

RESOLUTION NO. 2017-10
RESOLUTION NO. PFA-03
ORDINANCE NO. 2017-01

AGENDA

MISSION STATEMENT

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

Regular Board Meeting
Wednesday, March 8, 2017
9:00 a.m.

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

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at 209-754-3028. Notification in advance of the meeting will enable CCWD to make reasonable arrangements to ensure accessibility to this meeting. Any documents that are made available to the Board before or at the meeting, not privileged or otherwise protected from disclosure, and related to agenda items, will be made available at CCWD for review by the public.

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

2. PUBLIC COMMENT

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

3. CONSENT AGENDA

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

- 3a Approval of Minutes for the Board Meeting of February 22, 2017
- 3b Review Board of Directors Monthly Time Sheets for February, 2017
- 3c Cancellation of May 10, 2017 Board Meeting

BOARD OF DIRECTORS

Jeff Davidson, President Scott Ratterman, Vice President
Terry Strange, Director Bertha Underhill, Director Russ Thomas, Director

4. **NEW BUSINESS**

- 4a Discussion / Action regarding Amending the FY 2016-17 CIP Budget for the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CCWD CIP #11073
(Jeffrey Meyer, Director of Administrative Services) **RES 2017-_____**
- 4b Discussion / Action regarding Acceptance and Completion of the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CCWD CIP #11073
(Charles Palmer, District Engineer) **RES 2017-_____**
- 4c Discussion / Action regarding Update of District Board Policies, Employee Rules and Regulations, Employee Policies: 1000.1 – Effect and Applicability of Personnel Policies, and 1000.2 – Equal Employment Opportunity
(Stacey Lollar, HR Manager)
- 4d Presentation on CCWD’s 5-Year Capital Improvement Program (CIP) for July 1, 2017 to June 30, 2022
(Charles Palmer, District Engineer)

5. **OLD BUSINESS**

Nothing to report

6.* **GENERAL MANAGER REPORT**

7.* **BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS**

8. **NEXT BOARD MEETINGS**

- Wednesday, March 22, 2017, 9:00 a.m., Regular Board Meeting
- Wednesday, April 12, 2017, 9:00 a.m., Regular Board Meeting

9. **CLOSED SESSION**

- 9a Government Code § 54957.6
Agency Negotiators: General Manager Dave Eggerton, HR Manager Stacey Lollar and Chief Labor Negotiator Gage Dungy
Regarding Negotiations with Employee Organization SEIU Local 1021
- 9b Public Employee Performance Evaluation
Government Code §54957
General Manager

10. **REPORTABLE ACTION FROM CLOSED SESSION**

11. **ADJOURNMENT**

*No information included in packet

CALAVERAS COUNTY WATER DISTRICT

Board of Directors

District 1 Scott Ratterman
District 2 Terry Strange
District 3 Bertha Underhill
District 4 Russ Thomas
District 5 Jeff Davidson

Legal Counsel

Matthew Weber, Esq.
Downey Brand, LLP

Financial Services

Umpqua Bank
US Bank
Wells Fargo Bank

Auditor

Richardson & Company, LLP

CCWD Committees

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

Membership**

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

Joint Power Authorities

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

Ratterman (alt. Dave Eggerton)
All Board Members
Strange / Ratterman (alt. Davidson)
Peter Martin (alt. Dave Eggerton)
Strange (alt. Thomas)
Davidson (alt. Strange)

Other Regional Organizations of Note

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

All Board Members
Ratterman (alt. Thomas)
Underhill / Thomas
All Board Members
All Board Members
Peter Martin (alt. Metzger)

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

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

MINUTES

**CALAVERAS COUNTY WATER DISTRICT
REGULAR BOARD MEETING
FEBRUARY 22, 2017**

Directors Present: Scott Ratterman, Vice President
Bertha Underhill, Director
Terry Strange, Director
Russ Thomas, Director

Director(s) Absent: Jeff Davidson, President

Staff Present: Dave Eggerton, General Manager
Matt Weber, General Counsel
Stacey Lollar, HR Manager
Jeff Meyer, Director of Administrative Services
Peter Martin, Water Resources Program Manager
Charles Palmer, District Engineer
Joel Metzger, PIO/Customer Relations Manager
Robert Creamer, Engineering Analyst

Others Present: John Mills, Consultant
Dennis Mills, Calaveras County Supervisor
Vickey Mills
Susan Tarpley, Big Trees Village Association

ORDER OF BUSINESS

CALL TO ORDER / PLEDGE OF ALLEGIANCE

1. ROLL CALL

Vice President Ratterman called the Regular Board Meeting to order at 9:08 a.m. Director Davidson was absent.

2. PUBLIC COMMENT

There was no public comment.

3. CONSENT AGENDA

MOTION: Directors Strange / Underhill – Approved Consent Agenda Items: 3a – Approval of Minutes for the Board Meeting of January 25, 2017; 3b, Review of Board of Directors Monthly Time Sheets for January, 2017; 3c, Ratify Claim Summary #539 Secretarial Fund in the Amount of \$1,608,183.98 for January 2017; and 3d, Concurring in Nomination of Kathleen J. Tieg, Cucamonga Valley Water District to the ACWA/JPIA Executive Committee

- 3a Approval of Minutes for the Board Meeting of January 25, 2017
- 3b Review Board of Directors Monthly Time Sheets for January, 2017
- 3c Discussion / Action to Ratify Claim Summary #539 Secretarial Fund in the Amount of \$1,608,183.98 for January, 2017
(Jeffrey Meyer, Director of Administrative Services) **RES 2017 - 06**
- 3d Discussion / Action regarding Concurring in Nomination of Kathleen J. Tieg, Cucamonga Valley Water District to the ACWA/JPIA Executive Committee
(Dave Eggerton, General Manager) **RES 2017 - 07**

AYES: Directors Strange, Underhill, Thomas and Ratterman
NOES: None
ABSTAIN: None
ABSENT: Director Davidson

4. NEW BUSINESS

- 4a Update on the Implementation of Phase I of the SWRCB's Bay-Delta Water Quality Control Plan Update
(Peter Martin, Water Resources Program Manager)

DISCUSSION: Peter Martin introduced the item to the Board of Directors and reasons for bringing this informational item to them. John Mills, a water resources consultant for the District gave the Board of Directors an overview of the history of the State Water Resources Control Board's (SWRCB) 2006 Water Quality Control Plan for the San Francisco Bay/Sacramento-San Joaquin Delta Estuary (Bay-Delta Plan), and the phased approach for implementation of its update. The SWRCB released a recirculated Draft Substitute Environmental Document in Support of Potential Changes to the Bay-Delta Plan in September of 2016 as they relate to "Phase 1" of the Bay-Delta Plan update. Phase 1 of this work involves updating San Joaquin River flow and southern Delta water quality requirements included in the Bay-Delta Plan, which includes portions of the Merced, Tuolumne and Stanislaus River watersheds. Mr. Mills outlined concerns and potential impacts to the District and provided them with an update on considerations for a formal comment letter to the SWRCB to be sent out by the deadline of March 17, 2017.

PUBLIC COMMENT: There was no public comment.

- 4b Discussion / Action regarding Authorization of Professional Services Agreement for Engineering and Environmental Services for the Ebbetts Pass Techite Water Pipeline Replacement Project, CIP #11084
(Charles Palmer, District Engineer) **RES 2017-08**

MOTION: Directors Underhill /Thomas–Adopted Resolution 2017–08 Authorizing the General Manager to enter into a Professional Services Agreement with Coleman Engineering in the amount of \$109,293 for Engineering and Environmental Services for the Ebbetts Pass Techite Water Pipeline Replacement Project, CIP #11084

DISCUSSION: Director Strange recused himself due to a potential conflict of interest with a sub-contractor with whom he works. Mr. Palmer explained the need to replace the Techite water pipeline in the Arnold area to continue to provide reliable water service to the District’s customers. Construction will likely commence in the summer of 2018. Staff requested the Board approve a contract with Coleman Engineering to provide engineering and environmental services.

Mr. Eggerton explained the ongoing problems with the defective Techite pipe that has plagued agencies who installed it for water and wastewater infrastructure years ago. District staff believes this project is necessary and has unfortunately been delayed due to other District priorities. Director Underhill expressed that she is pleased that this project is moving forward as it has been needed for some time.

PUBLIC COMMENT: Ms. Susan Tarpley of Big Trees Village Association asked if there was a timeline for the project. Mr. Palmer explained that the District will conduct a public outreach program to work with the residents in the affected area and review project construction schedules.

AYES: Directors Underhill, Thomas and Ratterman
NOES: None
ABSTAIN: Director Strange
ABSENT: Director Davidson

RECESS was called at approximately 10:23 a.m. **SESSION RESUMED** at 10:31 a.m.

- 4c Discussion / Action regarding Approval of Agreement for a Cost of Service and Financial Analysis Study
(Jeffrey Meyer, Director of Administrative Services) **RES 2017-09**

MOTION: Directors Strange / Thomas – Adopted Resolution 2017–09 Authorizing the General Manager to enter into a Professional Services Agreement with HDR Engineering, Inc. in the amount of \$69,500 for a Cost of Service and Financial Analysis Study

DISCUSSION: Mr. Meyer explained the financial challenges of the Calaveras County Water District for the upcoming three years. For these reasons and building upon the findings and recommendations of the District’s most recent independent audit, staff is recommending the Board authorize a financial analysis study with HDR Engineering, Inc. to comprehensively analyze the District’s expected revenues and expenditures in the coming years. These types of studies are

UNAPPROVED – SUBJECT TO CHANGES

commonly performed on a three to five year cycle; however, the District last conducted such a study in 2007. HDR's scope of work is separated into two distinct phases with the financial analysis study to be completed first for Board review. The second phase, including a cost of service analysis and rate study, would only be performed if directed by the Board after receipt and consideration of the financial analysis study of phase 1. The FY 2016-17 budget includes \$50,000 for this project. The remainder of the funds (\$19,500) would be included in the FY 2017-18 budget if the second phase is approved by the Board.

PUBLIC COMMENT: There was no public comment.

AYES: Directors Strange, Thomas, Underhill and Ratterman
NOES: None
ABSTAIN: None
ABSENT: Director Davidson

4d Discussion / Action regarding Three Year Budget Forecast
(Jeffrey Meyer, Director of Administrative Services)

DISCUSSION: Mr. Meyer discussed the need for looking out further than just the next fiscal year. A PowerPoint presentation was provided to give a snapshot of previous, current, and projected fiscal year budget for revenues and expenses. The presentation also reviewed trends and challenges the District sees in the next three years including the challenges with CalPERS, capital outlay, debt service, and decreased water consumption revenues.

Director Ratterman stressed the importance on finding other revenue sources. Director Strange requested status of looking at solar energy to offset increasing electrical costs and possible opportunities. Mr. Meyer stated that he will update the forecast and bring it back to the Board in March for further consideration.

PUBLIC COMMENT: Calaveras County Supervisor Dennis Mills expressed his appreciation to the District for their assistance to the County in helping respond to storm-related challenges. Mr. Mills concurred with Mr. Meyer's presentation and commented on the County's CalPERS costs.

This item was for information only; no action was taken.

5. OLD BUSINESS

Nothing to report.

6. GENERAL MANAGER REPORT

Mr. Eggerton reported that he has been asked to testify before the Little Hoover Commission in regard to its upcoming report on forest management practices. He will be in Washington, DC for an ACWA Conference the week of February 27th and while there will be meetings with key legislative contacts to advocate for the District's concerns and needs. He reviewed the current reservoir water levels.

7. BOARD REPORTS / INFORMATION / FUTURE AGENDA ITEMS

Director Underhill reported on the winter storm damage to Blagen Road and the effects on the community. The county has indicated that it could take as long as August before repairs to Blagen Road is completed. The Calaveras County Board of Supervisors will discuss the repair projects further at their March 7th meeting. Director Underhill shared pictures of tree problems around the White Pine Park to the other Board Members; she is concerned about the green waste due to the bark beetle. Saturday bus service will be coming to the Ebbetts Pass area.

Director Thomas reported that he has been enjoying his time as a new Board Member. He indicated that he will be absent at the March 8th Board meeting and will need to reschedule his meeting with Mr. Eggerton and Mr. Palmer from March 9th to March 23rd. He suggested the District look at the difference between the one-ton truck versus a truck and trailer option. Director Thomas mentioned ATCA may be able to help low income customers pay their utility bills as they have a large grant fund.

Director Strange reported on the New Melones Reservoir lake level. He also reported on the status of the Tuolumne-Stanislaus Integrated Regional Water Management Plan meeting and his participation at the February 15th Calaveras-Amador Mokelumne River Authority meeting.

Director Ratterman reported on his attendance at the Calaveras-Amador Mokelumne River Authority meeting on February 15th with guest speakers from the Calaveras Cannabis Alliance and the Agriculture Commissioner to discuss water-related issues of cannabis cultivation. He also reported on discussion topics of an upcoming Mountain Counties Water Resources Association meeting on February 24th.

8. NEXT BOARD MEETINGS

- Wednesday, March 8, 2017, 9:00 a.m., Regular Board Meeting
- Wednesday, March 22, 2017, 9:00 a.m., Regular Board Meeting

The Open Session ended at approximately 12:50 p.m.

9. CLOSED SESSION

The meeting adjourned into Closed Session at approximately 1:00 p.m. Those present were Board Members: Scott Ratterman, Bertha Underhill, Russ Thomas, and Terry Strange (Director Davidson was absent); staff members Dave Eggerton and Robert Creamer; and General Counsel Matt Weber.

- 9a Conference with Real Property Negotiators
Government Code §54956.8
Property: APN 004-006-031, San Andreas
District negotiators: Dave Eggerton and Robbie Creamer
Under negotiation: price and other terms

10. REPORTABLE ACTION FROM CLOSED SESSION

The Board reconvened into Open Session at approximately 1:35 p.m. There was no reportable action.

11. ADJOURNMENT

With no further business, the meeting adjourned at approximately 1:35 p.m.

By:

ATTEST:

Dave Eggerton
General Manager

Stacey Lollar
HR Manager

Agenda Item

DATE: March 8, 2017

TO: Dave Eggerton, General Manager

FROM:  Mona Walker, Executive Assistant

SUBJECT: Review Board of Directors Time Sheets for February, 2017

RECOMMENDED ACTION:

For information only.

SUMMARY:

Pursuant to direction from the Board of Directors, copies of the Board's monthly time sheets from which the Board is compensated from, are included in the monthly agenda package for information. Attached are copies of the Board's time sheets for the month of February, 2017.

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

FINANCIAL CONSIDERATIONS:

Monthly compensation and mileage reimbursement costs are included in the FY 16-17 budget.


Attachments: Board of Directors Time Sheets for February, 2017

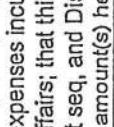
CALAVERAS COUNTY WATER DISTRICT. DIRECTOR REIMBURSEMENT FORM

For Admin Use	Payroll	Month/Yr
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Feb. 2017
Expense	Name	
<input type="checkbox"/>	S. Rafferman	

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
2-15	CAMA Meeting							\$ 120.-		7
2-22	Reg CCWO Mtg							120.-		7
For Totals line, multiply miles by the IRS rate:		1/1/17	\$0.535					\$ 240	\$	14 miles
		Totals (use IRS mileage rate)								

COPY

Administrative Review:  **Date:** 2/21/17 **Orig to Finance Dept.**

Signature of Claimant: 

Pursuant to Board Policy 4030, receipts required; report /materials required.

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

CALAVERAS COUNTY WATER DISTRICT
DIRECTOR REIMBURSEMENT FORM

Month: February / 2017
Name: Terry Strange

For: Payroll
 Admin Use
 Expense

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles	
		Yes	No	Yes	No	Yes	No	Meeting	Expense		
2/14/17	Engineering Committee Meeting CCWD							120		54	
2/15/17	TSTAN JPA @ Sonora TUD							120		114	
"	CANRA @ CCWD										
2/22/17	CCWD Board Meeting @ CCWD							120		54	
COPY											
For Totals line, multiply miles by the IRS rate:		11115	\$0.535					360		222	
								Totals (use IRS mileage rate)	\$	\$	\$ 118.77
Pursuant to Board Policy 4030, receipts required; report /materials required.								Signature of Claimant:			
The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2010-01; that the service was actually rendered; and that the amount(s) herein are justly true.											
Administrative Review:		Date: 2/21/17	Orig to Finance Dept.								

CALAVERAS COUNTY WATER DISTRICT
DIRECTOR REIMBURSEMENT FORM


For Admin. Use Payroll Expense

Month/Yr FEBRUARY 2017
Name BERTHA E. UNDERHILL

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
2/14/17	FINANCE COMMITTEE							120		84
2/15/17	CAMRA							-		84
2/22/17	BOARD MEETING							120		84
For Totals line, multiply miles by the IRS rate:		1/1/17	\$0.535					Totals (use IRS mileage rate)		252 miles
Pursuant to Board Policy 4030, receipts required; report materials required.								\$ 240	\$	\$ 134.82

COPY

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

Administrative Review: 

Date: 2/21/17

Orig to Finance Dept.



Page 1

Director Expense Form (Jan. 1, 2017)

**CALAVERAS COUNTY WATER DISTRICT
DIRECTOR REIMBURSEMENT FORM**

For Admin Use Payroll
Expense

Month/Yr February 2017
Name Russ Thomas

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles			
		Yes	No	Yes	No	Yes	No	Meeting	Expense				
2/6/17	Water dist system/peter									42			
2/14/17	Finance committee							120		42			
2/16/17	Coppercove HOA Bd. Mtg.							120		3			
2/22/17	CWD Board Mtg.							120		42			
		For Totals line, multiply miles by the IRS rate:	1/1/17	\$0.535						129 miles			
		Pursuant to Board Policy 4030, receipts required; report /materials required.									Totals (use IRS mileage rate)	\$ 500	\$
		The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2015-02; that the service was actually rendered; and that the amount(s) herein are justly true.									Signature of Claimant: 		
Administrative Review 		Date: 2/21/17		Orig to Finance Dept.									

COPY

CALAVERAS COUNTY WATER DISTRICT DIRECTOR REIMBURSEMENT FORM

For Admin Use	Payroll <input checked="" type="checkbox"/>
Expense <input type="checkbox"/>	

Month/Yr February, 2017
Name Jeff Davidson

Activity Date	Meeting or Other Expense Description	Designated Rep.		Association List		Prior Approval		Cost		Total Miles
		Yes	No	Yes	No	Yes	No	Meeting	Expense	
1/27	Upper Mokelumne River Watershed Authority							\$120		16
02/14	Engineering Committee							\$120		28
COPY										
		0535								
		14416								44 miles
		\$0.540								\$240
		Totals (use IRS mileage rate)								\$23.54

Pursuant to Board Policy 4030, receipts required; report /materials required.
 For Totals line, multiply miles by the IRS rate: 14416 \$0.540
 The undersigned, under penalty of perjury states: This claim and the items set forth herein are true and correct; that expenses incurred, meetings attended and business conducted are necessary to District affairs; that this claim is proper and within the scope of California Water Code Section 20200 et seq, and District Ordinance 2010-01; that the service was actually rendered; and that the amount(s) herein are justly true.

Administrative Review: [Signature]
 Date: 2/24/17
 Orig to Finance Dept.

Agenda Item

DATE: March 8, 2017
TO: Board of Directors
FROM: Dave Eggerton, General Manager
SUBJECT: Cancellation of Board Meeting of May 10, 2017

RECOMMENDED ACTION:

Motion: _____ / _____ by Minute Entry approve cancelling the regular Board meeting of May 10, 2017.

SUMMARY:

The annual Association of California Water Agency's (ACWA) spring conference is scheduled May 9-12, 2017, and it appears that a number of Board Members will be attending the conference. Therefore, staff proposes to cancel the regularly scheduled Board Meeting of May 10 and hold its second Board Meeting on May 24, 2017.

FINANCIAL CONSIDERATIONS:

Board meeting costs.

Agenda Item

DATE: March 8, 2017

TO: Dave Eggerton, General Manager

FROM: Jeffrey Meyer, Director of Administrative Services

RE: Discussion / Action Regarding Amending the FY 2016-17 CIP Budget for the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CCWD CIP #11073

RECOMMENDED ACTION:

Motion: _____ / _____ approving Resolution No. 2017- _____ Amending the FY 2016-17 CIP Budget for the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CCWD CIP #11073.

SUMMARY:

The FY 2016-17 Capital Improvement Program (CIP) Budget included \$1,100,000 for the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project (CCWD CIP# 11073), a project originally budgeted in 2010 at \$1,160,000. This project was jointly funded by the District and the California Office of Emergency Services (Cal-EOS) with Cal-OES supplying \$870,000, or seventy-five percent (75%) of the original budget amount. The District pledged its twenty-five percent (25%) match, \$290,000, from the Special Projects Fund in the Interest Reserve Fund (Fund 108).

The project is complete and the District Engineer is requesting final acceptance of the project by the Board of Directors and recordation of the Notice of Completion. The anticipated total cost of the project is \$1,528,368, which is \$368,368 more than the original budget approved by Cal-OES. As per the Cal-OES grant requirements all costs in excess of the originally approved amount are the responsibility of the District.

The current funding approved in the FY 2016-17 CIP budget for this project is a combination of Cal-OES funds (\$870,000) and Capital Renovation and Replacement (Capital R&R) funds (\$230,000). However, due to construction change orders and higher than originally estimated engineering and administrative costs, a budget amendment of \$138,368 is required.

FINANCIAL CONSIDERATIONS:

Total expenditures for the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project (CCWD CIP #11073) are estimated to be \$1,528,366. The amended project budget will include an additional \$138,368 from the Water Capital Renovation and Replacement Fund (Fund 125). The amended FY 2016-17 CIP Budget of \$12,488,500 will be increased to \$12,626,868.

Attachment: Resolution 2017 - ____ Amending the FY 2016-17 CIP Budget for the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CCWD CIP #11073

RESOLUTION NO. 2017-

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

**AMENDING THE FY 2016-17 CIP BUDGET FOR THE EBBETTS PASS BIG TREES
SOUTH ZONE REDWOOD POTABLE WATER STORAGE TANKS WILDFIRE HAZARD
MITIGATION PROJECT (CCWD CIP #11073)**

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT adopted Resolution 2016-30 on June 23, 2016 approving the Fiscal Year 2016-17 Capital Improvement Program Budget, including \$1,100,000 for the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CCWD CIP #11073; and

WHEREAS, the final project expenditures, including construction and associated construction costs will exceed the original project estimate; and

WHEREAS, funding is available in the Water Capital Renovation and Replacement Fund (Fund 125) to increase the project budget by \$138,368 to complete the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CCWD CIP #11073; and

WHEREAS, the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT does hereby find that it is in the best interest of the Calaveras County Water District to amend the adopted FY 2016-17 CIP Budget accordingly.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the CALAVERAS COUNTY WATER DISTRICT adopts an amendment to the Fiscal Year 2016-17 Capital Improvement Program (CIP) Budget as set forth in Budget Adjustment 17-03, attached hereto and made a part hereof, and authorizes the Director of Administrative Services to record the appropriate accounting entries.

PASSED AND ADOPTED this 8th day of March, 2017 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CALAVERAS COUNTY WATER DISTRICT

Jeff Davidson, President
Board of Directors

ATTEST:

Mona Walker, Clerk to the Board

Calaveras County Water District
 Fiscal Year 2016-17
 Budget Adjustment - Number 17-03

From			To		
Department	Account	Amount	Department	Account	Amount
1 Water Capital R&R Fund (Fund 125)	Reserves	(138,368)	Water Capital R&R Fund (Fund 125)	EP Big Trees Redwood Tank Replacement Project (CIP #11073)	138,368
		(138,368)			138,368

Descriptions (for additional information please see staff report)

- ¹ Increase appropriations by \$138,368 in the Water Capital Renovation and Replacement (Capital R&R) Fund (Fund 125) to fund the Ebbetts Pass, Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CCWD CIP# 11073. The funding source is the Water Capital R&R Fund Reserves (Fund 125).

Agenda Item

DATE: March 8, 2017

TO: Dave Eggerton, General Manager

FROM: Charles Palmer, P.E., District Engineer *CP*

SUBJECT: Discussion of and Possible Acceptance of Division 3 / Ebbetts Pass,
Big Trees South Zone Redwood Potable Water Storage Tanks
Wildfire Hazard Mitigation Project, CIP #11073,
Cal-OES DR-1952-CA, PJ0148, FIPS #009-91002

RECOMMENDED ACTION:

Motion: _____ / _____ adopting Resolution 2017-____ accepting the Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CIP #11073, construction project as being completed by KW Emerson, Inc. and directing a Notice of Completion to be recorded with the Calaveras County Recorder.

BACKGROUND:

The project contractor, KW Emerson, Inc. has completed construction of the Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CIP #11073. CCWD staff recommends final acceptance of the project at this time. All work has been completed, tested, disinfected and is fully operational in accordance with the contract drawings and specifications including demolition of existing redwood tanks; supply and construction of two (2) new glass fused, bolted steel water storage tanks at the Tank 1 (Navajo Drive) and Tank 60K (State Park) sites including all tank appurtenances and accessories, concrete foundations, piping, electrical and instrumentation; construction of 900 feet of 8-inch water main on Dardanelle Vista to supply the tank, and construction of a new pressure regulating station at intersection of Yuroc and Pawnee Drive.

Upon final acceptance of the project by the Board and recordation of the Notice of Completion, the effective date of the two (2) year warranty period and notification of final payment will commence. The release of retention and final payment will be made no sooner than thirty (30) days after recording the Notice of Completion. All minor punch list items are to be satisfactorily corrected by KW Emerson, Inc. at earliest possible time or subject to correction under the two (2) year warranty.

The original budget approved by Cal-OES was \$1,160,000 total with \$870,000 (75%) grant and \$290,000 (25%) matching funds. The District has obligated \$368,368.41 for other costs above and beyond amounts previously approved by Cal-OES. The anticipated total project costs are summarized below.

BID AMOUNT	\$ 1,171,668.00
Net Change Orders / Added & Deleted	\$ 15,435.03
FINAL CONTRACT AMOUNT	\$ 1,187,103.03
Administration, Engineering, Inspection and Other	\$ 321,265.38
Contingency	\$ 20,000.00
TOTAL PROJECT COST	\$ 1,528,368.41

FINANCIAL CONSIDERATIONS:

Of the \$1,528,368 in total project costs, the District received \$870,000 in grant funds through Cal-OES. As this project began prior to creation of the Capital Renovation and Replacement (Capital R&R) program, the District’s Special Project Fund in the Interest Reserve Fund (Fund 108) was the initial source of the \$290,000 in local matching funds. Thereafter, the balance of project costs totaling \$368,368 are being funded through the Capital R&R water program.

*Attachments: Notice of Completion
Resolution 2017 - _____ Accepting Completion*

Recorded at the Request of
And Return to:
CALAVERAS COUNTY WATER DISTRICT
PO BOX 846
SAN ANDREAS, CA 95249

NOTICE OF COMPLETION

OWNER: CALAVERAS COUNTY WATER DISTRICT
PO Box 846
San Andreas, CA 95249

PROJECT: CALAVERAS COUNTY, CALIFORNIA
DIVISION 3 / BIG TREES SOUTH ZONE REDWOOD POTABLE
WATER STORAGE TANKS WILDFIRE HAZARD MITIGATION
PROJECT, CCWD CIP #11073
Plans and Specifications dated July 31, 2014
Contract dated October 21, 2014
Resolution No. 2016-05, February 17, 2016

CONTRACTOR: KW EMERSON, INC.
PO Box 549
San Andreas, CA 95249

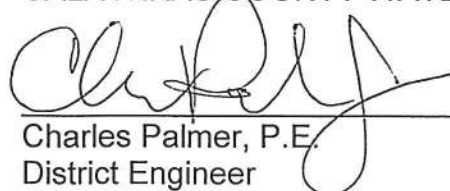
NOTICE IS HEREBY GIVEN, pursuant to Section 3093 of the Civil Code of the State of California, that I, Charles Palmer, P.E., District Engineer for the Ebbetts Pass / Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project, CALAVERAS COUNTY WATER DISTRICT, hereby certify that the Project described above was constructed to the best of my knowledge in accordance with the plans, specifications, and any modifications thereto. Expect for minor punch list items, the construction of improvements were completed as of December 30, 2016.

Said work consisted of all labor, materials, equipment and services for demolition of two existing redwood tanks at Tank 1 and Tank 60K sites; supply, installation and operation of temporary facilities to maintain customer service during construction; supply and install of two (2) glass fused, bolted steel tanks, one each at Tank 1 and Tank 60K sites and all tank appurtenances including concrete foundations, ladders, hatches, valves, piping and electrical instrumentation; supply and install approximately 900 feet of 8-inch diameter ductile iron pipeline and one (1) pressure regulating station including two pressure regulating valves, one relief valve, isolation valves, piping and paving repairs.

DATED: March 2, 2017



CALAVERAS COUNTY WATER DISTRICT

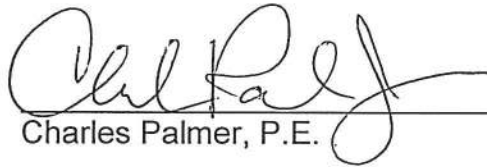

Charles Palmer, P.E.
District Engineer

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

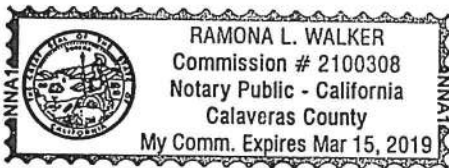
STATE OF CALIFORNIA)
) ss.
COUNTY OF CALAVERAS)

Charles Palmer, being first duly sworn, deposes and says:

I am the District Engineer for CALAVERAS COUNTY WATER DISTRICT, County of Calaveras, California, for the Ebbetts Pass / Big Trees South Zone Redwood Potable Water Storage Tanks Wildfire Hazard Mitigation Project; that I have read the foregoing Notice of Completion and that the facts therein stated are true of my own knowledge except as to matters therein stated upon information and belief, and as to such matters I believe them to be true.


Charles Palmer, P.E.

SUBSCRIBED AND SWORN to before me on March 2, 2017, by Charles Palmer, who proved to me on the basis of satisfactory evidence to be the person who appeared before me.




Ramona L. Walker, Notary Public
Commission Expires March 15, 2019

Recorded at the Request of
And Return To:
CALAVERAS COUNTY WATER DISTRICT
PO BOX 846
SAN ANDREAS, CA 95249

RESOLUTION NO. 2017 –

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

WHEREAS, the District Engineer of the Calaveras County Water District (CCWD) has executed a Notice of Completion for the DIVISION 3 / EBBETTS PASS / BIG TREES SOUTH ZONE REDWOOD POTABLE WATER STORAGE TANKS WILDFIRE HAZARD MITIGATION PROJECT, CIP #11073, verifying all work is substantially completed pursuant to the contracts between said CCWD and KW EMERSON, INC.; and

WHEREAS, it appears to the satisfaction of this Board that said work under the subject Construction Agreement has been fully completed and performed as required in said Agreement and the plans and specifications therein referred; excepting minor punch list items to be satisfactorily corrected by KW EMERSON, INC. at the earliest possible time and prior to releasing the two (2) year warranty bond.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of CALAVERAS COUNTY WATER DISTRICT that:

1. Acceptance of completion of said work is hereby made and ordered.
2. The Clerk to the Board of CCWD is hereby directed to record with the Calaveras County Recorder the Notice of Completion, pursuant to Section 3093 of the Civil Code of the State of California.

PASSED AND ADOPTED this 8th day of March, 2017 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:


CALAVERAS COUNTY WATER DISTRICT

Jeff Davidson, President
Board of Directors

ATTEST:

Mona Walker, Clerk to the Board

Agenda Item

DATE: March 8, 2017
TO: Dave Eggerton, General Manager
FROM: Stacey Lollar, HR Manager 
SUBJECT: Discussion/Direction regarding update of District Employment Policies

RECOMMENDED ACTION:

Review and comment on proposed changes to employee policies which will be brought forth to the Board of Directors in June/July, 2017 for approval and adoption.

SUMMARY:

The District's current Employee Policy Handbook is severely out of date. Though some policies have been added and/or updated a majority of the policies have not been updated since the late 1990's or early 2000's.

Management is working with legal counsel and the District's bargaining units on updating all the employee policies. Rather than bring all updated employee policies at once to the Board for approval, Management believes it would be best to have a more manageable approach where sections of the updated policies would be presented to the Board over a period of time. Thereafter the Employee Policy Handbook will be brought to the Board as a whole for adoption in June/July of this year.

The policies included with this memo are all policies (total of 2) included within section 1000 – General Administration, along with the old policies for your reference. No major changes were made to these policies. These policies were reviewed by SEIU representatives and Management & Confidential representatives and were modeled after legal counsel employment policies.

A draft of the table of contents is also included. You will notice that on the draft table of contents, the old policy numbers are noted for reference purposes. When a current policy exists, a copy of that policy will be provided for your reference.

Prior to bringing future draft employee policies to the Board for adoption, all policies will be discussed with legal counsel and District bargaining units.

FINANCIAL CONSIDERATIONS:

None.

Attachments: Proposed Policy 1000.1 – Effect and Applicability of Personnel Policies
Proposed Policy 1000.2 – Equal Employment Opportunity
Current Policy 1000 – Purpose of Board Policies
Current Policy 2220 - Equal Employment Opportunity
Draft Table of Contents

POLICY TITLE: Effect and Applicability of Employee Policies
POLICY NUMBER: 1000.1
POLICY EFFECTIVE DATE:
REVISED:

1000.1.1 No Contract Right; District’s Discretion to Modify These Policies

These Employee Policies (“Policies”) do not create any contract right, or any express or implied contract of employment. The District retains the full discretion to modify these Policies at any time in accordance with the law.

However any such change must be in writing and must be signed by the General Manager and approved by the District’s Board of Directors. Employees will be notified of any written changes to these Policies. No oral statements or representations can in any way alter the provisions of these Policies.

1000.1.2 Applicability of Policies

These Policies apply to all categories of employees of the District unless a specific section or provision excludes them. Independent contractors, volunteers, and Board Members are not employees. These employees or employee groups hold their positions at the will of the Board of Directors or General Manager and are not obligated by or entitled to benefits provided by these Policies.

1000.1.3 Conflict Between These Policies and a Collective Bargaining Agreement

If a provision of these Policies conflicts with any provision of a valid collective bargaining agreement between the District and a recognized employee organization, the provision of the collective bargaining agreement that is in conflict shall apply to employees covered by that collective bargaining agreement.

1000.1.4 Employee Acceptance of Policies and Revisions to Policies

As a condition of employment, all employees are required to read and request necessary clarification of these Policies. Each employee is required to sign a statement of receipt acknowledging that: a) he or she has received a copy, or has been provided access to the Policies; and b) understands that he or she is responsible to read and become familiar with the contents and any revisions to the Policies.

POLICY TITLE: Equal Employment Opportunity
POLICY NUMBER: 1000.2
POLICY EFFECTIVE DATE:
REVISED:

The District affords equal employment opportunity for all qualified employees and applicants as to all terms of employment, including compensation, hiring, evaluation, training, promotion, transfer, granting of leaves, discipline and termination. The District prohibits discrimination against employees or applicants for employment on the basis of race, color, religion, gender, sex, marital status, age, national origin, citizenship, ancestry, physical or mental disability, medical condition, pregnancy, childbirth, medical conditions related to pregnancy or childbirth, breastfeeding and related medical conditions, family care or medical leave status, veteran status, sexual orientation, sexual identity or any other basis made unlawful by federal, state or local laws. (Gov. Code § 12940(a))

Employees, volunteers, or applicants who believe they have experienced any form of employment discrimination or abusive conduct are encouraged to report the conduct immediately by using the complaint procedures provided in these Policies, or by contacting the U.S. Equal Employment Opportunity Commission, or the California Department of Fair Employment and Housing.

Allegations of wrongdoing, such as arbitrary and discriminatory action, should be made through the "Grievance Procedure," as described in District Policy # 8000.2 or complaints to regulatory agencies.

To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the District will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. Please refer to District Policy #2000.11 for more information.

POLICY TITLE: Purpose of Board Policies
POLICY NUMBER: 1000

1/20/97

1000.10 It is the intent of the Board of Directors of the Calaveras County Water District to maintain an Employee Policy Handbook containing a comprehensive listing of the Board's current policies affecting employees. This Policy Handbook will serve as a resource for Directors, staff and members of the public in determining the manner in which matters of District business are to be conducted.

1000.20 If any policy or portion of a policy contained within this Policy Handbook is in conflict with rules, regulations or legislation having authority over Calaveras County Water District, said rules, regulations or legislation shall prevail.

POLICY TITLE: EQUAL EMPLOYMENT OPPORTUNITY
POLICY NUMBER: 2220

12/15/97

2220.10 It is the policy of the Calaveras County Water District that there shall be no discrimination based on race, color, creed, sex, marital status, age, national origin or ancestry, physical or mental disability, medical condition, sexual orientation, or any other consideration made unlawful by federal, state or local laws, in any personnel action, including recruitment, appointment, performance evaluation, promotion, the granting of leaves, and any disciplinary or grievance action.

2220.20 Allegations of wrongdoing, such as arbitrary and discriminatory action, should be made through the "Grievance Procedure," as described in Policy #2180, or complaints to regulatory agencies.

2220.30 To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, the District will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result.

2220.40 Any applicant or employee who requires an accommodation in order to perform the essential functions of the job should contact the Human Resources Officer and request such an accommodation. The individual with the disability should specify what accommodation he or she needs to perform the job. The District then will conduct an investigation to identify the barriers that make it difficult for the applicant or employee to have an equal opportunity to perform the job. The District will identify possible accommodations, if any, that will help eliminate the limitation. If the accommodation is reasonable and will not impose an undue hardship, the District will make the accommodation.

Calaveras County Water District Employee Policies

Table of Contents

i. Definitions

Section 1000 – General Administration

- 1000.1 Effect and Applicability of Personnel Policies (*Formally Policy # 1000 – Purpose of Board Policies*)
- 1000.2 Equal Employment Opportunity (*Formally Policy # 2220 – Equal Employment Opportunities*)

Section 2000 – Employment

- 2000.1 Employer / Employee Relations (*Formally Policy # 2280 – Employee Rights to be Represented by an Employee Organization*)
- 2000.2 Recruitment and Selection (*Formally Policy # 2200 – Hiring Staff*)
- 2000.3 New Employee Onboarding
- 2000.4 Types of Employment (*Formally Policy # 2080 – Employee Status*)
- 2000.5 Promotions, Demotions, Transfer, and Reclassifications (*Parts of Policy # 2150 – Compensation*)
- 2000.6 Continuity (*Formally Policy # 2070 - Continuity*)
- 2000.7 Outside Employment (*Formally Policy # 2240 – Outside Employment*)
- 2000.8 Nepotism (*Formally Policy # 2230 - Nepotism*)
- 2000.9 Employment Records (*Formally Policy # 2300 – Access to Employees Files*)
- 2000.10 Performance Evaluations (*Formally Policy # 2170-Performance Evaluation*)
- 2000.11 Request of Reasonable Accommodation and Interactive Process
- 2000.12 Return to Work Program

Section 3000 – Standards for Professional Conduct

- 3000.1 Employee Conduct
- 3000.2 Workplace Health and Safety (*Formally Policy # 2260-CCWD Safety Policy and Formally Policy # 2270 – No Smoking Policy*)
- 3000.3 Uniform and Appearance Standards (*Formally Policy # 2090 – Uniforms and Protective Clothing*)
- 3000.4 Workplace Violence (*Formally Policy # 2330 – Workplace Violence*)
- 3000.5 Drug Free Workplace (*Formally Policy # 2190- Drug and Alcohol Abuse*)
- 3000.6 Confidentiality (*Formally Policy # 2320- Confidentiality*)

- 3000.7 Use of District Equipment or Resources
- 3000.8 Travel Policy *(Formally Policy # 2100 –Travel Cost Reimbursement)*
- 3000.9 Vehicle Usage *(Formally Policy # 2110 – Use of District Vehicles)*
- 3000.10 Technology Use *(Formally Policy # 2095- Technology Use)*
- 3000.11 Social Media
- 3000.12 Whistleblower Protection
- 3000.13 Anti-Harassment/Discrimination/Retaliation *(Formally Policy # 2210 – Harassment / Discrimination / Retaliation)*
- 3000.14 Anti-bullying/Abusive Conduct *(Formally Policy # 2215-Anti-Bullying / Abusive Conduct)*

Section 4000 – Hours, Meals and Rest Periods

- 4000.1 Attendance – *(Includes Former Policy # 2165-Unauthorized Voluntary Absence)*
- 4000.2 Work Schedules *(Formally Policy # 2010 – Hours of Work and Overtime)*
- 4000.3 Rest and Meal Periods
- 4000.4 Timekeeping
- 4000.5 On Call

Section 5000 – Compensation

- 5000.1 Compensation Policy *(Formally Policy # 2130–Pay Periods and 2150- Compensation)*
- 5000.2 Payroll

Section 6000 – Benefits

- 6000.1 General Benefit Information
- 6000.2 Medical, Dental, and Vision
- 6000.3 Retirement – CalPERS
- 6000.4 Social Security
- 6000.5 Disability and Life Insurance
- 6000.6 Worker’s Compensation
- 6000.7 Deferred Compensation Plans
- 6000.8 Section 125 Benefits through AFLAC
- 6000.9 Employee Assistance Program (EAP)
- 6000.10 Employee Development
- 6000.11 *Employee Recognition (Place holder)*
- 6000.12 Retiree Medical, Dental, and Vision Benefits
- 6000.13 Medical/Dental Reimbursement
- 6000.14 Holidays *(Formally Policy # 2030 - Holidays)*

Section 7000 – Leaves

- 7000.1 Paid Time Off (PTO) *(Formally Policy # 2010 – Vacation)*

- 7000.2 Sick Leave / Kin Care (*Formally Policy # 2040 – Sick Leave*)
- 7000.3 Other Leaves (*Includes Former Policy # 2060 – Jury/Witness Duty and 2160 – Authorized Leave*)
- 7000.4 Family and Medical Care Leaves (*Formally Policy # 2310 – Family Care, Medial and Other Leaves*)
- 7000.5 Pregnancy Disability Leave (PDL)
- 7000.6 Authorized Leave Without Pay (*Includes Former Policy # 2165 – Unauthorized Voluntary Absence*)

Section 8000 – Discipline and Grievance


- 8000.1 Disciplinary Actions – (*Formally Policy # 2250 – Disciplinary Actions*)
- 8000.2 Grievances – (*Formally Policy #2180 – Grievance Procedure*)

Section 9000 – Employment Separation

- 9000.1 Types of Separation
- 9000.2 Employment Exiting Process
- 9000.3 Benefits after Separation
- 9000.4 Layoff
- 9000.2 Employment Inquires on Former Employees



Agenda Item

DATE: March 8, 2017
TO: Dave Eggerton, General Manager
FROM: Charles Palmer, District Engineer 
SUBJECT: Presentation on CCWD's 5-Year Capital Improvement Program
for July 1, 2017 to June 30, 2022

RECOMMENDED ACTION:

None / discussion only.

BACKGROUND:

A presentation will be made to the Board for discussion of the 5-year Capital Improvement Program (CIP), which is reviewed each fiscal year and currently in planning for FY17/18. It is an opportunity early in the planning cycle for review and consideration of program priorities, list of projects, estimated costs and proposed schedules. The CIP program includes both water and wastewater segments and addresses critical priorities such as follows:

Common Water/Wastewater:

- Address Operational Issues / Assist Operational Staff
- Improving Worker Safety Conditions / OSHA Compliance
- Maintain Electrical, Standby Power, and SCADA Systems
- Master Planning for Growth / Future Expansion Projects
- Pursue Grant Funding Consistent with District's Goals
- Renovate / Replace Pumps, Pipelines & Other Aging/Failing Facilities

Water Facilities

- Address Water Resources Issues, Supply Shortfalls and Conservation Goals
- Provide Reliability and Redundancy (Treatment, Storage, Distribution)
- Implement Hazard Mitigation Projects (Drought, Fire, Flood, etc.)
- Paint & Repair Steel Water Storage Tanks and Other Steel Corrosion

Wastewater Facilities:

- Maintain Treatment, Storage and Disposal Facilities / Correct Deficiencies
- Regulatory Compliance / Permit Updates
- Prevent Sewer Spills and Overflows

- Reduce Infiltration and Inflow
- Manage Biosolids, Sludge Handling / Disposal Operations

A list of water and wastewater projects and implementation schedules for the proposed 5-year CIP program are shown in attached Figures 1 and 2, respectively.

The projects included in the 5-year CIP program represent the highest priority capital projects based on the professional analysis and expert opinion of the District's engineering and operations staff, considering such factors as public health and safety, state and federal regulatory requirements, age and condition of existing infrastructure, and access to grant funds. The CIP program is funded by renovation and replacement (R&R) funds, expansion/capacity fees, grants and other funding sources. The R&R program is the largest component of the CIP program. Through the R&R program, CCWD is making a systematic reinvestment in pipes, pumps and other water and wastewater facilities to maintain service reliability and otherwise preserve the functionality of the District's infrastructure.

The 5-year CIP program may be amended during planning each fiscal year to update the list of projects, revise costs, confirm funding sources, and adjust schedules. As experienced in recent years with the effects of drought, wildfires, and winter storms, the list of projects may be amended by the Board over the course of the year as necessary to address emergencies as they arise. Also, CCWD staff will continue to make efforts to obtain state and federal grants, which are vital in moving projects forward that may be constrained by financial resources and otherwise limit the number and scale of projects in the CIP program.

FINANCIAL CONSIDERATIONS:

None at this time. Budgetary costs for the proposed 5-year CIP program for both water and wastewater segments will be presented at this Board meeting. Staff plans to return to the Board on March 22, 2017 with an item and resolution for annual approval and adoption of the District's 5-Year CIP including program costs for the FY 2017/18 budget.

Attachments:

Figure 1. – Water Projects / Proposed 5-Year CIP Program

Figure 2. – Wastewater Projects / Proposed 5-Year CIP Program

PROJECT PHASES	YEAR																			
	FY 17-18				FY 18-19				FY 19-20				FY 20-21				FY 21-22			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Planning, Study, Assessment, Proposals																				
Design, Engineering, Environmental, Permits																				
Construction/Implementation																				
WATER PROJECTS LIST																				
Big Trees																				
Redwood Tanks (Cal-OES/FEMA)																				
Ebbetts Pass																				
Reach 3A Pipeline (USDA)																				
Jenny Lind																				
Master Plan																				
Copper Cove																				
Master Plan																				
West Point																				
Master Plan																				
Forest Meadows																				
Larkspur Tank / Repair & Paint																				
Jenny Lind																				
Clearwell #2 / Repair & Paint																				
Wallace																				
Gound & Elevated Tanks / Repair & Paint																				
Jenny Lind																				
Pretreatment (Cal-OES/FEMA)																				
West Point																				
AMR / AMI Meter Program (Phase 1)																				
West Point																				
Wilson Dam																				
Ebbetts Pass																				
Techite Pipeline																				
Ebbetts Pass																				
Reach 1 Pipeline																				
Ebbetts Pass																				
Sawmill Tank / Repair & Paint																				
Copper Cove																				
Clearwell & Tank B / Repair & Paint																				
Ebbetts Pass																				
Hunters Clearwell / Repair & Paint																				
Sheep Ranch																				
New Water Plant & Clearwell																				
West Point																				
Backup Water Filter																				
Sheep Ranch																				
White Pines/Blagen Mill Pond																				
Jenny Lind																				
A-B Transmission Main																				
Copper Cove																				
Zone 'C' Pump Station & Transmission																				
Various																				
Arc Flash Assessment																				
Various																				
Tanks / Repairs & Painting																				
Various																				
Pump Stations / Renovations																				
Various																				
Road Repairs																				
Various																				
Pipeline Replace Program, Meters/Map																				

FIGURE 1 - WATER PROJECTS / PROPOSED 5-YEAR CIP PROGRAM

PROJECT PHASES	YEAR																			
	FY 17-18				FY 18-19				FY 19-20				FY 20-21				FY 21-22			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Planning, Study, Assessment, Proposals																				
Design, Engineering, Environ., Permits																				
Construction																				
WASTEWATER PROJECTS LIST																				
La Contenta																				
Copper Cove																				
Copper Cove																				
Wallace																				
Wallace																				
Vallecito																				
Vallecito																				
Forest Mead.																				
Copper Cove																				
Poker Flat																				
Copper																				
West Point																				
La Contenta																				
Arnold																				
Various																				
Various																				
Various																				
Various																				
Various																				

FIGURE 2 - SCHEDULE WASTEWATER PROJECTS / PROPOSED 5-YEAR CIP PROGRAM