

# CALAVERAS COUNTY WATER DISTRICT FINANCE COMMITTEE MEETING

## AGENDA

Tuesday, April 17, 2018  
2:00 p.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:** November 21, 2017
3. **NEW BUSINESS**
  - 3a. Report on the Monthly Financial Reports for March 2018  
(Jeffrey Meyer, Director of Administrative Services)
  - 3b. Discussion/Direction regarding District Financial Management Policy  
No. 5.04, Unclaimed Check Policy  
(Jeffrey Meyer, Director of Administrative Services)
  - 3c.\* Update on FY 2018-19 Operating and CIP Budget Process  
(Jeffrey Meyer, Director of Administrative Services)
4. **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  
NOVEMBER 21, 2017

The FINANCE COMMITTEE of the CALAVERAS COUNTY WATER DISTRICT (CCWD) met in the CCWD Board Room at 120 Toma Court, San Andreas, California at 10:00 a.m.

The following Committee Members were present:

Bertha Underhill	Director
Russ Thomas	Director

Staff Present:

Dave Eggerton	General Manager
Jeffrey Meyer	Director of Administrative Services
Patti Christensen	Accountant III
Peter Martin	Manager of Water Resources
Joel Metzger	Manager of External Affairs, Conservation, and Grants

Public Present:

Vickey Mills  
Tom Gould, Kevin Lorentzen, HDR Engineering (*via telephone conference for item 3a only*)

1. Public Comment: None

2. Approval of Minutes: October 16, 2017

3. New Business:

3a. Update on Financial Analysis/Cost of Service Study:

Mr. Meyer commented that this is an update on the Cost of Service Study and introduced Mr. Gould of HDR Engineering. Mr. Gould gave a brief recap of the steps taken up to this point. The Revenue Requirements (Financial Plan) has been completed and the Cost of Service Study is now in process, the Rate Design is the last phase. He also mentioned that each fund is a stand-alone study. Mr. Meyer talked about the funding gap and that 20% of the shortage will be made up from cost cutting measures, each fund will have a different percent of savings. There was a discussion on the cost reduction target and the cost reduction above the targeted 20%.

Mr. Gould talked about the Proposition 218 process and the recent changes required of agencies. He then went into detail on the water fund classes of customers, tier billing, variable charges, fixed rates and some changes in cost of service. Mr. Gould talked about the sewer fund and the options of developing four classes of service, or basing sewer cost on equivalent units. Mr. Gould recapped today's purpose of reviewing the steps, receiving comments from the committee members and then presenting this to the full Board in December. He suggested discussing the process and perhaps having some numbers ready for the December Board meeting.

Public Comment:

Ms. Mills asked about the commercial sewer customers that are not water customers related to billing in equivalent units. She mentioned the area of concern is Vallecito and Douglas Flat. These customers receive water from Union Public Utility District (UPUD).

Mr. Gould answered questions from the Committee.

*Recess was called at 11:20 a.m.*

*Meeting resumed at 11:30 a.m. (recorder stopped working)*

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MINUTES  
FINANCE COMMITTEE MEETING  
NOVEMBER 21, 2017

3b. Discussion/Direction on Eastern San Joaquin Groundwater Authority JPA:

Mr. Martin provided a hand out to follow along with his PowerPoint presentation regarding the JPA and the cost share allocations. The Eastside GSA cost share is \$39,789 with the Districts share not to exceed \$9,947 per year and would be payable in two yearly installments starting in FY 2018-19 following the JPA Board adoption. The District would be responsible to pay the Calaveras County amount, and then bill other participating agencies for their share. Mr. Eggerton stated direction is needed to take this to the full Board in January. Directors Underhill and Thomas would like to move forward with this. Mr. Eggerton commented that there will be a standard item at the second Board meeting of each month regarding the JPA.

3c. Report on the Monthly Financial Reports for October 2017:

Mr. Meyer recapped the reports that make up the agenda item – Budget Status Report, Capital R&R Report and the Claim Summary (approved at the November 8<sup>th</sup> Board meeting). Mr. Meyer answered questions from the Committee members on the Budget Status Report.

4. Director of Administrative Services Comments:

Mr. Meyer commented on the status of the FY 2016-17 audit process. He also mentioned that there will be additional projects coming to the full Board for approval that will require a discussion on funding. One item is for land purchase next to an existing facility.

5. General Manager Comments:

None.

6. Director Comments:

None.

7. Future Agenda Items:

Cost of Service Study

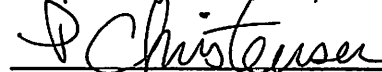
8. Next Committee Meeting:

Mr. Meyer talked about the timing of the Board's election of officers in December and the committee assignments in January. He suggested canceling the December meeting and scheduling a meeting after committee assignments. The Committee members approved this plan.

9. Adjournment:

Meeting adjourned at 12.05 p.m.

Respectfully Submitted,



Patti Christensen, Accountant III

Approved:



Jeffrey Meyer, Director of Administrative Services

# Agenda Item

DATE: April 17, 2018  
TO: Finance Committee  
FROM: Jeffrey Meyer <sup>DM</sup> Director of Administrative Services  
SUBJECT: Report on the Monthly Financial Reports for March 2018

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## RECOMMENDED ACTION:

Receive Report on March 2018 Monthly Financial Reports

## SUMMARY:

The following financial reports are for the month ending March 31, 2018:

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 March 2018. The March claim summary will be submitted to the Board of the Directors for approval on April 25, 2018.

## FINANCIAL CONSIDERATIONS:

None

*Attachment: Budget Status Report – March 2018  
FY 2017-18 Capital R&R Report – March 2018  
Claim Summary – March 2018*

**CALAVERAS COUNTY WATER DISTRICT  
REVENUE STATUS REPORT FOR  
THE PERIOD ENDED MARCH 31, 2018  
ALL REVENUES  
75% of Year Completed**

Revenue Source	Actual Revenue FY 16-17 (post-audit)	Budgeted Revenue FY 17-18	Actual Revenue to 03/31/18	%	Received
<b>Operating Revenue</b>					
WATER SALES	7,323,525	7,490,335	5,755,945		76.84%
WASTEWATER SALES	4,240,404	4,300,000	3,294,004		76.60%
OTHER	515,321	475,500	382,078		80.35%
<b>Total Operating Revenue</b>	<b>12,079,250</b>	<b>12,265,835</b>	<b>9,432,027</b>		<b>76.90%</b>
<b>Non-Operating Revenue</b>					
CAPACITY FEES	702,869	-	322,867		-
STAND-BY FEES	132,271	132,500	72,341	*	54.60%
PROPERTY TAXES	2,741,137	2,733,995	1,599,208	*	58.49%
INVESTMENT INCOME	276,154	166,390	152,398		91.59%
GRANT REVENUE	873,534	-	72,611		-
OTHER REVENUE	934,898	879,840	751,672		85.43%
<b>Total Non-Operating Revenue</b>	<b>5,660,863</b>	<b>3,912,725</b>	<b>2,971,097</b>		<b>75.93%</b>
<b>GRAND TOTALS REVENUE</b>	<b>17,740,113</b>	<b>16,178,560</b>	<b>12,403,124</b>		<b>76.66%</b>

\*Distributed in Feb, May, and Aug

**CALAVERAS COUNTY WATER DISTRICT  
REVENUE STATUS REPORT FOR  
THE PERIOD ENDED MARCH 31, 2018  
OPERATING REVENUES  
75% of Year Completed**

Revenue Source	Actual Revenue FY 16-17 (post-audit)	Budgeted Revenue FY 17-18	Actual Revenue to 03/31/18		% Received
<b>Operating Revenue</b>					
WATER SALES	7,323,525	7,490,335	5,755,945		76.84%
WASTEWATER SALES	4,240,404	4,300,000	3,294,004		76.60%
OTHER	515,321	475,500	382,078		80.35%
<b>Total Operating Revenue</b>	<b>12,079,250</b>	<b>12,265,835</b>	<b>9,432,027</b>		<b>76.90%</b>
<b>Non-Operating Revenue</b>					
STAND-BY FEES	132,271	132,500	72,341	*	54.60%
PROPERTY TAXES	2,329,967	2,323,896	1,359,327	*	58.49%
INVESTMENT INCOME	55,347	45,000	44,467		98.82%
GRANT REVENUE	110,368	-	57,862		-
OTHER REVENUE	922,563	867,840	746,347		86.00%
<b>Total Non-Operating Revenue</b>	<b>3,550,516</b>	<b>3,369,236</b>	<b>2,280,343</b>		<b>67.68%</b>
<b>GRAND TOTALS REVENUE</b>	<b>15,629,766</b>	<b>15,635,071</b>	<b>11,712,370</b>		<b>74.91%</b>

\*Distributed in Feb, May, and Aug

**Calaveras County Water District  
Operating Budget Summary  
Fiscal Year 2017-18  
Budget vs Actual as of March 31, 2018  
75% of Year Completed**

**District Summary by Category**

Description	FY 17-18 Budget	Expenditures to 03/31/18	%
Personnel Services	8,903,363	6,804,108	76%
Services and Supplies	6,136,492	3,993,409	65%
Capital Outlay	736,089	225,300	31%
<b>Total Operations &amp; Capital Outlay:</b>	<b>15,775,944</b>	<b>11,022,817</b>	<b>70%</b>

**District Summary by Department**

Dept	Description	FY 17-18 Budget	Expenditures to 03/31/18	%
<b>Personnel, Services, and Supplies</b>				
50	Non-Departmental (excluding Debt Svc)	1,199,442	662,168	55%
54	Utility Services	9,783,281	7,280,122	74%
56	General Management	1,048,228	735,615	70%
57	Board of Directors	163,990	84,388	51%
58	Technical Services/Engineering	462,851	333,442	72%
59	Administrative Services	1,534,025	1,159,552	76%
60	Water Resources	848,038	542,230	64%
<b>sub-total Operations:</b>		<b>15,039,855</b>	<b>10,797,517</b>	<b>72%</b>
<b>Capital Outlay</b>				
54	Utility Services - Equipment/Projects	683,089	187,214	27%
59	Administrative Services	53,000	38,086	72%
<b>sub-total Capital Outlay:</b>		<b>736,089</b>	<b>225,300</b>	<b>31%</b>
<b>Total Operations &amp; Capital Outlay</b>		<b>15,775,944</b>	<b>11,022,817</b>	<b>70%</b>

CCWD Budget Status Report  
Non-Departmental

As of March 31, 2018  
75% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 17-18 Budget</u>	<u>March 2018</u>	<u>FY 17-18 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
<b>Services &amp; Supplies</b>							
60210	Power	15,300	883	8,220	54%	-	7,080
60220	Water	3,400	439	2,119	62%	-	1,281
60230	Sewage	1,700	-	273	16%	-	1,427
60250	Telephone	13,100	1,341	8,350	64%	140	4,610
60260	Refuse Disposal	2,600	208	1,872	72%	-	728
60310	Materials and Supplies	41,000	5,522	26,944	66%	-	14,056
60313	Safety Material and Supplies	500	-	-	0%	-	500
60400	Outside Services/Repairs	8,300	1,270	7,787	94%	-	513
60410	Service Maintenance Contracts	8,700	906	4,250	49%	-	4,450
60426	Building Repairs	5,000	-	395	8%	3,582	1,023
60430	Claims Damages	5,000	-	-	0%	-	5,000
60440	Janitorial Services	23,300	1,935	17,415	75%	21,285	(15,400)
61100	New Hogan O&M	293,262	-	-	0%	-	293,262
61200	Retired Employee Costs	568,000	48,949	405,849	71%	-	162,151
61410	Insurance	200,000	56,580	176,912	88%	-	23,088
61430	Federal Dam & Admin Fees	2,000	-	-	0%	-	2,000
78990	Misc. Non-Operating Costs	8,280	349	1,782	22%	-	6,498
<b>sub-total Services &amp; Supplies:</b>		<b>1,199,442</b>	<b>118,382</b>	<b>662,168</b>	<b>55%</b>	<b>25,007</b>	<b>512,267</b>
<b>Debt Service</b>							
72110	Interest - CalPERS Side Fund Loan	12,368	808	10,094	82%	-	2,274
73300	Principal - CalPERS Side Fund Loan	300,240	25,243	224,363	75%	-	75,877
72350	Interest - USDA EP Reach 3A	57,209	29,017	57,819	101%	-	(610)
73350	Principal - USDA EP Reach 3A	42,700	-	42,700	100%	-	-
72500	Interest - New Hogan	22,093	-	-	0%	-	22,093
73500	Principal - New Hogan	55,255	-	-	0%	-	55,255
72600	Interest - OP HQ	75,000	-	-	0%	-	75,000
72700	Interest - VacCon Loan	1,181	-	1,056	89%	-	125
73700	Principal - VacCon Loan	68,957	-	51,828	75%	-	17,129
72800	Interest - Revenue Bond	3,649	-	3,610	99%	-	39
73800	Principal - Revenue Bond	461,846	-	461,846	100%	-	-
72900	Interest - Water Rev Loan	114,164	-	114,127	100%	-	37
73900	Principal - Water Rev Loan	997,758	-	997,758	100%	-	-
<b>sub-total Debt Service:</b>		<b>2,212,420</b>	<b>55,068</b>	<b>1,965,201</b>	<b>89%</b>	<b>-</b>	<b>169,068</b>
<b>Total Department:</b>		<b>3,411,862</b>	<b>173,450</b>	<b>2,627,369</b>	<b>77%</b>	<b>25,007</b>	<b>681,335</b>



CCWD Budget Status Report  
Utility Services - Summary

As of March 31, 2018  
75% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 17-18 Budget</u>	<u>March 2018</u>	<u>FY 17-18 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
	<b>Personnel Services</b>						
	Salaries/Wages	3,517,017	299,398	2,735,099	78%	-	781,918
	Wages-Overtime	186,253	14,577	171,240	92%	-	15,013
	Benefits	2,449,411	214,481	1,885,635	77%	-	563,776
	Medical Reimbursements	18,400	2,751	8,028	44%	-	10,372
	<b>sub-total Personnel Services:</b>	<b>6,171,081</b>	<b>531,207</b>	<b>4,800,002</b>	<b>78%</b>	<b>-</b>	<b>1,371,079</b>
	<b>Services &amp; Supplies</b>						
	Utilities	1,027,000	83,354	757,441	74%	-	269,559
	Material and Supplies	744,000	115,282	575,900	77%	151,426	16,674
	Chemicals	382,000	15,406	218,803	57%	7,735	155,462
	Safety Eq Repl/consumables	40,000	1,837	24,429	61%	4,019	11,552
	Outside Services/Repairs	148,700	38,627	102,881	69%	39,521	6,298
	Service Maintenance Contracts	335,000	13,614	156,622	47%	15,667	162,711
	Laboratory Services	200,000	15,808	114,346	57%	-	85,654
	Rentals (Non Vehicles & Equipment)	-	1,500	3,000	-	-	(3,000)
	Inspection Fees	-	-	3,580	-	-	(3,580)
	Professional Services	15,000	14,292	38,906	259%	47,434	(71,340)
	Vehicle/Equipment Operating Expense	383,000	38,471	228,764	60%	2,754	151,482
	Rental Exp/Vehicle and Equip.	30,000	5,588	34,250	114%	-	(4,250)
	Permits & Licenses	11,000	696	8,663	79%	-	2,337
	Publications/Subscriptions	1,000	-	445	45%	-	555
	Memberships/Dues	14,500	360	10,678	74%	-	3,822
	Training, Conferences & Travel	36,000	1,349	18,380	51%	1,542	16,078
	Other Travel Costs	-	48	53	-	-	(53)
	Purchased Water	5,000	-	1,326	27%	-	3,674
	State Wtr/Swr Fees	240,000	-	181,653	76%	-	58,347
	<b>sub-total Services &amp; Supplies:</b>	<b>3,612,200</b>	<b>346,232</b>	<b>2,480,120</b>	<b>69%</b>	<b>270,098</b>	<b>861,982</b>
	<b>sub-total Operations:</b>	<b>9,783,281</b>	<b>877,439</b>	<b>7,280,122</b>	<b>74%</b>	<b>270,098</b>	<b>2,233,061</b>
	<b>Capital Outlay</b>						
	Tractor/Loader/Mower - Southworth WWTP	-	-	18,418	-	-	(18,418)
301/501-18	Vehicles (4)	197,000	-	-	0%	154,367	42,633
505-18	Vac Truck	158,000	-	-	0%	180,337	(22,337)
303/503-18	Small Asphalt Roller (used)	30,000	-	-	0%	-	30,000
506-18	Back Up Pump Lower X Country	36,000	-	-	0%	-	36,000
305-18	SCADA Upgrades	30,000	2,925	12,083	40%	-	17,917
309/509-18	Mini Excavator	80,000	78,668	78,668	98%	-	1,332
304/504-18	Portable Light Standard	44,000	-	-	0%	-	44,000
306-18	Handheld Meter Readers	30,000	-	-	0%	-	30,000
	<b>sub-total Capital Outlay:</b>	<b>605,000</b>	<b>81,593</b>	<b>109,169</b>	<b>18%</b>	<b>334,704</b>	<b>161,127</b>
	<b>Carryover Budget from FY 16-17</b>						
	Vehicles (2)	78,089	-	78,045	100%	-	44
	<b>sub-total All Capital Outlay:</b>	<b>683,089</b>	<b>81,593</b>	<b>187,214</b>	<b>27%</b>	<b>334,704</b>	<b>161,171</b>
	<b>Total Department:</b>	<b>10,466,370</b>	<b>959,033</b>	<b>7,467,337</b>	<b>71%</b>	<b>604,802</b>	<b>2,394,231</b>

CCWD Budget Status Report  
Utility Services - Detail

As of March 31, 2018  
75% of Year Completed

Acct	Description	FY 17-18 Budget	March 2018	FY 17-18 Year-to-Date	Percent YTD	Encumbered	Balance Available
<b>Personnel Services</b>							
60000	Salaries/Wages	3,517,017	299,398	2,735,099	78%	-	781,918
60030	Wages-Overtime	188,253	14,577	171,240	92%	-	15,013
60100	Benefits	2,449,411	214,481	1,885,635	77%	-	563,776
60102	Medical Reimbursements	18,400	2,751	8,028	44%	-	10,372
	sub-total Personnel Services:	6,171,081	531,207	4,800,002	78%	-	1,371,079
<b>Services &amp; Supplies</b>							
60210	Power	881,000	71,665	660,537	75%	-	220,463
60220	Water	1,500	159	1,248	83%	-	252
60230	Sewage	58,000	4,695	37,560	65%	-	20,440
60240	Telephone Lease Lines	11,000	324	2,658	24%	-	8,342
60250	Telephone	66,000	5,619	47,159	71%	-	18,841
60260	Refuse/Disposal	9,500	892	8,279	87%	-	1,221
60310	Material and Supplies	170,900	17,193	75,629	44%	132,513	(37,242)
60311	Herbicide	1,500	1,370	1,644	110%	-	(144)
60312	Safety Eq Rep/consumables	40,000	1,837	24,429	61%	4,019	11,552
60313	Tools	25,000	5,469	42,375	170%	-	1,669
60314	Uniforms - New	8,000	200	11,446	143%	1,380	(4,826)
60325	Lab Supplies, Consumables	34,000	7,731	23,660	70%	6,549	3,591
60327	Ozone System Parts	3,800	-	2,330	65%	174	1,096
60328	UV Bulb Replacement	85,000	3,286	30,232	36%	-	54,768
60331	Electrical Parts Replacement	100,000	17,430	51,180	51%	610	48,210
60332	Leak Repair Supplies	80,000	34,465	90,108	113%	3,035	(13,143)
60333	Road Repair Materials	25,000	2,206	26,675	107%	-	(1,675)
60334	SCADA, Radio Supplies	25,000	527	7,484	30%	-	17,516
60335	Septic Tanks, Repair & New	10,000	36	8,949	88%	-	1,151
60338	Meters, New Conn. & Repl.	31,000	16,758	43,069	139%	-	(12,069)
60350	Aerator/Compressor etc Repair	15,000	924	30,210	201%	-	(15,210)
60353	Computers/peripherals	6,000	2,714	11,455	191%	-	(5,455)
60354	Control Sys/Pressure Transducer	10,000	-	7,133	71%	-	2,867
60355	Headworks/Solids Removal Rep.	12,000	1,039	5,541	46%	-	6,459
60356	HVAC	6,000	-	6,951	116%	763	(1,714)
60357	Mixers	10,000	2,667	48,363	484%	368	(38,731)
60358	Monitor Wells Repair	1,000	367	398	40%	-	602
60359	Pumps/Motors Repair	85,000	920	50,968	60%	4,365	29,667
60395	Chemicals	382,000	15,406	218,803	57%	7,735	155,462
60400	Outside Services/Repairs	77,000	20,256	65,314	85%	15,503	(3,817)
60401	Fire Ext. Testing Cust. Base	1,800	1,500	1,500	83%	-	300
60402	Spraying - Woods & Insects	11,700	11,030	15,511	133%	-	(3,811)
60403	Snow Removal	10,000	630	1,050	11%	-	8,950
60404	Uniform Laundry	24,200	3,902	16,397	68%	-	7,803
60405	Fire Hydrant Maintenance	24,000	1,309	3,109	13%	24,018	(3,127)
60412	Groundwater Monitoring	32,000	10,571	21,695	68%	10,515	(210)
60413	Instrumentation Tech	6,500	-	8,766	135%	-	(2,266)
60414	Ozone System PM	10,000	-	12,246	122%	-	(2,246)
60415	Backflow Device Testing	500	-	5,488	1097%	-	(4,988)
60416	SCADA Consulting (A-Team)	40,000	1,760	1,760	4%	-	38,240
60417	Hauling / Dig / Crane	33,000	-	6,934	21%	550	25,516
60419	Pave / Seal / Asphalt Repair	65,000	-	35,037	41%	-	49,963
60423	Telemetry / Radio	3,000	-	0	0%	-	3,000
60424	Septic Hauling	15,000	1,283	9,454	63%	-	5,546
60425	Tank Cleaning	40,000	-	45,369	113%	4,602	(10,000)
60426	Building Repairs	35,000	-	6,950	20%	-	28,050
60427	UV System PM	5,000	-	0	0%	-	5,000
60431	Computer Lic/Maint Contracts	30,000	-	2,896	10%	-	27,104
60470	Laboratory Services	200,000	15,808	114,346	57%	-	85,654
60480	Rentals (Non Vehicles & Equipment)	-	1,500	3,000	-	-	(3,000)
60530	Inspection Fees	-	-	3,580	-	-	(3,580)
60590	Professional Services	15,000	14,292	38,906	259%	47,434	(71,340)
60610	Operating Exp/Gas & Oil	215,000	18,968	118,982	54%	-	98,018
60620	Repairs and Parts	158,000	11,216	88,686	56%	2,224	67,090
60625	Fuel/Repairs - Generators	10,000	10,287	23,096	231%	530	(13,626)
60650	Rental Exp/Vehicle and Equip.	30,000	5,588	34,250	114%	-	(4,250)
60710	Permits & Licenses	11,000	696	8,663	79%	-	2,337
60730	Publications/Subscriptions	1,000	-	445	45%	-	555
60732	Memberships/Dues	14,500	360	10,678	74%	-	3,822
60810	Training, Conferences & Travel	36,000	1,349	18,360	51%	1,542	16,078
60820	Other Travel Costs	-	48	53	-	-	(53)
61100	Purchased Water	5,000	-	1,325	27%	-	3,674
61420	State Wtr/Swr Fees	240,000	-	181,653	76%	-	58,347
	sub-total Services & Supplies:	3,612,200	346,232	2,480,120	69%	270,098	861,982
	<b>sub-total Operations:</b>	<b>9,783,281</b>	<b>877,439</b>	<b>7,280,122</b>	<b>74%</b>	<b>270,098</b>	<b>2,233,061</b>
<b>Capital Outlay</b>							
	Tractor/Loader/Mower - Southworth WWTP	-	-	18,418	-	-	(18,418)
301/501-18	Vehicles (4)	197,000	-	-	0%	154,367	42,633
505-18	Vac Truck	158,000	-	-	0%	180,337	(22,337)
303/503-18	Small Asphalt Roller (used)	30,000	-	-	0%	-	30,000
508-18	Back Up Pump Lower X County	36,000	-	-	0%	-	36,000
305-18	SCADA Upgrades	30,000	2,925	12,083	40%	-	17,917
308/508-18	Mini Excavator	80,000	78,668	78,668	98%	-	1,332
304/504-18	Portable Light Standard	44,000	-	-	0%	-	44,000
308-18	Handheld Meter Readers	30,000	-	-	0%	-	30,000
	sub-total Capital Outlay:	605,000	81,593	109,169	18%	334,704	161,127
<b>Carryover Budget from FY 16-17</b>							
	Vehicles (2)	78,089	-	78,045	100%	-	44
	sub-total All Capital Outlay:	683,089	81,593	187,214	27%	334,704	161,171
	<b>Total Department:</b>	<b>10,466,370</b>	<b>959,033</b>	<b>7,467,337</b>	<b>71%</b>	<b>604,802</b>	<b>2,394,231</b>

CCWD Budget Status Report  
General Management

As of March 31, 2018  
75% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 17-18 Budget</u>	<u>March 2018</u>	<u>FY 17-18 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
<b>Personnel Services</b>							
60000	Salaries/Wages	440,554	36,681	341,226	77%	-	99,328
60030	Wages-Overtime	840	-	235	28%	-	605
60100	Benefits	283,109	22,494	193,937	69%	-	89,172
60102	Medical Reimbursements	1,600	400	1,093	68%	-	507
<b>sub-total Personnel Services:</b>		<b>726,103</b>	<b>59,575</b>	<b>536,491</b>	<b>74%</b>	<b>-</b>	<b>189,612</b>
<b>Services and Supplies</b>							
60310	Material and Supplies	5,000	(6)	1,509	30%	-	3,491
60420	Drug and Alcohol Testing	1,500	-	1,260	84%	-	240
60429	Recruiting	5,000	275	3,285	66%	135	1,580
60505	Outside Legal Fees	127,500	11,618	89,124	70%	-	38,376
60541	Advertising/Publicity	1,500	-	-	0%	-	1,500
60590	Professional Services	105,000	6,665	45,481	43%	-	59,519
60700	Forms and Supplies	750	-	-	0%	-	750
60730	Publications/Subscriptions	500	-	-	0%	-	500
60732	Memberships/Dues	48,275	600	46,817	97%	-	1,458
60810	Training, Conferences & Travel	24,100	3,975	11,490	48%	-	12,610
60820	Other Travel Costs	1,000	36	158	16%	-	842
61410	Unemployment Claims	2,000	-	-	0%	-	2,000
<b>sub-total Services &amp; Supplies:</b>		<b>322,125</b>	<b>23,163</b>	<b>199,124</b>	<b>62%</b>	<b>135</b>	<b>122,866</b>
<b>Total Department:</b>		<b>1,048,228</b>	<b>82,738</b>	<b>735,615</b>	<b>70%</b>	<b>135</b>	<b>312,478</b>

CCWD Budget Status Report  
Board of Directors

As of March 31, 2018  
75% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 17-18 Budget</u>	<u>March 2018</u>	<u>FY 17-18 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
<b>Personnel Services</b>							
60000	Salaries/Wages	43,200	1,800	17,400	40%	-	25,800
60100	Benefits	87,790	4,016	54,977	63%	-	32,813
60102	Medical Reimbursements	2,000	-	579	29%	-	1,421
<b>sub-total Personnel Services:</b>		<b>132,990</b>	<b>5,816</b>	<b>72,956</b>	<b>55%</b>	<b>-</b>	<b>60,034</b>
<b>Services and Supplies</b>							
60310	Materials and Supplies	1,000	151	374	37%	-	626
60810	Training, Conferences & Travel	25,000	1,676	7,125	28%	-	17,875
60820	Other Travel Costs	5,000	467	3,933	79%	-	1,067
<b>sub-total Services &amp; Supplies:</b>		<b>31,000</b>	<b>2,294</b>	<b>11,432</b>	<b>37%</b>	<b>-</b>	<b>19,568</b>
<b>Total Department:</b>		<b>163,990</b>	<b>8,110</b>	<b>84,388</b>	<b>51%</b>	<b>-</b>	<b>79,602</b>

CCWD Budget Status Report  
 Technical Services/Engineering

As of March 31, 2018  
 75% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 17-18 Budget</u>	<u>March 2018</u>	<u>FY 17-18 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
	<b>Personnel Services</b>						
60000	Salaries/Wages	275,585	21,382	202,803	74%	-	72,782
60030	Overtime	750	-	-	0%	-	750
60100	Benefits	162,016	12,518	115,673	71%	-	46,343
60102	Medical Reimbursements	2,000	-	400	20%	-	1,600
	<b>sub-total Personnel Services:</b>	<b>440,351</b>	<b>33,900</b>	<b>318,876</b>	<b>72%</b>	<b>-</b>	<b>121,475</b>
	<b>Services and Supplies</b>						
60410	Service Maintenance Contracts	11,000	-	7,270	66%	-	3,730
60590	Professional Services	5,000	-	5,609	112%	-	(609)
60700	Forms and Supplies	500	-	-	0%	-	500
60730	Publications/Subscriptions	250	-	-	0%	-	250
60732	Memberships/Dues	250	-	230	92%	-	20
60810	Training, Conferences & Travel	5,000	-	1,436	29%	-	3,564
60820	Other Travel Costs	500	-	21	4%	-	479
	<b>sub-total Services &amp; Supplies:</b>	<b>22,500</b>	<b>-</b>	<b>14,566</b>	<b>65%</b>	<b>-</b>	<b>7,934</b>
<b>Total Department:</b>		<b>462,851</b>	<b>33,900</b>	<b>333,442</b>	<b>72%</b>	<b>-</b>	<b>129,409</b>

CCWD Budget Status Report  
Administrative Services

As of March 31, 2018  
75% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 17-18 Budget</u>	<u>March 2018</u>	<u>FY 17-18 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
<b>Personnel Services</b>							
60000	Salaries/Wages	662,032	57,448	512,626	77%	-	149,406
60030	Wages-Overtime	3,660	205	3,839	105%	-	(179)
60100	Benefits	430,053	36,328	321,945	75%	-	108,108
60102	Medical Reimbursements	3,200	949	2,949	92%	-	251
<b>sub-total Personnel Services:</b>		<b>1,098,945</b>	<b>94,930</b>	<b>841,359</b>	<b>77%</b>	<b>-</b>	<b>257,586</b>
<b>Services and Supplies</b>							
60310	Materials and Supplies	250	21	21	8%	-	229
60390	Admin Technologies Comm	34,000	2,778	22,881	67%	1,946	9,173
60400	Outside Services/Repairs	5,700	-	3,305	58%	-	2,395
60410	Service Maintenance Contracts	38,175	326	32,173	84%	-	6,002
60431	Computer Lic/Maint Contracts	21,100	-	12,710	60%	780	7,610
60510	Accounting/Auditing	33,600	12,480	44,840	133%	-	(11,240)
60541	Advertising/Publicity	-	250	250	--	-	(250)
60590	Professional Services	162,200	9,064	98,805	61%	26,795	36,600
60700	Forms and Supplies	1,000	892	1,008	101%	-	(8)
60720	Postage	20,600	3,546	11,429	55%	-	9,171
60732	Memberships/Dues	705	-	530	75%	-	175
60780	Printing	250	-	-	0%	-	250
60810	Training, Conferences & Travel	6,500	152	1,136	17%	-	5,364
60820	Other Travel Costs	1,000	37	477	48%	-	523
61310	Bad Debt Expense	48,000	1,200	33,093	69%	-	14,907
61485	Third Party Payment Proc Fees	60,000	8,837	48,015	80%	-	11,985
78100	Custodial Agent Fees	2,000	-	7,500	375%	-	(5,500)
78990	Misc Non-Operating Costs	-	-	20	0%	-	(20)
<b>sub-total Services &amp; Supplies:</b>		<b>435,080</b>	<b>39,583</b>	<b>318,193</b>	<b>73%</b>	<b>29,521</b>	<b>87,366</b>
<b>sub-total Operations:</b>		<b>1,534,025</b>	<b>134,513</b>	<b>1,159,552</b>	<b>76%</b>	<b>29,521</b>	<b>344,952</b>
<b>Capital Outlay</b>							
	Server Replacement	18,000	-	-	0%	-	18,000
<b>sub-total Capital Outlay:</b>		<b>18,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>18,000</b>
<b>Carryover Budget from FY 16-17</b>							
	Phone System	35,000	-	38,086	109%	1,376	(4,462)
<b>sub-total All Capital Outlay:</b>		<b>53,000</b>	<b>-</b>	<b>38,086</b>	<b>72%</b>	<b>1,376</b>	<b>13,538</b>
<b>Total Department:</b>		<b>1,587,025</b>	<b>134,513</b>	<b>1,197,638</b>	<b>75%</b>	<b>30,897</b>	<b>376,490</b>

CCWD Budget Status Report  
Water Resources

As of March 31, 2018  
75% of Year Completed

<u>Acct</u>	<u>Description</u>	<u>FY 17-18 Budget</u>	<u>March 2018</u>	<u>FY 17-18 Year-to-Date</u>	<u>Percent YTD</u>	<u>Encumbered</u>	<u>Balance Available</u>
<b>Personnel Services</b>							
60000	Salaries/Wages	206,375	16,943	154,398	75%	-	51,977
60100	Benefits	126,718	9,400	80,026	63%	-	46,692
60102	Medical Reimbursements	800	-	-	0%	-	800
<b>sub-total Personnel Services:</b>		<b>333,893</b>	<b>26,343</b>	<b>234,424</b>	<b>70%</b>	<b>-</b>	<b>99,469</b>
<b>Services and Supplies</b>							
60310	Material and Supplies	35,000	-	9,642	28%	-	25,358
60505	Outside Legal Fees	121,500	19,424	79,079	65%	-	42,421
60541	Advertising/Publicity	500	-	50	10%	-	450
60590	Professional Services	170,500	12,834	132,723	78%	107,688	(69,911)
60732	Membership/Dues	30,595	-	31,310	102%	-	(715)
60810	Training, Conferences & Travel	6,000	-	2,411	40%	-	3,589
60820	Other Travel Costs	1,500	-	300	20%	-	1,200
61435	State Water Right Fees	30,000	-	32,233	107%	-	(2,233)
61450	Mandated Plans	35,000	16,527	18,285	52%	17,589	(874)
61452	Strategic Plans Updates	68,550	-	-	0%	-	68,550
61455	Water Conservation	15,000	25	1,773	12%	-	13,227
<b>sub-total Services &amp; Supplies:</b>		<b>514,145</b>	<b>48,810</b>	<b>307,806</b>	<b>60%</b>	<b>125,277</b>	<b>81,062</b>
<b>Total Department:</b>		<b>848,038</b>	<b>75,153</b>	<b>542,230</b>	<b>64%</b>	<b>125,277</b>	<b>180,531</b>

# Water Capital Renovation and Replacement Fund

July 1, 2013 through March 31, 2018

	Thru Jun 30, 2017	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Y-T-D FY 17-18	Total to Date
<b>Revenues:</b>							
Capital R&R Water Revenues	\$ 10,777,681	\$ 650,408	\$ 809,523	\$ 767,283	\$ -	\$ 2,227,214	\$ 13,004,895
Interest Income	204,344	1,945	15,536	20,930	-	38,411	242,756
Capital R&R Loan *	6,622,000	-	-	-	-	-	6,622,000
Grant Revenues	1,856,130	619,971	24,995	380,029	-	1,024,995	2,881,125
<b>Total Revenues</b>	<b>\$ 19,460,156</b>	<b>\$ 1,272,324</b>	<b>\$ 850,054</b>	<b>\$ 1,168,242</b>	<b>\$ -</b>	<b>\$ 3,290,620</b>	<b>\$ 22,750,777</b>
<b>Expenditures:</b>							
Ebbetts Pass Reach 3a	\$ 4,780,085	\$ 512,090	\$ 262,974	\$ 273,944	\$ -	\$ 1,049,008	\$ 5,829,093
Ebbetts Pass Techite Line	154,623	178	-	390	-	568	155,191
Ebbetts Pass Reach 1	150,524	96,724	123,219	94,450	-	314,393	464,917
San Antonio Storage Restoration	58,382	-	9,055	-	-	9,055	67,436
Jenny Lind Pretreatment Facility	422,616	21,852	367,860	72,099	-	461,811	884,426
Tank Management Plan	65,954	-	-	-	-	-	65,954
Wilson Dam	-	-	-	49	-	49	49
EP Redwood Tank Replacement	-	3,783	22,456	1,124	-	27,363	27,363
Jenny Lind Pressure Reg Station	-	-	9,612	137,379	-	146,991	146,991
Pipeline Replacement	66,643	36,369	1,016	-	-	37,385	104,028
Big Trees Tank Replacement	1,425,823	1,674	3,312	-	-	4,986	1,430,809
Completed Projects (see Funding)	1,005,053	-	-	-	-	-	1,005,053
<b>Total Expenditures</b>	<b>\$ 8,129,789</b>	<b>\$ 672,669</b>	<b>\$ 799,504</b>	<b>\$ 579,435</b>	<b>\$ -</b>	<b>\$ 2,051,608</b>	<b>\$ 10,181,396</b>
<b>Beginning Balance</b>	<b>\$ -</b>	<b>\$ 11,048,966</b>	<b>\$ 11,207,935</b>	<b>\$ 11,258,486</b>	<b>\$ 11,453,295</b>	<b>\$ 11,048,966</b>	<b>\$ -</b>
Total Revenues	19,460,156	1,272,324	850,054	1,168,242	-	3,290,620	22,750,777
Less							
Loan Payments	281,402	440,686	-	393,998	-	834,683	1,116,085
Project Costs	8,129,789	672,669	799,504	579,435	-	2,051,608	10,181,396
<b>Ending Balance</b>	<b>\$ 11,048,966</b>	<b>\$ 11,207,935</b>	<b>\$ 11,258,486</b>	<b>\$ 11,453,295</b>	<b>\$ 11,453,295</b>	<b>\$ 11,453,295</b>	<b>\$ 11,453,295</b>

\* R&R/USDA Loans - Outstanding P&I Due: \$ 7,020,169



# Water Capital Renovation and Replacement Funding

July 1, 2013 through March 31, 2018

Project Funding	Project Budget	Expenses To Date	Balance	Operating Funds	Expansion Funds	Capital R&R	Grant Revenues
Ebbetts Pass Reach 3a	\$ 5,360,000	\$ 5,829,093	\$ (469,093)	\$ -	\$ -	\$ 3,982,000	\$ 1,378,000
Ebbetts Pass Techite Line	1,250,000	155,191	1,094,809	-	-	1,250,000	-
Ebbetts Pass Reach 1	5,000,000	464,917	4,535,083	-	1,000,000	4,000,000	-
San Antonio Storage Restoration	4,000,000	67,436	3,932,564	-	-	4,000,000	-
Jenny Lind Pretreatment Facility	3,800,000	884,426	2,915,574	-	-	980,000	2,820,000
Tank Management Plan	2,650,000	65,954	2,584,046	-	-	2,650,000	-
EP Redwood Tank Replacement	-	27,363	(27,363)	-	-	-	-
West Point AMR/AMI Meter Program	500,000	-	500,000	-	-	500,000	-
Jenny Lind Pressure Reg Station	190,000	146,991	43,009	-	-	190,000	-
Wilson Dam	500,000	49	499,951	-	-	500,000	-
Jenny Lind A-B Trans Line	3,500,000	85	3,499,915	-	-	3,500,000	-
Pipeline Replacement	1,000,000	104,028	895,972	-	-	1,000,000	-
Big Trees Tank Replacement	1,160,000	1,430,809	(270,809)	290,000	-	-	870,000
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	-
<b>Total Expenditures</b>	<b>\$ 29,900,000</b>	<b>\$ 10,181,396</b>	<b>\$ 19,718,604</b>	<b>\$ 290,000</b>	<b>\$ 1,000,000</b>	<b>\$ 23,557,054</b>	<b>\$ 5,068,000</b>

(1) completed project

Wastewater Capital Renovation and Replacement Fund  
 July 1, 2013 through March 31, 2018

	Thru Jun 30, 2017	Jul - Sep	Oct - Dec	Jan - Mar	Apr - Jun	Y-T-D FY 17-18	Total to Date
<b>Revenues:</b>							
Capital R&R Wastewater Revenues	3,930,748	\$ 206,409	\$ 269,984	\$ 322,289	\$ -	\$ 798,682	\$ 4,729,430
Interest Income	58,967	524	4,216	5,949	-	10,689	69,656
Capital R&R Loan	2,300,001	-	-	-	-	-	2,300,001
Grant Revenues	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 6,289,716</b>	<b>\$ 206,933</b>	<b>\$ 274,200</b>	<b>\$ 328,238</b>	<b>\$ -</b>	<b>\$ 809,371</b>	<b>\$ 7,099,087</b>
<b>Expenditures:</b>							
Copper Cove Reclaim Permit	189,106	\$ 15,625	\$ 7,305	\$ 3,142	\$ -	\$ 26,071	\$ 215,178
WP/Wilseyville Consolidation	5,594	42	-	-	-	42	5,636
Copper Cove L/S 8,12,13 Bypass	26,925	3,332	16,040	6,608	-	25,980	52,905
Copper Cove LS 15 & 18 Renovation	8,918	4,167	19,323	23,305	-	46,795	55,713
Vallecito Recycle Water Distribution	21,628	2,803	-	8,006	-	10,809	32,437
Vallecito I&I/Equalization	35,795	-	-	-	-	-	35,795
Wallace Treatment Plant Renovation	-	-	-	-	-	-	-
Copper Cove Pond 6 Expansion	-	-	-	-	-	-	-
Wallace Waste Discharge Permit	-	-	-	-	-	-	-
Arnold WWTP	3,733	-	-	-	-	-	3,733
Completed Projects (see Funding)	2,069,529	-	-	-	-	-	2,069,529
<b>Total Expenditures</b>	<b>\$ 2,361,228</b>	<b>\$ 25,968</b>	<b>\$ 42,668</b>	<b>\$ 41,061</b>	<b>\$ -</b>	<b>\$ 109,697</b>	<b>\$ 2,470,925</b>
<b>Beginning Balance</b>	<b>\$ -</b>	<b>\$ 2,915,381</b>	<b>\$ 2,906,426</b>	<b>\$ 3,137,958</b>	<b>\$ 3,237,335</b>	<b>\$ 2,915,381</b>	<b>\$ -</b>
Total Revenues	6,289,716	206,933	274,200	328,238	-	809,371	7,099,087
Less							
Loan Payments/Expenses	1,013,107	189,920	-	187,800	-	377,720	1,390,827
Project Costs	2,361,228	25,968	42,668	41,061	-	109,697	2,470,925
<b>Ending Balance</b>	<b>\$ 2,915,381</b>	<b>\$ 2,906,426</b>	<b>\$ 3,137,958</b>	<b>\$ 3,237,335</b>	<b>\$ 3,237,335</b>	<b>\$ 3,237,335</b>	<b>\$ 3,237,335</b>

\* Sewer R&R Loan - Outstanding P&I Due: \$ 1,191,031

# Wastewater Capital Renovation and Replacement Funding

July 1, 2013 through March 31, 2018

2954671.44

Project Funding	Project Budget	Expenses To Date	Balance	Operating Funds	Expansion Funds	Capital R&R	Grant Revenues
Copper Cove Reclaim Permit	\$ 250,000	\$ 215,178	\$ 34,822	\$ -	\$ -	\$ 250,000	\$ -
West Point/Wilseyville Consolidation	4,750,000	5,636	4,744,364	-	-	-	4,750,000
Copper Cove L/S 8,12,13 Bypass	1,500,000	52,905	1,447,095	-	-	1,500,000	-
Copper Cove LS 15 & 18 Renovation	1,000,000	55,713	944,287	-	-	1,000,000	-
Vallecito Recycle Water Distribution	280,000	32,437	247,563	-	-	100,000	180,000
Vallecito I&I/Equalization	400,000	35,795	364,205	-	-	400,000	-
Wallace Treatment Plant Renovation	250,000	-	250,000	-	100,000	150,000	-
Forest Meadows UV Replacement	150,000	-	150,000	-	-	150,000	-
Copper Cove Pond 6 Expansion	5,500,000	-	5,500,000	-	2,750,000	2,750,000	-
Wallace Waste Discharge Permit	25,000	-	25,000	-	-	25,000	-
Pipeline Replacement	250,000	-	250,000	-	-	250,000	-
Arnold WWTP	150,000	3,733	146,267	-	-	150,000	-
Copper Cove Lift Station 22 (1)	1,600,000	1,516,935	83,065	-	-	1,600,000	-
Poker Flat LS 9, 10 and 11 (1)	285,000	493,406	(208,406)	-	-	285,000	-
Capital Program Management (1)	50,000	53,518	(3,518)	-	-	50,000	-
<b>Total Expenditures</b>	<b>\$ 16,440,000</b>	<b>\$ 2,465,255</b>	<b>\$ 13,974,745</b>	<b>\$ -</b>	<b>\$ 2,850,000</b>	<b>\$ 8,660,000</b>	<b>\$ 4,930,000</b>

(1) completed project

**Calaveras County Water District  
Claim Summary # 553**

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.

  
\_\_\_\_\_  
Jeffrey Meyer  
Director of Administrative Services

1. March 2018 payroll checks issued on 03/15/2018	151,049.97
2. March 2018 payroll checks issued on 03/30/2018	150,875.37
3. March 2018 compensation to Directors	1,528.62
4. Vendor payments for March 1 through 31, 2018	978,901.79
5. Other payroll related costs	<u>311,010.20</u>

**Claim Summary Total                      \$1,593,365.95**

CCWD  
AP Disbursements  
March 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount
129136	A T & T	Leased Lines 03/18	03/16/2018	66.26
129137	A T & T	Internet Service 02/18 - LC	03/16/2018	40.00
129262	A T & T	Internet Service 02/18 - LC Complex	03/30/2018	50.00
129138	A T & T CALNET2	District Radio Tower 02/18 - Camp Connell	03/16/2018	375.20
129011	A T & T CALNET3	Phone 02/18 - Long Distance	03/02/2018	422.03
129012	A T & T CALNET3	Phone 02/18 - Hunter's	03/02/2018	20.37
129013	A T & T CALNET3	Phone 02/18 - Azalea L/S	03/02/2018	18.66
129014	A T & T CALNET3	Phone 02/18 - CCWHSE	03/02/2018	3.88
129015	A T & T CALNET3	Phone 02/18 - JLTC	03/02/2018	50.37
129222	A T & T CALNET3	Phone 03/18 - Dorrington P/S	03/23/2018	20.37
129223	A T & T CALNET3	Phone 03/18 - District Wide	03/23/2018	1,248.56
129224	A T & T CALNET3	Phone 03/18 - OP HQ Back Up	03/23/2018	191.50
129225	A T & T CALNET3	T Line 03/18	03/23/2018	165.13
129264	A T & T CALNET3	Phone 03/18 - Long Distance	03/30/2018	446.04
129265	A T & T CALNET3	Phone 03/18 - Hunter's	03/30/2018	20.55
129266	A T & T CALNET3	Phone 03/18 - Azalea L/S	03/30/2018	18.71
129267	A T & T CALNET3	Phone 03/18 - CCWHSE	03/30/2018	6.14
129268	A T & T CALNET3	Phone 03/18 - JLTC	03/30/2018	123.56
129091	A T & T MOBILITY	Cell Phone 02/18 - Brown	03/09/2018	82.37
129016	A TEEM ELECTRICAL ENG INC	Site Visit - DF/VCTO WWTP Algacide Pump	03/02/2018	1,760.00
129018	ACWA/JPIA	Dental Insurance, Employees 04/18	03/02/2018	6,027.64 (D)
129018	ACWA/JPIA	Vision Insurance, Employees 04/18	03/02/2018	1,280.64
129018	ACWA/JPIA	EAP 04/18	03/02/2018	148.05
129018	ACWA/JPIA	Dental Insurance, Retirees 04/18	03/02/2018	2,457.80
129018	ACWA/JPIA	Vision Insurance, Retirees 04/18	03/02/2018	723.84
129269	ACWA/JPIA	Alliant Crime Insurance Program 04/01/18-04/01/19	03/30/2018	950.00
129269	ACWA/JPIA	Property Insurance Program 04/01/18-04/01/19	03/30/2018	55,630.00
129019	ADP INC	2017 W-2 Processing	03/02/2018	577.28
129019	ADP INC	Payroll Processing 02/18	03/02/2018	576.97
129092	ADP INC	Payroll Processing 01/18	03/09/2018	321.20
129270	ADP INC	Payroll Processing 03/18	03/30/2018	1,029.42
129139	ADVANCED PROTECTIVE TECHNOLOGIES LLC	Rust Seal - JLWTP Clearwell Tank	03/16/2018	312.06
129020	AFLAC	Aflac 02/18	03/02/2018	2,018.70 (C)
129022	ALCAL GLASS AND SUPPLY	Rake/Soap - FMWWTP	03/02/2018	86.86
129022	ALCAL GLASS AND SUPPLY	Ball Valve/Nipple/Tape - AWWTP	03/02/2018	12.13
129022	ALCAL GLASS AND SUPPLY	Valve/Tape/Straps/Screws/Fittings/Flanges/Gloves/Level - EP	03/02/2018	355.86
129271	ALHAMBRA DRINKING WATER	Water Cooler Feb/March - LCWWTP	03/30/2018	133.97
129272	ALHAMBRA DRINKING WATER	Water Cooler Feb/March - JLWTP	03/30/2018	145.82
129141	ALL PHASE ELECTRIC SUPPLY CO.	Surge Protection Modules (3) - CC L/S #22	03/16/2018	2,620.62

CCWD  
AP Disbursements  
March 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount
129025	ALLIED ELECTRONICS, INC	Emergency Stop Switch - FMWWTP	03/02/2018	172.37
129021	AL'S TIRE SERVICE	Tires (4) - Vehicle #139	03/02/2018	615.44
129140	AL'S TIRE SERVICE	Tires (2) - Vehicle #512	03/16/2018	221.67
129140	AL'S TIRE SERVICE	Dismount/Mount Tire - Vehicle #538	03/16/2018	15.00
129273	AMEC FOSTER WHEELER ENVIRON & INFRASTRUCT	Local Hazard Mitigation Plan Update Jan/Feb	03/30/2018	16,527.15
129142	AMERIPRIDE SERVICES, INC	Uniform Service Jan/Feb	03/16/2018	3,902.45
129027	AMERITRADE TRUST COMPANY	FTJ Deferred Comp 02/18	03/02/2018	700.00 (D)
129274	AMERITRADE TRUST COMPANY	FTJ Deferred Comp 03/18	03/30/2018	1,400.00 (D)
EFT	ANTHEM-BLUE CROSS	Health Insurance, Employees 03/18	03/06/2018	103,981.74 (D)
EFT	ANTHEM-BLUE CROSS	Health Insurance, Retirees 03/18	03/06/2018	38,087.12
129144	AQUA TECH COMPANY	Leak Repair - Big Trees Tank #4/5	03/16/2018	2,600.00
129275	AQUIONICS, INC	UV Sensor - DF/VCTO WWTP	03/30/2018	3,212.69
129028	ARNOLD AUTO SUPPLY	Sway Bar Links and Bushings/Battery - Vehicle #519	03/02/2018	269.62
129028	ARNOLD AUTO SUPPLY	LED Lights - Vehicle #717	03/02/2018	16.09
129028	ARNOLD AUTO SUPPLY	Floor Compound/Drain Plugs/Drill Bit/Cable Ties/Pads - EP Barn	03/02/2018	94.30
129028	ARNOLD AUTO SUPPLY	Air Fitting/Hooks/Light Tower System - EP Barn Compressor	03/02/2018	408.37
129028	ARNOLD AUTO SUPPLY	Carburetor Cleaner/Battery Charger - EP Generators	03/02/2018	233.78
129028	ARNOLD AUTO SUPPLY	Shop Towels - EP Shop	03/02/2018	6.41
129028	ARNOLD AUTO SUPPLY	Antifreeze - Generator Maintenance	03/02/2018	80.44
129276	ARNOLD AUTO SUPPLY	Hydraulic Oil/Spotlight/Fittings/Bungee Cords/Chains - Vehicle #135	03/30/2018	612.27
129276	ARNOLD AUTO SUPPLY	Penetrant - Vehicle #143	03/30/2018	6.97
129276	ARNOLD AUTO SUPPLY	Cooler Hose - Vehicle #512	03/30/2018	106.98
129276	ARNOLD AUTO SUPPLY	Indicator Assembly - Vehicle #527	03/30/2018	49.32
129276	ARNOLD AUTO SUPPLY	Oil/Filter - Vehicle #529	03/30/2018	34.60
129276	ARNOLD AUTO SUPPLY	Diesel Engine Fluid/Battery Cleaner/Fuse/Penetrant - Vehicle #592	03/30/2018	51.44
129276	ARNOLD AUTO SUPPLY	Pintle/Mount - Vehicle #721	03/30/2018	171.60
129276	ARNOLD AUTO SUPPLY	Coolant/Towels/Hose/Clamps - EP Barn Generator	03/30/2018	88.47
129276	ARNOLD AUTO SUPPLY	Bungee Cords/Chains - EP Bobcat	03/30/2018	273.38
129276	ARNOLD AUTO SUPPLY	Tank Heater/Pin Clips/Stop Light - EP Shop	03/30/2018	106.71
129276	ARNOLD AUTO SUPPLY	Battery Lifter/Battery/Fuse - FMWWTP	03/30/2018	517.03
129276	ARNOLD AUTO SUPPLY	Elbow/Muffler/Fasteners/Hitch Pin/Coupler - Southworth WWTP	03/30/2018	113.84
129276	ARNOLD AUTO SUPPLY	Trailer - Southworth WWTP Generator	03/30/2018	504.06
129145	ARNOLD TIRE AND AUTO CARE	Mount/Balance Tire - Vehicle #512	03/16/2018	28.00
129145	ARNOLD TIRE AND AUTO CARE	Seasonal Tire Change - Vehicle #531	03/16/2018	80.00
129146	BEELINE CONCRETE CUTTING	Core Drills - Wallace WWTP	03/16/2018	280.00
129029	BIG VALLEY FORD LINCOLN MERCURY	Window Repair - Vehicle #139	03/02/2018	358.19
129029	BIG VALLEY FORD LINCOLN MERCURY	Window Repair - Vehicle #140	03/02/2018	216.64
129147	BIG VALLEY FORD LINCOLN MERCURY	Tire Rim - Vehicle #538	03/16/2018	186.98
129227	BNN, LLC	Mechanic Shop Rental 04/18	03/23/2018	1,500.00

CCWWD  
AP Disbursements  
March 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount	
129228	BOBCAT CENTRAL, INC	Mini Excavator	03/23/2018	78,667.97	(F)
129096	BURKE, TIFFANY	Post Office Travel Reimbursement 02/18	03/09/2018	37.06	
129097	BURKHARDT, PATRICK	Distribution, Grade D4 Review Course Travel Reimbursement	03/09/2018	148.57	
129277	BURKHARDT, PATRICK	Distribution, Grade D4 Exam Travel Reimbursement	03/30/2018	92.06	
129278	BUSINESS & LEGAL RESOURCES	Employee 2018 Social Security Pamphlets	03/30/2018	49.97	
129148	BUTTES/ CENTER STATE PIPE & SUPPLY	Flange Gaskets - CCWWTP	03/16/2018	56.25	
129149	BUY & SELL	Executive Assistant/Clerk to the Board Job Recruitment Ad	03/16/2018	114.75	
129150	CABRAL	License Plate Bracket - Vehicle #718	03/16/2018	61.36	
129150	CABRAL	RTV Silicone - JL Shop	03/16/2018	33.56	
129151	CALAVERAS AUTO SUPPLY	Vacuum Tubing/Antifreeze - Vehicle #121	03/16/2018	62.90	
129098	CALAVERAS COUNTY CHAMBER	Annual Membership 12/17-12/18	03/09/2018	600.00	
129152	CALAVERAS COUNTY PUBLIC WORKS	Encroachment Permit - JL Rancho Calaveras	03/16/2018	1,500.00	
129153	CALAVERAS CNTY RESOURCE CONSERVATION DIST	Storage Rental 01/01/18-03/16/2018	03/16/2018	348.60	
129154	CALAVERAS LUMBER CO INC	Water Supply Line/Nipple/Heat Lamp - DFVCTO WWTP	03/16/2018	16.12	
129154	CALAVERAS LUMBER CO INC	Hose/Nozzle/Valve/Bit Set - FMWWTP	03/16/2018	95.41	
129154	CALAVERAS LUMBER CO INC	Trimmer/Blower/Pruner/Rope/Chain/Oil - CCWHSE	03/16/2018	1,099.62	
129154	CALAVERAS LUMBER CO INC	Door Latch - Hunt Rd Repeater Site	03/16/2018	34.31	
129099	CALIFORNIA WASTE RECOVERY SYSTEMS	Refuse Disposal 03/18 - District Wide	03/09/2018	1,100.21	
129100	CALTEL	Phone Lines 02/18	03/09/2018	1,276.36	
129229	CAMPORA	Propane - Sandy Gulch	03/23/2018	262.62	
129279	CAMPORA	Propane - Wallace	03/30/2018	7.14	
129230	CAPITOL CITY ESCROW, INC	Escrow Fees - Slurry Line Easements	03/23/2018	215.00	
129031	CARBON COPY INC	Copier Supplies - OP HQ	03/02/2018	168.01	
129101	CARBON COPY INC	Copies/Copier Maintenance 02/18	03/09/2018	109.35	
129280	CARBON COPY INC	Copies/Copier Maintenance 03/18	03/30/2018	32.46	
EFT	CARD SERVICES	NWRA Conference Registration - Ratterman	03/13/2018	600.00	
EFT	CARD SERVICES	NWRA Conference Registration - Eggerton	03/13/2018	600.00	
EFT	CARD SERVICES	ACWA Spring Conference Registration - Eggerton	03/13/2018	555.00	
EFT	CARD SERVICES	ACWA Spring Conference Lodging - Eggerton	03/13/2018	446.84	
EFT	CARD SERVICES	Confronting Workplace Conflict Webinar - HR	03/13/2018	99.00	
EFT	CARD SERVICES	SSMP Audit Training - Roeder/Skrbina	03/13/2018	790.00	
EFT	CARD SERVICES	Internet Service 02/18 - Hunter's	03/13/2018	76.87	
EFT	CARD SERVICES	Internet Back Up 02/18 - OP HQ	03/13/2018	29.90	
EFT	CARD SERVICES	Adobe Acrobat - Utility Dept.	03/13/2018	123.99	
EFT	CARD SERVICES	Generator Controller - LCWWTP	03/13/2018	7,706.02	
EFT	CARD SERVICES	Meeting Supplies	03/13/2018	148.53	(A)
EFT	CARD SERVICES	T-Strainer/Clamps/Rope/Tape - Weed Spraying Supplies	03/13/2018	57.01	
EFT	CARD SERVICES	Fuel - Vehicle #140	03/13/2018	35.64	
EFT	CARD SERVICES	Bank Charge Reversal	03/13/2018	(34.42)	

CCWD  
AP Disbursements  
March 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount	
EFT	CARD SERVICES	First Aid/CPR Supplies	03/13/2018	19.30	
129156	CARSON HILL ROCK PRODUCTS	Drain Rock - Dunn Road Leak Repair	03/16/2018	168.60	
129281	CCLTOA	Black Creek Park Center Meeting Hall Fee/Deposit - Customer Outreach	03/30/2018	250.00	(D)
129157	CENTRAL CALIFORNIA GENERATOR	Diagnose Generator - LCWWTP	03/16/2018	959.50	
129157	CENTRAL CALIFORNIA GENERATOR	Block Terminals/Harness - Saddle Creek L/S #2 Generator	03/16/2018	129.66	
129282	CENTRAL VALLEY HARDWARE CO	Padlocks (100) - Stock	03/30/2018	863.50	
129283	CHRISTENSEN, PATRICIA	Excel Seminar Travel Reimbursement	03/30/2018	152.22	
129231	CISCO FIRE SPRINKLER, INC.	Annual Fire Extinguisher Testing	03/23/2018	1,660.00	
129102	CITY OF ANGELS	Sewer 02/18 - Six Mile Village	03/09/2018	4,695.23	
129232	CLARK PEST CONTROL	Pest Control Feb/Mar - AWWTP	03/23/2018	174.00	
129232	CLARK PEST CONTROL	Pest Control Feb/Mar - FMWWTP	03/23/2018	87.00	
129232	CLARK PEST CONTROL	Pest Control Feb/Mar - Leslie Court	03/23/2018	168.00	
129232	CLARK PEST CONTROL	Pest Control Feb/Mar - Wallace WTP	03/23/2018	240.00	
129232	CLARK PEST CONTROL	Pest Control 03/18 - WPWTP	03/23/2018	91.00	
129232	CLARK PEST CONTROL	Pest Control 03/18 - WPWWTP	03/23/2018	100.00	
129103	COLUMBIA COMMUNICATIONS	Vehicle Cloud Service 02/18	03/09/2018	700.00	
129033	COMCAST	Internet Service 03/18 - JLVTP	03/02/2018	85.93	
129104	COMCAST	Internet Service 03/18 - DFVCTO WWTP	03/09/2018	80.93	
129105	COMCAST	Internet Service 03/18 - OP HQ	03/09/2018	85.93	
129233	COMCAST	Internet Service 04/18 - JLTC	03/23/2018	85.93	
129284	COMCAST	Internet Service 04/18 - JLVTP	03/30/2018	171.86	
129034	CONDOR EARTH TECHNOLOGIES INC	Groundwater Monitoring Well Reports 08/01/17-01/23/18	03/02/2018	10,571.00	
129158	CONDOR EARTH TECHNOLOGIES INC	Consultation Services - WP Dam Project	03/16/2018	1,620.00	
129158	CONDOR EARTH TECHNOLOGIES INC	Monitoring Well Work Plan - WPWWTP	03/16/2018	3,480.00	
129285	CONDOR EARTH TECHNOLOGIES INC	Compaction/Materials Testing/Inspection Services-JL Pressure Regulating Station	03/30/2018	1,422.50	(E)
129285	CONDOR EARTH TECHNOLOGIES INC	Copper Cove Groundwater Work Plan	03/30/2018	11,221.75	
129106	CONETH SOLUTIONS INC	IT Infrastructure Support Services	03/09/2018	1,325.00	
129106	CONETH SOLUTIONS INC	IT Infrastructure Support Services-Work Station Set Up	03/09/2018	950.00	
129159	CPPA	Power 02/18	03/16/2018	65,777.16	
129286	CPUD	Water Service Feb/Mar - OP HQ	03/30/2018	439.10	
129035	CRANK, MICHAEL	Winter Weather Gear	03/02/2018	200.00	
129287	CRANK, MICHAEL	Distribution, Grade D2 Prep Class/Exam Travel Reimbursement	03/30/2018	181.32	
129161	CWEA	Membership Renewal - Crank	03/16/2018	180.00	
129235	CWEA	Membership Renewal - Burkhardt	03/23/2018	180.00	
129108	DATAPROSE	UB Statement Processing 02/18	03/09/2018	4,393.68	
129036	DAVIDSON, JEFF	Travel 02/18	03/02/2018	15.26	
129109	DEAMICIS, GABRIEL	Distribution, Grade D1 Course Package Reimbursement	03/09/2018	121.55	
129162	DEMASTERS CLEANCRAFT	Carpet Cleaning - Mechanics Shop	03/16/2018	176.12	
129236	DLT SOLUTIONS INC	AutoCAD LT Seats (2) - EP Distribution	03/23/2018	558.60	



CCWD  
AP Disbursements  
March 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount	
129037	DOWNEY BRAND ATTORNEYS LLP	Legal Services 01/18	03/02/2018	10,890.00	
129288	DOWNEY BRAND ATTORNEYS LLP	Legal Services 02/18	03/30/2018	15,318.00	
129038	DRM CONSTRCTION	JL/Rancho Calaveras Pressure Regulating Station Installation (3)	03/02/2018	107,350.00	(E)
129163	DUDEK	CEQA Services - JLWTP Pre-Treatment Facility Project	03/16/2018	14,232.89	(B)
129164	EBBETTS PASS GAS SERVICE	Fuel 02/18	03/16/2018	3,228.55	
129111	EBBETTS PASS LUMBER	Plywood - EP Barn	03/09/2018	38.57	
129111	EBBETTS PASS LUMBER	Janitorial Supplies - FMWWTP	03/09/2018	15.87	
129039	ECORP CONSULTING, INC	White Pines Stream Gaging	03/02/2018	1,124.03	
129039	ECORP CONSULTING, INC	Stanislaus Water Supply Study Development	03/02/2018	165.00	
129039	ECORP CONSULTING, INC	Bear Creek Gaging	03/02/2018	234.50	
129039	ECORP CONSULTING, INC	Mokelumne River Water Supply Study A	03/02/2018	2,695.00	
129165	EGGERTON, DAVE	Sierra Nevada Conservancy Meeting Travel Reimbursement	03/16/2018	10.00	
129237	EGGERTON, DAVE	ACWA Workshop/Executive Committee Meeting Travel Reimbursement	03/23/2018	172.43	
129237	EGGERTON, DAVE	ACWA Conference, Washington, DC Travel Reimbursement	03/23/2018	1,898.74	
129237	EGGERTON, DAVE	AB142 Wild & Scenic Meeting Travel Reimbursement	03/23/2018	40.09	
129040	ENVIRONMENTAL SERVICE PRODUCTS, LLC.	12 Volt Pump - CC Monitoring Wells	03/02/2018	367.69	
129289	EUROFINS EATON ANALYTICAL, INC	Waste Water Testing Feb/Mar	03/30/2018	5,392.00	
129289	EUROFINS EATON ANALYTICAL, INC	Water Testing Feb/Mar	03/30/2018	10,416.00	
129167	FASTENAL	Bits/Saw Blades/Marking Paint/Grease/Tape/Gloves/Safety Glasses - JL	03/16/2018	769.08	
129290	FEDERAL EXPRESS	Shipping 02/18	03/30/2018	45.17	
129168	FLETCHER, DARRELL	Class A License Renewal Reimbursement	03/16/2018	45.00	
129169	FLEXIM AMERICAS CORP	Flow Meter/Transducers/Strap Kit/Junction Box/Cables - CC	03/16/2018	8,630.00	
129113	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 02/18 - Sheep Ranch	03/09/2018	93.50	
129113	FOOTHILL PORTABLE TOILETS	Portable Toilet Rental 02/18 - Wallace	03/09/2018	93.50	
129044	FOOTHILL PRINTING & GRAPHICS	Purchase Order Forms	03/02/2018	1,290.22	
129291	FOOTHILL PRINTING & GRAPHICS	Business Cards - Underhill	03/30/2018	151.44	
129291	FOOTHILL PRINTING & GRAPHICS	Window Envelopes	03/30/2018	456.32	
129114	FOOTHILL SIERRA PEST CONTROL	Annual Pest/Weed Control Service - District Wide	03/09/2018	10,935.00	
129045	FROGGY'S AUTO WASH & LUBE	Oil/Lube/Air Filter - Vehicle #535	03/02/2018	66.17	
129045	FROGGY'S AUTO WASH & LUBE	Oil/Lube/Air Filter - Vehicle #714	03/02/2018	144.13	
129170	GAMBI DISPOSAL INC.	Bio Solids Removal - AWWTP	03/16/2018	617.50	
129170	GAMBI DISPOSAL INC.	Bio Solids Removal - FMWWTP	03/16/2018	665.00	
129046	GENERAL PLUMBING SUPPLY CO INC	Meters (20) - WP	03/02/2018	3,351.58	
129171	GENERAL PLUMBING SUPPLY CO INC	Meters (30)/Rings/Tees/Couplings/Chamfer Tool/Gate Valve/Fittings - LCWHSE	03/16/2018	24,096.22	
129171	GENERAL PLUMBING SUPPLY CO INC	Meters (50)/Gasket/Clamps/Adapters/Pipe/Fittings/Couplings/Corp Stops - CCWHSE	03/16/2018	13,360.73	
129239	GENERAL PLUMBING SUPPLY CO INC	Fire Hydrant Repair Parts - JL (to be reimbursed)	03/23/2018	4,595.34	
129172	GEORGE REED INC	3/8 Cutback - Dunn Road	03/16/2018	2,206.35	
129292	GERKENSMEYER, KELLY	Overtime Meal Reimbursement	03/30/2018	48.03	
129173	GOVCONNECTION, INC	Fax Machine - WPWTP	03/16/2018	112.33	

CCWD  
AP Disbursements  
March 1-31, 2018

Check No.	Vendor/Employee	Transaction Description	Date	Amount	
129048	GOVCONNECTION, INC	Laptop/Computer Bag (2) - Electrician	03/02/2018	2,715.11	
129240	GOVCONNECTION, INC	Desk Scanners (3) - Customer Service	03/23/2018	1,144.28	
129173	GOVCONNECTION, INC	Switches/USB/Screen/VPN Firewall/Modem/USB Drives/Ethernet Cords - SCADA	03/16/2018	3,452.73	(F)
129240	GOVCONNECTION, INC	UPS (8)/UPS Batteries (2) - Stock	03/23/2018	1,572.66	
129049	GRAINGER	Wrenches/Pliers/Screwdrivers/Cable Cutters/Level - Vehicle #134	03/02/2018	1,790.87	
129049	GRAINGER	pH Probe - Wallace WTP	03/02/2018	109.93	
129049	GRAINGER	Cordless Drill/Impact Wrench Kit/Batteries/Charger - Collections Crew	03/02/2018	668.60	
129049	GRAINGER	Differential Swtich - AWWTP	03/02/2018	464.35	
129174	GRAINGER	Hose Roller Guide - Vehicle #523	03/16/2018	59.01	
129174	GRAINGER	Check Valve/Adapters - Southworth WWTP	03/16/2018	144.84	
129174	GRAINGER	Rubber Boots/Pump Vault - JLWTP	03/16/2018	373.62	
129174	GRAINGER	Safety Beacon/Tool Chest/Batteries/Anchors/Wedge/Tool Bag/Zip Ties - Vehicle #720	03/16/2018	1,767.93	
129174	GRAINGER	Spotlights/Hose Reel - EP Barn	03/16/2018	476.84	
129174	GRAINGER	Label Maker/Cartridge - Electricians	03/16/2018	521.92	
129241	GRAVETTE, JARED	Safety Boot Reimbursement	03/23/2018	200.00	
129175	GUYS SAW CENTER	Synthetic Oil/Bar Oil - WP	03/16/2018	52.58	
129053	HACH COMPANY	Ice-Pic Calibration/pH Probe/Sulfuric Acid/Stablcal Calibration Kit - Hunter's WTP	03/02/2018	952.71	
129176	HACH COMPANY	Reagent Set - WPWTP	03/16/2018	198.81	
129293	HANLEY, ROBERT	Safety Boot Reimbursement	03/30/2018	123.34	
EFT	HARLAND CLARKE	Accounts Payable Check Stock	03/14/2018	891.73	
129054	HDR	Financial Analysis/Cost of Service Study 01/18	03/02/2018	2,395.40	
129242	HOBGOODS CLEANING	Janitorial Service 03/18	03/23/2018	1,985.00	
129115	HOLT AG SOLUTIONS	Spray Pump - CCWWTP	03/09/2018	785.62	
129177	HOLT OF CALIFORNIA	Excavator Rental - Southworth WWTP Duckweed Cleanup	03/16/2018	5,482.08	
129178	HOTSTART SALES LLC	Block Heater Pump - LCWWTP Generator	03/16/2018	220.56	
129116	HUGHESNET	Internet Service 03/18 - FMWWTP	03/09/2018	82.23	
129179	HUGHESNET	Internet Service 03/18 - AWWTP	03/16/2018	80.94	
129243	HUNT & SONS, INC	Fuel - Copper	03/23/2018	1,579.31	
129294	HUNT & SONS, INC	Fuel - West Point	03/30/2018	1,661.79	
129180	INTERSTATE TRUCK CENTER	Heater Control Switch/Actuator - Vehicle #145	03/16/2018	182.88	
129117	IRON MOUNTAIN	Document Destruction 02/18	03/09/2018	74.26	
129056	JAMESVILLE OFFICE FURNITURE	Desk/Whiteboard - OP HQ	03/02/2018	1,177.76	
129119	JS WEST PROPANE GAS	Propane - 3604 Silver Rapids Rd	03/09/2018	479.17	
129181	KASL CONSULTING ENGINEERS	Civil Engineering Services - EP Reach 1 Water Pipeline Replacement Project	03/16/2018	19,075.50	(E)
129182	KENNEDY/JENKS CONSULTANTS	Engineering Services - La Contenta WW Master Plan	03/16/2018	3,972.45	
129295	KENNEDY/JENKS CONSULTANTS	Engineering Services - Copper Cove WW Master Plan	03/30/2018	2,118.75	
129296	KIRSCHMAN, NATHANIEL	Class A Test Reimbursement	03/30/2018	76.00	
129057	LIEBERT CASSIDY WHITMORE	Legal Services 01/18	03/02/2018	3,021.00	
129297	LIEBERT CASSIDY WHITMORE	Legal Services 02/18	03/30/2018	1,812.00	

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Check No.	Vendor/Employee	Transaction Description	Date	Amount
129183	MANTECA TRUCK ACCESSORIES	Steering Stabilizer Shocks - Vehicle #134	03/16/2018	286.81
129058	MATHESON TRI-GAS, INC	Liquid Oxygen - JLWTP	03/02/2018	4,927.45
129184	McNICHOLS CO	Wire Mesh - JLWTP	03/16/2018	328.74
129185	METZGER, JOEL	Grant Application Mailing Reimbursement	03/16/2018	16.89
129185	METZGER, JOEL	Travel/Supplies Reimbursement Feb/Mar	03/16/2018	161.61
129186	MID VALLEY AGRICULTURAL INC	Roundup - Weed Control	03/16/2018	1,369.69
129187	MODESTO AIRCO GAS & GEAR	Cylinder Rental 02/18	03/16/2018	105.60
129120	MOTHER LODE ANSWERING SERVICE	Answering Service 03/18	03/09/2018	636.68
129121	MOUNTAIN OASIS PURIFIED WATER	Water/Supplies 02/18	03/09/2018	119.55
129188	MUNICIPAL MAINTENANCE EQUIP	Hydraulic Filters/Seals/Kanaflex Tubing/Pressure Gauge - Vehicle #126	03/16/2018	858.45
129244	MUNICIPAL MAINTENANCE EQUIP	Turbo Nozzles - Vehicle #135	03/23/2018	450.76
129062	MUTUAL OF OMAHA	Life/AD&D/LTD Insurance 03/18	03/02/2018	5,978.42
129298	MUTUAL OF OMAHA	Life/AD&D/LTD Insurance 04/18	03/30/2018	6,153.44
129299	NASH CHEVRON	Seasonal Tire Change - Vehicle #554	03/30/2018	80.00
129300	NEOFUNDS BY NEOPOST	Postage Jan/Feb	03/30/2018	3,039.00
129189	NEOPOST USA INC	Maintenance Agreement Folder/Sorter 04/18	03/16/2018	326.09
129190	NEW FRONTIER AUTO SUPPLY INC	Grommet - Vehicle #135	03/16/2018	3.84
129191	NEW YORK LIFE	Life Insurance 02/18	03/16/2018	1,171.74 (C)
129064	NORDAHL LAND SURVEYING	Placement of Monitoring Monuments (8)/Dam Monitoring Surveys - White Pines	03/02/2018	9,191.55
129192	NORTHSTAR CHEMICAL	Sodium Hypochlorite - JLWTP	03/16/2018	2,076.34
129245	NORTHSTAR CHEMICAL	Sodium Hypochlorite - Hunter's WTP	03/23/2018	4,513.78
129123	NTU TECHNOLOGIES INC	Pro Tek - JLWTP	03/09/2018	1,627.50
129193	NTU TECHNOLOGIES INC	Pro Tek - Hunter's WTP	03/16/2018	4,060.00
129246	O'CONNELL & DEMPSEY, LLC	Federal Legislative Advocacy Consulting Services 02/18	03/23/2018	4,000.00
129118	OFFICES OF JOHN S. MILLS	Strategic Water Resource Planning Consulting Services 02/18	03/09/2018	8,400.00
129194	O'REILLY AUTO PARTS	Alternator - Vehicle #121	03/16/2018	166.45
129194	O'REILLY AUTO PARTS	Speed Sensor - Vehicle #527	03/16/2018	83.98
129194	O'REILLY AUTO PARTS	Antifreeze/Radiator Flush/Oil - Vehicle #554	03/16/2018	75.57
129194	O'REILLY AUTO PARTS	Headlights - Vehicle #592	03/16/2018	48.78
129194	O'REILLY AUTO PARTS	Headlights/Taillights- Vehicle #614	03/16/2018	56.70
129194	O'REILLY AUTO PARTS	Battery Tester - Vehicle #722	03/16/2018	53.61
129194	O'REILLY AUTO PARTS	Grease/Towels/Gloves - JL Shop	03/16/2018	64.27
129194	O'REILLY AUTO PARTS	Oil - Generator Stock	03/16/2018	250.77
129194	O'REILLY AUTO PARTS	Brake Cleaner/Transmission Fluid - EP Shop	03/16/2018	72.66
129065	P G & E	Power 02/18 - Wallace Spray Fields	03/02/2018	23.29
129124	P G & E	Power 02/18 - District Wide	03/09/2018	3,177.55
129125	P G & E	Power 02/18 - JLTC	03/09/2018	143.96
129126	P G & E	Power 02/18 - Warmwood L/S	03/09/2018	16.79
129127	P G & E	Power 02/18 - Woodgate L/S	03/09/2018	20.31

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Check No.	Vendor/Employee	Transaction Description	Date	Amount
129128	P G & E	Power 02/18 - OP HQ	03/09/2018	186.01
129195	P G & E	Power 02/18 - CC Water Tank	03/16/2018	38.74
129247	P G & E	Power 03/18 - Hwy 26	03/23/2018	11.17
129301	P G & E	Power 03/18 - District Wide	03/30/2018	3,131.88
129302	P G & E	Power 03/18 - Wallace Spray Fields	03/30/2018	21.14
129196	PACE SUPPLY CORP 23788-00	Check Valve/Gate Valve/Gasket/Bolt - CC L/S #3	03/16/2018	2,531.29
129197	PAPE KENWORTH	Service Pumper Truck - Vehicle #145	03/16/2018	566.25
129198	PAYMENTUS GROUP INC	Payment Processing 02/18	03/16/2018	8,456.00
129261	PLACER TITLE	Escrow - Sellers Agreement Approval Period CC L/S #18 Land Parcel	03/30/2018	100.00
129303	PLACER TITLE	Deposit for Escrow - Copper Cove L/S #18 Land Parcel	03/30/2018	1,000.00
129199	POTRERO HILLS LANDFILL	Bio-Solids Disposal - AWWTP	03/16/2018	284.20
129248	POTRERO HILLS LANDFILL	Bio-Solids Disposal - FMWWTP	03/23/2018	215.88
129248	POTRERO HILLS LANDFILL	Bio-Solids Disposal - DF/VCTO WWTP	03/23/2018	539.28
129068	RATTERMAN, SCOTT	Travel 02/18	03/02/2018	27.80
129249	RATTERMAN, SCOTT	Travel 03/18	03/23/2018	31.61
129249	RATTERMAN, SCOTT	ACWA Conference, Washington, DC Travel Reimbursement	03/23/2018	800.96
129200	RAUL BARBOZA	Cleaning/Clearing - CC Lift Station Sites	03/16/2018	1,850.00
129129	RICHARDSON & COMPANY	Auditing Services - FY 2016-17 Financial Statements	03/09/2018	12,480.00
129250	ROWLEYs SNOW REMOVAL	Snow Removal 02/18 - Big Trees Tanks	03/23/2018	630.00
129201	RYAN HERCO PRODUCTS CORP.	Tubing/Tubing Cutters - JLWTP	03/16/2018	508.33
129070	SAFE T LITE	Safety Glasses - Stock	03/02/2018	136.56
129305	SAFE T LITE	Paddle Markers - JL PRV Project	03/30/2018	65.93 (E)
129251	SCHEIDT, RANDY	Distribution, Grade D4 Exam Travel Reimbursement	03/23/2018	15.00
129072	SEIU LOCAL 1021	Union Dues 02/18	03/02/2018	2,703.64 (C)
129073	SENDERS MARKET INC	Telephone - WP Maintenance	03/02/2018	21.44
129073	SENDERS MARKET INC	Cable/Spring Snap/Rope Clip/Utility Pump/Pipe Fittings - LCWWTP	03/02/2018	198.14
129073	SENDERS MARKET INC	Wireless Doorbell - OP HQ	03/02/2018	23.16
129073	SENDERS MARKET INC	Weed Killer/Cleaners/Backpack Sprayer - LCWHSE	03/02/2018	181.21
129073	SENDERS MARKET INC	Propane/Torch Head/Tape/Overalls/Boots - Southworth WWTP	03/02/2018	204.48
129073	SENDERS MARKET INC	Ball Valve/Primer/Cement/Pipe Fittings - Septic Tanks	03/02/2018	36.14
129073	SENDERS MARKET INC	Rags/Nipple/Pipe Thread - JL E Tank	03/02/2018	20.77
129202	SENDERS MARKET INC	Shovel/Pliers/Pruner/Hedge Shear/Rags/Marking Flags/Respirator - Meter Readers	03/16/2018	296.35
129202	SENDERS MARKET INC	Flare Adapters/Couplings/Connectors - Vehicle #126	03/16/2018	35.34
129202	SENDERS MARKET INC	Cleaning Supplies - JLWTP	03/16/2018	35.99
129202	SENDERS MARKET INC	Broom/Trash Bags/Dust Pan/Brush/Duster - Vehicle #134	03/16/2018	29.88
129202	SENDERS MARKET INC	Hooks/Lumber/Ethernet Cables - JLTC	03/16/2018	45.99
129202	SENDERS MARKET INC	Batteries - Construction Crew	03/16/2018	25.71
129202	SENDERS MARKET INC	Pipe Fittings/Roofing Supplies - Southworth WWTP Sprayfields	03/16/2018	117.20
129202	SENDERS MARKET INC	Keys - Hunt Rd Repeater Site	03/16/2018	10.68


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Check No.	Vendor/Employee	Transaction Description	Date	Amount
129202	SENDERS MARKET INC	Degreaser/Cleaner/O-Rings - JL Shop	03/16/2018	32.57
129202	SENDERS MARKET INC	Trash Bags/Surge Protector - Wallace WTP	03/16/2018	27.97
129203	SHAPE INC	Motor Protection Relays (2) - LCWWTP	03/16/2018	1,791.08
129204	SIERRA JANITORIAL SUPPLY	Kitchen/Restroom Supplies	03/16/2018	524.75
129307	SIGNAL SERVICE	Alarm Monitoring April-June	03/30/2018	1,702.20
129307	SIGNAL SERVICE	Alarm Repair/Replace Keypad - JLWTP	03/30/2018	270.43
129307	SIGNAL SERVICE	Alarm System Monitoring/Set Up - Mechanic's Shop	03/30/2018	1,777.43
129074	SLAKEY BROS - JACKSON	Meter Gaskets/Adapters/Lids/Clamps/Pipe Fittings - EP Barn	03/02/2018	5,142.00
129205	SOLAR RIDGE CONDOS	UB Sewer Fees Settlement	03/16/2018	1,033.92
129206	SPENCE RANCH FEED & SUPPLY	Pest Control Supplies	03/16/2018	125.36
129308	STAPLES CREDIT PLAN	Office Supplies Feb/March	03/30/2018	4,279.90
129207	STERLING WATER TECHNOLOGIES, LLC	Polymer - WPWTP	03/16/2018	1,299.20
129208	STOPPER, BEN	Drinking Water Treatment Operator, Grade T2 Certification Renewal Reimbursement	03/16/2018	80.00
129208	STOPPER, BEN	Water Distribution Operator, Grade 2 Certification Renewal Reimbursement	03/16/2018	60.00
129208	STOPPER, BEN	Wastewater Treatment Plant Operator, Grade 2 Certification Renewal Reimb	03/16/2018	110.00
129078	STRANGE, TERRY	Travel 02/18	03/02/2018	58.86
129309	STRANGE, TERRY	Travel 03/18	03/30/2018	120.99
129209	SWENDEMAN HARDWARE	Vinyl Tube/Propane - DF/VCTO WWTP	03/16/2018	94.34
129079	SWRCB	Wastewater Treatment Plant Operator, Grade 5 Certification Renewal - Hampton	03/02/2018	110.00
129080	SWRCB	Water Treatment Operator, Grade T4 Certification Application - Cammisa	03/02/2018	105.00
129310	SWRCB	Wastewater Treatment Plant Operator, Grade 2 Certification Renewal - Griffin	03/30/2018	110.00
129253	THATCHER COMPANY, INC	Sodium Hypochlorite - Wallace WWTP	03/23/2018	961.96
129211	THE CAR DOCTOR	Oil/Lube/Rotate Tires - Vehicle #712	03/16/2018	97.63
129082	THOMAS, RUSS	Travel 02/18	03/02/2018	130.26
129311	THOMAS, RUSS	Travel 03/18	03/30/2018	144.97
129212	TIFCO INDUSTRIES	Rivets/Lugs/Tubing/Cutoff Wheel/Nuts/Washers/Tubing/Clamps - EP Shop	03/16/2018	508.11
129212	TIFCO INDUSTRIES	Work Gloves/Tubing Nuts/Bolt Extractor/Screws - JL Shop	03/16/2018	758.84
129312	TRAVLN TOYS, INC.	Equipment Trailer - CC	03/30/2018	4,781.77
129131	TREATS GENERAL STORE INC	Paint/Sponge Block - OP HQ	03/09/2018	20.35
129083	UNDERHILL, BERTHA	Travel 02/18	03/02/2018	120.99
129254	UNDERHILL, BERTHA	Travel 03/18	03/23/2018	91.56
129213	UNION DEMOCRAT	Administrative Technician I/II Job Recruitment Ad	03/16/2018	160.09
129214	UNION PUBLIC UTILITY DISTRICT	Water Service 02/18 - Vallecito	03/16/2018	159.00
129215	UNITED PARCEL SERVICE	Shipping 02/18	03/16/2018	280.89
129313	UNITED PARCEL SERVICE	Shipping 03/18	03/30/2018	164.19
129085	USA BLUE BOOK	Floats - Electrical Stock	03/02/2018	1,560.06
129085	USA BLUE BOOK	Hose Hogs/Discharge Hose - CCWHSE	03/02/2018	687.52
129133	USA BLUE BOOK	Sulfuric Acid - CCWWTP	03/09/2018	48.62
129216	USA BLUE BOOK	Key Box - WP	03/16/2018	48.93

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AP Disbursements  
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Check No.	Vendor/Employee	Transaction Description	Date	Amount
129256	USA BLUE BOOK	Gauges/Pipe Fittings/Hydrant Markers - JL PRV Project	03/23/2018	691.31 (E)
129256	USA BLUE BOOK	Hydrant Wrench - Inspectors	03/23/2018	54.85
129314	USA BLUE BOOK	Phosphate/Formazine/Reagent - CCWTP	03/30/2018	1,484.50
129314	USA BLUE BOOK	LMI Rebuild Kits/Grease/Thermometers - CCRCPC	03/30/2018	833.13
129314	USA BLUE BOOK	Connectors - WPWTP	03/30/2018	117.93
129314	USA BLUE BOOK	Pipet Filler/Ball Valves/Tubing - WPWWTP	03/30/2018	401.07
129314	USA BLUE BOOK	PSI Loggers/Locking Cover/Hydrant Adapter/Pitot Kit - Pressure Testing Supplies	03/30/2018	1,557.92
129314	USA BLUE BOOK	ID Tags/Gaskets/Anti-Seize/Stamps/Oil/Paint/Dechlor Tabs - CC Hydrant Maint	03/30/2018	1,309.17
EFT	USDA RURAL DEVELOPMENT	EP Reach 3A Project Interest Loan Payment	03/01/2018	29,017.12
129134	VALLEY SPRINGS FEED INC	Propane - JLTWP Forklift	03/09/2018	19.35
129257	VERIZON WIRELESS	Cell Phone Service 02/18	03/23/2018	1,353.59
129086	VOLCANO TELEPHONE COMPANY	Phone 03/18	03/02/2018	503.60
129258	WAGeworks	FSA Admin 02/18	03/23/2018	160.00
129259	WEAVER, TOM	Oil/Lube/Filters - Vehicle #501	03/23/2018	270.61
129218	WEST POINT LUMBER INC	Gas Cans/Plug Kit/Pipe Wrap/Ball Valve/Faucet/Bushing/Hose Adapter - WP	03/16/2018	114.79
129219	WESTMARK	Water Filter - Vehicle #145	03/16/2018	41.75
EFT	WEX BANK	Fuel 02/18	03/13/2018	9,677.92
129087	WILLE ELECTRIC SUPPLY CO INC	VFD Freight - AWWTP Belt Press	03/02/2018	14.43
129220	WILLE ELECTRIC SUPPLY CO INC	Disconnect/Box/Hub/Conduit/Gasket/Covers - Wallace WWTP	03/16/2018	1,367.79
129220	WILLE ELECTRIC SUPPLY CO INC	Nut Driver/Wire Nuts/Terminals - Vehicle #134	03/16/2018	184.48
129088	YOUNG'S COPPER ACE HARDWARE	Pail/Rope/Pipe Wrap/Drill Bits/Tape/Fittings/Tarp/Towels/Gas Cans/Pliers - CC	03/02/2018	326.80
129221	YOUNG'S COPPER ACE HARDWARE	Pipe/Fittings/Screws/Bits/Tarp/Antifreeze - CC	03/16/2018	117.15
129221	YOUNG'S COPPER ACE HARDWARE	Plier Set - CCWHSE	03/16/2018	35.39
129090	ZOOM SMOG & AUTOMOTIVE	Oil/Lube/Service/Tires (4) - Vehicle #144	03/02/2018	1,366.96
129090	ZOOM SMOG & AUTOMOTIVE	Oil/Lube/Service - Vehicle #527	03/02/2018	1,639.05
129090	ZOOM SMOG & AUTOMOTIVE	Oil/Lube/Service - Vehicle #614	03/02/2018	808.52
129135	ZOOM SMOG & AUTOMOTIVE	Repair Rear View Mirror/Oil/Lube/Oil Filter - Vehicle #621	03/09/2018	346.71
	Employee Medical Reimbursements (15)			4,100.51
	Retiree Health Reimbursements (29)			7,680.27
	Customer Refunds (13)			3,088.73
Total March 2018 AP Disbursements				<u>978,901.79</u>

# Agenda Item

DATE: April 17, 2018  
TO: Finance Committee  
FROM: Jeffrey Meyer,  Director of Administrative Services  
SUBJECT: Discussion/Direction regarding District Financial Management Policy No. 5.04, Unclaimed Check Policy

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## RECOMMENDED ACTION:

Discussion/direction regarding District Financial Management Policy No. 5.04, Unclaimed Check Policy.

## SUMMARY:

The District's Unclaimed Check Policy was adopted on November 9, 2005 by Resolution 2005-82. Staff will present the current policy and proposed revisions and request Finance Committee approval prior to going to the full Board for adoption.

## FINANCIAL CONSIDERATIONS:

None at this time.

*Attachment: District Financial Management Policies No. 5.04, Unclaimed Check Policy*  
*- Unclaimed Money Public Notification Form*  
*- Unclaimed Money Claim Form*  
*- Unclaimed Money Claim Acceptance Form*  
*- Unclaimed Money Claim Rejection Form*

#### 5.04.1 Purpose

The unclaimed check procedure is established to provide the proper mechanism to take possession of long standing unclaimed checks in accordance with government statutes and to ensure the property of the related accounting transactions.

#### 5.04.2 Summary of State Law

- 5.04.21 Money that is not the property of the Calaveras County Water District that remains unclaimed for a period of more than three (3) years is the property of the Calaveras County Water District ~~–~~forty-five (45) days after the initial public notice if not claimed or if no verified complaint is filed and served. (Sec 50050 and Sec 50051)
- 5.04.22 Any time after the expiration of the three (3) year period, the District's Director of ~~Support-Administrative~~ Services may cause a notice to be published once a week for two (2) consecutive ~~suecessive~~ weeks in a newspaper of general circulation ~~on in the~~ Calaveras County. (Sec 50051)
- 5.04.23 The Director of ~~Support-Administrative~~ Services may release to the depositor of the unclaimed money, their heir, beneficiary, or duly appointed representative, unclaimed money if claimed prior to the date the money becomes the property of Calaveras County Water District, upon submitting proof satisfactory to the Director of ~~Support-Administrative~~ Services. (Sec 50052.5)
- 5.04.24 When the unclaimed funds become the property of the District, and are in a Special Fund, the Board of Directors may transfer them, by resolution, to the General District Fund. (Sec 50053)
- 5.04.25 Any individual items of less than fifteen (15) dollars, or any amount if the depositor's name is unknown, which remain unclaimed for the period of one (1) year may be transferred to the General District Fund by the Board of Directors without the necessity of public notification in a newspaper. (Sec 50056)
- 5.04.26 The responsibilities of the Director of ~~Support-Administrative~~ Services may be delegated by the Director of ~~Support-Administrative~~ Services to the department that maintains the supporting records of the uncleared checks on the initial receipt or deposit of the money or both. (Sec 50056)

#### 5.04.3 Public Notification



- 5.04.31 As of December 31 and June 30, all outstanding checks of at least fifteen (15) dollars will be reviewed to determine those that have been issued more than three (3) years prior.
- 5.04.32 The checks with an issue date older than three (3) years will become part of a notice to be published once a week for two (2) consecutive weeks in a local newspaper.
- A. This notice shall include the following information:
- 1) the individual, or business name as shown on the issued check
  - 2) the amount of money on the issued check
  - 3) a statement announcing that the money shall become the property of ~~the~~ Calaveras County Water District on a date that is not less than forty-five (45) days after the first publication of the notice.
- B. A copy of the approved notice format is found at the end of this policy. (Exhibit I)
- 5.04.33 A proof of publication from the newspaper is to be retained as verification that the notice was placed in the publication and ran for two (2) consecutive weeks.

#### **5.04.4 Disbursement and Funds Transfer**

- 5.04.41 The Director of ~~Support-Administrative~~ Services may release to the Depositor of the unclaimed money, their heir, beneficiary, or duly appointed representative, the unclaimed money, except as otherwise noted in this policy, if:
- A. Claim is filed prior to the date the money becomes the property of ~~the~~ Calaveras County Water District.
- B. Proof substantiating the claim is conveyed in writing, including the following:
- 1) claimant's name, address and telephone number
  - ~~2) social security number or FEIN~~
  - ~~3) 2) proof of identity such as a copy of a driver's license, social security card, or birth certificate~~
  - ~~4) 3) the amount of the claim~~
  - ~~5) 4) the grounds on which the claim is founded~~
- C. signed request for stop payment of original check is on file.
- 5.04.42 Upon rejection of said depositor's claim by the Director of ~~Support-Administrative~~ Services, the depositor may file a complaint seeking to recover all, or a designated part, of the money in a court within Calaveras County. The Director of ~~Support-Administrative~~ Services shall be served with a copy of the complaint and summons which must be issued within thirty (30) days of

the depositor's receiving the notice that the claim had been rejected. (Exhibit II)

- 5.04.43 Upon close of business on the forty-fifth (45) day after publication of the first notice, the unclaimed check amounts revert to Calaveras County Water District.
- 5.04.44 When the unclaimed checks become the property of Calaveras County Water District, the Board of Directors may transfer them to the General District Fund.
- 5.04.45 Unclaimed checks of less than fifteen (15) dollars that are more than twelve (12) months old will be transferred to the General District Fund by the Board of Directors.

*Attachments: Exhibit I—Sample Public Notification  
Exhibit II—Money Claim Rejection Form  
Unclaimed Check Public Notification Form  
Unclaimed Money Claim Form  
Unclaimed Money Claim Acceptance Form  
Unclaimed Money Claim Rejection Form*

Calaveras County Water District  
~~423 East St. Charles Street~~ 120 Toma Court, P.O. Box 846  
San Andreas, CA 95249

Notice is hereby given that Calaveras County Water District is holding funds for the following persons. If said funds are not claimed by \_\_\_\_\_, forty-five (45) days hence, these funds will become the property of Calaveras County Water District in accordance with Government Code Section 50052.

The said funds may be released to the depositor, their heir, beneficiary, or duly appointed representative provided a claim form has been completed with the necessary information. The information needed is as follows:

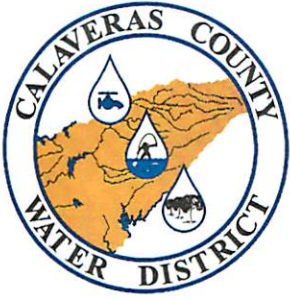
- Name, address, telephone number
- ~~Proof of identity, such as a copy of a driver's license, and social security number (or FEIN)~~
- Amount of claim
- ~~Proof of identity such as a copy of drivers license, social security card, or birth certificate~~
- Grounds on which the claim is founded

The Unclaimed Money Claim Form is available at the Calaveras County Water District Finance Department, located at ~~423 East St. Charles Street~~ 120 Toma Court, San Andreas, CA 95249.

Persons with funds on deposit for over three (3) years are:

<u>Name</u>	<u>Amount</u>	<u>Fund</u>
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Calaveras County Water District  
Director of ~~Administrative Support~~ Services



**CALAVERAS  
COUNTY  
WATER  
DISTRICT**

**Business Office**  
~~423 East St Charles Street~~ 120 Toma  
Court  
Post Office Box 846  
San Andreas, California 95249  
(209) 754-3543

**UNCLAIMED MONEY CLAIM FORM**

I wish to file a claim to Calaveras County Water District for the unclaimed money due me/or my company under California Government Code Section 50052.5. The claim is filed on behalf of:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/ State/Zip Code: \_\_\_\_\_

Proof of Indentity ~~Taxpayer I.D. or Social Security Number:~~

\_\_\_\_\_

Amount: \_\_\_\_\_

Date: \_\_\_\_\_

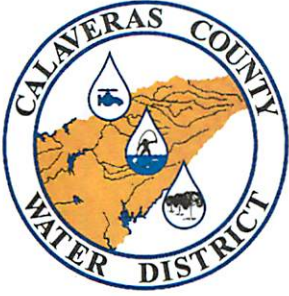
The grounds on which this claim is filed are:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name



**CALAVERAS  
COUNTY  
WATER  
DISTRICT**

**Business Office**  
~~423 East St Charles Street~~ 120 Toma  
Court  
Post Office Box 846  
San Andreas, California 95249  
(209) 754-3543

Date

Name

Address

City, State, Zip Code

Dear Sir/Madame;

Thank you for submitting an unclaimed money claim to Calaveras County Water District on behalf of:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/ State/Zip Code: \_\_\_\_\_

~~Taxpayer I.D. or Social Security Number~~ Proof of Identity:

Amount: \_\_\_\_\_

Date: \_\_\_\_\_

After careful review of your claim, Calaveras County Water District has approved your claim. Enclosed is a check in the amount of \$ \_\_\_\_\_.

Please contact me if you have any questions or if you need further assistance.

Sincerely,  
Calaveras County Water District

~~Lynn Gentry~~ Jeffrey L. Meyer  
Director of ~~Support~~ Administrative Services



CALAVERAS  
COUNTY  
WATER  
DISTRICT

**Business Office**  
~~423 East St Charles Street~~ 120 Toma  
Court  
Post Office Box 846  
San Andreas, California 95249  
(209) 754-3543

Date

Name  
Address  
City, State, Zip Code

Dear Sir/Madame;

Thank you for submitting an unclaimed money claim to Calaveras County Water District on behalf of:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/ State/Zip Code: \_\_\_\_\_

~~Taxpayer I.D. or Social Security Number~~ Proof of Identity:

Amount: \_\_\_\_\_ Date: \_\_\_\_\_

After careful review of your claim, Calaveras County Water District has rejected this claim based on the following grounds:

Under California Government Code Section 50052, you have the right to file a verified complaint seeking to recover all, or a designated part, of the money ~~ion~~ a court of competent jurisdiction within Calaveras County. A copy of the ~~compliant~~ complaint and the summons issued thereon must be served within thirty (30) days of receiving this notice of rejection. Upon being served, the ~~Finance~~ Director of Administrative Services will withhold the disputed amount from being released until a decision is rendered by the Court.

Please contact me if you have any questions or if you need further assistance.

Sincerely,  
Calaveras County Water District

~~Lynn Gentry~~ Jeffrey L. Meyer  
Director of ~~Support~~ Administrative Services