AMADOR WATER AGENCY
Board of Directors
Regular Meeting
12800 Ridge Road, Sutter Creek, CA 95685
April 11, 2019
9:00 a.m.
Website Address: www.amadorwater.org

Please Note:
Members of the public will have the opportunity to directly address the Agency Board of Directors concerning any item listed on the Agenda below before or during consideration of that item. There is a three minute time limit per person.
In order to better accommodate members of the public, some Agenda Items will be heard at a specified time or soon thereafter. Agenda Items without specific times may be rearranged to accommodate the Board’s schedule.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ADDITIONS TO AGENDA
   Items added to the agenda must be approved by the Board pursuant to Government Code Section 54954.2

3. PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA
   A. Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of Amador Water Agency; however, any matter that requires action will be referred to Staff for a report and action at a subsequent Board meeting. Please note there is a three (3) minute time limit per person.

4. CONSENT AGENDA
   A. Items listed on the consent agenda (see attached) are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a Board member(s).

5. AGENCY GENERAL
   A. Quarterly Investment Report
      1. Report of the Agency’s Investment Performance through March 30, 2019

   B. Agency Standby Generator
      1. Discussion and possible action to authorize the General Manager to initiate the purchase of a standby generator for the Trent Way Pumpstation.
C. PG&E’s Public Safety Power Shutoff Program (PSPS)
   1. Discussion regarding PG&E’s PSPS program and the potential affects to Agency Operations

D. California Uniform Public Construction Cost Accounting Act (CUPCCAA)
   1. Discussion and possible action to adopt Resolution No. 2019-09 to rescind Resolution No. 86-22 respecting the California Uniform Public Construction Cost Accounting Act.

6. LEGAL COUNSEL’S REPORT
   A. Legislative report
   B. Discussion and possible action regarding Agency positions on other pending bills
   C. Other Legal Matters

7. CLOSED SESSION will be called at 10:00 a.m.
   A. Conference with Legal Counsel Pursuant to Government Code Section 54956.9(D)(1) – Existing Administrative Proceedings – State Water Resources Control Board Bay-Delta Water Quality Control Plan Update Proceeding
   B. Conference with Agency Negotiators Pursuant to Government Code Section 54956.8 (b) with direction regarding the terms for a one-time water transfer with Bay Area Water Supply and Conservation Agency (BAWSCA)
   C. Conference with Legal Counsel Pursuant to Government Code Sections 54956.9(a) and (d)(1) – Existing Litigation – In re PG&E Corporation and Pacific Gas and Electric Company, United States Bankruptcy Court for the Northern District of California, Case No. 19-30088-DM (Chapter 11)
   D. Conference with real property negotiator involving the purchase, sale, lease or exchange of real property designated as Amador County APNs 030-170-026, 023-070-165, & 033-800-021; Gene Mancebo, Agency negotiator. Instructions to the negotiator may include price. Terms of payment or both. Government Code sections 54954.5 (b) and 54956.8

8. COMMITTEE REPORTS, SPECIAL ASSIGNMENTS AND DIRECTOR COMMENTS
   A. Legislative Committee (04-03-19)

9. DEPARTMENT REPORTS
   Staff Reports will be provided by Managers to update the Board of Directors on current activities within their areas of responsibility

   A. Administration/Finance
   B. Operations
   C. Engineering
10. FUTURE AGENDA TOPICS
   A. This item is to provide the Board Members an opportunity to request items to be placed on future agendas.

11. ADJOURNMENT
AMADOR WATER AGENCY
CONSENT AGENDA
April 11, 2019

Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a Board member(s).

1. MINUTES
   A. Approval of minutes of the Regular Board Meeting of March 28, 2019

2. MISCELLANEOUS APPROVALS
   A. Approval of Accounts payable for March, 2019

3. RESOLUTIONS
   A. Adoption of Resolution 2019-08- Resolution adopting revised Section 1-General of the Administrative Policy Manual

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact Cris Thompson at (209) 223-3018 or (209) 257-5281 (fax). Requests must be made as early as possible, and at least two-full business days before the start of the meeting.

Documents and materials relating to an open session agenda item that are provided to the Amador Water Agency Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at 12800 Ridge Rd, Sutter Creek CA 95685
AMADOR WATER AGENCY
Board of Directors
Regular Meeting
March 28, 2019

MINUTES

Directors Present: Paul Molinelli Jr., President
Richard Farrington, Vice President
Art Toy
Susan Peters
Gary Thomas

Directors Absent: None

Staff Present: Gene Mancebo, General Manager
Cris Thompson, Assistant GM/ Clerk of the Board

CALL TO ORDER- President Molinelli Jr. called the meeting to order at 9:01 a.m.

ADDITIONS TO THE AGENDA- None

PUBLIC COMMENT- None

CONSENT AGENDA (00:00:51- 01:48)

MOTION: It was moved by Director Thomas, seconded by Director Peters and
unanimously carried to approve the consent agenda with suggested revisions

WATER SYSTEMS
Water Customer Request (01:48- 21:59)
Discussion and possible action to consider various options for settlement of outstanding
disputed balance from customer's December water usage billing

Public Comment: None

Direction was given to staff to work out a payment plan with Mr. Sandefur for the
balance due of $146.40
GENERAL MANAGER’S REPORT (22:00- 1:05:38)

ASSISTANT GENERAL MANAGER’S REPORT (1:05:40- 1:25:03)

RECESS was called at 10:27 a.m. SESSION resumed at 10:32 a.m.

BOARD OF DIRECTOR DISTRICT REPORTS, COMMITTEE REPORTS AND DIRECTOR COMMENTS – (1:25:34- 1:46:54)

Budget and Finance Committee (03-19-19)
Camanche Outreach Committee (02-16-19) and Camanche Neighborhood Watch (03-26-19)
Policy Committee (03-27-19)
Engineering and Planning (3-27-19)
ARSA (03-27-19)
SGMA (03-20-19)
ACGMA (03-27-19)

CLOSED SESSION was called at 10:55 a.m.

Conference with Legal Counsel Pursuant to Government Code Section 54956.9(D)(1) – Existing Administrative Proceedings – State Water Resources Control Board Bay-Delta Water Quality Control Plan Update Proceeding- nothing to report

Conference with real property negotiator involving the purchase, sale, lease or exchange of real property designated as Amador County APNs 030-170-026, 023-070-165, & 033-800-021; Gene Mancebo, Agency negotiator. Instructions to the negotiator may include price. Terms of payment or both. Government Code sections 54954.5 (b) and 54956.8

SESSION resumed at 11:06 a.m. with nothing to report

FUTURE AGENDA TOPICS
None

ADJOURNMENT
President Molinelli Jr. adjourned the meeting at 11:07 a.m.

______________________________
Cris Thompson
Clerk of the Board of Directors
Approved: _____________________
## Accounts Payable

### Checks by Date - Summary by Check Date

**User:** chansen  
**Printed:** 4/2/2019 2:29 PM

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1378</td>
<td>3766</td>
<td>A Teem Electrical Engineering Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>5,280.00</td>
</tr>
<tr>
<td>1379</td>
<td>3929</td>
<td>CSI Services Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>2,460.00</td>
</tr>
<tr>
<td>1380</td>
<td>1460</td>
<td>Fastenal Company</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>82.16</td>
</tr>
<tr>
<td>1381</td>
<td>4166</td>
<td>GAMBREL COMPANIES, INC.</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>629.18</td>
</tr>
<tr>
<td>1382</td>
<td>4014</td>
<td>Jackson Rancheria Band of Miwuk Indians</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>71.04</td>
</tr>
<tr>
<td>1383</td>
<td>3895</td>
<td>Carolyn Lay</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>1,725.00</td>
</tr>
<tr>
<td>1384</td>
<td>4130</td>
<td>MDS Engineering &amp; Construction Inc.</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>81,982.77</td>
</tr>
<tr>
<td>1385</td>
<td>1620</td>
<td>Dean G. Ninnis</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>512.23</td>
</tr>
<tr>
<td>1386</td>
<td>2430</td>
<td>Pace Supply Corp</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>24,403.30</td>
</tr>
<tr>
<td>1387</td>
<td>2837</td>
<td>Stantec Consulting Inc. (SCSI)</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>8,707.00</td>
</tr>
<tr>
<td>1388</td>
<td>4171</td>
<td>Ultraglue of California, Inc.</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>4,525.50</td>
</tr>
<tr>
<td>1389</td>
<td>3206</td>
<td>Weatherby-Reynolds-Frisson</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>600.00</td>
</tr>
<tr>
<td>19134</td>
<td>3825</td>
<td>American River Bank</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>12,426.85</td>
</tr>
<tr>
<td>19135</td>
<td>3825</td>
<td>American River Bank</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>2,992.75</td>
</tr>
<tr>
<td>19136</td>
<td>3002</td>
<td>USDA Rural Development</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>107,250.00</td>
</tr>
<tr>
<td>83483</td>
<td>3218</td>
<td>Aramark Uniform Services</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>866.20</td>
</tr>
<tr>
<td>83484</td>
<td>1072</td>
<td>ARSA</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>18,412.25</td>
</tr>
<tr>
<td>83485</td>
<td>3645</td>
<td>AUTOZONE 712500 MS #1</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>124.97</td>
</tr>
<tr>
<td>83486</td>
<td>1112</td>
<td>Bartkiewicz, Kronick &amp; Shanahan</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>10,461.65</td>
</tr>
<tr>
<td>83487</td>
<td>4036</td>
<td>NHU BERGSTROM</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>250.00</td>
</tr>
<tr>
<td>83488</td>
<td>4019</td>
<td>BTL LINING INC</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>4,242.24</td>
</tr>
<tr>
<td>83489</td>
<td>1117</td>
<td>Business Recovery Services Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>1,144.35</td>
</tr>
<tr>
<td>83490</td>
<td>1230</td>
<td>CED</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>350.55</td>
</tr>
<tr>
<td>83491</td>
<td>1282</td>
<td>CWEA-TCP</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>188.00</td>
</tr>
<tr>
<td>83492</td>
<td>3747</td>
<td>DMV</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>10.00</td>
</tr>
<tr>
<td>83493</td>
<td>4132</td>
<td>Jerie Dowdy</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>1,225.00</td>
</tr>
<tr>
<td>83494</td>
<td>3507</td>
<td>E.S. WEST COAST, LLC</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>778.00</td>
</tr>
<tr>
<td>83495</td>
<td>1607</td>
<td>Golden State Flow Measurement Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>468.91</td>
</tr>
<tr>
<td>83496</td>
<td>4031</td>
<td>Tracey Hays</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>51.27</td>
</tr>
<tr>
<td>83497</td>
<td>1733</td>
<td>Hunt &amp; Sons Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>3,755.38</td>
</tr>
<tr>
<td>83498</td>
<td>1840</td>
<td>Jackson Tire Service Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>2,086.53</td>
</tr>
<tr>
<td>83499</td>
<td>3450</td>
<td>Kamps Propane Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>1,034.25</td>
</tr>
<tr>
<td>83500</td>
<td>2228</td>
<td>Meeks Building Center Inc.</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>59.81</td>
</tr>
<tr>
<td>83501</td>
<td>2205</td>
<td>Metro Prescot Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>1,714.37</td>
</tr>
<tr>
<td>83502</td>
<td>2215</td>
<td>Kreg Miller</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>150.00</td>
</tr>
<tr>
<td>83503</td>
<td>2235</td>
<td>Mother Lode Printing</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>59.26</td>
</tr>
<tr>
<td>83504</td>
<td>2520</td>
<td>P G &amp; E</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>9,103.33</td>
</tr>
<tr>
<td>83505</td>
<td>2430</td>
<td>Pace Supply Corp</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>3,036.10</td>
</tr>
<tr>
<td>83506</td>
<td>UB*01003</td>
<td>LATEEF PALMER</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>100.00</td>
</tr>
<tr>
<td>83507</td>
<td>3455</td>
<td>Progressive Business Publications</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>118.56</td>
</tr>
<tr>
<td>83508</td>
<td>2713</td>
<td>Riebes Auto Parts LLC</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>360.23</td>
</tr>
<tr>
<td>83509</td>
<td>3444</td>
<td>Samba Holdings Inc</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>92.40</td>
</tr>
<tr>
<td>83510</td>
<td>3751</td>
<td>SHRED-IT USA INC</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>60.06</td>
</tr>
<tr>
<td>83511</td>
<td>4004</td>
<td>SPRINGBROOK NATIONAL USER GRO</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>650.00</td>
</tr>
<tr>
<td>83512</td>
<td>2926</td>
<td>Cris Thompson</td>
<td>03/01/2019</td>
<td>0.00</td>
<td>480.90</td>
</tr>
</tbody>
</table>

Total for 3/1/2019: 0.00 315,081.45
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACH</td>
<td>1826</td>
<td>Internal Revenue Service</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>34,340.39</td>
</tr>
<tr>
<td>ACH</td>
<td>2518</td>
<td>P.E.R.S.</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>23,057.82</td>
</tr>
<tr>
<td>ACH</td>
<td>2849</td>
<td>St. Of Calif - Edd</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>5,853.88</td>
</tr>
<tr>
<td>ACH</td>
<td>3848</td>
<td>AWA Employee Association</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>700.00</td>
</tr>
<tr>
<td>ACH</td>
<td>4163</td>
<td>Vantagepoint</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>350.00</td>
</tr>
<tr>
<td>ACH</td>
<td>1826</td>
<td>Internal Revenue Service</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,101.60</td>
</tr>
<tr>
<td>ACH</td>
<td>2518</td>
<td>P.E.R.S.</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>405.05</td>
</tr>
<tr>
<td>ACH</td>
<td>2849</td>
<td>St. Of Calif - Edd</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>196.05</td>
</tr>
<tr>
<td>ACH</td>
<td>3848</td>
<td>AWA Employee Association</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>20.00</td>
</tr>
<tr>
<td>1390</td>
<td>3977</td>
<td>Ecorp Consulting Inc</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>200.00</td>
</tr>
<tr>
<td>1391</td>
<td>2228</td>
<td>Meeks Building Center Inc.</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>9.67</td>
</tr>
<tr>
<td>1393</td>
<td>3991</td>
<td>Toma &amp; Associates, Inc.</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>2,000.00</td>
</tr>
<tr>
<td>1394</td>
<td>2870</td>
<td>Sweet Pea Ventures Inc</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>100.00</td>
</tr>
<tr>
<td>1727</td>
<td>3792</td>
<td>Calif. State Disbursement Unit</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,010.76</td>
</tr>
<tr>
<td>1728</td>
<td>3793</td>
<td>PERS Long-Term Care Program</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>61.03</td>
</tr>
<tr>
<td>83513</td>
<td>4115</td>
<td>AQUA-AEROBIC SYSTEMS INC.</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,721.47</td>
</tr>
<tr>
<td>83514</td>
<td>UB*01009</td>
<td>JESSICA ARDITTO</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>25.52</td>
</tr>
<tr>
<td>83515</td>
<td>1047</td>
<td>AT&amp;T Mobility</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>221.95</td>
</tr>
<tr>
<td>83516</td>
<td>3414</td>
<td>Bio Huma Netics Inc</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,024.45</td>
</tr>
<tr>
<td>83517</td>
<td>3925</td>
<td>Churchwell White LLP</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>964.10</td>
</tr>
<tr>
<td>83518</td>
<td>1205</td>
<td>CITY OF JACKSON</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>76.48</td>
</tr>
<tr>
<td>83519</td>
<td>UB*01008</td>
<td>JEREMY DAY</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>109.51</td>
</tr>
<tr>
<td>83520</td>
<td>UB*01010</td>
<td>MELISSA DERRICK</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>104.21</td>
</tr>
<tr>
<td>83521</td>
<td>UB*01007</td>
<td>ROBERT DI CARLO</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>22.41</td>
</tr>
<tr>
<td>83522</td>
<td>UB*01005</td>
<td>MANUEL DUARTE</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>7.13</td>
</tr>
<tr>
<td>83523</td>
<td>1458</td>
<td>Richard Farrington</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>174.28</td>
</tr>
<tr>
<td>83524</td>
<td>1460</td>
<td>Fastenal Company</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>671.86</td>
</tr>
<tr>
<td>83525</td>
<td>1609</td>
<td>Karen L Gish</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>95.01</td>
</tr>
<tr>
<td>83526</td>
<td>1621</td>
<td>Guy's Saw Center</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>889.87</td>
</tr>
<tr>
<td>83527</td>
<td>1709</td>
<td>Hach Company</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>329.09</td>
</tr>
<tr>
<td>83528</td>
<td>1733</td>
<td>Hunt &amp; Sons Inc</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>3,371.69</td>
</tr>
<tr>
<td>83529</td>
<td>1840</td>
<td>Jackson Tire Service Inc</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>813.05</td>
</tr>
<tr>
<td>83530</td>
<td>UB*01006</td>
<td>LEE WAH LAM</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>65.79</td>
</tr>
<tr>
<td>83531</td>
<td>4188</td>
<td>LEADERSHIP DEVELOPMENT NETWO</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,500.00</td>
</tr>
<tr>
<td>83532</td>
<td>2205</td>
<td>Metro Presort Inc</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>2,535.32</td>
</tr>
<tr>
<td>83533</td>
<td>4032</td>
<td>Paul Molinelli Jr.</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>47.56</td>
</tr>
<tr>
<td>83534</td>
<td>3897</td>
<td>Alfred Mark Nunes</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>58.20</td>
</tr>
<tr>
<td>83535</td>
<td>2530</td>
<td>P &amp; E</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,294.28</td>
</tr>
<tr>
<td>83536</td>
<td>2430</td>
<td>Pace Supply Corp</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>62.03</td>
</tr>
<tr>
<td>83537</td>
<td>2541</td>
<td>Pollard Water</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>354.32</td>
</tr>
<tr>
<td>83538</td>
<td>4114</td>
<td>Rammco</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>85.10</td>
</tr>
<tr>
<td>83539</td>
<td>UB*01004</td>
<td>ALICE RUSSELL</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>57.58</td>
</tr>
<tr>
<td>83540</td>
<td>2820</td>
<td>Simmons Landscape Company</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>300.00</td>
</tr>
<tr>
<td>83541</td>
<td>2828</td>
<td>Slakey Brothers, Inc.</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>222.18</td>
</tr>
<tr>
<td>83542</td>
<td>1286</td>
<td>Sonitrol of Sacramento LLC</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>549.88</td>
</tr>
<tr>
<td>83543</td>
<td>2870</td>
<td>Sweet Pea Ventures Inc</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,911.00</td>
</tr>
<tr>
<td>83544</td>
<td>2940</td>
<td>U.S. Bank National Assoc /Db</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,838.93</td>
</tr>
<tr>
<td>83545</td>
<td>1086</td>
<td>UNIVAR USA INC</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,196.19</td>
</tr>
<tr>
<td>83546</td>
<td>3012</td>
<td>USA Blue Book</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>88.14</td>
</tr>
<tr>
<td>83547</td>
<td>3130</td>
<td>Volcano Communications Group</td>
<td>03/08/2019</td>
<td>0.00</td>
<td>1,054.84</td>
</tr>
</tbody>
</table>

Total for 3/8/2019:  

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1395</td>
<td>1460</td>
<td>Fastenal Company</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>9.85</td>
</tr>
<tr>
<td>1396</td>
<td>1605</td>
<td>George Reed, Inc.</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>758.00</td>
</tr>
<tr>
<td>1397</td>
<td>4126</td>
<td>Independence Drafting And Design LLC</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>2,190.50</td>
</tr>
<tr>
<td>Check No</td>
<td>Vendor No</td>
<td>Vendor Name</td>
<td>Check Date</td>
<td>Void Checks</td>
<td>Check Amount</td>
</tr>
<tr>
<td>----------</td>
<td>-----------</td>
<td>-------------------------------------------------</td>
<td>---------------</td>
<td>-------------</td>
<td>--------------</td>
</tr>
<tr>
<td>1398</td>
<td>4014</td>
<td>Jackson Rancheria Band of Miwuk Indians</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>176.40</td>
</tr>
<tr>
<td>1399</td>
<td>2228</td>
<td>Meeks Building Center Inc.</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>455.74</td>
</tr>
<tr>
<td>1400</td>
<td>2430</td>
<td>Pace Supply Corp</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>120.92</td>
</tr>
<tr>
<td>1401</td>
<td>1064</td>
<td>Amador County Public Works</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>625.00</td>
</tr>
<tr>
<td>83548</td>
<td>1053</td>
<td>ABC Auto Glass Inc.</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>543.25</td>
</tr>
<tr>
<td>83549</td>
<td>2813</td>
<td>Accela INC #774375</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>1,671.00</td>
</tr>
<tr>
<td>83550</td>
<td>1016</td>
<td>ACES Waste Srvs Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>794.05</td>
</tr>
<tr>
<td>83551</td>
<td>3218</td>
<td>Aramark Uniform Services</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>788.18</td>
</tr>
<tr>
<td>83552</td>
<td>1030</td>
<td>AT&amp;T</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>997.20</td>
</tr>
<tr>
<td>83553</td>
<td>UB*00980</td>
<td>CARMEN BEATTY</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>0.40</td>
</tr>
<tr>
<td>83554</td>
<td>1117</td>
<td>Business Recovery Services Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>976.19</td>
</tr>
<tr>
<td>83555</td>
<td>3902</td>
<td>Campbell Construction</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>4,600.00</td>
</tr>
<tr>
<td>83556</td>
<td>1215</td>
<td>CITY OF SUTTER CREEK</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>13,903.33</td>
</tr>
<tr>
<td>83557</td>
<td>UB*01013</td>
<td>JOHN COLLIER</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>34.75</td>
</tr>
<tr>
<td>83558</td>
<td>4025</td>
<td>Enterprise FM Trust</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>22,140.62</td>
</tr>
<tr>
<td>83559</td>
<td>1618</td>
<td>Ferguson Enterprises, Inc.</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>92.85</td>
</tr>
<tr>
<td>83560</td>
<td>1807</td>
<td>Foothill Ventures Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>63.91</td>
</tr>
<tr>
<td>83561</td>
<td>4166</td>
<td>GAMBREL COMPANIES, INC.</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>409.45</td>
</tr>
<tr>
<td>83562</td>
<td>1605</td>
<td>George Reed, Inc.</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>152.54</td>
</tr>
<tr>
<td>83563</td>
<td>1609</td>
<td>Karen L. Gish</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>89.78</td>
</tr>
<tr>
<td>83564</td>
<td>3905</td>
<td>Global Labs, Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>8,250.62</td>
</tr>
<tr>
<td>83565</td>
<td>4185</td>
<td>GLOBAL MACHINERY INTERNATIONAL</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>46,363.25</td>
</tr>
<tr>
<td>83566</td>
<td>UB*01012</td>
<td>SANDRA GOMEZ</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>40.34</td>
</tr>
<tr>
<td>83567</td>
<td>UB*01014</td>
<td>KALENA GRANADA</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>53.64</td>
</tr>
<tr>
<td>83568</td>
<td>3741</td>
<td>Gualco Group Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>180.00</td>
</tr>
<tr>
<td>83569</td>
<td>1621</td>
<td>Guy's Saw Center</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>148.82</td>
</tr>
<tr>
<td>83570</td>
<td>1709</td>
<td>Hach Company</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>2,646.42</td>
</tr>
<tr>
<td>83571</td>
<td>3425</td>
<td>Lucinda J. Hackett</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>337.50</td>
</tr>
<tr>
<td>83572</td>
<td>1733</td>
<td>Hunt &amp; Sons Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>1,929.37</td>
</tr>
<tr>
<td>83573</td>
<td>3450</td>
<td>Kamps Propane Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>14.85</td>
</tr>
<tr>
<td>83574</td>
<td>3819</td>
<td>Lowe's Companies Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>1,749.99</td>
</tr>
<tr>
<td>83575</td>
<td>2119</td>
<td>Lynch's Automotive</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>858.17</td>
</tr>
<tr>
<td>83576</td>
<td>2205</td>
<td>Metro Presort Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>2,333.72</td>
</tr>
<tr>
<td>83577</td>
<td>1620</td>
<td>Dean G. Ninnis</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>117.46</td>
</tr>
<tr>
<td>83578</td>
<td>4034</td>
<td>O'REILLY AUTO PARTS</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>39.86</td>
</tr>
<tr>
<td>83579</td>
<td>2520</td>
<td>P &amp; G &amp; E</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>4,319.89</td>
</tr>
<tr>
<td>83580</td>
<td>2430</td>
<td>Pace Supply Corp</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>463.98</td>
</tr>
<tr>
<td>83581</td>
<td>UB*01011</td>
<td>TIMOTHY PAYSEUR JR</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>14.84</td>
</tr>
<tr>
<td>83582</td>
<td>2510</td>
<td>Piney Bowes</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>452.54</td>
</tr>
<tr>
<td>83583</td>
<td>4114</td>
<td>Rammco</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>85.10</td>
</tr>
<tr>
<td>83584</td>
<td>2723</td>
<td>Ray Morgan Company</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>9,400.00</td>
</tr>
<tr>
<td>83585</td>
<td>2713</td>
<td>Riebes Auto Parts LLC</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>56.58</td>
</tr>
<tr>
<td>83586</td>
<td>3444</td>
<td>Samba Holdings Inc</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>92.40</td>
</tr>
<tr>
<td>83587</td>
<td>2842</td>
<td>State Water Resources Control Board</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>90.00</td>
</tr>
<tr>
<td>83588</td>
<td>2863</td>
<td>Sterling Water Technologies</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>1,963.00</td>
</tr>
<tr>
<td>83589</td>
<td>3456</td>
<td>Willdan Financial Services</td>
<td>03/15/2019</td>
<td>0.00</td>
<td>2,000.00</td>
</tr>
</tbody>
</table>

Total for 3/15/2019: 0.00 135,596.25

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>83590</td>
<td>1021</td>
<td>Amador County</td>
<td>03/19/2019</td>
<td>0.00</td>
<td>671.00</td>
</tr>
</tbody>
</table>

Total for 3/19/2019: 0.00 671.00

<table>
<thead>
<tr>
<th>Type</th>
<th>Check Date</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACH</td>
<td>03/22/2019</td>
<td>32,806.42</td>
</tr>
<tr>
<td>ACH</td>
<td>03/22/2019</td>
<td>23,127.38</td>
</tr>
<tr>
<td>ACH</td>
<td>03/22/2019</td>
<td>5,329.80</td>
</tr>
<tr>
<td>ACH</td>
<td>03/22/2019</td>
<td>700.00</td>
</tr>
</tbody>
</table>

AP Checks by Date - Summary by Check Date (4/2/2019 2:29 PM)
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACH</td>
<td>4163</td>
<td>Vantagepoint</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>350.00</td>
</tr>
<tr>
<td>1402</td>
<td>3766</td>
<td>A Teem Electrical Engineering Inc</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>5,340.00</td>
</tr>
<tr>
<td>1403</td>
<td>4177</td>
<td>Central Sierra Electric Co, Inc.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>42,963.75</td>
</tr>
<tr>
<td>1404</td>
<td>1460</td>
<td>Fastenal Company</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>42.43</td>
</tr>
<tr>
<td>1405</td>
<td>4126</td>
<td>Independence Drafting And Design LLC</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>2,713.75</td>
</tr>
<tr>
<td>1406</td>
<td>4126</td>
<td>Independence Drafting And Design LLC</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>520.00</td>
</tr>
<tr>
<td>1407</td>
<td>4126</td>
<td>Independence Drafting And Design LLC</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>260.00</td>
</tr>
<tr>
<td>1408</td>
<td>3895</td>
<td>Carolyn Lay</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>2,100.00</td>
</tr>
<tr>
<td>1409</td>
<td>2837</td>
<td>Stantec Consulting Inc. (SCSI)</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>8,598.95</td>
</tr>
<tr>
<td>1733</td>
<td>3792</td>
<td>Calif. State Disbursement Unit</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>1,010.76</td>
</tr>
<tr>
<td>1734</td>
<td>3793</td>
<td>PERS Long-Term Care Program</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>61.03</td>
</tr>
<tr>
<td>1735</td>
<td>1712</td>
<td>ACWA/JPIA-HBA</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>101,828.60</td>
</tr>
<tr>
<td>1736</td>
<td>1076</td>
<td>Aflac</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>792.64</td>
</tr>
<tr>
<td>83591</td>
<td>1026</td>
<td>26th District Agricultural Assoc.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>150.00</td>
</tr>
<tr>
<td>83592</td>
<td>1030</td>
<td>AT&amp;T</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>2,419.61</td>
</tr>
<tr>
<td>83593</td>
<td>3926</td>
<td>AT&amp;T U-VERSE</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>55.00</td>
</tr>
<tr>
<td>83594</td>
<td>4036</td>
<td>NHU BERGSTROM</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>550.00</td>
</tr>
<tr>
<td>83595</td>
<td>1178</td>
<td>Buy &amp; Sell Press Inc</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>407.82</td>
</tr>
<tr>
<td>83596</td>
<td>4129</td>
<td>Canon Financial Services Inc.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>1,795.61</td>
</tr>
<tr>
<td>83597</td>
<td>1460</td>
<td>Fastenal Company</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>837.20</td>
</tr>
<tr>
<td>83598</td>
<td>1508</td>
<td>Federal Express Corp.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>80.59</td>
</tr>
<tr>
<td>83599</td>
<td>1605</td>
<td>George Reed, Inc.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>659.77</td>
</tr>
<tr>
<td>83600</td>
<td>3486</td>
<td>Goin' Postal</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>58.43</td>
</tr>
<tr>
<td>83601</td>
<td>1615</td>
<td>Grainger Inc.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>1,658.21</td>
</tr>
<tr>
<td>83602</td>
<td>1621</td>
<td>Guy's Saw Center</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>1,828.89</td>
</tr>
<tr>
<td>83603</td>
<td>1722</td>
<td>Holt Of California</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>1,198.82</td>
</tr>
<tr>
<td>83604</td>
<td>1733</td>
<td>Hunt &amp; Sons Inc</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>2,626.08</td>
</tr>
<tr>
<td>83605</td>
<td>UB*01015</td>
<td>KMART CORPORATION, #3568</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>2,820.52</td>
</tr>
<tr>
<td>83606</td>
<td>4189</td>
<td>KRETH, INC.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>51.87</td>
</tr>
<tr>
<td>83607</td>
<td>2228</td>
<td>Meeks Building Center Inc.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>33.75</td>
</tr>
<tr>
<td>83608</td>
<td>2205</td>
<td>Metro Presort Inc</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>3,512.15</td>
</tr>
<tr>
<td>83609</td>
<td>2520</td>
<td>P G &amp; E</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>12,395.98</td>
</tr>
<tr>
<td>83610</td>
<td>2520</td>
<td>P G &amp; E</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>3,381.12</td>
</tr>
<tr>
<td>83611</td>
<td>2430</td>
<td>Pace Supply Corp</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>784.64</td>
</tr>
<tr>
<td>83612</td>
<td>2475</td>
<td>Pape' Material Handling Inc</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>465.56</td>
</tr>
<tr>
<td>83613</td>
<td>2534</td>
<td>Pinpoint Products</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>3,656.57</td>
</tr>
<tr>
<td>83614</td>
<td>2750</td>
<td>Safeguard Pest Control</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>179.00</td>
</tr>
<tr>
<td>83615</td>
<td>1286</td>
<td>Sonitrol of Sacramento LLC</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>8,999.77</td>
</tr>
<tr>
<td>83616</td>
<td>1314</td>
<td>State Of California</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>60,209.76</td>
</tr>
<tr>
<td>83617</td>
<td>1314</td>
<td>State Of California</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>1,443.13</td>
</tr>
<tr>
<td>83618</td>
<td>2950</td>
<td>U.S. Bank Corporate Payment System</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>10,552.50</td>
</tr>
<tr>
<td>83619</td>
<td>2940</td>
<td>U.S. Bank National Assoc /Dbas</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>213.35</td>
</tr>
<tr>
<td>83620</td>
<td>3010</td>
<td>United Rentals, Inc.</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>704.37</td>
</tr>
<tr>
<td>83621</td>
<td>1086</td>
<td>UNIVAR USA INC</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>2,345.70</td>
</tr>
<tr>
<td>83622</td>
<td>3140</td>
<td>Wagner &amp; Bonsignore Inc</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>125.90</td>
</tr>
<tr>
<td>83623</td>
<td>3225</td>
<td>Wiley Price &amp; Radulovich, LLP</td>
<td>03/22/2019</td>
<td>0.00</td>
<td>331.00</td>
</tr>
</tbody>
</table>

Total for 3/22/2019: 355,078.18

<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACH</td>
<td>4054</td>
<td>Horizon Communications</td>
<td>03/27/2019</td>
<td>0.00</td>
<td>1,424.28</td>
</tr>
</tbody>
</table>

Total for 3/26/2019: 26,544.46
<table>
<thead>
<tr>
<th>Check No</th>
<th>Vendor No</th>
<th>Vendor Name</th>
<th>Check Date</th>
<th>Void Checks</th>
<th>Check Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1410</td>
<td>4166</td>
<td>GAMBREL COMPANIES, INC.</td>
<td>03/29/2019</td>
<td>0.00</td>
<td>1,424.28</td>
</tr>
<tr>
<td>1411</td>
<td>4130</td>
<td>MDS Engineering &amp; Construction Inc.</td>
<td>03/29/2019</td>
<td>0.00</td>
<td>678.83</td>
</tr>
<tr>
<td>1412</td>
<td>2310</td>
<td>NLINE ENERGY INC</td>
<td>03/29/2019</td>
<td>0.00</td>
<td>326,792.42</td>
</tr>
<tr>
<td>1413</td>
<td>2430</td>
<td>Pace Supply Corp</td>
<td>03/29/2019</td>
<td>0.00</td>
<td>8,447.14</td>
</tr>
<tr>
<td>1414</td>
<td>2516</td>
<td>Peterson - Brustad Inc.</td>
<td>03/29/2019</td>
<td>0.00</td>
<td>3,690.75</td>
</tr>
<tr>
<td>1415</td>
<td>2870</td>
<td>Sweet Pea Ventures Inc</td>
<td>03/29/2019</td>
<td>0.00</td>
<td>100.00</td>
</tr>
<tr>
<td>1737</td>
<td>2853</td>
<td>Standard Insurance Company</td>
<td>03/29/2019</td>
<td>0.00</td>
<td>2,857.58</td>
</tr>
</tbody>
</table>

Total for 3/27/2019: 0.00 1,424.28

Total for 3/29/2019: 0.00 343,241.43

Report Total (206 checks): 0.00 1,270,886.72
STAFF REPORT

Quarterly Investment Report – Period ending March 31, 2019

Requested Action: None

Background: The Amador Water Agency’s Investment Policy requires and Government Code Section 53646 encourages submittal to the Board of Directors a quarterly investment report reflecting the quarterly interest earnings received by the Agency from institutions holding Agency funds for investment purposes.

This report presents the Agency’s investment portfolio as of March 31, 2019. It includes all investments managed by the Agency but not those held by external trustees. Funds held by trustees include assets such as bond reserve funds and deferred compensation plans.

- The portfolio is invested in short-term investments with the American River Bank and the Local Agency Investment Fund (LAIF) administered by the State Treasurer. These are very high-quality investments available to public agencies in terms of safety, liquidity and yield. These funds are FDIC insured up to $250,000 per investor and excess values are collateralized in accordance with Government Code Section 53651 and 53652.

- The balance represents the amount invested at a given point in time and is equal to the purchase price, par or face value, account balance and all represent the cost paid or funds invested in the vehicle.

- The market value of any instrument is the spot price between a willing buyer and seller and is a function of supply & demand, market and credit risk. The market value on instruments being bought and sold will fluctuate on a daily basis, while the purchase price, par or face values are constants. The market value for short-term interest bearing accounts that are currently within the Agency’s portfolio are simply the balance in the account. Interest is credited to the Agency’s investment accounts on a monthly and quarterly (LAIF) basis and is given in the interest earned column.

- The quoted yield is given on an annual basis and taken from the monthly statement. The yield is a function of average daily balances, considering deposits and withdrawals, for short-term interest accounts or agreed rates for instruments that are bought and sold. Purchased instruments that are traded have purchased dates and maturities associated with them.
Alternatives: Alternatively, the Agency could choose to invest more in longer term securities. Currently, CD rates equate to about 2.70% for short term lock up investments of 12 – 18 mos., 2.70% - 2.90% for 2 – 4 years, and 3% - 3.15% for 5 year lock up, which is an increase over the last quarters percentage rates. However, higher yield investments with longer maturities will increase liquidity risk.

Fiscal Impact: The overall weighted average return of the portfolio is 1% which is the product of the individual instruments' weights and yields, this equates to $10,107 for the quarter ending March 31st, 2019, and a cumulative annual amount of. This is a .2660% decrease over the last quarter. The attached table provides some significant statistics on the Agency's portfolio. The valuation source is the March 31st, 2019 month ending statements from each of the respective institutions.

Reviewed by Committee: No

Recommendation: Presently, the Agency's portfolio is consistent with its investment policy and the prudent investor rule.

Prepared by: Tracey Hays, Finance Manager
## Amador Water Agency
### Investment Report
March 31, 2019

<table>
<thead>
<tr>
<th>Portfolio Investments</th>
<th>Investment Type</th>
<th>Balance at 3/31/2019</th>
<th>Market Value</th>
<th>Investment Weight</th>
<th>Interest Earned</th>
<th>Quoted Yield</th>
<th>Purchase Date</th>
<th>Maturity Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>American River Bank</td>
<td>Commercial Checking Account</td>
<td>665,942</td>
<td>665,942</td>
<td>21%</td>
<td>30</td>
<td>0.020%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>American River Bank</td>
<td>Construction Acct Checking</td>
<td>299,479</td>
<td>299,479</td>
<td>9%</td>
<td>10</td>
<td>0.020%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>American River Bank</td>
<td>Payroll Account</td>
<td>44,350</td>
<td>44,350</td>
<td>1%</td>
<td>6</td>
<td>0.020%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>American River Bank</td>
<td>Participation Fee Account</td>
<td>56,885</td>
<td>56,885</td>
<td>2%</td>
<td>2</td>
<td>0.020%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>American River Bank</td>
<td>Debt Service Receipts</td>
<td>153,104</td>
<td>153,104</td>
<td>5%</td>
<td>7</td>
<td>0.020%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>American River Bank</td>
<td>USDA - CDBG II</td>
<td>1,000</td>
<td>1,000</td>
<td>0%</td>
<td>-</td>
<td>0.020%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>LAIF</td>
<td>S-T Interest Account</td>
<td>1,934,746</td>
<td>1,934,746</td>
<td>61%</td>
<td>9,333</td>
<td>2.392%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total** 3,155,505  

<table>
<thead>
<tr>
<th>Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>1,426,687</td>
</tr>
<tr>
<td>Restricted</td>
<td>1,728,818</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>3,155,505</td>
</tr>
</tbody>
</table>

*Portfolio Weighted Average Return: 1.47%*
requested Action:
authorize the General Manager to purchase a generator at a cost not to exceed $28,140.00 which will be paid by water operating funds.

background:
at the June 28, 2018 Board of Directors regular meeting the Board approved by motion the Fiscal Year 2018/2019 Budget. The approved budget included the purchase of a 20KW 240 volt 3 phase gas portable stand-by generator in the amount of $6,515.00 for the Trent Way Pump Station. The approved generator was sized to only run one of the domestic booster pumps and did not include running the second domestic pump or the fire pump. Based on 2017 and 2018 wildfires, PG&E has updated their community Wildfire Safety Program. This program includes expanding the existing Public Safety Power Shutoff program beginning with the 2019 wildfire season to include all electrical lines that pass through high fire areas – both distribution and transmission.

During a power outage the Trent Way pump station cannot provide fire hydrants with adequate fire flow unless the station is running the domestic pumps as well as the fire pump. A larger generator than was budgeted will need to be purchased in order to supply fire flow to this pressure zone. Staff is recommending purchasing a 40KW 277/480 volt 3 phase LP stationary generator to ensure that during the loss of PG&E power, the Agency can maintain required fire flow if needed. The purchase includes a concrete pad and installation of a propane tank.

alternatives:
direct staff to purchase the smaller generator knowing that when PG&E power is off the Agency will not be able to supply the Trent Way area with proper fire hydrant flows.
**Fiscal Impact:**

Total Purchase Cost: $30,140.00
Total Approved Budget: $6,515.00
Net Budget Impact: $23,625.00

**Reviewed by Committee:** No

**Recommendation:**

Authorize the General Manager to purchase a 40KW 277/480 volt 3 phase LP generator using existing water operation funds.

**Prepared by:** Rick Ferreira, Operations Manager
PG&E Community Wildfire Safety Program Update

Requested Action:
None, Informational Only

Background:
The State of California Public Utility Commission (CPUC) developed and adopted a Fire-Threat Map on January 19, 2018 called the utility High Fire Threat District (HFTD). The CPUC Fire Threat Map depicts two Fire Treat Areas, Tier 2 - Elevated and Tier 3 - Extreme. (attached)

Given the continued and growing threat of extreme weather and wildfire as seen in 2017 and 2018, PG&E is expanding and enhancing their Community Wildfire Safety Program to further reduce wildfire risks and keep the communities safe. This includes further expansion of the existing Public Safety Power Shutoff (PSPS) program, beginning with the 2019 wildfire season, to include all electrical lines that pass through high fire areas – both distribution and transmission. The California Public Utilities Commission Fire – Threat Map is being used by PG&E along with weather conditions to turn off electric power lines in the interest of public safety.

Per PG&E’s public information flyers (attached), the most likely areas to be considered for shutting off for safety will be those that pass through areas that have been designated by the CPUC as at Tier 2 (elevated) and Tier 3(extreme) risk for wildfire. When PG&E shuts down a designated Tier area, it may take up to two days or longer to ensure all power lines and PG&E facilities are cleared before PG&E will reenergize those power lines. If weather conditions are unsafe it is likely that PG&E will shut down both Tier 3 and Tier 2 areas affecting most, if not all, of our facilities.
Based on the new expanded Wildfire safety program staff needs to re-evaluate the standby generator needs along with updating the operational emergency response plan. We will look at all resources within each Tier area and create a list of facilities that will need permanent standby power and a list of facilities where the Agency can use portable trailer mounted units.

Currently, the lead time on generator delivery is 12 to 16 weeks after the vendor receives a purchase order. If the Agency were to order units this month, we may not see delivery until July and have them online by August. At this time we feel that a combination of actions should be taken, purchase some in the Fiscal 2019/2020 budget, and develop rental agreements with suppliers, as well as agreements with other agencies outside the Fire Threat Areas.

We have a total of 24 facilities Up Country, 6 facilities in the Camanche area and 6 facilities in the Martell area. We have currently identified 11 facilities in the Tier 3 extreme area and 10 facilities in the Tier 2 elevated are for a total of 21 facilities that will require standby power.

Staff will bring a detailed plan back to the Board that identifies the current standby power needs along with fiscal impacts and implementation plan.

**Alternatives:**
None

**Fiscal Impact:**
To be determined

**Reviewed by Committee:** No

**Recommendation:**
None, Informational only

**Prepared by:** Rick Ferriera, Operations Manager
Administrative Policy Manual Section 1

Requested action:
Adoption of Resolution No. 2019-08 Approving revised Section 1 General Policies of the Administrative Policy Attachment "A"

Background:
Staff has been working with the policy committee to update the Administrative Policy Manual using the California Special District Association (CSDA) Sample Policies along with the California Special District Legal Compliance Checklist provided by Bartkiewicz, Kronick and Shanahan.

Alternatives: Suggest other revisions to the policies

Fiscal Impact: None

Reviewed by Committee: Yes, the committee reviewed and recommends approval of Section 1 General

Recommendation:
Adoption of Resolution no. 2019-08 Approving additions to the Administrative Policy Attachment "A" Section 1- General Policies

Prepared by: Cris L. Thompson, Assistant General Manager
RESOLUTION NO. 2019-08
OF THE BOARD OF DIRECTORS OF THE AMADOR WATER AGENCY
APPROVING THE REVISED SECTION 1 OF THE ADMINISTRATIVE POLICY
MANUAL

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Amador Water Agency hereby approves the revised Section 1 to the Administrative Policy Manual-Attachment “A”, Section 1 General

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Water Agency at a regular meeting held on this 11th day of April, 2019 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Signed and approved by me after its passage this 11th day of April, 2019

______________________________
Paul Molinelli Jr., President
Board of Directors

ATTEST:

______________________________
Cris L. Thompson
Clerk of the Board of Directors
SECTION 1 – GENERAL
DRAFT 03-27-19

1000 AMADOR WATER AGENCY ENABLING ACT

1000.1 The Amador Water Agency Enabling Act is an act to create the Amador Water Agency, prescribing its powers and duties, providing for its organization, operation, and management, and authorizing the acquisition of property and works to carry out the purposes of the Agency, authorizing the incurrence of indebtedness, providing for issuance of bonds, providing for the levy and collection of taxes for the payment of such indebtedness, providing for the issuing of bonds payable solely from revenues of the Agency, and providing for the levy and collection of taxes for the payment of general agency expenses and for cooperation and contracts with any entity.

1000.2 The Enabling Act is shown in Appendix A.

1010 AMADOR WATER AGENCY MISSION STATEMENT AND 3-YEAR STRATEGIC PLAN

1010.1 Mission Statement – To enhance the quality of life in Amador County by providing safe reliable water, wastewater, conservation, and reclamation services.

1010.2 Vision Statement – To ensure responsible long term management of water resources and systems to meet Amador County needs and maintain financial stability.

1010.3 Values-
To maintain integrity
Treat everyone with dignity and respect
Strive for excellence
Provide a safe and productive work environment

1010.4 3 Year Strategic Plan – The 3-Year Strategic Plan identifies goals, objectives and infrastructure improvements that the Agency plans to accomplish within a 3 year time frame. This plan is updated annually based on changing conditions.

1010.5 The current 3-Year Strategic Plan is shown in Appendix B.
Adoption of Policies

1020.1 It is the intent of the Board of Directors of the Amador Water Agency to maintain an Administrative Policy Manual. Contained therein shall be a comprehensive listing of the Board’s current policies, being enacted by the Board from time to time. The Administrative Policy Manual will serve as a resource for Directors, staff and members of the public in determining the manner in which matters of the Agency business are to be conducted.

1020.2 If any policy or portion of a policy contained within the Administrative Policy Manual is in conflict with rules, regulations or legislation having authority over the Agency, said rules, regulations or legislation shall prevail.

1020.3 Consideration by the Board of Directors to adopt a new policy or to amend an existing policy may be initiated by any Director, the General Manager or any member of the Agency’s management team. Policy revisions or additions will be reviewed by the policy committee prior to consideration by the Board of Directors. Adoption of a new policy or amendment of an existing policy shall be accomplished at a regular meeting of the Board of Directors by resolution.

Association Memberships

Purpose: This policy sets forth the rules for membership in associations and establishes who may represent the Agency.

1030.1 Appropriate Memberships. To take advantage of in-service training opportunities, the Agency may hold membership in industry related associations. Board Members and staff may attend meetings of national, state, and local associations directly related to the purposes and operations of the Agency. Decisions to continue, discontinue, or add new memberships shall occur through the annual budget process.

1030.2 Appointment of Representatives. The President shall appoint Board Members as representatives and alternates, as appropriate, to serve as contacts between the Agency, stakeholder groups, associations and others. The representatives and alternates shall report to the Board in a timely manner on their activities involving these associations. In some cases members may be allowed certain expenses for travel and membership in such associations. This shall be determined and approved by the full Board.

1030.3 General Manager Memberships. The President may designate the Agency Manager as the appropriate representative or alternate in connection with memberships in any association. The General Manager may designate those associations or industry specific organizations with which his/her association is necessary or desired.
1040. **Basis of Authority**

1040.1 The Board of Directors is the legislative body and unit of authority within the District. Power is centralized in the elected Board collectively and not in an individual Director. Apart from his/her normal function as a part of this unit, Directors have no individual authority. As individuals, Directors may not commit the District to any policy, act, or expenditure.

1040.2 Directors do not represent any fractional segment of the community but are, rather, a part of the body that represents and acts for the community as a whole. Routine matters concerning the operational aspects of the District are delegated to District staff members.

1050. **Clerk of the Board of Directors**

1050.1 The position of Clerk of the Board of Directors is required by state law. The Clerk of the Board performs duties including recording of minutes and actions of the Board of Directors and certifying all actions and resolutions of the Board.

1050.2 **Duties of the Clerk of the Board**
The Clerk of the Board of the Governing Board shall have the following duties:

   a) Certify or attest to actions taken by the Board when required;
   b) Sign the minutes of the Board meeting following their approval;
   c) Sign the documents as directed by the Board on behalf of the Authority, and sign all other items which require the signature of the Clerk of the Board;
   d) Perform any other duties assigned by the Board and the General Manager; and
   e) Perform any other duties required under law.
   f) Deputize a Deputy Clerk of the Board annually.

1050.3 **Responsibilities of the Clerk of the Board**
The duties of the Clerk of the Board, with assistance of the General Manager, are:

   a) Respond to routine correspondence;
   b) Prepare for Board meetings, including preparing the agenda with the advice of the General Manager and providing public notice of Board meetings in accordance with state law;
   c) Attend all Board meetings and ensure minutes of the Board of Directors meetings are recorded. These recordings are for use by the Clerk of the Board only for the purpose of preparing minutes for adoption at the next regularly scheduled meeting of the Board. Upon adoption of these minutes the recording media will be reused;
   d) Ensure accurate Minutes of each Board meeting are prepared and maintained;
   e) Maintain Board records and other documents and reports as required by law; and
   f) Disseminate correspondence to Board officers addressed to them.

1060. **Board/Staff Communications**

**Objectives:** Effective governance of the Agency relies on the cooperative efforts of the Agency's elected Board, who set policy and priorities, and of the Agency's staff members, who analyze problems and issues, to make appropriate recommendations, and implement and administer Board policies. It is the responsibility of Agency staff to ensure Board
members have access to information and to insure such information is communicated completely and with candor to those making the request. However, Board members should avoid intrusion into those areas that are the responsibility of Agency staff. Individual Board members must avoid intervening in staff decision-making, the development of staff recommendations, scheduling of work, and executing department priorities without the prior knowledge and approval of the General Manager and Board as a whole. This is necessary to protect Agency staff from undue influence and pressure from individual Board members and to allow staff to execute priorities given by management and the Board without fear of reprisal.

Role of the Board: As the legislative body for the agency, the Board is responsible for approving the Agency's budget, setting policy goals and objectives and adopting strategic plans. The primary functions of the Agency staff members are to execute Board policy and other Board actions and to keep the Board well informed.

Individual members of the Board should not make attempts to pressure or influence staff decisions, recommendations, workloads, schedules, and department priorities, without the prior knowledge and approval of the Board as a whole. If a Board member wishes to influence the actions, decisions, recommendations, workloads, work schedule, and priorities of staff, that member must prevail upon the Board to do so as a matter of Board policy.

Board members also have a responsibility of information flow. It is critical that they make extensive use of staff and Agency reports and Board meeting minutes. Board members should come to meetings prepared; having read the agenda packet materials and supporting documents, as well as any additional information or memoranda provided on Agency projects or evolving issues. Additional information may be requested from staff, if necessary.

Individual Board members, as well as the Board as a whole, are permitted complete freedom of access to any information requested of staff and shall receive the full cooperation and candor of staff in being provided with any requested information. The General Manager, Legal Counsel or designee will pass critical information to all Board members.

There are limited restrictions when information cannot be provided. Draft documents (e.g. staff reports in progress, etc.) are under review and not available for release until complete and after review by Agency staff. In addition, there are legal restrictions on the Agency's ability to release certain personnel information.
even to members of the Board. Any concerns Board members may have regarding the release of information or the refusal of staff to release information, should be discussed with Legal Counsel for clarification.

Policies: There shall be mutual respect from both staff and Board members of their respective roles and responsibilities at all times. There is a need for access to staff by Directors and at the same time, unlimited access could result in work priority conflicts for staff.

Purpose: The purpose of the policies listed below is to facilitate Board/staff communications consistent with these principles.

1060.1 All requests for information or questions by the Board to staff outside of a Board or Committee meeting, shall be directed to the General Manager, Legal Counsel, or the Clerk of the Board as appropriate and shall include the desired time and date for receiving the information. Staff will confirm the date they can provide the information. So that all Board members are equally informed, all written informational material requested by any Director shall be submitted by staff to all Board members with the notation indicating which Board member requested the information. If a Board member requests information from any other member of the staff, staff may either direct the matter to the General Manager or may ask the Board member to contact the General Manager directly.

1060.2 Individual Directors cannot directly assign work to staff members. Board initiated projects will follow organizational channels, through the General Manager, unless there is an emergency. As no formal procedure will answer all cases, the following should be considered as a guide and used with restraint and judgment:
   a) Directors should clear all short-term requests of Staff with the General Manager prior to contacting individual members of the staff and, in most cases, the General Manager or his/ her designee should direct and handle the request for the Director.
   b) For long-term, involved studies or where the matter includes confidential material, the General Manager should be contacted and the subject matter discussed with the full Board at a Board meeting prior to staff working on the assignments.
   c) In the event that staff is a participant or representative of a Committee or Work Group of the Board, the Board may contact the staff member directly to request or provide information or confer regarding matters of the Committee or Work Group.

1060.3 At Board meetings and other public meetings, respectful communication is expected. Staff is encouraged to give their professional recommendations, and the Board should recognize that staff may make recommendations that could be viewed as unpopular with the public and with individual Board members. Board members may request clarification and ask questions of staff at public meetings, and Directors are encouraged to participate in healthy discussions amongst each other regarding items under discussion on the Agenda. However, Directors should refrain from debate with staff at Board meetings about staff recommendations or other items being discussed. Staff must recognize that the Board, as the decision maker, is free to reject or modify a staff recommendation and that the Board’s wishes will be implemented by staff even if it was contrary to a staff recommendation.

1060.4 Directors shall not attempt to coerce or influence staff, included in the making of recommendations, the awarding of contracts, the selection of consultants, the processing of any projects or applications, or the granting of permits. Directors shall not attempt to change or interfere with the operating policies and practices of any district department through
interaction with staff. Individual Directors may discuss these items with the General Manager to get clarification or raise concerns.

1060.5 Board members should not make public comments critical of the performance of an Agency staff member. Any concerns by a Director over the behavior or work of an Agency employee during a Board meeting should be directed to the General Manager privately to ensure the concern is resolved. All complaints about employees from Directors should be submitted privately to the General Manager or, if a complaint concerns the General Manager, to Legal Counsel.

1060.6 Staff will respect the right of Directors to refuse to provide information or answers to staff and recognize that Directors may be bound by other rules of law or procedure that do not permit the Director to speak about the subject matter presented. If a Director violates any of the policies regarding communications as stated in this policy, any member of staff has the right to request that the Director speak directly with the General Manager about the subject matter presented without any fear of reprisal.

1070. Claims Processing Policy

Purpose of the Policy:
The purpose of this policy is to establish a claims handling process that complies with the Government Claims Act, Government Code sections 810 and following and Resolution 2019-04 establishing local claims procedures for the Amador Water Agency (Agency). This process will be used by the Agency to address claims seeking reimbursement from the Agency for damages to personal or real property, or for personal injuries alleged to be caused by Agency facilities or equipment, or its directors, officers, employees or agents.

1070.1 Policy

Pursuant to authority granted by the Government Claims Act and the Amador Water Agency Act, the Agency must take action on each valid claim made by a person or entity against the Agency for damages to personal or real property, or personal injuries before the person or entity is permitted to file legal action on such claims. Under this Policy, the Board of Directors grants the General Manager, or his or her designee, the authority to review and to approve or reject a claim for property damage in an amount not exceeding $5,000. For claims between $5,000 to $10,000, the General Manager is to confer with and receive authorization by the Board President. In accordance with the policies of the Agency's risk pool, ACWA-JPIA, all claims involving bodily injury must be denied by the Board of Directors and referred to ACWA-JPIA for handling.

The processing of all claims will be conducted in accordance with the Government Claims Act and Resolution No. 2019-04, including the time limits on claims processing and requirements for claims presentation. All claims exceeding $10,000 in value will be presented for action to the Board of Directors at a regularly scheduled Board Meeting. Agency staff will present all documents received from a claimant, an investigation report, and a recommendation to approve or reject the claim. In the event that a claim against the Agency is rejected, Agency staff will send a letter to the claimant describing the Board of Directors' action on the claim and advising the claimant of his, her or its rights under the Government Claims Act with respect to any adverse action on the claim. Staff also will send
a letter to and negotiate any necessary agreement with any claimant whose claim is approved in whole or in part.

1070.2 Authority and Responsibility

The General Manager, or designee, has the authority to approve or reject a claim for damages to personal or real property up to a value of $5,000. The Human Resources Manager has the responsibility to receive claim documentation and prepare an investigation report with recommendation for action to the General Manager or Board. The General Manager shall adopt and implement appropriate procedures to carry out this Policy and will report to the Agency Board of Directors at its next regular meeting on each claim that is processed by staff under this policy.

1070.3 Tender of Claims to Risk Pool or Insurer

Upon receipt of any claim, Agency staff will provide notice of the claim and all relevant documents to ACWA-JPIA or to any other risk pool or insurer from which the Agency may obtain any insurance coverage or indemnity for claims from time to time.

1080. Conflict of Interest

1080.1 The Political Reform Act, Government Code §81000, et seq., requires state and local government agencies to adopt and promulgate conflict-of-interest codes. The Fair Political Practices Commission ("FPPC") has adopted a regulation (2 Cal. Code of Regs. §18730) which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the FPPC after public notice and hearings to conform to amendments in the Political Reform Act. The Board approved and adopted the FPPC's standard conflict of interest on February 8, 2018. Therefore, the terms of 2 Cal. Code of Regs. §18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference and, along with the attached Appendix B, in which members of the Board of Directors and employees are designated, and in which disclosure categories are set forth, constitute the conflict of interest code of the Amador Water Agency.

1080.2 Designated employees shall file statements of economic interests with the Clerk of the County of Amador

1090. Correspondence to the Board

All written or electronic correspondence addressed to the Board of Directors is to be sent to the Agency office. Copies of the written or electronic correspondence and written responses in reply thereto, if any, shall be distributed to each member of the Board, together with the next regular agenda or at the next regular meeting of the Board, depending on date of receipt or response. Individual Board members may receive correspondence addressed to him or her in his or her official capacity. However, Board members are not permitted to use agency resources for sending or receiving personal correspondence.
1100. Engagement of Auditor

Purpose of the Policy:
The purpose of this policy is to ensure objective auditing of the Agency’s financial statements by an external independent auditor. Independence requires that the Agency’s auditor maintain the highest level of independence at all times as defined by the U.S. General Accountability Office’s “Government Auditing Standards.”

As an audit is dependent on the individual auditor’s assessment of risk in the Agency’s control procedures and financial statement disclosures and is designed to provide reasonable, but not absolute, disclosure of such risk, changing auditors periodically may provide the Agency with a different risk assessment and, perhaps, a different approach to testing risk in the Agency’s control procedures and financial statement disclosures as defined in the Statements on Auditing Standards (SAS) “risk assessment” standards No. 122 and 128.

The Budget and Finance Committee is responsible for recommending the Agency’s auditor to the full Board of Directors (Board) for appointment and compensation, and administering the relationship between the Agency and auditor during the course of the audit.

1100.1 Maintaining Auditor Independence

The Board recognizes the importance of ensuring the independence of the Agency’s auditor and ensuring effective communication between the auditor and the Board and Budget and Finance Committee. The Budget and Finance Committee shall evaluate the auditor’s independence annually in connection with its determination to engage the auditor for the ensuing year.

To ensure the auditor’s independence from the Agency, the Budget and Finance Committee shall, at least annually, obtain and review a formal written statement from the auditor delineating all relationships between the auditor and the District and discuss with the auditor the auditor’s methods and procedures used for ensuring independence.
1100.2 Auditor Services

The Budget and Finance Committee shall recommend the auditor provide only Audit and Audit-Related Services for the Agency. The Budget and Finance Committee shall pre-approve all Audit and Audit-Related Services, in order to assure that the provision of such services do not impair the auditor's independence.

Audit Services means all services and accounting consultation necessary to perform an audit of the Agency's financial statements, and other attest services required by statute, regulation, contracts, agreements or grants.

Audit-Related Services means assurance and related services that are reasonably related to the performance of the annual audit of the Agency's financial statements or that are traditionally performed by the auditor, including employee benefit plan audits, due diligence related to mergers, accounting consultations, internal control reviews and attest services not required by statute or regulation.

1100.3 Prohibited Services

The following accounting, finance and professional services shall not be performed for the District by the auditor.

1. Bookkeeping or other services related to accounting records.
2. Financial Information Systems design and implementation.
3. Appraisal or valuation services.
4. Actuarial services.
5. Internal audit outsourcing services.
8. Broker-dealer or investment advisory functions.
9. Legal services.
10. Expert services unrelated to the audit, except as the Agency may request in writing and agreed to by the Auditor.

1100.4 Auditor Rotation

In order to avoid the appearance of a single-auditor's objectivity in relation to the Agency, the Budget and Finance Committee shall seek proposals from potential auditors no greater than every three years with a one-time option of a 3-year extension. The Agency's current auditor shall be considered in the proposal process if the past
performance of the auditor has proven satisfactory to the Agency. Selection of an auditor shall be performed in accordance with the Agency's Procurement Policy requirements.

1110. Overview of the General Manager's Role

1110.1 The General Manager is an employee of the Agency and has an employment agreement which specifies his or her terms of employment. The General Manager is the administrative head of the Agency under the direction of the Board of Directors. He or she shall be responsible for the efficient administration of all the Agency’s affairs which are under the General Manager’s control. The General Manager plans, organizes, directs, coordinates and evaluates all Agency’s operations, programs, and resources in accordance with short and long range goals, policy statements, and directives from the Board.

1110.2 The General Manager’s Duties

The Agency’s General Manager shall be responsible for but not limited to:

a) The implementation of policies established by the Board of Directors for the operation of the Agency;

b) The planning, direction, and coordination of the day-to-day operations of the Agency through the appropriate department heads or managers including administration, financing, maintenance, engineering, human resources, and others to effect operational efficiency;

c) The appointment, supervision, discipline, and dismissal of the Agency’s employees, consistent with the employment policies established by the Board of Directors;

d) Attend and participate in Agency Board meetings, prepare and present reports as necessary, represent the Board before external organizations including other agencies, governmental and regulatory entities, business and community groups;

e) The supervision of the Agency’s facilities and services; and

f) The supervision of the Agency’s finances.

For additional roles and responsibilities refer to the approved job description.

1110.3 The Agency's General Manager serves at the pleasure of the Board. The Board will provide policy direction and instruction to the General Manager on matters within the authority of the Board during duly-convened board meetings. Members of the Board will deal with matters within the authority of the General Manager through the General Manager and not through other Agency employees. Members of the Board will refrain from making requests directly to Agency employees (other than the General Manager) to undertake analyses, perform other work assignments, or change the priority of work assignments. As members of the public, Directors may request non-confidential, factual information regarding Agency operations from Agency employees. If requesting public records, Directors must follow the Agency’s Request for Public Records Policy.
1120. Legislative Advocacy

1120.1 Purpose

The purpose of the policy is to guide Amador Water Agency (Agency) officials and staff in considering legislative or regulatory proposals that are likely to have an impact on Agency and to allow for a timely response to important legislative issues. Although the expenditure of public funds for the purpose of supporting or opposing a ballot measure or candidate is prohibited,¹ the expenditure of public funds is allowed to advocate for or against proposed legislation or regulatory actions which will affect the public agency expending the funds.²

The purpose for identifying Legislative Advocacy Procedures is to provide clear direction to Agency staff with regard to monitoring and acting upon bills during state and federal legislative sessions. Adherence to Legislative Advocacy Procedures will ensure that legislative inquiries and responses will be administered consistently with “one voice” as to the identified Advocacy Priorities adopted by the Board of Directors. The Legislative Advocacy Procedures and Advocacy Priorities will provide the General Manager, or other designee, discretion to advocate in the Agency’s best interests in a manner consistent with the goals and priorities adopted by the Board of Directors. This policy is intended to be manageable, consistent, and tailored to the specific needs and culture of the Agency.

1120.2 Policy Goals

- Advocate Amador Water Agency’s legislative interests at the State, County, and Federal levels.
- Inform and provide information to the Board of Directors and Agency staff on the legislative process and key issues and legislation that could have a potential impact on the Agency.
- Serve as an active participant with other local governments, the Association of California Water Agencies, the California Special District Association, and local government associations on legislative and regulatory issues that are important to the Agency and the region.
- Seek grant and funding assistance for Agency projects, services, and programs to enhance services for the community.

1120.3 Policy Principles

The Board of Directors recognizes the need to protect Agency interests and local control, and to identify various avenues to implement its strategic and long-term goals. It is the policy of the Agency to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the special direction of the Board of Directors.

---

This policy provides the General Manager, or other designee, the flexibility to adopt positions on legislation in a timely manner, while allowing the Board of Directors to set Advocacy Priorities to provide policy guidance. The Board of Directors shall establish various Advocacy Priorities and, so long as the position fits within the Advocacy Priorities, staff is authorized to take a position without board approval.

Whenever an applicable Advocacy Priority does not exist pertaining to legislation affecting the Agency, the matter shall be brought before the Board of Directors at a regularly scheduled board meeting for formal direction from the Board of Directors. The Board of Directors may choose to establish a standing committee of two Directors, known as the “Legislative Advocacy Committee”, with the authority to adopt a position when consideration by the full Board of Directors is not feasible within the time-constraints of the legislative process.

Generally, the Agency will not address matters that are not pertinent to the Agency’s local government services, such as social issues or international relations issues.

1120.4 Legislative Advocacy Procedures

It is the policy of Agency to proactively monitor and advocate for legislation as directed by the Advocacy Priorities and by the specific direction of the Board of Directors. This process involves interaction with local, state, and federal government entities both in regard to specific items of legislation and to promote positive intergovernmental relationships. Accordingly, involvement and participation in regional, state, and national organizations is encouraged and supported by the Agency.

Monitoring legislation is a shared function of the Board of Directors and General Manager or designated staff. The Legislative Advocacy Procedures are the process by which staff will track and respond to legislative issues in a timely and consistent manner. The General Manager, or other designee, will act on legislation utilizing the following procedures:

1. The General Manager or other designee shall review requests that the Agency take a position on legislative issues to determine if the legislation aligns with the Agency’s current approved Advocacy Priorities.

2. The General Manager or other designee will conduct a review of positions and analysis completed by Association of California Water Agencies, the California Special District Association and other local government associations when formulating positions.

3. If the matter aligns with the approved priorities, Agency response shall be supplied in the form of a letter to the legislative body reviewing the bill or measure. Advocacy methods utilized on behalf of the Agency, including but not limited to letters, phone calls, emails, and prepared forms, will be communicated through the General Manager or designee. The General Manager or designee shall advise staff to
administer the form of advocacy, typically via letters signed by the General Manager, or designee, on behalf of the Board of Directors.

4. All draft legislative position letters initiated by the General Manager or designee shall state whether the Agency is requesting “support”, “support if amended”, “oppose”, or “oppose unless amended” action on the issue, and shall include adequate justification for the recommended action. If possible, the letter should include examples of how a bill would specifically affect the Agency, e.g. “the funding the Agency will lose due to this bill could pay for X capital improvements.”
   a. Support – legislation in this area advances the Agency’s goals and priorities.
   b. Oppose – legislation in this area could potentially harm, negatively impact or undo positive momentum for the Agency, or does not advance the Agency’s goals and priorities.

5. The General Manager may also provide a letter of concern or interest regarding a legislative issue without taking a formal position on a piece of legislation. Letters of concern or interest are to be administered through the General Manager or designee.

6. When a letter is sent to a state or federal legislative body, the appropriate federal or state legislators representing the Agency shall be included as a copy or “cc” on the letter. The appropriate contacts at the Association of California Water Agencies, the California Special District Association and other local government associations, if applicable, shall be included as a cc on legislative letters.

7. A position may be adopted by the General Manager or designee if any of the following criteria is met:
   a. The position is consistent with the adopted Advocacy Priorities;
   b. The position is consistent with that of organizations to which the Agency is a member, such as the Association of California Water Agencies, the California Special Agency’s Association; or
   c. The position is approved by the Board of Directors or the Legislative Advocacy Committee.

8. All legislative positions adopted via a process outside of a regularly scheduled Board Meeting shall be communicated to the Board of Directors at the next regularly scheduled Board Meeting. When appropriate, the General Manager or other designee will submit a report (either written or verbal) summarizing activity on legislative measures to the Board of Directors.

1120.5 **Advocacy Priorities**

**Revenue, Finances, and Taxation**

Ensure adequate funding for the safe and reliable core local service delivery. Protect Agency resources from the shift or diversion of revenues without the consent of the affected Agency.
Promote the financial independence of the Agency and afford them access to revenue opportunities equal to that of other types of local agencies. Protect and preserve special Agency property tax allocations and local flexibility with revenue and diversify local revenue sources.

Support opportunities that allow the Agency to compete for its fair share of regional, state, and federal funding, and that maintain funding streams. Opportunities may include competitive grant and funding programs. Opportunities may also include dedicated funding streams at the regional, state, or federal levels that allow the Agency to maximize local revenues, offset and leverage capital expenditures, and maintain Agency goals and standards.

**Governance and Accountability**

Enhance the Agency’s ability to govern as independent, local government bodies in an open and accessible manner. Encourage best practices that avoid burdensome, costly, redundant or one-size-fits all approaches. Protect meaningful public participation in local agency formations, dissolutions, and reorganizations, and ensure local services meet the unique needs, priorities, and preferences of each community.

Oppose additional public meeting and records requirements that unnecessarily increase the burden on public resources without effectively fostering public engagement and enhancing accountability of government agencies.

Promote local-level solutions, decision-making, and management concerning service delivery and governance structures while upholding voter control and maintaining LAFCO authority over local government jurisdictional reorganizations and/or consolidations.

**Human Resources and Personnel**

Promote policies related to hiring, management, and benefits and retirement that afford flexibility, contain costs, and enhance the ability to recruit and retain highly qualified, career-minded employees to public service. As public agency employers, support policies that foster productive relationships between management and employees.

Maintain the Agency’s ability to exercise local flexibility by minimizing state mandated contract requirements. Oppose any measure that would hinder the ability of the Agency to maximize local resources and efficiencies through the use of contracted services.

**Infrastructure, Innovation, and Investment**

Encourage prudent planning for investment and maintenance of innovative long-term infrastructure. Support the contracting flexibility and fiscal tools and incentives needed to help the Agency meet California’s changing demands. Promote the efficient, effective, and sustainable delivery of core local services.
Prevent restrictive one-size-fits-all public works requirements that increase costs to taxpayers and reduce local flexibility.

**1130. Digital Signature**

**1130.1 Policy**

It is the policy of the Amador Water Agency (the "Agency") to accept electronic signatures affixed to documents in which a signature is required or used, provided that: (1) the electronic signatures are "digital" signatures that comply with the requirements of California Government Code Section 16.5 and applicable state regulations, (2) the signatories are willing and wanting to utilize digital signatures, and (3) the digital signatures are created by technologies authorized by the California Secretary of State and made available by the Agency. However, the Agency will not use or accept electronic signatures for the following types of documents:

- Documents requiring notarization
- Certificates or permits (where not authorized by applicable laws)
- Documents requiring the Board President’s Signature
- Other types of documents where use of an electronic signature is prohibited by applicable law

The use, or the Agency’s acceptance, of a digital signature is at the option of the Agency and the signer(s). Nothing in this Policy requires the Agency to use or accept the submission of a document containing a digital signature.

**1130.2 Definitions.**

a) "Digital signature" means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature.

b) "Digital signature certification authority" means an entity authorized by the Secretary of State to issue digital certificates that are required for a digital signature under California law and that is listed on the Secretary of State’s "Approved List of Digital Signature Certification Authorities."

c) "Digital signature provider" means an entity that provides document signing services using digital technology.

d) "Electronic signature" means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record, including a digital signature.

**1030.3 Electronic Signatures.** The use of electronic signatures is authorized by two California statutes, the Uniform Electronic Transactions Act ("UETA"), codified at Civil Code Section 1633.1 et seq., and Government Code Section 16.5.
The UETA provides that a signature may not be denied legal effect or enforceability solely because it is in electronic form. In order for the UETA to apply, the parties must agree to conduct the transaction by electronic means, and whether they have agreed to do so “is determined from the context and surrounding circumstances, including the parties’ conduct.”

Government Code Section 16.5 applies to public entities such as the Agency, and authorizes any party to a written communication with a public entity, in which a signature is required or used, to affix a signature by use of a digital signature that complies with the requirements of Section 16.5. Digital signature transactions involving public entities that are subject to the UETA are also subject to the more particular requirements of Government Code Section 16.5. The use of a digital signature will have the same force and effect as the use of a manual signature if, and only if, the digital signature embodies the five attributes discussed in Section 1060.4 below.

1030.4 Digital Signatures.

Government Code Section 16.5 and State regulations require that a digital signature (i) be created by a technology that is acceptable for use by the State of California and (ii) embody the following five attributes:

1. It is unique to the person using it;
2. It is capable of verification;
3. It is under the sole control of the person using it;
4. It is linked to data in such a manner that if the data are changed, the digital signature is invalidated; and
5. It conforms to regulations adopted by the Secretary of State, codified at Chapter 10 of Division 7 of Title 2 (commencing at Section 22000) of the California Code of Regulations.

1060.5 Digital Signature Technologies.

The Secretary of State allows public entities to utilize digital signatures that are created by one of two different technologies – “public key cryptography” and “signature dynamics” – provided that the digital signatures are also created consistent with the provisions of Section 22003 of the California Code of Regulations.

Public key cryptography (“PKC”) is a form of cryptography that generally allows users to communicate securely. PKC signatures are affixed to documents using software enhancements to existing applications and web browsers and are capable of immediate third-party verification.

Signature dynamics uses the individual’s handwritten signature. Unlike PKC signatures, signature dynamics signatures require additional hardware to create the signatures. An electronic drawing tablet and stylus are used to record the direction, speed, and coordinates of a handwritten signature – essentially, taking a snapshot of a person’s signature. This type of digital signature does not offer encryption, confidentiality, or the level of security that is inherent in PKC signatures. PKC allows for third party verification.
of the signature by certification authorities approved by the State, while signature
dynamics signatures require additional steps (including handwriting analysis) to verify the
signer of a document (similar to a non-notarized, paper-based signature). A formal
handwriting analysis of a signature dynamics signature may be lengthy. However, some
degree of certainty can be obtained by a lay-comparison of manual handwritten signatures
that may already be on file with the Agency.

The Agency shall only contract with digital signature providers that offer their digital
signature services with a certificate issued by an authorized digital signature certification
authority. Agency staff shall only accept digital signatures created by PKC or signature
dynamics technologies. As advised by the the following issues and other issues when
identifying the appropriate technology to use for each document that includes a digital
signature component:

- Are the documents containing signatures going to be transmitted over an "open" or
  a "closed" network?
- Does the signature on the document need to be verified?
- How much time and resources can be allocated to verification?
- Does the signature need to be compared to a manual signature on paper or can a
digital certificate adequately provide one-stop verification?
- Will immediate verifiability reduce the potential of fraud?
- Will the documents containing digital signatures need to be reproduced for public
  access to the records?
- Will the documents containing digital signatures need to be utilized by another local,
  state or federal agency? If so, is the technology compatible with the other agency's
  needs?

However, whenever a document requires immediate absolute verification of a signature,
Agency staff shall only use and accept digital signatures created by the PKC technology.

http://www.sos.ca.gov/administration/regulations/current-regulations/technology/digital-signatures/approved-
certification-authorities?referrer=&lastReferrer=trustfile.avalara.com (as of July 2018).
The data portrayed in the CPUC Fire-Threat Map were developed under Rulemaking 15-05-006, following procedures in Decision (D.) 17-01-029, revised by D. 17-06-024, which adopted a work plan for the development of a utility High Fire-Threat District (HFTD) for application of enhanced fire safety regulations. The aforementioned decisions ordered that the HFTD be comprised of two individual map products. One of those map products is this CPUC Fire-Threat Map. The CPUC Fire-Threat Map depicts areas where enhanced fire safety regulations found in Decision 17-12-024 will apply. The final CPUC Fire-Threat Map was submitted to the Commission via a Tier 1 Advice Letter that was adopted by the Commission's Safety and Enforcement Division (SED) with a disposition letter on January 19, 2018. All data and information portrayed on the CPUC Fire-Threat Map are for the expressed use called out in D. 17-12-024, and any other use of this map are not the responsibility or endorsed by the Commission or its supporting Independent Review Team.

More information about the data and map depicted, or other matters related to Utility fire safety, please contact Terre Prosper at TerreProsper@cpuc.ca.gov

Map source: ESRI (World Oceans)
Working Together To Protect Our Communities From Wildfires

Given the continued and growing threat of extreme weather and wildfires, and as an additional precautionary measure following the 2017 and 2018 wildfires, we are expanding and enhancing our Community Wildfire Safety Program to further reduce wildfire risks and help keep our customers and the communities we serve safe. This includes expanding our Public Safety Power Shutoff program beginning with the 2019 wildfire season to include all electric lines that pass through high fire-threat areas – both distribution and transmission.

We know how much our customers rely on electric service and that there are safety risks on both sides. We will only proactively turn off lines as a last resort in the interest of safety to help reduce the likelihood of an ignition when extreme fire danger conditions are forecasted. While customers in high fire-threat areas are more likely to be affected, any of PG&E’s more than 5 million electric customers could have their power shut off if their community relies upon a line that passes through a high fire-threat area.

Public Safety Power Shutoff Criteria

Our Wildfire Safety Operations Center (WSOC) monitors fire danger conditions across our service area and evaluates whether to turn off electric power lines in the interest of safety.

While no single factor will drive a Public Safety Power Shutoff, some factors include:

- **A RED FLAG WARNING** declared by the National Weather Service
- **LOW HUMIDITY LEVELS** generally 20% and below
- **FORECASTED SUSTAINED WINDS GENERALLY ABOVE 25 MPH AND WIND GUSTS IN EXCESS OF APPROXIMATELY 45 MPH**, depending on location and site-specific conditions such as temperature, terrain and local climate
- **CONDITION OF DRY FUEL** on the ground and live vegetation (moisture content)
- **ON-THE-GROUND, REAL-TIME OBSERVATIONS** from PG&E’s WSOC and field observations from PG&E crews
Potentially Impacted Areas

- The most likely electric lines to be considered for shutting off for safety will be those that pass through areas that have been designated by the California Public Utilities Commission (CPUC) as at elevated (Tier 2) or extreme (Tier 3) risk for wildfire. This includes both distribution and transmission lines.
- The specific area and number of affected customers will depend on forecasted weather conditions and which circuits PG&E needs to turn off for public safety.
- Although a customer may not live or work in a high fire-threat area, their power may also be shut off if their community relies upon a line that passes through an area experiencing extreme fire danger conditions.
- This means that any customer who receives electric service from PG&E should be prepared for a possible public safety power outage.

PSPS Event Notifications

Extreme weather threats can change quickly. When and where possible, we will provide customers with advance notice prior to turning off the power. We will also provide updates until power is restored.

TIMING OF NOTIFICATIONS (when possible)

- ~48 HOURS before power is turned off
- ~24 HOURS before power is turned off
- JUST BEFORE power is turned off
- DURING THE PUBLIC SAFETY OUTAGE
- ONCE POWER HAS BEEN RESTORED

HOW WE'LL NOTIFY CUSTOMERS

We will attempt to reach customers through calls, texts and emails using the contact information we have on file. We will also use pge.com and social media channels, and we will keep local news and radio outlets informed and updated.

Working With Our Customers To Prepare

We are continuing to reach out to our customers and communities about wildfire safety and steps they can take to prepare their homes, families and businesses.

- Update your contact info by visiting pge.com/mywildfirealerts today to make sure we have your current contact information.
- Identify backup charging methods for phones and keep hard copies of emergency numbers.
- Plan for any medical needs like medications that need to be refrigerated or devices that require power.
- Build or restock your emergency kit with flashlights, fresh batteries, first aid supplies and cash.

Learn More about PG&E’s Community Wildfire Safety Program.

Call us at 1-866-743-6589
Email wildfire safety@pge.com
Visit pge.com/wildfiresafety
Expanding and Accelerating our Wildfire Safety Efforts

Given the continued and growing threat of extreme weather and wildfire, as seen in 2017 and 2018, we are evolving and expanding our Community Wildfire Safety Program as an additional precautionary measure to further reduce wildfire risks and help keep our customers and the communities we serve safe. The following includes an overview of our ongoing and expanded wildfire safety actions.

More Real-Time Monitoring and Intelligence

- Coordinating prevention and response efforts by monitoring wildfire risks in real time from our Wildfire Safety Operations Center.

- Adding approximately 1,300 new PG&E weather stations by 2022 to enhance weather forecasting and modeling.

- Supporting the installation of nearly 600 high-definition cameras in high fire-threat areas by 2022, increasing coverage across high fire-risk areas to more than 90 percent.

New and Enhanced Safety Measures

- Further enhancing vegetation management efforts with an increased focus on addressing the vegetation that poses a higher potential for wildfire risk, such as overhanging branches and dead and dying trees.

- Performing accelerated safety inspections of electric towers and poles from top to bottom through ground, climbing or helicopter inspections and, in some cases, drones. This is in addition to our routine inspections and maintenance programs.

- Disabling automatic reclosing of circuit breakers and reclosers on lines in high fire-risk areas during wildfire season.

- Proactively turning off electric power for safety as a last resort when extreme fire danger conditions are forecasted (Public Safety Power Shutoff), and helping customers prepare by providing early warning notification when and where possible.

February 2019
System Hardening and Resiliency

- Installing stronger and more resilient poles and covered power lines in the highest fire-risk areas over the course of the next 10 years, reducing the likelihood of damage from debris, animals and birds.

- Replacing equipment to further reduce wildfire risks and tailoring upgrades based on terrain and weather conditions using more granular analysis of fire-prone regions.

- Piloting new resilience zones to allow PG&E to provide electricity to central community resources serving local customers during a Public Safety Power Shutoff event.

Working Together

PG&E is working together with our customers and communities to help them prepare for and stay safe during extreme weather events. To date, we have:

- Reached out to more than 570,000 homes and businesses in or near high fire-threat areas through letters, postcards and emails, as well as regional informational workshops and open houses.

- Held over 450 meetings with community stakeholders to talk about our wildfire safety efforts and how we can coordinate.

- Conducted additional outreach through direct mail, emails and automated calls to 19,000 customers who are enrolled in our Medical Baseline Program.

- Partnered with key organizations to help share information with customers about emergency preparedness.

Learn More

Visit us at pge.com/wildfiresafety to learn more about PG&E's Community Wildfire Safety Program. You can also call us at 1-800-743-5000 or email us at wildfiresafety@pge.com with any questions about our wildfire safety efforts.

Following the wildfires in 2017 and 2018, some of the changes included in this document are contemplated as additional precautionary measures intended to further reduce future wildfire risk.
STAFF REPORT

RESOLUTION NO. 2019-09
RESCINDING RESOLUTION No. 86-22 REGARDING CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT

Requested Action:
Discussion and possible action to adopt Resolution 2019-09 to rescind Resolution No. 86-22 respecting the California Uniform Public Construction Cost Accounting Act.

Background
On December 10, 1986, the Agency Board of Directors adopted Resolution No. 86-22 electing to begin implementing the procedures for conducting public project work provided in the California Uniform Public Construction Cost Accounting Act ("CUPCCAA"), Public Contract Code sections 22000 and following. However, the Agency did not finish CUPCCAA implementation by enacting a bidding ordinance and instead has followed public works project statues in the Water Agency Act since the Engineering Department was formed in 1988.

The Water Agency Act allows use of the Agency's own labor to carry out projects regardless of the project cost, whereas CUPCCAA restricts the use of Agency labor to projects of less than $12,500. Using Agency's own crews for projects saves our customers significant costs. The Water Agency successfully defended the right to use our labor forces when sued by the Construction Industry Force Account Council in 1996. That right was confirmed in a 1999 decision issued by the Third District Court of Appeal, which remains binding law.

Because Resolution No. 88-22 has remained on the books and was filed with the state commission that oversees the use of CUPCCAA by local agencies, it could create confusion about the scope of the Agency's authority to build projects using its own forces. Therefore, Staff recommends that the Board rescind Resolution No. 86-22 and direct staff to file it with state to clear up any potential for confusion, and to direct staff to continue following the Water Agency Act force labor and bidding procedures as it has done since at least 1988.

Alternatives:
Not approve Resolution No. 2019-09

Fiscal Impact:
(00130567.1)
None, as we would continue historic practices.

**Reviewed by Committee:** No.

**Reviewed by Legal Counsel:** Yes

**Staff Recommendation**
Adoption of Resolution No. 2019-09 rescinding Resolution No. 86-22 respecting the California Uniform Public Construction Cost Accounting Act.

**Prepared by:** Gene Mancebo, General Manager
RESOLUTION NO. 2019-09
OF THE BOARD OF DIRECTORS OF THE AMADOR WATER AGENCY
RESCINDING RESOLUTION 86-22 REGARDING
CALIFORNIA UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING ACT

WHEREAS, on December 10, 1986, the Board of Directors of the Amador Water Agency ("Water Agency") adopted Resolution No. 86-22 electing to implement the procedures for conducting public project work provided in the California Uniform Public Construction Cost Accounting Act ("CUPCCAA"), Public Contract Code sections 22000 and following;

WHEREAS, the Water Agency's Board later determined to not implement the use of CUPCCAA's procedures and, as a result of that election, did not enact an informal bidding ordinance as required by CUPCCAA;

WHEREAS, in and after 1988, when the Water Agency formed its engineering department and began conducting public project work, the Water Agency has continuously complied with the statutes governing its conduct of such work set forth in Section 3.6 of the Water Agency Act (Stats. 1959, chap. 2137, p. 5061, codified in West's Water Code Appendix Chapter 95) and Public Contract Code sections 21450 and 21451;

WHEREAS, in 1996, the Construction Industry Force Account Council ("CIFAC") sued the Water Agency to challenge its authority to conduct a public works project valued in excess of $12,500 by using Water Agency personnel rather than by advertising for bids from outside contractors;

WHEREAS, the trial court ruled that the Water Agency had the authority to conduct public project work in any amount with its own forces and was not required to bid out public project work valued in excess of $12,500, which ruling was upheld in a 1999 decision of the Third District Court of Appeal reported in Construction Industry Force Account Council v. Amador Water Agency (1999) 71 Cal.App.4th 810 ("CIFAC v. AWA");

WHEREAS, in the 1996-1999 CIFAC v. AWA litigation, CIFAC never raised any issue related to the 1986 adoption of Resolution No. 86-22 or complained of the Water Agency's election to instead comply with the force account labor and project bidding authority provided in Water Agency Act section 3.6 and Public Contract Code section 21451;

WHEREAS, CIFAC recently provided notice that it now believes that the Agency might be subject to CUPCCAA even though it failed to raise any such issue in the CIFAC
v. AWA litigation and, upon further investigation, Water Agency staff learned of the Board’s 1986 adoption of Resolution No. 86-22 and apparent later determination to not enact an informal bidding resolution to implement the decision to comply with CUPCCAA;

WHEREAS, it is within the sole discretion of local public agencies, including the Water Agency, to elect whether or not to follow CUPCCAA’s procedures or to rescind any previous election to implement CUPCCAA procedures; and

WHEREAS, the Board now desires to ratify its previous decision to not implement Resolution No. 86-22 by enacting a CUPCCAA informal bidding ordinance, and to instead continue complying with the force labor and bidding procedures set forth in the Water Agency Act and Water Agency-specific statutes in the Public Contract Code as the Water Agency has done since 1988, and to eliminate any confusion about that prior decision by now rescinding Resolution No. 86-22.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Water Agency that:

1. The Board finds that, in spite of its adoption of Resolution No. 86-22, that the Water Agency never intended to complete implementation of CUPCCAA and has instead continuously complied with the force labor and bidding procedures provided in Water Agency Act section 95-3.6 and Public Contract Code section 21451, and that use of these statutes has ensured that Water Agency has the utmost flexibility in conducting public project work while also ensuring that ratepayers have obtained the best quality facilities in the most transparent manner at the least possible cost.

2. The Agency hereby rescinds Resolution No. 86-22 and declares it to be of no further force and effect.

3. The General Manager is directed to immediately transmit a copy of this resolution to the State Controller’s Office to provide notice to the California Uniform Construction Cost Accounting Commission that the Agency has rescinded Resolution No. 86-22 and that the Water Agency’s name should be deleted from the roster of agencies implementing CUPCCAA.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Water Agency at a regular meeting held on this 11th day of April, 2019, by the following vote:
AYES:
NOES:
ABSENT:
ABSTAIN:

Signed and approved by me after its passage this 11th day of April, 2019.

________________________________________
Paul Molinelli, Jr., President
Board of Directors

ATTEST:

________________________________________
Cris L. Thompson
Clerk of the Board of Directors
MEMORANDUM

TO: BOARD OF DIRECTORS, AMADOR WATER AGENCY

CC: GENE MANCEBO, GENERAL MANAGER

FROM: JOSH HOROWITZ & PAT FITZGERALD

DATE: APRIL 5, 2019

RE: LEGISLATIVE REPORT FOR THE APRIL 11, 2019 AMADOR WATER AGENCY BOARD MEETING

The following are bills of potential interest to the Amador Water Agency pending in the California Legislature. [** - denotes bills added since last month’s report.]

STATE ASSEMBLY

AB 9 (Reyes) - Employment discrimination: limitation of actions.
Introduced: 12/03/18
Status: 3/25/19 – Amended and re-referred to Asm. Committee on Appropriations.
Existing law requires a person to file a complaint under the California Fair Employment and Housing Act (FEHA) regarding certain unlawful employment and housing practices, including discrimination and harassment, within one year. This bill would extend the period within which someone may file these claims to three years.
ACWA: None.

AB 51 (Gonzalez) - Employment discrimination: enforcement.
Introduced: 12/03/18
Status: 3/27/19 - Amended and re-referred to Asm. Committee on Appropriations.
This bill would prohibit an employer from placing certain conditions on employment, continued employment, any employment-related benefit, or entering any contractual agreement. These conditions include prohibiting an applicant for employment, employee, or independent contractor from disclosing to any person an instance of sexual harassment that the employee or independent contractor suffers, witnesses, or discovers in the workplace or in the performance of the contract, or otherwise opposing any lawful practice, or from exercising any right or obligation or participating in any investigation or proceeding with respect to unlawful harassment or discrimination.
ACWA: Watch.
**AB 60 (Friedman) - Water conservation: water meters: accuracy standards.**

**Introduced:** 12/03/18

**Status:** 3/25/19 - From Comm. on Rules: Be re-referred to Com. on W., P., & W. Re-referred.

Existing law requires the State Energy Resources Conservation and Development Commission to establish design and construction standards and energy and water conservation design standards for new residential and new nonresidential buildings and to establish minimum levels of operating efficiency to promote the use of energy and water efficient appliances. This bill would require the commission, on or before January 1, 2022, to adopt regulations setting standards for the accuracy of water meters, as described. The bill would prohibit any water meter manufactured on or after the effective date of those regulations from being sold or offered for sale in the state, or installed by a water purveyor, unless it is certified by the manufacturer to be in compliance with those standards. Notwithstanding these provisions, the bill would require the regulations to include an exception for purchase of a noncompliant water meter pursuant to a contract entered into before January 1, 2020, and the subsequent installation of that water meter. The bill would allow a water purveyor to maintain water meters that are installed as of the effective date of the regulations, or pursuant to that exception, until the end of their useful service, as determined by the water purveyor.

**ACWA:** Not favor unless amended.

**AB 68 (Ting) - Land use: accessory dwelling units.**

**Introduced:** 12/03/18

**Status:** 3/28/19 - Amend, and re-referred to Asm. Committee on Housing & Community Development.

Existing law limits the ability of a local agency, special district, or water corporation to require the installation of a new or separate utility connection and the payment of a related connection fee or capacity charge for certain accessory dwelling units (ADUs). As amended, this bill would require a local agency to ministerially approve or deny a permit application for the creation of an accessory dwelling unit permit within 60 days of receipt instead of the 120-day period in existing law.

**ACWA:** Watch.

**AB 134 (Bloom) – Safe, clean, affordable, and accessible drinking water.**

**Introduced:** 12/05/18

**Status:** 3/27/19 – Passed from Asm. Comm. on Enviro. Safety & Toxic Materials; re-referred to Comm. on Appropriations.

Indicating that the Legislature intends to resume its push to fund clean drinking water projects after efforts to impose a tax on water bills failed in the summer of 2018, this bill would state findings and declarations of the Legislature's intent to adopt policies to ensure that every Californian has the right to safe, clean, affordable, and accessible drinking water. Gov Newsom's proposed budget summary, released on Jan. 11, stated that he would be advancing a safe drinking water funding framework "consistent with the policy
framework of SB 623" (the "Safe and Affordable Drinking Water Act" that failed in summer 2018). This bill or AB 217 may be a potential vehicle for advancing this proposal in the legislature. As an alternative approach to a new tax, ACWA is proposing a Safe Drinking Water Trust to fund costs for community water systems in disadvantaged communities. (See discussion of SB 669, below.)

ACWA: Watch.

**AB 171 (Gonzalez) - Employment: sexual harassment.**
*Introduced: 1/24/19*

This bill would prohibit an employer from discharging or in any manner discriminating or retaliating against an employee because of the employee's status as a victim of sexual harassment, as defined by FEHA. The bill would establish a rebuttable presumption of unlawful retaliation based on the employee's status as a victim of domestic violence, sexual assault, sexual harassment, or stalking if an employer takes specific actions within 90 days following the date that the victim provides notice to the employer or the employer has actual knowledge of the status. This bill contains similar provisions as AB 3081, which passed the legislature last term but was vetoed by Governor Brown.

ACWA: Watch.

**AB 217 (Garcia, Eduardo) - Safe and Affordable Drinking Water Fund.**
*Introduced: 1/16/19*
*Status: 3/1/19 – Amended and re-referred to Asm. Committee on Appropriations.*

As currently drafted, this bill simply would create a "Safe and Affordable Drinking Water Fund," from which moneys would be available to the State Water Resources Control Board (State Water Board), upon appropriation from the legislature, to provide a stable source of funding to secure access to safe drinking water for all Californians, while also ensuring the long-term sustainability of drinking water service and infrastructure. AB 217 has been amended to include a $0.50 per water connection tax and to include most of the language from last year's budget trailer bill that died. For more on efforts to advance Safe and Affordable Drinking Water proposals, see AB 134, above.

ACWA: Watch.

**AB 231 (Mathis) – California Environmental Quality Act: exemption: recycled water.**
*Introduced: 1/17/19*
*Status: 3/25/19 - In Asm. Committee on Natural Resources: Set, first hearing. Failed passage.*

This bill would exempt from the requirements of the California Environmental Quality Act (CEQA) any project to construct or expand a recycled water pipeline for the purpose of mitigating drought conditions during a state of emergency proclaimed by the Governor, if
the project meets specified criteria. The bill would also exempt from CEQA the development and approval of building standards by state agencies for recycled water systems.

ACWA: Favor.

AB 235 (Mayes) - Electrical corporations: local publicly owned electric utilities: California Wildfire Catastrophe Fund Act.

Introduced: 1/18/19
Status: 2/07/19 - Referred to Asm. Committee on Utilities & Energy.

This bill would create the California Wildfire Catastrophe Fund Authority, which would be governed by a board of directors. The bill would authorize electrical corporations and local publicly owned electric utilities to participate in the authority. The bill would require each participating entity to make an initial contribution and annual contributions to the authority, and would require the board to deposit those contributions into an account dedicated to receiving contributions from that participating entity.

ACWA: None.

AB 249 (Choi) – Public employers: employee organizations.

Introduced: 1/22/19

This bill would prohibit a public employer from deterring or discouraging a public employee or an applicant to be a public employee from opting out of becoming or remaining a member of an employee organization. The bill would prohibit a public employer from taking adverse action, including reducing pay or benefits, against a public employee or applicant to be a public employee who opts out of becoming or remaining a member of an employee organization.

ACWA: None.

AB 287 (Voepel) - Public employees' retirement: annual audits.

Introduced: 1/28/19
Status: 2/07/19 - Referred to Asm. Committee on Public Employment & Retirement.

Current law requires each state and local public pension or retirement system, on and after the 90th day following the completion of the annual audit of the system, to provide a concise annual report on the investments and earnings of the system, as specified, to any member who makes a request and pays a fee, if required, for the costs incurred in preparation and dissemination of that report. This bill would also require each state and local pension or retirement system to post a concise annual audit of the information described above on that system's website no later than the 90th day following the audit's completion.

ACWA: None.
AB 289 (Fong) - Public records appeals: ombudsman.
Introduced: 1/28/19
Status: 3/25/19 – Amended and re-referred to Asm. Accountability and Administrative Review Comm.
This bill would declare the intent of the Legislature to enact legislation that would establish an ombudsman within the California State Auditor’s Office who would serve as the appeals body for all requests related to the California Public Records Act.
ACWA: None.

AB 292 (Quirk) - Recycled water: raw water and groundwater augmentation.
Introduced: 1/28/19
Current law requires the State Water Board, on or before December 31, 2023, to adopt uniform water recycling criteria for direct potable reuse through raw water augmentation, as specified. This bill would eliminate the definition of “direct potable reuse” and instead would substitute the term “groundwater augmentation” for “indirect potable reuse for groundwater recharge” in these definitions. The bill would require, on or before December 31, 2023, the State Board to adopt uniform water recycling criteria for raw water augmentation. On March 4, 2019, the bill was amended to also revise the definition of “treated drinking water augmentation,” to mean the planned placement of recycled water “directly into a finished” water distribution system.
ACWA has adopted a support position on this bill because it clarifies definitions that are confusing to the public, following up on 2017’s AB 528 which similarly streamlined various water reuse definitions in the Water Code.
ACWA: Support.

AB 322 (Gallagher) - Political Reform Act of 1974: online filing and disclosure system.
Introduced: 1/30/19
The Political Reform Act of 1974 requires the filing of certain statements, reports and other documents. Under the act, a local government agency may require these filings to be made online or electronically and then make all data so filed available on the Internet. This bill would require a local government agency to post on its website a copy of any certain statement, report, or other document filed with that agency in paper format. This bill would require that the statement, report, or other document be made available for four years from the date of the election associated with the filing.
ACWA: None.
AB 333 (Eggman) - Whistleblower protection: state and local independent contractors.

Introduced: 1/31/19


Existing law prohibits an employer or any person acting on behalf of the employer from preventing an employee from, or retaliating against an employee for, providing information to, or testifying before, any public body conducting an investigation, hearing, or inquiry, if the employee has reasonable cause to believe that the information discloses a violation of a law, regardless of whether disclosing the information is part of the employee’s job duties. This bill would extend such whistleblower protection to independent contractors and contracted entities working for state and local government who are tasked with receiving and investigating complaints from facilities, services, and programs operated by state and local governments.

ACWA: None.

AB 441 (Eggman) – Water: underground storage.

Introduced: 2/11/19


Under existing law, the right to use water is limited to that amount of water reasonably required to serve beneficial uses. Failure to beneficially use a water right for a period of five years may result in forfeiture of that right. Existing law provides that diversions for storing water underground constitute a beneficial use if the stored water is thereafter applied to beneficial uses; the underground storage itself is not a beneficial use. This bill would provide that certain uses of water while underground constitute beneficial use. This bill would provide that water thus being beneficially used, or held in storage for a later beneficial use, is not subject to forfeiture.

ACWA: Watch.

AB 456 (Chu, Bonta, Low) – Public contracts: claim resolution.

Introduced: 2/11/19


The Public Contract Code currently provides for contracts entered into after January 1, 2017, a claim resolution process for claims by a contractor in connection with a public works project against a public entity. That claim resolution process provision is set to sunset on January 1, 2020. This bill would delete the sunset date and make the claim resolution process operative indefinitely.

ACWA: None.
AB 654 (Rubio, Blanca) – Public records: utility customers: disclosure of personal information.
Introduced: 2/15/19
The California Public Records Act (CPRA) currently authorizes local agencies to disclose certain utility customer information under certain circumstances, including to another governmental agency when the information is necessary for the performance of that agency’s official duties. This bill would amend the act to authorize a local agency to disclose the name, utility usage data, and home address of utility customers to another governmental agency when the disclosure is not necessary for the performance of the other governmental agency’s official duties but is to be used for scientific, educational, or research purposes, and the requesting agency receiving the disclosed material agrees to maintain it as confidential in accordance with specified criteria. Disclosure would be at the sole discretion of the disclosing agency.
ACWA: Favor.

AB 658 (E. Garcia) – Water rights: water management.
Introduced: 2/15/19
Status: 4/3/19 – Amended, and re-referred to Comm. on Appropriations.
This bill would authorize the State Water Board to issue conditional temporary permits and change orders to groundwater sustainability agencies or local agencies to authorize the diversion of surface water to underground storage for beneficial use that advanced the sustainability goal of a groundwater basin. This bill additionally would expand beneficial uses of water to include diversions of water to underground storage in certain circumstances, including for groundwater recharge and protection of water quality.
ACWA: Support if amended.

**AB 756 (C. Garcia) - Public water systems: contaminants.
Introduced: 2/19/19
Existing law, the California Safe Drinking Water Act, requires the State Water Board to administer provisions relating to the regulation of drinking water to protect public health. The act’s implementing regulations are required to include monitoring of contaminants and requirements for notifying the public of the quality of the water delivered to customers. This bill would require public water systems to monitor for perfluoroalkyl and polyfluoroalkyl substances. The bill also would require a public water system to publish and keep current on its internet website water quality information relating to regulated contaminants and to notify each customer on the customer’s next water bill and through email, as prescribed, of confirmed detections of specified excess contaminants.
ACWA: None.
**AB 868 (Bigelow) - Electrical corporations, electrical cooperatives, local publicly owned electric utilities: wildfire mitigation plans.**

**Introduced:** 2/20/19

**Status:** 4/3/2019 - Passed as amended and re-referred to Asm. Comm. on Appropriations.

Under existing law, the PUC has regulatory authority over public utilities, including electrical corporations, while local publicly owned electric utilities are under the direction of their governing boards. Existing law provides that electrical cooperatives are subject to the regulatory authority of the PUC under the Public Utilities Act, except as specified. This bill would require each covered electrical utility that deenergizes portions of the electrical grid as a wildfire mitigation measure to adopt protocols for when deenergization will be undertaken, for providing notice and other steps to be taken to minimize any adverse effects from deenergization, and for restoring electrical service following a deenergization. The bill would require that the utility, in developing the protocols, consult with persons and institutions that are reasonably likely to be affected by a deenergization, including local water suppliers, wastewater agencies, consumer groups, fire departments, law enforcement agencies, and local government officials. The bill would require an electrical utility that deenergizes portions of the electrical grid as a wildfire mitigation measure to maintain an internet website or dedicated web page identified and accessible from its general internet website, devoted to public safety as it relates to the utility services provided by the utility.

**ACWA:** Favor with amendments.

**AB 881 (Bloom) - Accessory Dwelling Units.**

**Introduced:** 2/20/19

**Status:** 4/3/19 – Amended and passed in Asm. Comm. on Housing & Community Development and re-referred to Comm. on Local Gov’t.

This bill would make several changes to the Planning and Zoning Law provisions concerning ADUs. Among other things, this bill would clarify the requirements for when a local agency must approve an ADU building permit, and for when an ADU may not be required to install a new water or sewer connection or pay a related connection fee or capacity charge. Under this bill, an ADU would be exempt from these requirements if it was within an “existing structure,” including the primary residence, or a studio, garage, pool house, or similar structure. The bill also would clarify that “existing structure” means a structure that was constructed before conversion to an ADU and is not a new structure.

**ACWA:** None.

**AB 945 (McCarty) - Local government: financial affairs: surplus funds.**

**Introduced:** 2/20/19

**Status:** 3/4/19 – Referred to Asm. Committees on Local Gov’t and Banking & Finance.

Existing law prescribes the instruments and criteria by which a local agency, as defined, may invest and deposit its funds, including its surplus funds. This bill would, commencing January 1, 2020, authorize a local agency to invest and deposit the agency’s surplus funds in deposits at specified types of financial institutions whether those investments are...
certificates of deposit or another form, and would increase the percentage of the local agency's funds that can be invested to 50%.
ACWA: Favor.

AB 992 (Mullin) – Open meetings: local agencies: social media.
Introduced: 2/21/2019
The Ralph M. Brown Act generally requires local agencies to conduct open meetings. The Brown Act prohibits, among other things, direct or indirect communications among a majority of a local agency's legislative body to hear, discuss, deliberate, or take action on any item within that legislative body's subject matter jurisdiction. This bill would clarify that the Brown Act does not apply to posting, commenting, liking, interaction with, or participation in, internet-based social media platforms by a majority of the members of a legislative body, provided that a majority of the members do not discuss among themselves business of a specific nature that is within the local agency's subject matter jurisdiction.
ACWA: None.

AB 1204 (Rubio, Blanca) – Public water systems: primary drinking water standards: implementation date.
Introduced: 2/21/2019
The California Safe Drinking Water act currently requires the State Water Board to regulate drinking water, and requires the board to adopt primary drinking water standards for contaminants in drinking water. This bill would require the adoption or amendment of a primary drinking water standard for a contaminant in drinking water not regulated by a federal primary drinking water standard, or that is more stringent than a federal primary drinking water standard, to take effect three years after the date on which the State Water Board adopts or amplends the primary drinking water standard. The bill would authorize the State Water Board to delay the effective date of the primary drinking water standard adoption or amendment by no more than two additional years as necessary for capital improvements to comply with a maximum contaminant level or treatment technique.
ACWA: Favor.

AB 1347 (Boerner Horvath) – Electricity: renewable energy and zero-carbon resources: state and local government building s.
Introduced: 2/22/2019
Existing law establishes the policy of the state that eligible renewable energy resources and zero-carbon resources supply 100% of all retail sales of electricity to California end-use customers and 100% of electricity procured to serve all state agencies by December 31,
2045. This bill would establish the policy of the state that eligible renewable energy resources and zero-carbon resources supply 100% of all retail sales of electricity to state and local government buildings by December 31, 2030.

ACWA: Not yet considered.

** AB 1375 (Bigelow) - Disaster relief: dead and dying tree removal: allocation to local agencies.

Introduced: 2/22/18
Status: 3/14/2019 - Referred to Asm. Comm. on Governmental Organization

The California Disaster Assistance Act provides that the state share for disaster project allocations to local agencies is no more than 75% of total state eligible costs, except for specified events for which the state share is up to 100% of state eligible costs. This bill would provide that the state share for the removal of dead and dying trees in connection with the Governor’s Proclamation of a State of Emergency issued on October 30, 2015, is no more than 90% of total state eligible costs.

ACWA: Favor.

** AB 1414 (Friedman) - Urban retail water suppliers: reporting.

Introduced: 2/22/18
Status: 3/14/2019 - Referred to Comm. on Water, Parks, & Wildlife.

Existing law requires each urban retail water supplier to develop urban water use targets and an interim urban water use target, in accordance with specified requirements. Existing law requires each urban retail water supplier, on or before October 1, 2017, and on or before October 1 of each year thereafter, to submit a completed and validated water loss audit report for the previous calendar year or previous fiscal year as prescribed by rules adopted by DWR. This bill would require each urban retail water supplier on or before January 1 of each year until January 1, 2024, to submit a completed and validated water loss audit report as prescribed by DWR. The bill would require on or before January 1, 2024, and on or before January 1 of each year thereafter, each urban retail water supplier to submit a completed and validated water loss audit report for the previous calendar year or previous fiscal year as part of an existing report relating to its urban water use.

ACWA: Favor if amended.

ACA 1 (Aguilar-Curry) Local government financing: affordable housing and public infrastructure: voter approval.

Introduced: 12/03/18

This bill would propose an amendment to the State Constitution to make three changes to the voting requirements to pass certain taxes. First, the amendment would create an additional exception to the 1 percent maximum ad valorem tax rate on real property for the service of bonds incurred to fund the construction, reconstruction, rehabilitation, or
replacement of public infrastructure or affordable housing, if the tax is approved by 55 percent of the voters. Second, the amendment would authorize a local government to impose, extend, or increase a sales and use tax or transactions and use tax or a parcel tax for the purposes of funding the construction, rehabilitation, or replacement of public infrastructure or affordable housing, if the tax is approved by 55 percent of voters. Third, this amendment would lower the two-thirds voting threshold to 55 percent for the authorization of bonds to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure or affordable housing projects.

ACWA: None.

STATE SENATE

Introduced: 12/03/18
Status: 3/20/19 - From Comm. on Environmental Quality: Passed and re-referred to Comm. on Natural Resources & Water.
In an effort to combat revisions to federal air, water, and endangered species protection regulations, this bill would require respective state agencies to monitor federal rulemaking and consider taking certain actions to maintain a 2017 baseline under state law if federal standards are relaxed. The bill also would create a private right of action authorizing citizen suits to enforce the new state regulations.
ACWA: Oppose unless amended.

SB 13 (Wieckowski) - Accessory dwelling units.
Introduced: 12/03/18
This bill would express the intent of the Legislature to enact legislation that would reduce impact fees and other existing barriers for homeowners seeking to create accessory dwelling units for the purpose of creating additional residential housing within their neighborhoods. This appears to be a “spot bill,” potentially for the reintroduction of 2018’s SB 831, which would have eliminated all impact, connection, and capacity fees for ADUs under 1,200 square feet. While SB 13 currently lacks substantive language, it is likely that the bill will seek to lower or eliminate impact fees on these types of ADUs.
ACWA: Not favor unless amended.

SB 19 (Dodd) – Water resources: stream gages.
Introduced: 12/03/18
Status: 3/12/2019 - From Comm. on Natural Resources & Water: Do pass and re-refer to Comm. on Appropriations.
This bill would require DWR and the State Water Board to, upon appropriation of funds, develop a plan to deploy a network of stream gages, including a determination of funding needs and opportunities for modernizing and reactivating existing gages and deploying new gages in priority locations across hydrologic regions in the state. The bill would require the DWR and the State Board, in consultation with CDFW, the Department of Conservation, the Central Valley Flood Protection Board, interested stakeholders, and, to the extent they wish to consult, local agencies, to develop the plan to address significant gaps in information necessary for water management and the conservation of freshwater species. The sponsor introduced an identical bill last session (SB 919) that died in the Assembly Committee on Appropriations.

ACWA: Support.

Introduced: 12/3/18
This bill would enact the Wildfire, Drought, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of $4 billion in bonds to finance projects to restore fire damaged areas, reduce wildfire risk, create healthy forest and watersheds, reduce climate impacts on urban areas and vulnerable populations, protect water supply and water quality, protect rivers, lakes, and streams, reduce flood risk, protect fish and wildlife from climate impacts, improve climate resilience of agricultural lands, and protect coastal lands and resources.
ACWA: Favor if amended.

SB 62 (Dodd) - Endangered species: accidental take associated with routine and ongoing agricultural activities.
Introduced: 1/03/19
The California Endangered Species Act prohibits the “taking” of an endangered or threatened species, except in certain situations. Currently, the act provides an exception from this prohibition for the accidental take of protected species resulting from acts that occur on a farm or a ranch in the course of otherwise lawful routine and ongoing agricultural activities. That exception expires January 1, 2020, but this bill would make the exception permanent.
ACWA: Favor.

SB 134 (Hertzberg) - Water conservation: water loss performance standards: enforcement.
Introduced: 1/15/19
Status: 1/24/19 - Referred to Comm. on Natural Resources & Water.
Existing law authorizes the State Water Board to issue information orders, written notices, and conservation orders to an urban retail water supplier that does not meet its urban water use objective, and to impose civil liability for a violation of an order or regulation issued pursuant to those provisions. Current law requires the State Board to adopt rules requiring urban retail water suppliers to meet water loss performance standards. This bill would prohibit the board from imposing liability for a violation of water loss performance standards except as part of the enforcement of an urban water use objective.

**SB 200 (Monning) - Safe and Affordable Drinking Water Fund.**

*Introduced: 1/31/19*

*Status: 3/22/2019 – Set for hearing on April 23 in Comm. on Natural Resources & Water.*

Like AB 2017, this bill would create a “Safe and Affordable Drinking Water Fund,” from which moneys would be available to the State Water Resources Control Board, upon appropriation from the legislature, to provide a stable source of funding to secure access to safe drinking water for all Californians, while also ensuring the long-term sustainability of drinking water service and infrastructure. Senator Monning sponsored SB 623, which was the principal vehicle for the water tax proposed in the 2018 legislative session. For more on efforts to advance Safe and Affordable Drinking Water proposals, see AB 134, above.

**ACWA: Watch.**

**SB 414 (Caballero) - Small System Water Authority Act of 2019.**

*Introduced: 2/20/19*


Existing law, the California Safe Drinking Water Act, provides for the operation of public water systems and imposes on the State Water Resources Control Board various responsibilities and duties. The act authorizes the SWRCB to order consolidation with a receiving water system if a public water system or a state small water system, serving a disadvantaged community, consistently fails to provide an adequate supply of safe drinking water. If consolidation is not appropriate or not technically and economically feasible, the SWRCB may contract with an administrator to provide administrative and managerial services to designated public water systems and to order the designated public water system to accept those services. This bill would create the Small System Water Authority Act of 2019 and state legislative findings and declarations relating to authorizing the creation of small system water authorities that will have powers to absorb, improve, and competently operate noncompliant public water systems. The bill, no later than March 1, 2020, would require the SWRCB to provide written notice to cure to all public agencies, private water companies, or mutual water companies that operate a small public water system that is not in compliance with one or more state or federal primary drinking water standard maximum contaminant levels for the period from July 1, 2018, through December 31, 2019. This bill would require further actions for an entity receiving a notice to remedy a violation or the SWRCB may take prescribed actions to resolve the problem through a plan or formation of
an authority by the applicable LAFCO to serve the customers of the public water system.

ACWA: Support/Amend.

SB 474 (Stern) - Department of Water Resources: appropriations of water.
Introduced: 2/21/19
Status: 4/2/19 – In Comm. on Natural Resources & Water: April 9 hearing cancelled at request of author. Reset for April 23.
Existing law authorizes the Department of Water Resources to make and file applications with the State Water Board to appropriate water for future projects. The State Water Board is authorized to release from priority or assign these filings to other agencies or entities (and has done so with the Agency). Existing law exempts these filings from certain diligence requirements under the Water Code. This bill would remove that diligence exemption as of January 1, 2021.
ACWA: Oppose unless amended.

SB 518 (Wieckowski) - Public records: disclosure: court costs and attorney's fees.
Introduced: 2/21/19
Status: 3/21/19 – In Comm. on Judiciary. Set for hearing on April 23.
The CPRA requires a court to award costs and reasonable attorney’s fees to a prevailing party if the court orders the disclosure of public records and finds that a public official's decision to refuse disclosure of public records is not justified. In addition, the act requires the court to award costs and reasonable attorney's fees to the public agency if the court finds that the requesting party's case is clearly frivolous. This bill, for the purposes of the award of costs and attorney's fees, would specifically except a provision of existing law that prescribes the withholding or augmentation of costs if an offer is made before judgment or award in a trial or arbitration.
ACWA: None.

SB 615 (Hueso) - Public records: disclosure.
Introduced: 2/21/19
Status: 3/14/19 – Referred to Comm. on Judiciary.
Also concerning litigation under the CPRA, this bill would require a party seeking to inspect or copy a public record to meet and confer in good faith with the public agency in an attempt to informally resolve the issues before instituting a judicial proceeding to compel disclosure. This bill also would require a court to make certain findings concerning the agency's actions before awarding costs to a prevailing party.
ACWA: None.

SB 669 (Caballero) - Water quality: Safe Drinking Water Fund.
Introduced: 2/22/19
Sponsored by ACWA and the California Municipal Utilities Association as an alternative to the statewide water tax proposals, this bill would create the Safe Drinking Water Trust in the State Treasury, funded with general fund dollars during a state budget surplus year. Net income earned from the trust would be transferred to a Safe Drinking Water Fund, which the State Water Board would administer, for costs associated with operation and maintenance of water treatment facilities, as well as efforts to consolidate smaller water systems that are out of compliance with drinking water standards.

ACWA: Support.

SB 778 (Committee on Labor, Public Employment and Retirement) - Employers: sexual harassment training: requirements.

Introduced: 02/26/19

Current law requires an employer with five or more employees to provide at least two hours of sexual harassment training to supervisory employees and at least one hour of sexual harassment training to all employees within six months of their assumption of a position. This training must be provided before January 1, 2020. This bill would clarify that employees must receive refresher training every two years, and an employer who has provided this training and education to an employee after January 1, 2018, is not required to provide refresher training until after December 31, 2020.

ACWA: None.

SB 779 (Committee on Natural Resources and Water) - Appropriation of water: change of point of diversion, place of use, or purpose of use.

Introduced: 2/27/19
Status: 3/15/2019 – In Comm. on Natural Resources & Water. Set for hearing April 23.

Under existing law, an applicant, permittee, or licensee may change the point of diversion, place of use, or purpose of use from that specified in the application, permit, or license, upon receiving permission of the State Water Board. This bill would authorize an applicant, permittee, or licensee to change any other provision or condition in the application, permit, or license, upon permission of the State Water Board. This bill also would authorize the State Water Board to make a minor change to an application, permit, or license without requiring the filing of a change petition for change if the State Water Board makes specified findings, including that the change does not have the potential to adversely affect the water supply of other legal users of water or instream beneficial uses. The bill would require the State Water Board to provide notice and to allow at least 15 days for public comment before making a minor change to an application, permit, or license.

ACWA: Not yet considered.
Administration Department Report

Customer Service/Human Resources:

- The 2018/2019 (7/1/18-6/30/19) Safety Statistics for Agency staff are:
  - Lost time worker's comp incident: 1 (FY1: date of last incident: 9/13/18)
  - Other Worker Comp incident: 0 (FY1: date of last incident: 5/10/17)
  - First Aid incident: 0
  - Avoidable vehicle accident: 2 (9/13/18)
  - Unavoidable vehicle accident: 0

- Training: Hays-CalPERS Employer Response Dialogue; Hays, Gish-CSMFO Strategies to Manage Increasing Pension Costs; Evensen-AWWA Conference; Tesch-D2 Certification Class; Dalmau-Forklift Train-the-Trainer; Leadership Training-Gish, Evensen, Ferreira, Hays, Mancebo, Thompson, C; Miller, K; Hutchison, Mottishaw, Reaser, Goshom; Gish, Edgman-SB606/AB 1668 workshop; Forklift Certification-Miller, K; Miller, D; Yardley; Dalmau; Lawson

- Certifications/Renewals: Lawson-T3

- Staffing: Filled Distribution I and Construction I

- Vacancies: Instrumentation/Electrical Technician

- Liens filed: 565.52
- Liens Released: 20 (last of the clean up)
- Currently Outstanding Lien Balance: $43,439.74

- Completed monthly Door Tags/Shut Offs for River Pines PUD, including monthly customer deposit
- 19/20 Budgeting
- Participate with Audit Management letter items
- Participate with Springbrook/CMMS integration.
- Participate with review of Facebook topics
- Initial review of SB 998 and how it will impact Water Code, billing, etc.
- Participate with Annual State Reporting – March and April
- Creating the IVR Alert Procedure for Customer Service
- Conducted interviews for Distribution I and Construction I
- Wildflower – met with Mr. Ken Lupton and Gene to discuss participation fee credits
- Springbrook – working on payment processor change over from Merchant to CivicPay
- Set up multiple training opportunities: ACWA; CRWA; AWWA; Distribution; Forklift
Finance/Accounting:

- Water Sales Revenues through the month of March are $6,342,400
- Wastewater Sales Revenues through the month of March are $1,272,941
- Reimbursements received: $313,062
- Outstanding Reimbursements are approximately $1,173,084
- Restricted and Unrestricted Cash: Attached
- March Sales Comparison: Attached
- Delinquency report: Attached

Research and begin compiling data for 2019-20 Budget process.

- Investigate additional tools for presenting and funding OPEB and CalPERS unfunded liability
- Continue plan, including reasonable timeline, for addressing outstanding items on the Audit Management letter. Presented to the Budget and Finance Committee. Accounting policies, purchasing policy, inventory process, customer deposits reporting, and grant tracking are in process.

Prepared by: Karen Gish – HR / Office Manager
Tracey Hays - Finance Manager
Cris Thompson- Assistant General Manager
## Restricted and Unrestricted Cash

<table>
<thead>
<tr>
<th></th>
<th>Apr-17</th>
<th>Apr-18</th>
<th>May-17</th>
<th>May-18</th>
<th>Jun-17</th>
<th>Jun-18</th>
<th>Jul-17</th>
<th>Jul-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>1,653,122</td>
<td>1,538,312</td>
<td>500,000</td>
<td>552,008</td>
<td>302,412</td>
<td>1,790,263</td>
<td>724,862</td>
<td>1,742,355</td>
</tr>
<tr>
<td>Restricted</td>
<td>1,406,005</td>
<td>1,933,707</td>
<td>1,243,101</td>
<td>1,617,607</td>
<td>1,331,723</td>
<td>1,066,729</td>
<td>1,430,907</td>
<td>1,140,858</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>3,059,127</td>
<td>3,472,019</td>
<td>1,743,101</td>
<td>2,169,615</td>
<td>1,634,135</td>
<td>2,856,992</td>
<td>2,155,769</td>
<td>2,883,213</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Aug-17</th>
<th>Aug-18</th>
<th>Sep-17</th>
<th>Sep-18</th>
<th>Oct-17</th>
<th>Oct-18</th>
<th>Nov-17</th>
<th>Nov-18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>552,103</td>
<td>2,007,227</td>
<td>943,710</td>
<td>1,775,040</td>
<td>890,718</td>
<td>1,605,540</td>
<td>1,308,110</td>
<td>1,290,540</td>
</tr>
<tr>
<td>Restricted</td>
<td>1,232,853</td>
<td>1,215,982</td>
<td>2,175,625</td>
<td>1,484,851</td>
<td>1,935,895</td>
<td>1,182,421</td>
<td>2,026,833</td>
<td>1,276,086</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>1,784,956</td>
<td>3,223,209</td>
<td>3,119,335</td>
<td>3,259,891</td>
<td>2,826,613</td>
<td>2,787,961</td>
<td>3,334,943</td>
<td>2,566,626</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Dec-17</th>
<th>Dec-18</th>
<th>Jan-18</th>
<th>Jan-19</th>
<th>Feb-18</th>
<th>Feb-19</th>
<th>Mar-18</th>
<th>Mar-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>1,380,979</td>
<td>1,372,418</td>
<td>1,233,003</td>
<td>868,327</td>
<td>994,690</td>
<td>1,303,441</td>
<td>1,355,643</td>
<td>1,426,687</td>
</tr>
<tr>
<td>Restricted</td>
<td>2,040,034</td>
<td>1,318,855</td>
<td>2,046,111</td>
<td>1,133,583</td>
<td>1,978,370</td>
<td>1,845,029</td>
<td>2,043,153</td>
<td>1,728,818</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td>3,421,013</td>
<td>2,691,273</td>
<td>3,279,114</td>
<td>2,001,910</td>
<td>2,973,060</td>
<td>3,148,470</td>
<td>3,398,796</td>
<td>3,155,505</td>
</tr>
<tr>
<td>Water - Sales</td>
<td>17-Jan</td>
<td>18-Jan</td>
<td>19-Jan</td>
<td>17-Feb</td>
<td>18-Feb</td>
<td>19-Feb</td>
<td>17-Mar</td>
<td>18-Mar</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>102-04-411010 Residential</td>
<td>76,511</td>
<td>86,850</td>
<td>83,854</td>
<td>68,000.66</td>
<td>80,460.68</td>
<td>78,596.07</td>
<td>67,976</td>
<td>77,702</td>
</tr>
<tr>
<td>102-04-411020 Multi-User</td>
<td>36,593</td>
<td>40,740</td>
<td>41,810</td>
<td>35,227.86</td>
<td>39,371.22</td>
<td>36,545.23</td>
<td>33,787</td>
<td>39,026</td>
</tr>
<tr>
<td>102-04-412000 Commercial</td>
<td>38,907</td>
<td>1,62</td>
<td>1,49,592</td>
<td>558,884</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>102-04-413000 Industrial</td>
<td>38,639</td>
<td>1,672</td>
<td>748,074</td>
<td>529,749</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>102-04-413010 Limited Industrial</td>
<td>150,123</td>
<td>1,751</td>
<td>5,939</td>
<td>150,123</td>
<td>558,884</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>102-04-414000 Irrigation</td>
<td>42,623</td>
<td>5,714</td>
<td>1,859.89</td>
<td>5,598.84</td>
<td>6,167.16</td>
<td>1,751</td>
<td>5,550</td>
<td>6,327</td>
</tr>
<tr>
<td>102-04-415000 Resale</td>
<td>14,053</td>
<td>44,053</td>
<td>35,799.68</td>
<td>38,533.84</td>
<td>35,139</td>
<td>38,639</td>
<td>38,907</td>
<td></td>
</tr>
<tr>
<td>102-04-416000 Wholesale</td>
<td>42,270</td>
<td>2,630</td>
<td>8,319</td>
<td>226.65</td>
<td>604.15</td>
<td>171.77</td>
<td>5,939</td>
<td>1,672</td>
</tr>
<tr>
<td>102-04-417000 Hydrant Use</td>
<td>(1,734)</td>
<td>(498)</td>
<td>(557)</td>
<td>(2,503.40)</td>
<td>(78.32)</td>
<td>(350.62)</td>
<td>149,592</td>
<td></td>
</tr>
<tr>
<td>102-04-418950 Adjustment To Sales-Write-Off</td>
<td>(1,734)</td>
<td>(498)</td>
<td>(557)</td>
<td>(2,503.40)</td>
<td>(78.32)</td>
<td>(350.62)</td>
<td>149,592</td>
<td></td>
</tr>
<tr>
<td>102-04-419000 Debt Service Charge</td>
<td>149,966.36</td>
<td>149,966.36</td>
<td>149,966.36</td>
<td>149,966.36</td>
<td>149,966.36</td>
<td>149,966.36</td>
<td>149,966.36</td>
<td>149,966.36</td>
</tr>
<tr>
<td>102-04-419010 Pumping Surcharge</td>
<td>150,219.91</td>
<td>148,028.72</td>
<td>149,028.72</td>
<td>149,028.72</td>
<td>149,028.72</td>
<td>149,028.72</td>
<td>149,028.72</td>
<td>149,028.72</td>
</tr>
<tr>
<td>102-04-419020 Water Shortage Surcharge</td>
<td>149,496.36</td>
<td>149,496.36</td>
<td>149,496.36</td>
<td>149,496.36</td>
<td>149,496.36</td>
<td>149,496.36</td>
<td>149,496.36</td>
<td>149,496.36</td>
</tr>
<tr>
<td></td>
<td>471,823</td>
<td>543,535</td>
<td>582,013</td>
<td>450,689</td>
<td>538,424</td>
<td>560,260</td>
<td>456,287</td>
<td>529,749</td>
</tr>
<tr>
<td>YTD TOTAL</td>
<td>6,342,400</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>18-19 Budget</td>
<td>7,864,674</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>% of Budget</td>
<td>80.64%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Delinquency Report
March 2019

<table>
<thead>
<tr>
<th></th>
<th>Total</th>
<th>Over 120</th>
<th>90-120</th>
<th>60-90</th>
<th>30-60</th>
</tr>
</thead>
<tbody>
<tr>
<td>Feb28-18</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standby/ Assessments</td>
<td>36,908.31</td>
<td>36,808.31</td>
<td></td>
<td></td>
<td>100.00</td>
</tr>
<tr>
<td>Wastewater</td>
<td>27,241.49</td>
<td>23,076.00</td>
<td>1,077.91</td>
<td>1,127.84</td>
<td>1,959.74</td>
</tr>
<tr>
<td>Water</td>
<td>43,365.71</td>
<td>12,727.34</td>
<td>2,517.44</td>
<td>3,926.09</td>
<td>24,194.84</td>
</tr>
<tr>
<td>Totals</td>
<td><strong>107,515.51</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Total</th>
<th>Over 120</th>
<th>90-120</th>
<th>60-90</th>
<th>30-60</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standby/ Assessments</td>
<td>21,464.92</td>
<td>21,288.65</td>
<td></td>
<td>5644.00</td>
<td>0</td>
</tr>
<tr>
<td>Wastewater</td>
<td>16,729.05</td>
<td>9,208.75</td>
<td>713.18</td>
<td>1,931.85</td>
<td>4,875.27</td>
</tr>
<tr>
<td>Water</td>
<td>22,718.38</td>
<td>3,875.97</td>
<td>1,012.15</td>
<td>3,542.49</td>
<td>14,287.77</td>
</tr>
<tr>
<td>Totals</td>
<td><strong>60,912.35</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Deleted Accounts

<p>| | | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Total</td>
<td>Over 120</td>
<td>90-120</td>
<td>60-90</td>
<td>30-60</td>
</tr>
<tr>
<td>----------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
<td>-------------</td>
</tr>
<tr>
<td>3/31/2018</td>
<td>16,544.68</td>
<td>14,586.40</td>
<td>135.15</td>
<td>659.26</td>
<td>1,163.87</td>
</tr>
<tr>
<td>3/26/2019</td>
<td>12,493.50</td>
<td>11,510.79</td>
<td>110.08</td>
<td>319.79</td>
<td>552.84</td>
</tr>
</tbody>
</table>
Operations Report

Covering March 1 – March 29, 2019

Operations Manager:
1. Worked on Operational and CIP Budgets
2. Permit Update for Tanner Recycle
3. Construction Projects for 2019 / 2020
4. Developing relationships with co-workers, staff and outside agencies
5. Working on understanding current workload, projects, operations and maintenance issues.
6. Working on overall SCADA Communications, Alarming and Notification Issues

Regulatory Compliance Specialist:
1. Working on eight (8) electronic annual water reports for the Division of Drinking Water. This includes Plymouth and River Pines.
2. Pulled 18 years of Camanche Well data for Sustainable Groundwater Management Act (SGMA)

Water Treatment Plants
1. Tanner Plant:
   a. Staff worked to put Tanner Hydro 1 back into service
2. Lone Plant:
   a. Plant rehabilitation continues
3. Buckhorn Plant:
   a. Equipment serviced
      i. Caterpillar back-up generator
      ii. 2 Atlas Copco Compressors (8000 hrs)
4. PGE @ Tiger Creek:
   a. Staff installed and tested new Hach raw water turbidimeter

Wastewater:
1. Pine Grove Camp
   a. Continue to maintain pond level and irrigate when possible
2. AWA Systems
   a. Cleared growth and debris from Leachfield B in Gayla and repaired broken latera

Electrical:
1. Continued repair of Communication between facilities and SCADA system
2. Worked on Cleanup of old SCADA servers at Tanner, Buckhorn and Lone
3. Working a Preventive Maintenance Program for Instrumentation Calibration
Construction:

1. FEMA lone Improvements
   a. Installed approximately 60% of an 8" water main up E. Market St between s. Arroyo Seco and Summit St.
   b. Removed 8" pressure reducing valve and installed 10" straight through piping between E. Marlette and Edgebrook near creek crossing.
2. Repaired 2" water main break on Barton Court (Buckhorn, 100gpm)
3. Repaired 8" main break between Stephanie Way and Alpine Drive (Buckhorn, 10 gpm)
4. Service line leak repair on Boston Alley (Sutter Creek)

Distribution:

1. Main Breaks:
   a. Barton Rd. (Buckhorn, 10 gpm)
   b. Stephanie Way (Buckhorn, 10 gpm)
2. Service line Leak Repairs:
   a. Judy Dr. (Sutter Creek, 4 gpm)
   b. Boston Alley (Sutter Creek, 2 gpm)
3. Fire hydrant Repair on Roden Lane (Buckhorn)

Canal:

1. Berm leak repairs at the following mile markers:
   a. 12.75 Pioneer Dr. (5gpm)
   b. 11.25 Hwy 88 (3gpm)
   c. 7.75 Upper Previtali Rd (10 gpm)
   d. 3.00 Clinton Rd. (5 gpm)
   e. 1.25 Tabeaud Rd (2 gpm)
   f. 1.25 lone Canal Badger St. (10 gpm)
   g. 1.50 lone Canal Badger St. (5 gpm)
   h. 2.00 lone Canal Badger St. (2 gpm)
2. Storm management of entire canal

Prepared by: Andrea Hinton, Regulatory Specialist
Reviewed and edited by: Rick Ferriera, Operations Manager
River Pines Dept. Report
March 1 – March 29, 2019

**Water Production/Sold**

<table>
<thead>
<tr>
<th>Well</th>
<th>Production (gallons)</th>
<th>Total Produced</th>
<th>Total Sold</th>
</tr>
</thead>
<tbody>
<tr>
<td>Well 2</td>
<td>500,200</td>
<td></td>
<td>1,004,779</td>
</tr>
<tr>
<td>Well 3R</td>
<td>479,500</td>
<td></td>
<td>556,299</td>
</tr>
<tr>
<td>Well 6R</td>
<td>25,079</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Unaccounted Loss: 45%

---

**Regulatory Compliance Specialist**

- Completed monthly reporting for water and wastewater. Including No Spill Report to CIWQS
- Working on electronic annual report to Division of Drinking Water

**Wastewater**

- Influent flow 1,599,700 gallons. Effluent Discharged 861,500 gallons.
- Continue to maintain pond level and irrigate whenever possible.
- Continue to monitor collection system.
- Continue to maintain all lift stations.

**Water**

- Completed all regulatory sampling.
- Staff continues to operate Wells 2 / 3R and 6R facilities
- Installed and tested new chlorine pump skid at Well 2/3R site.
- Installed new Rosedale filter cartridges at 6R site.

**Distribution**

- Routine flushing
- Service line Leak Repair on River Trail (1gpm)

*After calculating the water produced up against the population and the days in the month, it shows residents are using 64 residential gallons per day. 1,004,779/510/31 = 64 RGPD. However, the amount sold is registering as 556,299 gallons. 556,299/510/31 = 35 RGPD. It appears the issue may be a combination of distribution losses and customer meters under-registering.*

Prepared by: Andrea Hinton, Regulatory Specialist

Reviewed by: Rick Ferriera, Operations Manager

Water Hrs- 65 hrs
Wastewater Hrs- 81 hrs
City of Plymouth Dept Report
Covering March 1- March 29, 2019

Regulatory Compliance Specialist-
- Completed water reporting
- Working on electronic annual report for Division of Drinking Water

Distribution-
- Routine flushing
- Routine Distribution Sampling

Wastewater-
- Continue to monitor collection system
- Inspect grease traps monthly
- Issuing grease trap pump orders as needed

Water-
- Continue to sample Well A to investigate whether or not it is under the influence of surface water. This special sampling will be conducted for one year.

Prepared by: Andrea Hinton, Regulatory Compliance Specialist
Reviewed and edited by: Rick Ferriera, Operations Manager

Water hrs: 43.75  WW Hrs: 15.50
Engineering Department Report

March 1 – March 31, 2019

PROJECTS UNDER CONSTRUCTION

Capital Projects

- Ione Hydro – The turbine testing is complete. Shipment will be in May to Houston. Contractor has excavated building site for wet well (15% Complete).

- Ione WTP Rehabilitation – Contractor has completed coating of filters. Contractor to replace the media in the other half of the filters to complete the project (85% Complete).

- Tanner WTP Backwash – Project completed. Filling out reporting for State submittal (100% Complete).

Developer Projects

- Sutter Creek Bridge – G5 boxes and air vacuum/release valve stations still to be completed (85% Complete).

- Cal-Fire Ione – Under construction. Lots of rain days where construction could not be completed (80% Complete).

PROJECTS IN DESIGN

Capital Projects

- FEMA HMGPP Tank Replacements – Out to bid for the replacement of four redwood tanks for three new welded steel water tanks (Pine Acres, Tank C, and Ridgeway Tank) and to replace two hypalon covers with new aluminum geodesic dome covers (Ranch House and Jackson Pines). (Design 100% Complete)

- Pioneer Pipeline Phase II (CDBG) – Working with Amador County for the authorization from CDBG to proceed with the design of a 12-inch pipeline along Buckhorn Ridge Road to connect to the Phase I and Phase III pipeline and Tanks A & B. (Design 0% Complete)

- Pioneer Pipeline Phase III (USDA) – Locating utilities for the design phase of the 12-inch pipeline and two, 1 – MG water storage tanks to replace Tanks A & B. (Design 5% Complete)
• **Hwy 49 Sewerline and Ridge Road Manhole** – Design will be reviewed by Caltrans and then advertised for construction bidding. Project will only have the design and construction to replace the Ridge Road manhole at Hwy 49. Another project will increase the sewerline size from 6-inch to 8-inch ductile iron pipe.

• **FEMA Amador Canal Slide** – Waiting for go ahead to proceed with the design from CalOES.

**Developer Projects**

• **Wildflower 5** – Waiting on booster pumping station design from the developer (Design 10% Complete).

**PLANNING/FUNDING**

**Capital Projects**

• **Mt. Crossman Pumping Station and Mt. Crossman Tank** – Preparing grant documents for State funding of project

• **SGMA** – Successful public workshop on March 27 to discuss SGMA with interested parties and groundwater well owners.

• **ARSA** – City of Sutter Creek is proceeding with a tertiary treatment plant preliminary design.

  **Project Expenses through 3-31-19 are attached**

Prepared by: Darrel Evensen, Engineering Manager
### Project Expenses through 03-31-19

<table>
<thead>
<tr>
<th>Project</th>
<th>Funded By</th>
<th>Status</th>
<th>Funding Contract Deadlines</th>
<th>Grant Funds</th>
<th>FY 18-19 Budget</th>
<th>Expended to date</th>
<th>% of FY 18-19 Budget</th>
<th>Expended Life of Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Six Tank Replacement - Hazard Mitigation Grant</td>
<td>75% Grant</td>
<td>Grant</td>
<td>Completed</td>
<td>$921,819</td>
<td>$1,155,289</td>
<td>$54,110</td>
<td>5%</td>
<td>$55,516</td>
</tr>
<tr>
<td>CDAA Tree Mortality Phase I</td>
<td>Grant Completed</td>
<td>$42,000</td>
<td>$42,000</td>
<td>$43,028</td>
<td>102%</td>
<td>$65,267</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BH DBP</td>
<td>Grant Completed</td>
<td>12/31/2018</td>
<td>$341,827</td>
<td>$3,461,051</td>
<td>92%</td>
<td>$3,461,051</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tanner Backwash Recycling</td>
<td>Grant Completed</td>
<td>4/30/2019</td>
<td>$4,617,155</td>
<td>$3,750,347</td>
<td>92%</td>
<td>$3,461,051</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sluder Creek Bridge Relocation</td>
<td>Grant</td>
<td>$30,884</td>
<td>$7,214</td>
<td>23%</td>
<td>$7,214</td>
<td>$20,668</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDAA Storm Repairs - Amsador Canal</td>
<td>Grant Completed</td>
<td>$176,409</td>
<td>$529</td>
<td>0%</td>
<td>$3,575</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDAA Storm Repairs - Eggiman Lane</td>
<td>Grant Completed</td>
<td>10/1/2018</td>
<td>$324,865</td>
<td>$9,824</td>
<td>3%</td>
<td>$20,952</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDAA Storm Repairs - Preston PS Improvements</td>
<td>Grant Completed</td>
<td>6/30/2019</td>
<td>$324,865</td>
<td>$82,816</td>
<td>25%</td>
<td>$88,052</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ione Hydroelectric</td>
<td>Grant/ Loan</td>
<td>$2,058,850</td>
<td>$821,817</td>
<td>40%</td>
<td>$984,630</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ione WTP Rehabilitation Design &amp; Construction</td>
<td>Grant Completed</td>
<td>12/31/2019</td>
<td>$346,157</td>
<td>$894,302</td>
<td>67%</td>
<td>$844,157</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDAB Phase II</td>
<td>Grant</td>
<td>6/30/2019</td>
<td>$8,489</td>
<td>0%</td>
<td>$8,489</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDAA Tiger Creek Intake (FEMA)</td>
<td>Grant Completed</td>
<td>$90,749</td>
<td>$118,275</td>
<td>130%</td>
<td>$119,427</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDAA Tree Mortality Phase II</td>
<td>Grant Completed</td>
<td>3/1/2020</td>
<td>$242,633</td>
<td>$52,164</td>
<td>21%</td>
<td>$52,164</td>
<td></td>
<td></td>
</tr>
<tr>
<td>USDA Pioneer Water Rehabilitation Phase III</td>
<td>Grant/ Loan</td>
<td>$1,976,000</td>
<td>$13,190</td>
<td>0%</td>
<td>$13,190</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Master Plan &amp; Modeling Ph / Agency Mapping</td>
<td>Part, Fees / Prop Taxes</td>
<td>$15,920</td>
<td>$2,060</td>
<td>13%</td>
<td>$2,060</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Protection Improvements</td>
<td>Part</td>
<td>$15,000</td>
<td>0%</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Distribution System Improvements</td>
<td>Part Fees</td>
<td>$20,000</td>
<td>-</td>
<td>0%</td>
<td>$20,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fire Flow Testing Program</td>
<td>Operating Rates</td>
<td>$6,596</td>
<td>-</td>
<td>0%</td>
<td>$6,596</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Security Upgrades - lone</td>
<td>Operating Rates</td>
<td>$20,000</td>
<td>$8,717</td>
<td>44%</td>
<td>$8,717</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tank and Pipeline Cathodic Protection Study</td>
<td>Operating Rates</td>
<td>$10,048</td>
<td>-</td>
<td>0%</td>
<td>$10,048</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAWP/RABBB Tank Consolidation - Study</td>
<td>Operating Rates</td>
<td>$3,184</td>
<td>-</td>
<td>0%</td>
<td>$3,184</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ione School District Reestablish Loop</td>
<td>School Completed</td>
<td>$40,050</td>
<td>$30,000</td>
<td>75%</td>
<td>$30,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AWA Portion SGMA and Monitoring Wells</td>
<td>Operating Rates</td>
<td>$7,500</td>
<td>-</td>
<td>0%</td>
<td>$7,500</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CAWP Tank Mitigation</td>
<td>Completed</td>
<td>$21,552</td>
<td>$21,552</td>
<td>100%</td>
<td>$21,552</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wastewater</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Highway 49 / Ridge Road Manhole Replacement</td>
<td></td>
<td></td>
<td>$107,727</td>
<td>5%</td>
<td>$5,472</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Martel Force Main Relocation</td>
<td></td>
<td></td>
<td>$126,055</td>
<td>0%</td>
<td>$126,055</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Camanche Wastewater Monitoring Wells</td>
<td>Grant Completed</td>
<td>$90,000</td>
<td>$59,118</td>
<td>66%</td>
<td>$59,118</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Camanche Wastewater Design/CEQA/NEPA</td>
<td>Grant Completed</td>
<td>2/28/2019</td>
<td>$100,000</td>
<td>$93,047</td>
<td>93%</td>
<td>$500,000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Camanche WW Standby Generators</td>
<td></td>
<td></td>
<td>$100,000</td>
<td>0%</td>
<td>$100,000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Martell &amp; Camanche Inflow &amp; Infiltration - Study</td>
<td></td>
<td></td>
<td>$52,868</td>
<td>0%</td>
<td>$52,868</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>$577,550</td>
<td>27%</td>
<td>$564,972</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total for Wastewater:** $11,846,633

**Total for 03-31-19:** $208,313.77