.5 is applied to direct salary charges where permitted by policy - i.e. as part of an "At Cost" calculation. The Multiplier is the sum of a direct benefits factor plus a general overhead factor. See Ord. 2006-03.
- 7 "At Cost" is defined in Ord. 2006-03 as the total of the following factors:
 - 7.1 Direct Labor x Multiplier
 - 7.2 Materials Cost including purchase price, tax and shipping
 - 7.3 Heavy Equipment Cost per approved rate schedule
 - 7.4 Cost of contractors, sub-contractors, agencies, services or consultants
 - 7.5 Administrative charge of 10% of (7.2 + 7.4)
- 8 In addition to incurring actual associated costs, line extension costs may also be subject to applicable reimbursement agreement terms and conditions.
- 9 Fee subject to annual CPI-U adjustment. On July 1 of each yr., the fees subject to CPI-U adjustment shall increase or decrease in accordance with the December to December percentage change in the "Consumer Price Index - All Urban Consumers (CPI-U) U.S. City Average / All Items" of the previous year. See Ord. 2006-03.

Example: 2011 Adjusted Charge = 2010 Charge * (1+(Dec. 2009 to Dec. 2010 %CPI change)/100)
- 10 Refer to District Construction Standards.
- 11 Hydrant Meter and Fill Station Consumptive Rates are based upon the current consumptive rates for potable water as established by the CCWD Board. Refer to Ord. 2007-01.
- 12 Consistent with Art. III, Sect. 27, Meter Testing - the testing costs will be reimbursed to the customer for meters found to be reading in excess of 2% of actual water passing through. Refer to Res. 75-1867 (policy) & R2010-53 (current fees).

CCWD Miscellaneous Charges

AC - At Cost. See Note 7.

CPI-U - Consumer Price Index, All Urban. See Note 9.

	Charge Description	Ord. or Res.	Charge Adjustment	Current Charge (\$)
21	Meter Charge - Installation of water meter larger than 2"	O2006-03	AC	AC
22	Meter Charge (5/8" construction meter installation)	R1999-55	None	30.00
23	Meter Charge (5/8" temporary ag. / landscape meter installation)	R1999-55	None	30.00
24	Meter Charge (5/8" detector check installation) - needs policy revision			
25	Meter Box - Installation of meter box	O2006-03	AC	AC
26	Meter Box Charge – Replacement of existing meter box	R2010-53	None	AC
27	Meter Flow Testing - certified testing using outside services ¹²	R2010-53	None	AC
28	Meter Flow Testing - up to 1" meter, AC for >1" ¹²	R2010-53	None	65/AC
29	Multiplier - applied to direct salary cost where permitted by policy ⁵	O2006-03	None	2.5
30	New service quotation charge - residential w/ existing service ¹	R2009-38	None	15.00
31	New service quotation charge - commercial w/ existing service ¹	R2009-38	None	45.00
32	New service quotation charge - res. or com. w/o service stub to parcel ^{1,3}	R2009-38	None	149.00
33	Penalty for violation of water use restrictions ²	Wtr Code	None	600.00
34	Plan Review Charges and Inspection Deposit - bill by AC	R2009-38	None	2,000-5,000/AC
35	Plan Review Charges and Inspection Deposit - Sewer TV Inspection ⁴	R2009-38	None	1.50/ft.
36	Pressure Reducing Valves	O2006-03	AC	AC
37	Returned Check Charge	R2006-70	None	25.00
38	Septic Tank and tank pump installation (STEP & STEG systems)	O2006-03	AC	AC
39	Service Disconnection - water	R2006-70	None	36.00
40	Service Reconnection / Restoration of Service	R2006-70	None	36.00
41	Sewer Inspection Fee - individual services	O2006-03	CPI-U	122.00
42	Sewer Video Inspection Charge ⁵	R2009-38	None	1.50/ft.
43	Warranty Bond (2 yr.) - varies based upon value of improvements ¹⁰	R2009-38	None	Varies
44	Water Inspection Fee - individual water-only services	R2010-53	CPI-U	61.00
45	Water or sewer line extensions ⁸	O2006-03	AC	AC
46	Water or sewer service tap and connection (new service)	O2006-03	AC	AC

CCWD Miscellaneous Charges

AC - At Cost. See Note 7.

CPI-U - Consumer Price Index, All Urban. See Note 9.

Notes

- 1 As set by District Standards - Res. 2009-38.
- 2 Refer to Water Code Section 31029 - 30 days jail or \$600 upon conviction.
- 3 For lots w/o service stubs, the Cost to Serve Letter charge is being used instead of the New Service Quotation charge.
- 4 Sewer inspection done prior to system acceptance.
- 5 Sewer inspection done at 18 months or prior to expiration of warranty bond.
- 6 The "Multiplier" of 2.5 is applied to direct salary charges where permitted by policy - i.e. as part of an "At Cost" calculation. The Multiplier is the sum of a direct benefits factor plus a general overhead factor. See Ord. 2006-03.

- 7 "At Cost" is defined in Ord. 2006-03 as the total of the following factors:
 - 7.1 Direct Labor x Multiplier
 - 7.2 Materials Cost including purchase price, tax and shipping
 - 7.3 Heavy Equipment Cost per approved rate schedule
 - 7.4 Cost of contractors, sub-contractors, agencies, services or consultants
 - 7.5 Administrative charge of 10% of (7.2 + 7.4)

- 8 In addition to incurring actual associated costs, line extension costs may also be subject to applicable reimbursement agreement terms and conditions.
- 9 Fee subject to annual CPI-U adjustment. On July 1 of each yr., the fees subject to CPI-U adjustment shall increase or decrease in accordance with the December to December percentage change in the "Consumer Price Index - All Urban Consumers (CPI-U) U.S. City Average / All Items" of the previous year. See Ord. 2006-03.
Example: 2011 Adjusted Charge = 2010 Charge * (1+(Dec. 2009 to Dec. 2010 %CPI change)/100)
- 10 Refer to District Construction Standards.
- 11 Hydrant Meter and Fill Station Consumptive Rates are based upon the current consumptive rates for potable water as established by the CCWD Board. Refer to Ord. 2007-01.
- 12 Consistent with Art. III, Sect. 27, Meter Testing - the testing costs will be reimbursed to the customer for meters found to be reading in excess of 2% of actual water passing through. Refer to Res. 75-1867 (policy) & R2010-53 (current fees).

**CCWD Miscellaneous Charges
Heavy Equipment Schedule**

HEAVY EQUIPMENT COSTS			
	Ord. or Res.	Equipment Type	Current Charge \$ Per Hour^{1,2}
1	R2010-53	Vac Con	125
2	R2010-53	Backhoe	70
3	R2010-53	Dump Truck (3 yard)	90
4	O2006-03	Mini Push Camera	95
5	R2010-53	TV Van & Equip.	175
6	O2006-03	Boom Truck	70
7	R2010-53	Shop Vac / Pumper Truck	120
8	R2010-53	Belt Press ³	25
9	R2010-53	Generator (43-65kw)	25
10	R2010-53	Generator (100kw)	46
11	R2010-53	Truck & transfer	90
12	R2010-53	Trash pump	25

Notes

- 1 The above rates are to be charged for the use of District heavy equipment.
- 2 Pickup trucks are intentionally excluded from the heavy equipment list and will not be charged separately.
- 3 Belt Press charge out conditions are as follows:
 - 3.1 Expendables such as chemicals are not included in belt press hourly rate and will be charged separately at cost.
 - 3.2 Water to be supplied by party being served.
 - 3.3 Power to be supplied by party being served or through the use of a CCWD provided generator that will be charged separately.

COPY COSTS

Copy Request	Fee (\$)
Document pages (8.5 x 11) ²	0.25/pg.
Agenda only	No cost
Agenda packages	0.25/pg
Mailing of agenda package	3.00/pkg
Board meeting tapes	5.00/tape
Copies of documents on disc (CD or DVD)	0.50/CD
Copies of documents sent electronically	No cost
Copies of Construction Standards	50/set
Copies of Design and Construction Stndrds	75/set

Map Room Copies / Plots / Prints (Standard Paper)

Dimensions (in inches)	Cost/sht (\$)
8.5x11	0.25
11x17	1.00
18x26	2.50
24x36	5.00

Notes

- 1 - At District's staff discretion, copying requests may be given to an outside service provider for production of copies. The requesting party is responsible for paying the actual cost of this service.
- 2 - No charge for individual copying requests under 5 pages.

Agenda Item

DATE: September 17, 2019

TO: Finance Committee

FROM: Peter Martin, Interim Director of Administrative Services

RE: Direction on Updating Miscellaneous Service Fees/Charges within the District's Design and Construction Standards

RECOMMENDED ACTION:

Discussion/Direction regarding the approach to updating miscellaneous service fees/charges contained in the District's Design and Construction Standards, adopted by Resolution 2009-38.

SUMMARY:

Over time, the CCWD Board has established numerous charges for special services in order to recover their respective costs. The Board has periodically updated these charges in order to keep them reasonably current. The charges contained within the District's Design and Construction Standards were last revised on June 10, 2009. The attached Tables are a recap of the subset of those fees/deposits adopted within the District's Design and Construction Standards.

Staff reviewed the attached fee/deposit schedule with Engineering and Operations Management and recommends the following changes to the Fees/Deposit Schedule within the Design and Construction Standards:

Concept review & facilities agreement fee - line ext. for parcel(s)

Change the existing "flat fee" for concept review to a deposit with additional staff time costs billed "at cost". The District has experienced large cost overruns for these efforts above and beyond the existing flat fee for years. Staff recommends the existing fee of \$200 be increased to a \$500 dollar deposit. If the staff time is less than the \$500 deposit, funds would be returned to the project proponent.

Concept review & facilities agreement fee - subdivision maps

Change the existing "flat fee" of \$1000 for concept review from a fee to a deposit with additional staff time costs billed "at cost". The District has experienced large cost overruns for these efforts above and beyond the existing flat fee for years.

Sewer Video Inspection Fees

There are per linear foot fees associated with TV inspection for new development and acceptance by the District. Recent discussions with Operations Management and Field staff have evolved such that the District may perhaps be better suited to require the Developer to pay a contractor (from a District list of recommended contractors) to complete a review of new collections system infrastructure and provide a recommendation of acceptance to the District and/or a list of necessary improvements or changes that need to occur prior to acceptance. Staff are seeking feedback on this item and may incorporate it into the overall discussion on fees, perhaps rescinding this fee altogether.

FINANCIAL CONSIDERATIONS:

None at this time

Attachments: *Selected pages from the CCWD Design and Construction Standards 2009, Section 3.0, Fees, Deposits, and Bonds*
Recommended Changes to Design and Construction Standards adopted Fees/Deposits worksheet

SECTION 3.0

FEES, DEPOSITS, and BONDS

3.1 GENERAL

The Owner will pay all costs directly related to CCWD's review of applications, environmental documents, plans, permits, inspections, preparation of Agreements, all costs directly related to the construction inspection, bonds, administration, and the preparation of "Record Drawings."

Figure 1 shows when the fees/deposits are due at the various stages of review and acceptance. Fees are non-refundable and are a one-time charge. Deposits are generally refundable after all charges have been paid. Fees/deposits are to be paid in cash or check, in accordance with the schedule. Where deposits are indicated, the District will invoice the Owner on a monthly basis for services rendered. Invoicing will be at the current District rates in effect at the time the services are provided. The monthly invoice shall be paid within thirty (30) days after receipt of invoice from CCWD. If the billing is not paid within thirty (30) days, interest will accumulate from the date of initial billing until paid in full and the Owner may be deemed in default of the Facilities Agreement. If the deposits are not sufficient to cover the amounts owing, then CCWD may discontinue all services and withhold acceptance of the project.

3.2 SEWER VIDEO INSPECTION

Video inspection (TV Inspection) shall be made of one hundred percent (100%) of the sewer pipeline system prior to its acceptance. The District will perform the TV Inspection. The deposit for the TV Inspection is based on a linear foot and is due at the time of the Plan Review Deposit. Invoicing to the Owner will be at the current District rates in effect at the time the TV Inspection is conducted. The Owner's contractor shall notify the District seven (7) working days in advance to schedule the TV inspection.

Deficiencies may require re-video of a portion or the whole of the system following completion of corrective action. Work performed by the District in performing the re-video following corrective action, will be invoiced to the Owner at the current rates in effect at the time the work is completed.

3.3 BONDS

Should the Agreement require, or when the Owner desires to record the Final Parcel or Subdivision Map prior to the completion and acceptance of the Improvement System(s), performance and payment bonds shall be posted to ensure completion of and payment for the Improvement System(s) in accordance with the Released Plans. A Performance Bond and a Payment Bond, each issued by a surety company authorized to do business in the State of California

and acceptable to CCWD, shall be provided by the Owner. Each bond shall be in the amount of 125% of the final estimate of the construction costs for the complete Improvement System(s) or that portion of the system yet to be completed. The Bonds will remain in full force and effect until such time as the Improvement System(s) is/are accepted by CCWD. CCWD will permit the conversion of a Performance Bond to a two-year Warranty Bond.

Certificates of deposit, cash, and letters of credit may be substituted.

3.4 TWO-YEAR WARRANTY BOND AND SEWER INSPECTION FEE

As a condition precedent to the acceptance of the completed Improvement System(s), the Owner shall furnish either a corporate surety Maintenance Bond of an acceptable surety company, authorized to do business in the State of California, or an Irrevocable Letter of Credit issued by a banking firm acceptable to CCWD. Alternative methods of bonding may be utilized upon the approval of CCWD. The Maintenance Bond shall protect CCWD against the results of faulty materials, poor workmanship, or defective equipment. The Warranty Bond shall be for a period of **TWO (2) YEARS** after acceptance of the project and comply with the terms and conditions of the Facilities Agreement. The amount of the bond is to be equal to the amounts listed on the Fee/Deposit Schedule and is to be based on the value of the system shown on the transfer document.

During the two-year warranty period, the Owner shall fully repair or replace any defective installation or other deficiency at no cost to District. The District will notify the Owner of deficiencies; and the Owner is to schedule the warranty work to be performed within three (3) business days of notice by District, unless otherwise approved by the District. All warranty work is to be inspected by the District. Upon completion of the warranty work, the Owner is to provide a written notification to the District of: (1) the specific warranty work completed; and (2) the date the warranty work was completed.

If the District requires warranty work on the Improvement System, the Warranty Bond is to be extended for the entire Improvement System for an **ADDITIONAL TWO (2) YEARS**. This extended warranty will begin on the date that the warranty work is completed.

3.4.1 WARRANTY SEWER VIDEO INSPECTION FEE – During the two-year warranty period, following acceptance of the Improvement System(s), the District will perform a video inspection (TV Inspection) of the sewer pipeline system. The Video Inspection will be scheduled approximately eighteen (18) months from the date of District acceptance of the sewer Improvement System. A one-time fee for the cost of the warranty period TV Inspection is to be paid at the time of the two-year Maintenance Bond submittal. During the two-year warranty period, should corrections/repairs not be

completed to the satisfaction of the District or within the time allotted for corrections, District will notify the bond company, or bank, to make arrangements for the completion of the work.

3.5 SPECIAL CHARGES

If there are unforeseen items or circumstances requiring "special approval," the Engineering Department may require a deposit of funds or an agreement for funds to provide for operation and maintenance of facilities.

3.6 MAIN LINE EXTENSION AND REIMBURSEMENT AGREEMENTS

If a Developer/Owner desires to enter into a reimbursement agreement with the District, such arrangements shall be negotiated separately.

END OF SECTION

FIGURE 1

FEE/DEPOSIT SCHEDULE

TYPE	FEE/DEPOSIT
<u>New Service Quotation Fee</u>	
Residential with existing service	\$15 per lot ⁽¹⁾
Commercial with existing service	\$45 per lot ⁽¹⁾
Residential or Commercial without service	\$149 per lot ⁽¹⁾
<u>Concept Review & Facilities Agreement Fee</u>	
Line extensions for Parcel(s)	\$200
Subdivision Maps	\$1,000
<u>Environmental Document Review Deposit</u>	
Deposit (actual costs to be billed)	\$500
<u>Plan Review and Inspection Deposit</u>	
Estimated Construction Cost	
\$0 to \$200,000	\$2,000
Greater than \$200,000	\$5,000
Sewer TV Inspection	\$1.50 per linear foot
<u>2-year Warranty Bond</u>	
Transfer Document Value	Percentage
Up to \$100,000	40
\$100,000 to \$1,000,000	30
Greater than \$1,000,000	20
<u>2-year Sewer Video Inspection Fee</u>	
	\$1.50 per linear foot
<small>(1) 2009 Fees; Fees are adjusted annually based on the ENR/CCI Index</small>	

Attachment 2 – Recommended Changes to Design and Construction Standards adopted Fees/Deposits

TYPE	Resolution #	FEE/DEPOSIT	CURRENT FEE	NEW FEE
New Service Quotation Fee				
Residential with existing service	2009-38	\$15 per lot (1) Fee	CPI	?
Commercial with existing service	2009-38	\$45 per lot (1) Fee	CPI	?
Residential or Commercial without service	2009-38	\$149 per lot (1) Fee	188	No change
Concept Review & Facilities Agreement Fee				
Line extensions for Parcel(s)	2009-38	\$200 Fee	\$200 Fee	\$500 Deposit/AC
Subdivision Maps	2009-38	\$1,000 Fee	\$1,000 Fee	\$1,000 Deposit/AC
Environmental Document Review Deposit				
Deposit (actual costs to be billed)	2009-38	\$500/AC		No Change
Plan Review and Inspection Deposit				
Estimated Construction Cost				
\$0 to \$200,000	2009-38	\$2,000 Deposit/AC		No Change
Greater than \$200,000	2009-38	\$5,000 Deposit/AC		No Change
Sewer TV Inspection	2009-38	\$1.50 per linear foot	\$1.50 per linear foot	Rescind?
2-year Warranty Bond				
Transfer Document Value				
Up to \$100,000	2009-38	40		No Change
\$100,000 to \$1,000,000	2009-38	30		No Change
Greater than \$1,000,000	2009-38	20		No Change
2-year Sewer Video Inspection Fee	2009-38	\$1.50 per linear foot	\$1.50 per linear foot	Rescind?

(1) 2009 Fees; Fees are adjusted annually based on the ENR/CCI Index

Agenda Item

DATE: September 24, 2019
TO: Finance Committee
FROM: Joel Metzger, External Affairs Manager
RE: Information regarding SB 998

RECOMMENDED ACTION:

Information only.

SUMMARY:

On February 1, 2020, the Calaveras County Water District must comply with SB 998 (Dodd) Discontinuation of residential water service: urban and community water systems. This legislation requires CCWD to ensure its policies are consistent with the bill language regarding delinquent account notifications, fee assignments and discontinuation of service.

BACKGROUND INFORMATION:

This bill applies to all urban and community water systems, public or private, that provide water to more than 200 service connections.

CCWD must provide customers with written discontinuation policies that are available in English, Spanish, Chinese, Tagalog, Vietnamese, Korean and any other language spoken by 10 percent or more of the residents within the District's service areas.

CCWD may not discontinue residential water service due to delinquent payment until payments are delinquent for at least 60 days. After that time, CCWD must attempt to provide notice to customers by telephone or in writing, and provide information about appeals, extensions and alternative repayment options.

CCWD must provide a formal mechanism for a customer to content or appeal a bill, which could include appearing before the Board of Directors.

CCWD may not discontinue residential water service if one or more of the following take place:

1. A primary care provider certifies that the discontinuation of water service will pose a serious or potentially fatal threat to a resident
2. The customer demonstrates inability to pay
3. The customer is willing to enter into an alternative payment arrangement.

A customer can demonstrate an inability to pay based on the receipt of certain public assistance by someone in the household (CalWORKs, CalFresh, general assistance, Medi-Cal, etc.), or a declaration from the customer that the household is below 200 percent of the federal poverty level.

CCWD must limit certain low-income customers' reconnection fees to no more than \$50 during regular business hours, and \$150 during non-regular hours.

CCWD must attempt to provide notice to renters and mobile home residents that their service may be discontinued due to delinquent payments by their landlords, and that the residents have the right to become customers of the CCWD without paying the past-due amounts on the landlords' accounts.

CCWD must annually post on its website the number of times it has discontinued service, due to customers' inability to pay.

Utilities in violation of this legislation face a penalty up to \$1,000 for each day in which the violation occurs, and would require the enforcement fees collected by the State Water Board to be deposited in the Safe Drinking Water Fund.

FINANCIAL CONSIDERATIONS:

None at this time.

Attachments: SB 998 (Dodd) Bill Text

Senate Bill No. 998

CHAPTER 891

An act to add Chapter 6 (commencing with Section 116900) to Part 12 of Division 104 of the Health and Safety Code, relating to water.

[Approved by Governor September 28, 2018. Filed with Secretary of State September 28, 2018.]

LEGISLATIVE COUNSEL'S DIGEST

SB 998, Dodd. Discontinuation of residential water service: urban and community water systems.

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health. Existing law declares it to be the established policy of the state that every human being has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes.

Under existing law, the Public Utilities Commission has regulatory authority over public utilities, including water corporations. Existing law requires certain notice to be given before a water corporation, public utility district, municipal utility district, or a municipally owned or operated public utility furnishing water may terminate residential service for nonpayment of a delinquent account, as prescribed.

This bill would require an urban and community water system, defined as a public water system that supplies water to more than 200 service connections, to have a written policy on discontinuation of water service to certain types of residences for nonpayment available in prescribed languages. The bill would require the policy to include certain components, be available on the system's Internet Web site, and be provided to customers in writing, upon request. The bill would provide for enforcement of these provisions, including making a violation of these provisions punishable by a civil penalty issued by the board in an amount not to exceed \$1,000 for each day in which the violation occurs, and would require the enforcement moneys collected by the board to be deposited in the Safe Drinking Water Account. The bill would prohibit an urban and community water system from discontinuing residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. The bill would require an urban and community water system to contact the customer named on the account and provide the customer with the urban and community water system's policy on discontinuation of residential service for nonpayment no less than 7 business days before discontinuation of residential service, as prescribed.

This bill would prohibit residential service from being discontinued under specified circumstances. The bill would require an urban and community

water system that discontinues residential service to provide the customer with information on how to restore service. The bill would require an urban and community water system to waive interest charges on delinquent bills for, and would limit the amount of a reconnection of service fee imposed on, a residential customer who demonstrates, as prescribed, to the urban and community water system household income below 200% of the federal poverty line. The bill would require an urban and community water system that furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit structure, mobilehome park, or permanent residential structure in a labor camp, and that the owner, manager, or operator of the dwelling, structure, or park is the customer of record, to make every good faith effort to inform the residential occupants by written notice that service will be terminated and that the residential occupants have the right to become customers, as specified. The bill would require an urban and community water system to report the number of annual discontinuations of residential service for inability to pay on its Internet Web site and to the board, and the bill would require the board to post on its Internet Web site the information reported. The bill would require an urban water supplier, as defined, or an urban and community water system regulated by the commission, to comply with the bill's provisions on and after February 1, 2020, and any other urban and community water system to comply with the bill's provisions on and after April 1, 2020. The bill would provide that the provisions of the bill are in addition to the provisions in existing law duplicative of the bill and that where the provisions are inconsistent, the provisions described in the bill apply.

The people of the State of California do enact as follows:

SECTION 1. The Legislature finds and declares as follows:

(a) All Californians have the right to safe, accessible, and affordable water as declared by Section 106.3 of the Water Code.

(b) It is the intent of the Legislature to minimize the number of Californians who lose access to water service due to inability to pay.

(c) Water service discontinuations threaten human health and well-being, and have disproportionate impact on infants, children, the elderly, low-income families, communities of color, people for whom English is a second language, physically disabled persons, and persons with life-threatening medical conditions.

(d) When there is a delinquent bill, all Californians, regardless of whether they pay a water bill directly, should be treated fairly, and fair treatment includes the ability to contest a bill, seek alternative payment schedules, and demonstrate medical need and severe economic hardship.

(e) The loss of water service causes tremendous hardship and undue stress, including increased health risks to vulnerable populations.

(f) It is the intent of the Legislature that this act provide additional procedural protections and expand upon the procedural safeguards contained

in the Public Utilities Code and Government Code as of January 1, 2018, relating to utility service disconnections.

SEC. 2. Chapter 6 (commencing with Section 116900) is added to Part 12 of Division 104 of the Health and Safety Code, to read:

CHAPTER 6. DISCONTINUATION OF RESIDENTIAL WATER SERVICE

116900. This chapter shall be known, and may be cited, as the Water Shutoff Protection Act.

116902. For the purposes of this chapter, the following definitions apply:

(a) "Board" means the State Water Resources Control Board.

(b) "Public water system" has the same meaning as defined in Section 116275.

(c) "Residential service" means water service to a residential connection that includes single-family residences, multifamily residences, mobilehomes, including, but not limited to, mobilehomes in mobilehome parks, or farmworker housing.

(d) "Urban and community water system" means a public water system that supplies water to more than 200 service connections.

(e) "Urban water supplier" has the same meaning as defined in Section 10617 of the Water Code.

116904. (a) An urban water supplier not regulated by the Public Utilities Commission shall comply with this chapter on and after February 1, 2020.

(b) An urban and community water system regulated by the Public Utilities Commission shall comply with this chapter on and after February 1, 2020. The urban and community water system regulated by the Public Utilities Commission shall file advice letters with the commission to conform with this chapter.

(c) An urban and community water system not described in subdivision (a) or (b) shall comply with this chapter on and after April 1, 2020.

116906. (a) An urban and community water system shall have a written policy on discontinuation of residential service for nonpayment available in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by at least 10 percent of the people residing in its service area. The policy shall include all of the following:

(1) A plan for deferred or reduced payments.

(2) Alternative payment schedules.

(3) A formal mechanism for a customer to contest or appeal a bill.

(4) A telephone number for a customer to contact to discuss options for averting discontinuation of residential service for nonpayment.

(b) The policy shall be available on the urban and community water system's Internet Web site, if an Internet Web site exists. If an Internet Web site does not exist, the urban and community water system shall provide the policy to customers in writing, upon request.

(c) (1) The board may enforce the requirements of this section pursuant to Sections 116577, 116650, and 116655. The provisions of Section 116585

and Article 10 (commencing with Section 116700) of Chapter 4 apply to enforcement undertaken for a violation of this section.

(2) All moneys collected pursuant to this subdivision shall be deposited in the Safe Drinking Water Account established pursuant to Section 116590.

116908. (a) (1) (A) An urban and community water system shall not discontinue residential service for nonpayment until a payment by a customer has been delinquent for at least 60 days. No less than seven business days before discontinuation of residential service for nonpayment, an urban and community water system shall contact the customer named on the account by telephone or written notice.

(B) When the urban and community water system contacts the customer named on the account by telephone pursuant to subparagraph (A), it shall offer to provide in writing to the customer the urban and community water system's policy on discontinuation of residential service for nonpayment. An urban and community water system shall offer to discuss options to avert discontinuation of residential service for nonpayment, including, but not limited to, alternative payment schedules, deferred payments, minimum payments, procedures for requesting amortization of the unpaid balance, and petition for bill review and appeal.

(C) When the urban and community water system contacts the customer named on the account by written notice pursuant to subparagraph (A), the written notice of payment delinquency and impending discontinuation shall be mailed to the customer of the residence to which the residential service is provided. If the customer's address is not the address of the property to which residential service is provided, the notice also shall be sent to the address of the property to which residential service is provided, addressed to "Occupant." The notice shall include, but is not limited to, all of the following information in a clear and legible format:

- (i) The customer's name and address.
- (ii) The amount of the delinquency.
- (iii) The date by which payment or arrangement for payment is required in order to avoid discontinuation of residential service.
- (iv) A description of the process to apply for an extension of time to pay the delinquent charges.
- (v) A description of the procedure to petition for bill review and appeal.
- (vi) A description of the procedure by which the customer may request a deferred, reduced, or alternative payment schedule, including an amortization of the delinquent residential service charges, consistent with the written policies provided pursuant to subdivision (a) of Section 116906.

(2) If the urban and community water system is unable to make contact with the customer or an adult occupying the residence by telephone, and written notice is returned through the mail as undeliverable, the urban and community water system shall make a good faith effort to visit the residence and leave, or make other arrangements for placement in a conspicuous place of, a notice of imminent discontinuation of residential service for nonpayment and the urban and community water system's policy for discontinuation of residential service for nonpayment.

(b) If an adult at the residence appeals the water bill to the urban and community water system or any other administrative or legal body to which such an appeal may be lawfully taken, the urban and community water system shall not discontinue residential service while the appeal is pending.

116910. (a) An urban and community water system shall not discontinue residential service for nonpayment if all of the following conditions are met:

(1) The customer, or a tenant of the customer, submits to the urban and community water system the certification of a primary care provider, as that term is defined in subparagraph (A) of paragraph (1) of subdivision (b) of Section 14088 of the Welfare and Institutions Code, that discontinuation of residential service will be life threatening to, or pose a serious threat to the health and safety of, a resident of the premises where residential service is provided.

(2) The customer demonstrates that he or she is financially unable to pay for residential service within the urban and community water system's normal billing cycle. The customer shall be deemed financially unable to pay for residential service within the urban and community water system's normal billing cycle if any member of the customer's household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

(3) The customer is willing to enter into an amortization agreement, alternative payment schedule, or a plan for deferred or reduced payment, consistent with the written policies provided pursuant to subdivision (a) of Section 116906, with respect to all delinquent charges.

(b) (1) If the conditions listed in subdivision (a) are met, the urban and community water system shall offer the customer one or more of the following options:

(A) Amortization of the unpaid balance.

(B) Participation in an alternative payment schedule.

(C) A partial or full reduction of the unpaid balance financed without additional charges to other ratepayers.

(D) Temporary deferral of payment.

(2) The urban and community water system may choose which of the payment options described in paragraph (1) the customer undertakes and may set the parameters of that payment option. Ordinarily, the repayment option offered should result in repayment of any remaining outstanding balance within 12 months. An urban and community water system may grant a longer repayment period if it finds the longer period is necessary to avoid undue hardship to the customer based on the circumstances of the individual case.

(3) Residential service may be discontinued no sooner than 5 business days after the urban and community water system posts a final notice of intent to disconnect service in a prominent and conspicuous location at the property under either of the following circumstances:

(A) The customer fails to comply with an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges for 60 days or more.

(B) While undertaking an amortization agreement, an alternative payment schedule, or a deferral or reduction in payment plan for delinquent charges, the customer does not pay his or her current residential service charges for 60 days or more.

116912. An urban and community water system that discontinues residential service for nonpayment shall provide the customer with information on how to restore residential service.

116914. (a) For a residential customer who demonstrates to an urban and community water system household income below 200 percent of the federal poverty line, the urban and community water system shall do both of the following:

(1) Set a reconnection of service fee for reconnection during normal operating hours at fifty dollars (\$50), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021. For the reconnection of residential service during nonoperational hours, an urban and community water system shall set a reconnection of service fee at one hundred fifty dollars (\$150), but not to exceed the actual cost of reconnection if it is less. Reconnection fees shall be subject to an annual adjustment for changes in the Consumer Price Index beginning January 1, 2021.

(2) Waive interest charges on delinquent bills once every 12 months.

(b) An urban and community water system shall deem a residential customer to have a household income below 200 percent of the federal poverty line if any member of the household is a current recipient of CalWORKs, CalFresh, general assistance, Medi-Cal, Supplemental Security Income/State Supplementary Payment Program, or California Special Supplemental Nutrition Program for Women, Infants, and Children, or the customer declares that the household's annual income is less than 200 percent of the federal poverty level.

116916. (a) This section applies if there is a landlord-tenant relationship between the residential occupants and the owner, manager, or operator of the dwelling.

(b) If an urban and community water system furnishes individually metered residential service to residential occupants of a detached single-family dwelling, a multiunit residential structure, mobilehome park, or permanent residential structure in a labor camp as defined in Section 17008, and the owner, manager, or operator of the dwelling, structure, or park is the customer of record, the urban and community water system shall make every good faith effort to inform the residential occupants, by means of written notice, when the account is in arrears that service will be terminated at least 10 days prior to the termination. The written notice shall further inform the residential occupants that they have the right to become

customers, to whom the service will then be billed, without being required to pay any amount which may be due on the delinquent account.

(c) The urban and community water system is not required to make service available to the residential occupants unless each residential occupant agrees to the terms and conditions of service and meets the requirements of law and the urban and community water system's rules and tariffs. However, if one or more of the residential occupants are willing and able to assume responsibility for the subsequent charges to the account to the satisfaction of the urban and community water system, or if there is a physical means legally available to the urban and community water system of selectively terminating service to those residential occupants who have not met the requirements of the urban and community water system's rules and tariffs, the urban and community water system shall make service available to those residential occupants who have met those requirements.

(d) If prior service for a period of time is a condition for establishing credit with the urban and community water system, residence and proof of prompt payment of rent or other credit obligation acceptable to the urban and community water system for that period of time is a satisfactory equivalent.

(e) Any residential occupant who becomes a customer of the urban and community water system pursuant to this section whose periodic payments, such as rental payments, include charges for residential water service, where those charges are not separately stated, may deduct from the periodic payment each payment period all reasonable charges paid to the urban and community water system for those services during the preceding payment period.

(f) In the case of a detached single-family dwelling, the urban and community water system may do any of the following:

(1) Give notice of termination at least seven days prior to the proposed termination.

(2) In order for the amount due on the delinquent account to be waived, require an occupant who becomes a customer to verify that the delinquent account customer of record is or was the landlord, manager, or agent of the dwelling. Verification may include, but is not limited to, a lease or rental agreement, rent receipts, a government document indicating that the occupant is renting the property, or information disclosed pursuant to Section 1962 of the Civil Code.

116918. An urban and community water system shall report the number of annual discontinuations of residential service for inability to pay on the urban and community water system's Internet Web site, if an Internet Web site exists, and to the board. The board shall post on its Internet Web site the information reported.

116920. (a) The Attorney General, at the request of the board or upon his or her own motion, may bring an action in state court to restrain by temporary or permanent injunction the use of any method, act, or practice declared in this chapter to be unlawful.

(b) For an urban and community water system regulated by the Public Utilities Commission, the commission may bring an action in state court to restrain by temporary or permanent injunction the use by an urban and community water system regulated by the commission of any method, act, or practice declared in this chapter to be unlawful.

116922. All written notices required under this chapter shall be provided in English, the languages listed in Section 1632 of the Civil Code, and any other language spoken by 10 percent or more of the customers in the urban and community water system's service area.

116924. Where provisions of existing law are duplicative of this chapter, compliance with one shall be deemed compliance with the other. Where those provisions are inconsistent, the provisions of this chapter shall apply. Nothing in this chapter shall be construed to limit or restrict the procedural safeguards against the disconnection of residential water service existing as of December 31, 2018.

116926. This chapter does not apply to the termination of a service connection by an urban and community water system due to an unauthorized action of a customer.