



BEAR VALLEY WATER DISTRICT

BOARD MEETING

March 15, 2020 - 10 A.M.

Conference Room

441 Creekside Drive, Bear Valley, CA 95223

Call- In Info: 605-475-5920 Access Code: 475-0045

DECLARATION OF A QUORUM

James Bissell, President - John Boyle, Treasurer - Ken Brown, Secretary Gunnar Thordarson, Member

BOARD MEETING

Public comments on agenda items will be limited to 3 minutes or otherwise at the discretion of the Board Chair.

PUBLIC FORUM

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction provided the matter is not on the agenda or pending before the Board.

BOARD BUSINESS

1. The Board will consider adoption of the January 21, 20 Board Meeting minutes
2. Board Vacancy – Government Code Section 1780 – Remaining Members of the Board to Consider Appointment to Fill The Vacancy from Qualified List of Candidates – Discussion and Possible Action Item
3. Manager's Report – General Manager
4. Financial Report – General Manager
 - 4.1 P&L and Balance Sheet Reports - Discussion and Possible Action Item
 - 4.2 Accounts Payable Report - Discussion and Possible Action Item
 - 4.3 A/R & Aging Reports – Discussion
5. Board Member Reports

Materials related to any item on this Agenda are available for public inspection in the District Office at 441 Creekside Drive, Bear Valley, CA 95223 during normal business hours. Information on materials in the agenda is also available on the Bear Valley Water District website at <http://www.bvwd.ca.gov>, subject to staff's ability to post the documents before the meeting. Any material provided to the legislative body at the meeting by agency staff or a member of the legislative body will be available at the public meeting, documents provided by others will be available right after the meeting.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42USC, #12132) and the Ralph M. Brown Act, CA Government Code # 54954.2.

Any persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Judi Silber at 209-753-2112, during regular business hours, at least 72 hours prior to the meetings.



BEAR VALLEY WATER DISTRICT

BOARD MEETING

January 21, 2020 - 9 A.M.

Conference Room

441 Creekside Drive, Bear Valley, CA 95223

Call- In Info: 605-475-5920 Access Code: 475-0045

MINUTES REGULAR BOARD MEETING

DECLARATION OF A QUORUM

President James Bissell called the meeting to order at 9:12 A.M. Directors present were Stefaniya Becking, Vice President, via teleconference, John Boyle, Treasurer, and Ken Brown, Secretary. Staff present were General Manager Jeff Gouveia and Office Manager Judi Silber. No public present.

BOARD MEETING

Public comments on agenda items will be limited to 3 minutes or otherwise at the discretion of the Board Chair.

PUBLIC FORUM

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction provided the matter is not on the agenda or pending before the Board.

BOARD BUSINESS

1. The Board will consider adoption of the October 21, 2019 Board Meeting Minutes

Motion Boyle Second Bissell to approve the October 21, 2019 Minutes as presented.

AYES: Bissell, Becking, Boyle, Brown

NOES:

ABSENT: Thordarson

MOTION CARRIED

2. Resolution No. 499 Adopting Notice of Completion & Resolution for WWTP Pond Improvement Project

- Discussion and Possible Action Item

General Manager Gouveia informed the board that a portion of the buried air header installed as part of the pond improvement project had failed. K.W. Emerson's crew quickly arrived on site and repaired the section of pipe which appeared to have lacked sufficient adhesive and may have been responsible for the failure. K. W. Emerson additionally agreed to add a second year to the project warranty. GM recommends that the board move to approve Resolution No. 499 and release the 5% retention funds.

Motion Boyle Second Brown to adopt Resolution No. 499 accepting Notice of Completion & Resolution For WWTP Pond Improvement Project.

AYES: Bissell, Becking, Boyle, Brown

NOES

ABSENT: Thordarson

MOTION CARRIED

3. Manager's Report - General Manager

See Attachment.

4. Financial Report - General Manager

4.1 P&L and Balance Sheet Reports - Discussion and Possible Action Item

Motion Boyle Second Bissell to accept the P&L and Balance Sheet as presented.

AYES: Bissell, Becking, Boyle, Brown

NOES:

ABSENT: Thordarson

MOTION CARRIED

4.2 Accounts Payable Report - Discussion and Possible Action Item

Motion Boyle Second Bissell to accept the Accounts Payable Reports as presented.

AYES: Bissell, Becking, Boyle, Brown

NOES:

ABSENT: Thordarson

MOTION CARRIED

4.3 A/R & Aging Report - Discussion

The accounts receivable balance as of January 17, 2020 was \$89,207.09, the previous year's balance was \$92,800.88. Not a significant variance. The third quarter billing went out January 1, 2020. The auto payment batch will not be processed until February 1st. The auto pay batch is over \$55K now.

5. Board Member Reports

President Bissell recommended presenting Stefaniya Becking with a certificate or letter of acknowledgment for all of her years of service to the District.

The next board meeting was set for Monday, March 16th @ 9:00 A.M.

President Bissell adjourned the meeting at 11:37 A.M.

AGENDA ITEM

DATE: JANUARY 21, 2020

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: MANAGER'S REPORT

1. Collections, Treatment & Disposal Operations - Update

a. Flows - Influent Flows & Pond Transfers

The influent flows for January 1-16, 2020 were .471 (MG).

a. Volumes - Storage, Capacity & Disposal

The volume of water moved from treatment to storage from January 1-16th was .054 (MGG). The current storage volume is 7064.6 = 1.88 MG = 2.5% as of 01/16/2020.

2. Permit Compliance & Monitoring & Reporting Programs (MRPs) - Update

a. WDR MRP - Land Discharge Permit – Compliance & Reporting Update

i. Reporting Status Matrix – All Monthly Reporting Submitted On-Time

b. NPDES MRP – Surface Water Discharge Permit – Compliance & Reporting Update

i. Reporting Status Matrix – All Monthly Reporting Submitted On-Time

ii. Final Amendment NPDES Permit & Amending Order R5-2019-0078

December 2019, Central Valley Regional Water Board staff adopted an amendment to reduce sampling for certain constituents from two days a week to one day a week. Jim Marshall noted that the water board staff is very busy and will address any additional District requests for changes in the permit during out next permit renewal. Senator John Garamendi is working on a bill to allow for 10 year NPDES permits instead of 5 year permits.

iii. Notice of Violation – June 2019

The District received a Notice of Violation in October 2019, for (3) violations of the total coliform limit during surface discharges in June 2019. This violation is considered a Tier 1 violation. The District would have to receive (3) violations in a six month period for the water board staff to recommend a mandatory minimum penalty (MMP) under EPA guidelines.

3. Other

a. WWTP Pond Improvement Project – Update

K. W. Emerson's staff addressed the pipe failure issues that arose in January after the project was completed and extended the warranty from one year to two years.

b. CPI Index Rate Increase Notice

The Board of Directors approved a residential and commercial CPI increase that took effect on January 1, 2020. The new residential rate is \$289.05 per quarter and the new commercial rate is \$ 0.068 per gallon.

c. FEMA & Alpine County Flood Mapping Kick Off Meeting – November 14, 2019

Community leaders in Bear Valley are meeting with FEMA to map flood zones along Bear Creek and Bloods Creek.

d. Director's Vacancy – Update

Vice President Stefaniya Becking resigned effective January 21, 2020. The District must notify the County Election Clerk within 15 days of the resignation. The District can appoint or call an election (60) days from the effective date of the resignation.

The replacement must be a land owner in Alpine County or designate of land owner by affidavit. GM would like to see someone who is engaged in the community to serve. Several names were discussed as possible candidates. It was suggested that the District e-blast the news of Stefaniya's resignation and thank her for her service to the District and the community. E-blasting, the Cub Reporter, and posting Notice of Vacancy, were several methods of advertising and informing the community of the vacancy that were discussed. GM reminded the board that Ken Brown and Gunnar Thordarson's terms are up in 2023.

AGENDA ITEM

DATE: MARCH 15, 2020

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: BOARD VACANCY APPOINTMENT

BACKGROUND AND DISCUSSION:

Director Becking notified the District of her resignation at the Board's January meeting, her resignation effective January 21, 2019.

Pursuant to Government Code Section 1780, the Board must adhere to this section when filling this vacancy:

- (a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in Section 1781, shall be filled pursuant to this section.
- (b) The district shall notify the county elections official of the vacancy no later than 15 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.
- (c) The remaining members of the district board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).
- (d)(1) The remaining members of the district board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.
- (2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.
- (3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(e)(1) In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(f)(1) If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the city council or board of supervisors calls the election.

(g)(1) If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district board shall call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(h)(1) Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy.

(2) The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum.

(3) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(4) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(5) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is held 130 or more days after the date the city council or board of supervisors calls the election.

RECOMMENDATION:

ACTION:

1. Motion to Approve the Appointment of One of the Candidates

Attachments:

- Cover Letter & Resume – Chris Gaarde Smith
- Cover Letter & Resume – Diane Lundquist
- Resume & Relevant Experience – Rob Fraser

March 4, 2020

Bear Valley Water District

P.O. Box 5027

441 Creekside Drive

Bear Valley, CA 95223

Attention: Jeff Gouveia (General Manager)

Dear Jeff,

This letter is to inform you of my interest in applying for the open position of Director on the agency's Board of Directors. Attached is my resume showing my work related experience. If you have any questions, please do not hesitate to let me know.

Thank-you,

Chris Gaarde Smith

Chris Gaarde Smith

798 Bonita Avenue

Pleasanton, CA 94566

925-200-3498

► Chris Gaarde Smith

798 Bonita Avenue, Pleasanton, CA 94566

Phone: 925-200-3498

E-mail: mcjk100@gmail.com

Objectives

To obtain a challenging position in a competitive company where the application of my education, experience, skills and initiative can contribute to the achievement of the organization's goals.

Experience (See Relevant Experience details on back)

Owner (2006 –2010, 2016-2019)

Christine Smith & Associates

- Provided professional accounting services, installation/training on QuickBooks and Controller services to various clients in the industries of SAAS, oncology medical software development, veterinary services, retail (store front and web based), legal, manufacturing, construction and consulting.

Controller (2010 –2015)

Altos Solution, Inc.

(Purchased by Flatiron Health, New York, NY)

- Responsible for all corporate accounting functions and internal controls of this startup SAAS business.
- Collaborated with company owners and all teams for business processes.
- Worked closely with CPA for various tax filings, deferred revenue calculations and nexus related issues.
- Set up procedures for accounting team.
- Managed the finance side of due diligence when Altos was acquired in 2014.
- Handled recording the purchase of a company in 2010.
- Altos grew from \$1M gross revenues in 2006 to \$18M in 2014 when acquired.

Supervisor/Manager (1984-1995)

Local Certified Public Accounting firms

- Organized and performed various duties in income tax (Ind., Corp., Partnership, Trust and LLC) and audits.
- Managed implementation and training of accounting related software for customers.
- Clients included government municipalities, contractors, auto dealerships, real estate developers, non-profit organizations and wholesale companies among others.

Professional

- Certified Public Accountant, California, 1986 (license currently retired)
- Advanced Certified QuickBooks ProAdvisor 2007-2010/ Certified QuickBooks ProAdvisor 2004-2010

Education

Bachelor of Arts, Accounting (1983) San Jose State University

Relevant Experience Details:

Banking

- ▶ Managed banking relationships, communicate with banking parties for all banking related needs (wires, ACH deposits, customer funding, new deposit accounts and other lending requirements).

Human Resources

- ▶ Assured all aspects of human resources administration was effective.
- ▶ Handled all hiring, onboarding and payroll processing for 65 employees.
- ▶ Served on team to research and select employee health insurance plan for employees.
- ▶ Administered all aspects of the Flexible Spending plan, the 401K plan and employee expense reporting (cash expenses and corporate American Express account)
- ▶ Created and managed all Incentive Stock Option Agreements.

Sales

- ▶ Setup process for preparing quotes for our products and processing of newly signed contracts.
- ▶ Assisted with process for storing customer related information and contracts in Salesforce.
- ▶ Involved with management and legal team for multiple contract version updates and changes.

Insurance

- ▶ Managed insurance relationships, communicate with management and brokers for all policy specifics, maintain summary of various coverages and limits, annual filings, etc.

Management

- ▶ Prepared monthly/quarterly/annual financial statements and other management finance related reports.
- ▶ Identified key performance indicators and industry performance comparisons and analyzed financial results.
- ▶ Analyzed actual data to budget and projections.
- ▶ Assist with business plan preparation and strategic planning.
- ▶ Managed cash flow and financial projection planning, reporting and analysis.

Accounting Functions

- ▶ Maintained policies and procedures for accounting functions.
- ▶ Researched and negotiated outsourced accounting functions.
- ▶ Organized all accounting information to assure timely tax planning and filings for all taxes.
- ▶ Reported on cash balances and available investment opportunities.
- ▶ Implemented process to take all accounting paper documents to the cloud for multi-user staff and external auditors to access.
- ▶ Inventory write off, physical inventory and negative inventory and consignment inventory policies and procedures.
- ▶ Worked with legal counsel to maintain registration of certificates of authority, shareholder capitalization table, trademark applications/status.
- ▶ Led external auditors through testing process for accounts payable, accounts receivable, payroll and related testing for audited financial statements.

Code Text

WATER CODE - WAT

DIVISION 13. CALIFORNIA WATER DISTRICTS [34000 - 38501]

(Division 13 added by Stats. 1951, Ch. 390.)

PART 3. INTERNAL ORGANIZATION [34700 - 34900]

(Part 3 added by Stats. 1951, Ch. 390.)

CHAPTER 1. Officers [34700 - 34741]

(Chapter 1 added by Stats. 1951, Ch. 390.)

ARTICLE 1. Qualifications and Tenure [34700 - 34713]

(Article 1 added by Stats. 1951, Ch. 390.)

34700.

Each director shall be one of the following:

- (a) A holder of title to land within the district.
- (b) The legal representative of a holder of title to land within the district in accordance with Section 34030.
- (c) A representative designated by a holder of title to land within the district, if the holder has filed with the district written evidence of that designation.
(Amended by Stats. 1998, Ch. 288, Sec. 2. Effective January 1, 1999.)

**AFFIDAVIT OF OWNER APPOINTING LEGAL REPRESENTATIVE
(Individual Owner)**

I, _____, do declare under penalty of perjury that I am an owner of land within the Bear Valley Water District, Alpine County, specifically including that property known as _____, and I do hereby, pursuant to Water Code Section 34700, appoint _____ to serve as my legal representative for the purposes of serving as a director for the Bear Valley Water District.

Dated: _____

SIGNATURE

PRINT NAME

March 5, 2020

Mr. Jeff Gouveia
General Manager
Bear Valley Water District

RE: Bear Valley Water District Director Position

Dear Jeff:

Thank you for taking time to discuss the duties and responsibilities associated with this position, and the general status and plans for Bear Valley Water District.

I began visiting Bear Valley regularly in 1997 and have been a homeowner since 2000. While I continue to live in Oakland, my true "home" is Bear Valley. Its beauty and range of activities, along with the true sense of community among its full and part-time residents make it a special place.

As a property owner and customer, it has been great to see the evolution of the District and the great work that was done to lay the groundwork for maintaining and renewing the discharge permit.

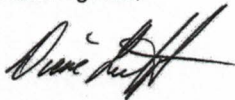
I would be pleased to serve on the Board and am well qualified to do so. From a technical standpoint, I am a retired civil engineer, and hold a Professional Engineering license in California and six other states. My focus throughout my career was environmental issues, and I have a lot of experience in working with the Regional Water Quality Control Board to obtain and comply with NPDES permits. I understand the challenges that this process can present.

From a business and administration standpoint, I was the majority owner of Cambria Environmental Technology (annual revenue \$20 million) until we sold the business in 2007. I subsequently served on the executive leadership committee and later on the Board of Directors for GHD Pty Limited (annual revenue \$2 billion, www.ghd.com). This experience gave me an excellent understanding of the role of a Board in governance, compliance, strategy and protecting shareholder value.

I have attached my resume as of my retirement from GHD which details my experience. I will unfortunately be on vacation during the Board meeting on March 16, but would welcome the opportunity to answer any questions the current Directors may have.

Thank you for your consideration.

Best regards,



Diane Lundquist
156 Schimke Road, Bear Valley
510-714-0835



Diane M. Lundquist

Principal

Qualified (Education): Bachelor of Science, B.S. Bachelor of Science in Civil Engineering

Connected (professional affiliations): Registered Professional Engineer: California, Arizona, Nevada, Washington, Oregon, Montana, Utah; General Contractor Class A, Hazardous Substances Certification: California; Member, American Society of Civil Engineers

Professional Summary: Global account manager for major oil company account with total annual budgets in excess of \$25 MM. Responsibilities include client interface and management, stewardship of health and safety issues, technical oversight of investigation and remediation work conducted at the sites, high level agency negotiations at critical sites with high liability and/or high projected expenditures, regulatory liaison, fate and transport analysis and feasibility studies. Responsible for meeting portfolio metrics including health and safety performance, annual expenditures, site closures, and completion of large project milestones.

Board of Directors

GHD | 2014 – 2017

Following GHD's 2014 merger with North America based Conestoga-Rovers & Associates, was elected to GHD's Board of Directors, having previously served on CRA's Executive Committee during merger negotiations. GHD is a privately held, employee owned company of approximately 9000 employees worldwide with annual revenues of \$2 billion. The Board is responsible for governance, compliance, strategy, and enhancing shareholder value.

Global Account Manager/Portfolio Manager Shell | USA | 2010 – 2017

Portfolio of downstream retail projects in the western US totaling approximately 450 sites throughout California, Washington, Alaska, and Nevada. Portfolios of downstream retail projects in Canada comprised of approximately 150 projects in Ontario, Quebec, Alberta, and British Columbia. Upstream projects in eastern and western US and western Canada addressing legacy soil and groundwater issues. Waste management for distribution and pipeline projects in the US in the gulf, Midwest, and West regions.

Principal Engineer/Portfolio Management USA | 2003 - 2007

Principal Engineer in charge of 250 sites. Responsible for design, management, and execution of site investigation and remediation projects at hydrocarbon sites.

Design and Implementation

Site Investigation Remediation | USA | 1993 - 2003

Designed and implemented active remediation at numerous California locations for major oil company clients. Scope included feasibility analysis, pilot testing, data evaluation, design, permitting, construction, and implementation of various remediation technologies.

These technologies include:

- Soil vapor extraction (treatment with thermal oxidation, catalytic oxidation, carbon)
- Groundwater extraction and treatment
- Dual-phase extraction
- In situ chemical oxidation
- Excavation

Manager

Environmental Best Practices Development | USA | 2003 - 2007

Assists major oil company in best practice development in an ongoing basis. Responsibilities include developing best practices for new and existing environmental business processes, developing goals and metrics, reviewing and addressing new regulations and directives.

Manager

Property Transaction Support | USA | 1993 - 2003

Responsible for providing all necessary environmental services, including Phase I and II environmental site assessment and site remediation, required during property transactions. Evaluates environmental risk associated with prospective purchase and redevelopment.

Management

Construction Management | USA | 1985 - 1991

Responsible for construction of new service stations and remodels. Gathered design objectives from stakeholders, developed plans and specifications for construction, developed and monitored budgets, oversaw bidding, monitored construction for conformance to plans and specifications.



Diane M. Lundquist

Principal

Work history

2007 – present	Principal, GHD (formerly Conestoga-Rovers & Associates), Emeryville, CA Named Principal, 2007
1997 – 2007	Cambria Environmental Technology (Acquired by Conestoga-Rovers & Associates in 2007)
1993 – 1997	Enviros, Inc.
1991 – 1993	Geostrategies Inc.
1985 – 1991	Shell Oil Company

Other related areas of interest

Awards

- CRA/GHD received First Time Right and Cost Savings awards for Shell GESS Program, 2014
- CRA received First Time Right and Closures awards for Shell GESS Program, 2013
- CRA received Cost Savings award for Shell GESS Program, 2012
- CRA Account Manager for Shell – CRA was Shell's top ranked US environmental consultant, 2009
- CRA Account Manager for Shell – CRA was Shell's top ranked US environmental consultant, 2008
- Cambria Account Manager for Shell – Cambria was Shell Consultant of the Year – West, 2003
- Cambria Account Manager for Shell – Cambria was Shell Consultant of the Year – West, 2001
- Cambria Account Manager for Shell – Cambria was Shell Consultant of the Year – West, 1999
- Project Manager of Year - Award issued to Consultant Project Manager by Shell Oil Company Western Region, 1996
- Project Manager of Year - Award issued to Consultant Project Manager by Shell Oil Company Western Region, 1995

Resume for Rob Fraser
DOB 6/10/54

805 772 9132

A/C-10/ C-38 Lic # 487798

Present General Engineering/electrical/ mechanical contractor

Working knowledge of: Radio telemetry, Industrial automation, Opto 22, Allen Bradley, many other controllers. Electrical instrumentation and controls. Control loop calibration

Sewage controls/ water / desal controls

Boiler control and integration

HVAC controls and automation.

Kohler and Onan generators sales, installation of all mfg., of generators.

Pump background: sales, service, installation.

Motor control centers.

VFDs, Eaton authorized start up.

Municipal Desal systems.

Marine engines and Generators.

For the past 29 yrs. working on the central coast providing services for water / wastewater. Fire, State water, CMC. Cambria, Morro Bay, D.O.D., Post Graduate school Monterrey, commercial fishing industry.

1978 BS Mrn Bio Cal Poly

1978 to 1984 Engineer for I.T.T. in Antarctica, Canadian Artic, Saudi Arabia.

1985 to present self employed

Robert B. Fraser DOB 6-10-54

rfraser@sun-pacific.com

1985 to present general engineering/ electrical/ refrigeration contractor Cal Lic #487798

1989 to 2009 Owner /Pres. Morro Bay R/V and Marine.

Sales and installation of Diesel generators/Marine diesel engines and transmissions / transfer switches/Pumps/MCC's /HVAC/ Wastewater/ water systems. Desalination/ R.O. systems, chlorinators / injection equipment.

Production of operating systems manuals and pm schedules for customer projects.

Scheduling of personnel and material for construction jobs

SCADA: desalination, water, wastewater, Ag, Power, VFD's installation commissioning Calibration of digital analog control systems. Integration of control systems, construction of MCC and control panels. Background in remote telemetry units wireless SCADA radios installation and commissioning

Factory trained generators: Cat, Onan, Kohler, Provided County generator service contract for all county operated generators for over 10 years. Factory trained in diesel engines, Volvo John Deer Onan/Cummins, and Yanmar. Certified outboard mechanic, OMC, Johnson, Evinrude. Provided warranty and start up services for all makes of industrial generators.

Design of power system generators, ATS, bidding/ installation Supervised construction crews and contractors for jobs my company bid on.

Completed Re-fit and upgrade of Morro Bay Ca, USA, Desalination, upgraded SCADA, instrumentation, and controls, provided component list for up-grade. VFD's/MCC

1984 Saudi Arabia electrical engineer ITT power systems; Loran C aircraft navigation system 18 sites with additional monitor sites. Senior Test Engineer Provided startup of all HVAC, Generators (1 MW), fire systems, living quarters.

Each site had 3 - 1 MW Cummings generators, Switch gear.

Transmitter site had 5-100 A/C units; living quarters had hydronic chillers and boilers.

Halon fire suppression systems were completed and tested. The site was completed and had many operating difficulties and problems,

I was brought over from the Antarctic group and asked to assist in getting the sites up and running for Kingdom of Saudi Arabia. Supervised 24 Electrical / mechanical engineers, repaired all faults throughout the system and were able to final to Saudi.

1983 Facilities engineer Antarctica Mc Murdo:

Was in charge USARP Living quarters in Mc Murdo Antarctica, supervised station personnel on operation of all HVAC/refrigeration/electrical, Supervised power plant operations. Supported all other Antarctic research stations in difficult problems. Generated operation manuals for USARP McMurdo. Responsible for Hydrogen generator, water reclaim system for station laundry. Provided equipment inspection and startup of critical transportation vehicle used for McMurdo to South Pole traverse.

1982 Dew Line Canadian Arctic: Project engineer: Installed PLC operated water filtration/ purification system. Completed extensive sand blasting and repaint of radar sub structure. Supervised 15 journeymen electricians/ painters/ mechanics. Provided weekly reports and requirements to US Air Force and contractor I.T.T.

1980 Palmer station Antarctica: Facilities Engineer: Responsible for overall station operation excluding Station Mgr. Supervised Heavy Equipment/boating operations/Power Plant operation, water, wastewater, research ship support, all fueling operations, Helo pad, station runway. Supervised dive locker and SCUBA tank filling station. Designed/supervised station construction projects. Provided detailed reports to National Science Foundation and contractor. Completed yearly construction projects, Designed station requirements for upgrades. Ordered all equipment repair and service components.

1979 Dome charley Antarctica: General maintenance mechanic: Responsible for heavy equipment operation and repair /Power Plant operation /Water production/ wastewater, runway construction and maintenance/life support. Operated Caterpillar Power supply for USA and 50 Hz European power supply for French/German Science teams.

1978 Palmer station Antarctica: General maintenance mechanic: Responsible for heavy equipment operation and repair/Power plant operator / outboards/life support

General Engineering contractor, Electrical contractor, Refrigeration contractor Lic # 487798

B.S. Marine Bio Cal Poly SLO, Ca, 1978 concentration bioengineering.

Certified for Eaton VFD factory start up, confined space cert. Cert in various diesel engines/generators.

Opto 22 solution provider, Tig MiG stick welding, Lathe, milling machine operator

Certified SCUBA. Masters water polo player

Lifeguard cert/ first aid cert

Will provide references on request

AGENDA ITEM

DATE: MARCH 15, 2020

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: MANAGER'S REPORT

1. Collections, Treatment & Disposal Operations - Update
 - a. Flows - Influent Flows & Pond Transfers
 - a. Volumes - Storage, Capacity & Disposal
2. Permit Compliance & Monitoring & Reporting Programs (MRPs) - Update
 - a. WDR MRP - Land Discharge Permit – Compliance & Reporting Update
 - i. Reporting Status Matrix – All Monthly Reporting Submitted On-Time
 - b. NPDES MRP – Surface Water Discharge Permit – Compliance & Reporting Update
 - i. Reporting Status Matrix – All Monthly Reporting Submitted On-Time
 - ii. NPDES Permit Renewal – Preparing for February 1, 2021 Submission
 - i. Report of Waste Discharge – Due February 1, 2021
 - ii. Salinity Evaluation and Minimization Plan – February 1, 2021
 - iii. Anti-degradation Analysis – To Relax Seasonal Discharge Prohibition
3. Other
 - a. DSOD Inundation Map & Emergency Action Plan (EAP) – Update
 - b. Alpine County Wildfire Risk Mitigation Plan – Feb 26 Public Workshop
 - c. Alpine County Public Health Brief
 - d. COVID-19 Guidance for Wastewater Workers

Influent Flows (MG) – Total of ALL Wastewater Received / % change previous yr

<u>November 2019</u>	<u>November 2018</u>	<u>November 2017</u>
.499 / 107.5	.464 / 34.8%	1.335 / 135.0%
<u>December 2019</u>	<u>December 2018</u>	<u>December 2017</u>
1.002 / 120.4%	.832 / 53.0%	1.571 / 54.2%
<u>January, 2020</u>	<u>January 2019</u>	<u>January 2018</u>
0.897 / 100.5%	.883 / 38.7%	2.282 / 69.4%
<u>February 2020</u>	<u>20February 2019</u>	<u>February 2018</u>
1.154 / 62.3%	1.884 / 102.6%	1.836 / 30.9%
<u>March 1-11, 2020</u>	<u>March 2019</u>	<u>March 2018</u>
.686	2.275 / 62.9%	3.614 / 96.3%

- Transferred to PR (MG) - Volume of Water Moved from Treatment to Storage / % change previous yr

<u>November 2019</u>	<u>November 2018</u>	<u>November 2017</u>
0.000	.063 / 2.6%	2.452 / 228.1%
<u>December 2019</u>	<u>December 2018</u>	<u>December 2017</u>
0.000	.071 / 5.6%	1.262 / 24.9%
<u>January, 2020</u>	<u>January 2019</u>	<u>January 2018</u>
0.120 / 40.3%	.298 / 9.1%	3.271 / 43.5%
<u>February 2020</u>	<u>February 2019</u>	<u>February 2018</u>
0.330 / 9.4%	3.522 / 159.7%	2.206 / 25.4%
<u>March 1-11, 2020</u>	<u>March 2019</u>	<u>March 2018</u>
0.365	3.641 / 62.8%	5.800 / 106.8

- Land Application - Annual Totals – MG Applied / % change previous yr

<u>July 12-Sept 22, 2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
19.293	23.215 / 144.6%	16.051 / 30.5%	52.572 / 215.4%

2019 Land Application Began July 12

- Surface Discharge - Effluent Flow Discharge Totals – MG

<u>March 2019</u>	<u>April 2019</u>	<u>May 2019</u>	<u>June 2019</u>	<u>Total 2019 Discharge</u>
0.0	0.0	29.5	26.9	56.5
<u>March 2018</u>	<u>April 2018</u>	<u>May 2018</u>	<u>June 2018</u>	<u>Total 2018 Discharge</u>
0.0	11.9	11.7	0.0	23.6
<u>March 2017</u>	<u>April 2017</u>	<u>May 2017</u>	<u>June 2017</u>	<u>Total 2017 Discharge</u>
15.8	29.9	29.7	16.9	92.3

- Storage Reservoir Elevations and Volumes (based on 10/6/15 pressure chart):

- Empty (minimum pool) = 7063.0' = 0 MG = 0'
- Total Depth (w/2' Freeboard) = 7086.3' = 76.45 MG = 23.3'
- Total Depth (spillway) = 7088.3' = 85.86 MG = 25.3'
- Permitted Full Reservoir (2' Freeboard) = 7086.3' = 76.45 MG = 100%
- Highest Level 2019 – 5/1/19 = 7079.8' = 48.68 MG = 63.7%
- Highest Level 2018 – 4/20/18 = 7078.3' = 42.88 MG = 56.1%
- Highest Level 2017 – 3/8/17 = 7083.9' = 65.67 MG = 85.9%
- Highest Level 2016 – 5/26/16 = 7081.9' = 57.16 MG = 74.7%
- Highest Level 2015 – 5/21/15 = 7070.1' = 15.48 MG = 20.2%
- Highest Level 2014 – 5/8/14 = 7072.3' = 21.93 MG = 28.7%
- Current Storage Volume = 7066.7 = 6.02 MG = 7.9% (3/12/2020)
- Storage Volume 1 Year Ago = 7074.1 = 27.83 MG = 36.4% (3/14/2019)

- Collection System

2019: Jet 6,468', % change previous yr: 92.5% Video 5800' % change previous yr: 248.9%

2018: Jet 6,990', % change previous yr: 230%. Video 2330', % change previous yr: 172.6%

2017 Jet 3030' Video 1350'



To review or submit a report, select it from the list below. To change the list of reports, check the status types and/or enter start and end dates.

Show reports that meet these criteria

Status:

☒ Submitted - report was already submitted to water board

☒ In-Progress - report has been edited but not submitted

☒ Past Due - report deadline has passed and report has not been submitted

☒ Future - report due date is in the future

☒ Withdrawn - report has been withdrawn

Show Report Due Between: 09/10/2019 and 09/10/2020

Refresh List Show Calendar Year

Search results:

Export to Excel Show: 100 Previous 1-11 of 11 Next

Withdrawal

Report

Report



File Edit View Favorites Tools Help



Q Radio KQED Public Media...



Water Frank



SMR / DMR Reporting

Facility Name: Bear Valley WWTF

Water Board Office: Region 5S - Sacramento

Reporting Level: Level I

To review or submit a report, select it from the list below. To change the list of reports, check the status types and/or enter start and end dates.

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Show Report Due Between: 09/10/2019 and 09/10/2020

Order Number: 5-01-208

Case Worker: Kenny Croyle

You are logged in as: gmbearvalleywater. If this account does not belong to you, please log out.

Navigate to:

HT3 - HyperTAC partition

Pledge-Free Stream | KQED

District Staff

addVANTAGE Pro 6 - jeff.g...

Alpha Analytical Laboratory...



https://ciwqs.waterboards.ca.gov/ciwqs/reportBuilderSelectReport.jsp?rmlD=149640&P=...

CRTN - Scripps Orbit and ...

crtn California Real Time ...

addVANTAGE Pro 6 - jeff.g...

Alpha Analytical Laboratory...

BVWD Admin - jeff, bywd...

ArcGIS - Sign In - User-g...

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Export to Excel

Show: 100

1-14 of 14

Next

Date Reviewed

Certified Violations

Status

Due Date

Reporting Period

Frequency

Type

Report Name

ID

January 2020

February 2020

March 2020

April 2020

May 2020

Q1 2020 (3 times per year)

August 2019

September 2019

Q2 2019 (3 times per year)

October 2019

November 2019

2019

December 2019

Q3 2019 (3 times per year)

GR_WATER

GR_WATER

GR_WATER



District Staff

HT3 - HyperTAC partition

Pledge-Free Stream | KQED

District Staff

addVANTAGE Pro 6 - jeff.g...

Alpha Analytical Laboratory...

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Jeff Gouveia

From: Ryan Greif <ryan.greif@meadhunt.com>
Sent: Monday, March 2, 2020 4:59 PM
To: Jeff Gouveia
Subject: Project: BVWD Bear Valley SH Dam Inundation Map - File Transfer - Bear Valley SH Dam No. 1088 Revised Inundation Map

Note: You have been CC'd on this notification.

IMPORTANT: Click a link below to access files associated with this transmittal that came in through the Mead & Hunt, Inc. Info Exchange web site.

[Download all associated files](#)

Additional links:

[Reply to All](#)

Project Name: BVWD Bear Valley SH Dam Inundation Map
Project Number: 4583100-180960.01

From: Ryan Greif (Mead & Hunt, Inc.)
To: Steven Khong (California Division of Safety Dams)
CC: Ryan Greif (Mead & Hunt, Inc.); Jeff Gouveia (Bear Valley Water District); Lalitha Benjaram (Mead & Hunt, Inc.)
Subject: Bear Valley SH Dam No. 1088 Revised Inundation Map
Purpose: For your approval
Sent via: Info Exchange
Expiration Date: 4/1/2020
Remarks: Hi Steven,

Please use the link provided to download the inundation maps and digital files for the subject dam, which have been revised according to your comment emailed on January 21, 2020. Please let me know if you have any questions. Thanks!

Transferred Files

NAME	TYPE	DATE	TIME	SIZE
Transmittal - 00004.pdf	PDF File	3/2/2020	6:57 PM	72 KB
Bear Valley SH Dam DSOD Digital Files.zip	Compressed (zipped) Folder	3/2/2020	6:17 PM	11,186 KB
Bear Valley SH Dam North Dike Inundation Map.pdf	PDF File	3/2/2020	6:28 PM	64,090 KB
Bear Valley SH Dam South Dike Inundation Map.pdf	PDF File	3/2/2020	6:27 PM	57,640 KB

Ryan Greif, PE, CFM | Water Resources

Mead & Hunt | 180 Promenade Circle, Suite 240 | Sacramento, CA 95834

Direct: 916-993-4647 | Main: 916-971-3961

ryan.greif@meadhunt.com | www.meadhunt.com | [Streamline blog](#)

ZWEIG
GROUP

#6 BEST FIRMS TO WORK FOR  #25 HOT FIRM

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Jeff Gouveia

From: Khong, Steven@DWR <Steven.Khong@water.ca.gov>
Sent: Wednesday, March 11, 2020 12:36 PM
To: ryan.greif@meadhunt.com
Cc: Jeff Gouveia
Subject: Bear Valley SH Inundation Map

Hi Ryan,

I am wrapping up my review of the inundation map submitted for Bear Valley SH Dam and CAS (DSOD No. 1088.000). I have no comments to address for the revised maps.

Question: Could you please provide me a bit more information regarding the structures inside the inundation boundary (labeled with red triangles)? Specifically, are these structures frequently occupied by people? Is there a potential hazard to human lives in the event that the north dike fails?

Thank you,

Steven Khong

Engineer, W.R.
Department of Water Resources
Division of Safety of Dams
Re-Evaluation Branch
2720 Gateway Oaks Drive, Suite 300
Sacramento, CA 95833
(916) 565-7881

DEPARTMENT OF WATER RESOURCES

1416 NINTH STREET, P.O. BOX 942836
SACRAMENTO, CA 94236-0001
(916) 653-5791



RECEIVED SEP 13 2019

August 30, 2019

Mr. Jeff Gouveia, General Manager
Bear Valley Water District
Post Office Box 5027
Bear Valley, California 95223

FAXED 13 2019

RECEIVED SEP 13 2019

Bear Valley SH Dam, No. 1088
Alpine County

As a result of recently adopted regulations for the Annual Schedule of Fees that went into effect on May 1, 2019, the Division of Safety of Dams (DSOD) is notifying all dam owners of annual fee changes that will occur on July 1, 2020. Annual fees are assessed to all owners to cover the reasonable regulatory costs in carrying out the California Dam Safety Program, as authorized in section 6307 of the California Water Code.

Under Title 23, Division 2, Chapter 1, Article 3, section 315(a)(3) of the California Code of Regulations (Regulations), an additional fee component will be included in the annual fee formula for Critical Appurtenant Structures (CAS) that are associated with the dam. Effective July 1, 2020, the Annual Schedule of Fees will be based on the following formula:

$$\text{Annual Fee} = [\text{Administrative Fee} + \text{Dam Fee} + \text{CAS Fee}]$$

The CAS Fee is a new surcharge based on the number of saddle dams and spillways associated with the dam and will be limited to no more than two (2) CAS per dam, excluding outlet systems. Dams with a "Low" hazard classification are exempt from the CAS Fee in accordance with section 315(a)(3)(C) of the Regulations.

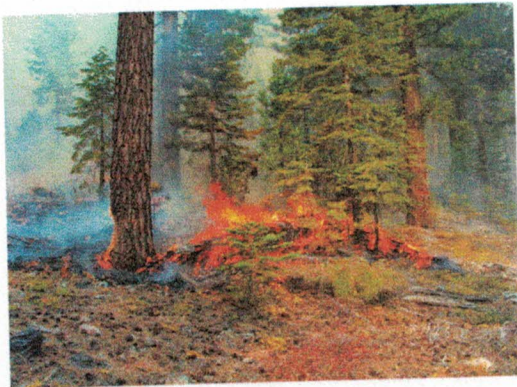
Based on our records for Bear Valley SH Dam, one (1) CAS will be included in the fee calculation effective July 1, 2020. The definition of a CAS is explained in the Regulations pertaining to the requirements for inundation maps under Article 6, section 335.2. For your information, a complete list of CAS for Bear Valley SH Dam is shown below:

<u>Structure Type</u>	<u>Structure Name</u>
Saddle Dam	South Dam

Alpine County Wildfire Risk Mitigation Plan

Information Sheet

SUMMARY & OBJECTIVES



Alpine County is preparing a Wildfire Risk Mitigation Plan (WRMP) to reduce wildfire risk throughout the County. The WRMP is a County-wide effort that encompasses all communities within Alpine County. The goal of the WRMP is to reduce wildfire risks and protect important resources throughout the County. It will enable the County to implement activities that address the risk of wildfire and that can reduce wildfires that could impact communities.

The WRMP will be prepared by:

- ♦ Identifying the important resources and assets within the County,
- ♦ Identifying the high fire hazard areas using modeling techniques, and
- ♦ Defining and prioritizing projects to implement that will protect the most at-risk resources.

The WRMP will identify three priority fuel treatment projects based on the level of fire hazard and the risk to important resources within the County (see types of fuel treatment methods on the other side of this page). For each project, a general fuel treatment and an initial set of mechanical or prescribed fire treatments will be defined.

WILDFIRE DEFINITIONS

Hazard: A process, a phenomenon or a human activity that may cause loss of life, injury, or other health impacts, property damage, social and economic disruption, or environmental degradation.

Wildfire hazard: Computed as potential fire behavior or fuel physical and chemical properties.

Wildfire risk: The likelihood of wildfire occurring, associated fire behavior, and impacts of the fire.

Risk mitigation: Risk mitigation is achieved when any of the wildfire risk parameters (likelihood, behavior and/or impacts) are reduced.



For more information, please visit: <http://www.alpinecountyca.gov/index.aspx?NID=504>

Submit any questions or comments on the WRMP to: zwood@alpinecountyca.gov

Alpine County Wildfire Risk Mitigation Plan

CURRENT PLANNING EFFORTS

Fuel reduction projects to reduce the risk of wildfire are a high priority in Alpine County and the WRMP will build off of established projects and plans in the County. Several fuel reduction projects have been undertaken or are ongoing throughout the County, including neighborhood fire breaks and larger scale fuels reduction projects on federal lands. Alpine Biomass Collaborative, U.S. Forest Service, and other organizations currently implement fuel reduction projects in Alpine County.

ASSETS & WILDFIRE RISK MODELING

The County identified important resources, environmental concerns, and High Valued Resources and Assets (HVRAs) to protect in the WRMP. The County used data from LANDFIRE and the fire modeling tool FLAMMAP to model fire hazards, and then mapped the proximity of high fire hazard areas to important resources.

The relative risk to any residents, infrastructure, or other assets within the County will be determined by combining outputs from the fire modeling and the economic and ecological values of each identified at-risk asset. The results of this risk assessment will help determine the priority projects that will be defined in the WRMP and possibly implemented.

NEXT STEPS

The County will incorporate public and stakeholder feedback and use the results of the risk analysis assessment to identify the priority fuel treatment projects. A follow-up workshop will be held in April to present the results.

FUEL TREATMENT METHODS

MECHANICAL

- ♦ Used for larger scale vegetation removal projects and maintenance tasks
- ♦ Requires heavy machinery
- ♦ Only used in areas with a slope up to 35%
- ♦ Two Main Types:
 - ⇒ Mechanical thinning/whole-tree harvest
 - ⇒ Mastication



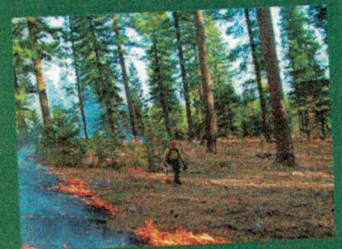
HAND THINNING

- ♦ Used for thinning stands of small-diameter trees and shrubs
- ♦ Can be used in areas with up to 80% slope
- ♦ Requires hand tools
 - ⇒ Powered: chainsaws and brush cutters
 - ⇒ Non-powered: loppers, hand saws



PRESCRIBED BURN

- ♦ Burning of ladder fuels in a predetermined area under the supervision of trained fire personnel





Public Health Brief

Richard O. Johnson, M.D., MPH

Public Health Officer

Office: 530-694-2146, Ext 249

e-mail: rjohnson@alpinecountyca.gov

Nichole Williamson

HHS Director

Office: 530-694-2235

24/7/365 Emergency Contact Numbers

Dr. Johnson's cell: (760) 914-0496

Dispatch: 530-694-2231, Ext 330



Tuesday March 10, 2020

Are You an Employee or Small Business Owner?

These are difficult times for small businesses, including owners, managers, and employees. The following will provide some information to help you with some steps you can take to minimize the stress of the days ahead.

California Economic Development Department – An FAQ document and chart on benefits should be released soon:

https://www.edd.ca.gov/about_edd/coronavirus-2019.htm

Governor's Office of Business and Economic Development

<https://business.ca.gov/coronavirus-2019/>

Small Business Outbreak and Pandemic Guide: Coronavirus Edition, 3/5/20

<https://www.merchantmaverick.com/business-pandemic-guide-coronavirus/>

Centers for Disease Control and Prevention (CDC) Interim Guidance for Businesses and Employers

https://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fspecific-groups%2Fguidance-business-response.html

Sick Workers and Spooked Customers, The New York Times, 3/4/20:

<https://www.nytimes.com/2020/03/04/upshot/coronavirus-impact-small-businesses.html>

17 steps businesses can take to respond to coronavirus, LA Economic Development Corporation, 3/9/20

<https://laedc.org/2020/03/09/17-steps-coronavirus/>

Is you small business Coronavirus ready?

<https://www.zenefits.com/workest/is-your-small-business-coronavirus-ready/>



Public Health
Prevent. Promote. Protect.

Alpine County Health Department, 75-B Diamond Valley Rd., Markleeville, CA 96120
Alpine County Board of Supervisors, Phone: (530) 694-2281
District 1: Donald M. Jardine, District 2: Ron Hames, District 3: Katherine Rakow,
District 4: Terry Woodrow, District 5: David Griffith

Be mindful of the needs of others. Many people are upset or fearful, some may be ill and need practical support.

Focus on health, not disease. Take care of yourself and encourage others too. Eat balanced meals, keep hydrated, get enough sleep. Go for a long walk with a spouse or friend and your dog! Garden. Enjoy some sunshine.

If you practice a faith, do not neglect worship, even if it's not your usual routine. Set aside time each day to meditate and pray.

Use newfound time to connect with people. Not traveling? Fewer events? Give your friends or family a call. Share a great story and a laugh.

Train the brain. Focus on that which is good and edifies the soul, not fear. Take a break from the headlines and social media; read your favorite poem or book or meditation.



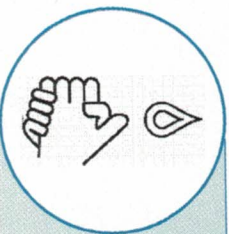
Public Health
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Alpine County Health Department, 75-B Diamond Valley Rd., Markleeville, CA 96120
Alpine County Board of Supervisors, Phone: (530) 694-2281
District 1: Donald M. Jardine, District 2: Ron Hames, District 3: Katherine Rakow,
District 4: Terry Woodrow, District 5: David Griffith

Keeping the workplace safe

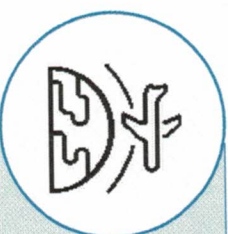
Encourage your employees to...

Practice good hygiene



- Stop handshaking – use other noncontact methods of greeting
- Clean hands at the door and schedule regular hand washing reminders by email
- Create habits and reminders to avoid touching their faces and cover coughs and sneezes
- Disinfect surfaces like doorknobs, tables, desks, and handrails regularly
- Increase ventilation by opening windows or adjusting air conditioning

Be careful with meetings and travel



- Use videoconferencing for meetings when possible
- When not possible, hold meetings in open, well-ventilated spaces
- Consider adjusting or postponing large meetings or gatherings
- Assess the risks of business travel

Handle food carefully



- Limit food sharing
- Strengthen health screening for cafeteria staff and their close contacts
- Ensure cafeteria staff and their close contacts practice strict hygiene

Stay home if...



- They are feeling sick
- They have a sick family member in their home

What every American and community can do now to decrease the spread of the coronavirus

Pumps

Directory 2020

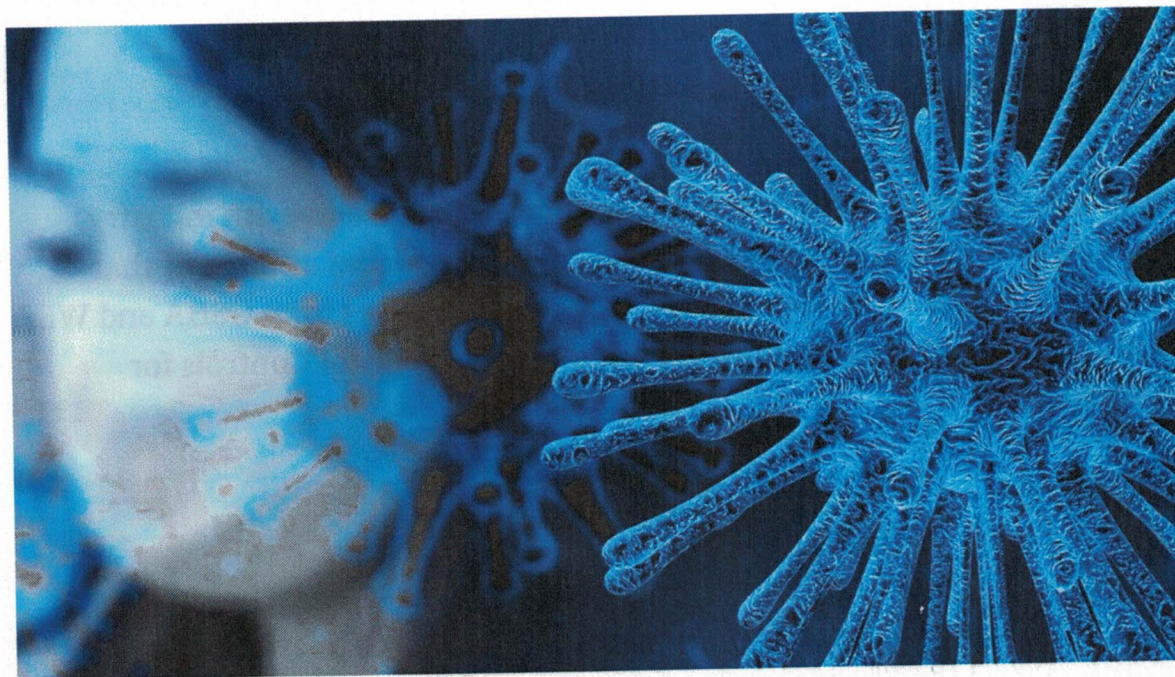


Online Exclusives

COVID-19 Guidance for Wastewater Workers

COVID-19 Guidance for Wastewater Workers

March 05, 2020



As the novel coronavirus 2019 (COVID-19) begins to spread worldwide, industry groups have begun releasing information and advice for water and wastewater professionals.

The Occupational Safety and Health Administration (OSHA) recently released guidance for wastewater workers, reporting that coronaviruses are vulnerable to the same disinfection techniques used currently in the health care sector. "Current disinfection conditions in

wastewater treatment facilities is expected to be sufficient," OSHA released in a statement. "This includes conditions for practices such as oxidation with hypochlorite (i.e., chlorine bleach) and peracetic acid, as well as inactivation through the use of ultraviolet irradiation."

OSHA goes on to say that, currently, there isn't evidence to suggest wastewater treatment plant operators and sewer workers need to enact additional protections specific to COVID-19, but added that "wastewater treatment plant operations should ensure workers follow routine practices to prevent exposure to wastewater, including using the engineering and administrative controls, safe work practices, and PPE normally required for work tasks when handling untreated wastewater."

Meanwhile, the Water Environment Federation (WEF) has released the Water Professional's Guide to COVID-19, and says that while OSHA's recommendations are useful in a general way, more research may be necessary for some disinfectants. "More research may be warranted for disinfectants such as peracetic acid and combined chlorine (chloramines), where coronavirus specific data is lacking or evidence suggests higher bacterial susceptibility to disinfection compared to viruses. Although coronaviruses have not been tested, peracetic acid has been found to have some efficacy against some non-enveloped viruses (e.g., norovirus) that are known to be more resistant than enveloped viruses."

In the absence of proper disinfection, previous research into the persistence of coronavirus surrogates and SARS in wastewater show that the viruses can survive in wastewater for hours or even days, according to WEF.

Related: News Briefs: Wastewater Operator Dies in Oxidation Ditch

It's important that workers in the water and wastewater sector stay up-to-date with industry specific information with regards to COVID-19, and this post will be updated as more of that information becomes available. In the meantime, take a look at the releases from OSHA and WEF, and distribute this graphic created by WEF on Implementing the Hierarchy of Controls for Wastewater Worker Protection.

Bear Valley Water District
Performance vs. Budget
February 2019 vs. February 2020

	Prior Year July 1 - Feb. 28	FY 18-19 Budget	FY 18-19 Budget	FY 19-20 July 1 - Feb. 29	FY 19-20 Budget	FY 19-20 Budget	Variance Explanation
REVENUES							
Residential	441,909	589,000	75%	452,631	605,500	75%	
Commercial	166,961	190,000	88%	133,928	172,000	78%	
Subtotal Operating Revenue	608,870	779,000	78%	586,559	777,500	75%	Revenue Target - 75%
EXPENSES							
Salaries & Benefits	217,948	325,776	67%	243,237	360,225	68%	
Director Expenses	1,100	3,000	37%	1,369	2,000	68%	
Operator Training & Certs	329	1,500	22%	0	1,500	0%	
Gas, Diesel, Oil & Filters	1,940	3,000	65%	2,626	3,000	88%	
Insurance	15,046	22,500	67%	14,864	23,000	65%	
Memberships & Conferences	6,387	5,500	116%	6,158	7,000	88%	
Office Expenses & Supplies	7,271	10,000	73%	6,444	10,000	64%	
Field Expenses & Supplies	16,172	18,000	90%	20,601	20,000	103%	
Grooming, Snow Removal & Vehicle Storage	975	3,500	28%	1,191	3,500	34%	
Engineering & Consulting	4,755	5,000	95%	315	5,000	6%	
Legal & Accounting	13,662	10,000	137%	14,790	10,000	148%	Legal - Bylaws, Rates, CC Policy
Equipment Rental	429	600	72%	226	600	38%	
Repairs & Maintenance	30,327	78,214	39%	68,073	60,000	113%	UBD Gen Rprs, CK Clos, Coll Lines
Laboratory Fees	9,180	25,000	37%	8,971	15,000	60%	
Regulatory Reporting & Comp. Projects	3,434	6,500	53%	6,330	6,700	94%	Paid In Full
Taxes, Fees, Licenses & Assessments	33,950	30,000	113%	40,206	39,000	103%	Paid In Full
Utilities	39,794	55,000	72%	47,072	60,000	78%	
Subtotal Operating Expenses	402,698	603,090	67%	482,474	626,525	77%	Expense Target - 78%
Net Operational Income	206,173	175,910	117%	104,086	150,975	69%	
OTHER REVENUE							
Interest Income - LAIF	3,526	2,000	176%	3,748	7,000	54%	
Late Fee, Penalties and Interest	6,938	10,000	69%	5,709	7,000	82%	
Expense Reimbursements - USFS Campground	2,870	3,863	74%	3,538	3,538	100%	
Expense Reimbursements - Concessionnaire	4,608	5,290	87%	2,740	5,887	47%	
Misc Other Income	229	0	UBD	491	0	UBD	
Subtotal Other Revenue	18,171	21,153	86%	16,226	23,425	69%	3rd Quarter Total
OTHER EXPENSES							
Loan Interest	11,715	18,809	62%	10,671	15,680	68%	
Depreciation	74,535	114,223	65%	73,346	114,223	64%	
Misc Expense	10	0	UBD	399	0	UBD	
Subtotal Other Expenses	86,260	133,032	65%	84,416	129,903	65%	
Net Other Income	(68,089)	(115,156)	59%	(68,190)	(106,478)	64%	
NET INCOME	138,083	60,754	227%	35,896	44,497	81%	
NON CASH EXPENDITURES (included in net income)							
Depreciation	74,535	114,223	65%	73,346	114,223	64%	
Subtotal Non-Cash Expenses	74,535	114,223	65%	73,346	114,223	64%	
CASH EXPENDITURES (Not Included in net income)							
Capital Improvements / Replacements	(74,164)	(117,500)	63%	(177,159)	(189,053)	94%	WWTP Lagoon Upgrade Proj
Loan Payments - Principal	(25,843)	(37,629)	69%	(26,888)	(40,657)	66%	
Subtotal Addl Cash Expenses	(100,007)	(155,129)	64%	(204,047)	(229,710)	89%	
NET CASH FLOW	12,984	19,848	65%	-94,805	-70,990	-33%	

BVWD
Balance Sheet Prev Year Comparison
As of February 29, 2020

	Feb 29, 20	Feb 28, 19	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
11015 · F&M Bank	357,904.46	469,974.80	-112,070.34	-23.85%
11018 · LAIF	315,112.62	307,488.61	7,624.01	2.48%
11020 · Petty Cash	50.00	50.00		
11025 · Capital Facilities Fund	21,656.00	21,656.00		
Total Checking/Savings	694,723.08	799,169.41	-104,446.33	-13.07%
Accounts Receivable				
11050 · Accounts Receivable	-23,296.68	18,279.67	-41,576.35	-227.45%
Total Accounts Receivable	-23,296.68	18,279.67	-41,576.35	-227.45%
Other Current Assets				
11055 · Accounts Receivable-Tax Roll	10,876.97	18,317.28	-7,440.31	-40.62%
11140 · Prepaid Insurance	1,182.61	1,327.75	-145.14	-10.93%
Total Other Current Assets	12,059.58	19,645.03	-7,585.45	-38.61%
Total Current Assets	683,485.98	837,094.11	-153,608.13	-18.35%
Fixed Assets				
12010 · Land	25,805.16	25,805.16		
12020 · SbSrfLine	1,196,893.29	1,196,893.29		
12040 · Col Facilities	485,584.50	425,176.65	60,407.85	14.21%
12041 · LA Facilities	166,428.79	166,428.79		
12050 · TRT Facilities	1,127,133.14	1,127,133.14		
12060 · DSP Facilities	1,244,788.01	1,244,788.01		
12080 · P & A (Plant & Admin)Facilities	482,118.91	482,118.91		
12100 · Accumulated Depreciation	-2,748,246.00	-2,636,424.36	-111,821.64	-4.24%
14030 · Work in Progress				
14030.0 · W.I.P. - GIS Consulting Support	4,722.05	2,250.00	2,472.05	109.87%
14030.6 · Treatment Pond Dock	4,664.11		4,664.11	100.0%
16540 · Bee Gulch Lift Station Upgrade		60,407.85	-60,407.85	-100.0%
16550 · Inundation Mapping Project	15,691.20	7,564.25	8,126.95	107.44%
16560 · Treatment Pond Improvement Proj	221,095.84	1,818.25	219,277.59	12,059.82%
Total 14030 · Work in Progress	246,173.20	72,040.35	174,132.85	241.72%
Total Fixed Assets	2,226,679.00	2,103,959.94	122,719.06	5.83%
TOTAL ASSETS	2,910,164.98	2,941,054	-30,889.07	-1.05%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
21021 · Accounts Payable	4,299.48	11,477.52	-7,178.04	-62.54%
Total Accounts Payable	4,299.48	11,477.52	-7,178.04	-62.54%
Other Current Liabilities				
21090 · Payroll Liabilities	17,013.14	6,398.57	10,614.57	165.89%
2110 · Direct Deposit Liabilities	-8.18	-8.18		
22021 · Accrued Vacation	11,574.20	10,224.22	1,349.98	13.2%
Total Other Current Liabilities	28,579.16	16,614.61	11,964.55	72.01%
Total Current Liabilities	32,878.64	28,092.13	4,786.51	17.04%
Long Term Liabilities				
26025 · F&M Bank Loan	389,555.86	429,738.43	-40,182.57	-9.35%
Total Long Term Liabilities	389,555.86	429,738.43	-40,182.57	-9.35%
Total Liabilities	422,434.50	457,830.56	-35,396.06	-7.73%
Equity				
29000 · Retained Earnings	1,855,178.28	1,748,484.24	106,694.04	6.1%
29100 · O & M Emergency Reserve Fund	150,000.00	150,000.00		
29200 · CIP Reserve Fund	425,000.00	425,000.00		
29300 · Capacity Fee Reserve Fund	21,656.00	21,656.00		
Net Income	35,896.20	138,083.00	-102,186.80	-74.0%
Total Equity	2,487,730.48	2,483,223.24	4,507.24	0.18%
TOTAL LIABILITIES & EQUITY	2,910,164.98	2,941,054	-30,888.82	-1.05%

BVWD A/P Aging Summary

As of January 31, 2020

Accounts Payable January 2020	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	Description
Alpine County Recorders Office	18.36					\$18.36	Recording fees for Garcia Lien
A.T.&T.	\$58.85					\$58.85	
A.T.&T.	\$91.61					\$91.61	
A.T.&T.	\$152.79					\$152.79	
Card Services	\$1,468.25					\$1,468.25	
E.D.D.	\$0.02					\$0.02	Q4 2019 Adjustment
E.D.D.	\$727.72					\$727.72	
E.D.D.	\$694.00					\$694.00	
F&M Bank	\$4,694.80					\$4,694.80	
I.R.S.	\$2,044.48					\$2,044.48	
I.R.S.	\$1,876.34					\$1,876.34	
Lake Alpine Water Company	\$162.41					\$162.41	Water for Main Office
P.G.&E.	\$2,956.15					\$2,956.15	Electricity for Dec./Jan.
P.G.&E.	\$2,876.57					\$2,876.57	Electricity for Jan/Feb.
P.G.&E.	\$26.08					\$26.08	Electricity for Chickaree Lift Station
Robert Johnson, CPA	\$7,550.00					\$7,550.00	
SDRMA	\$1,858.44					\$1,858.44	Employee Health Insurance
SDRMA	\$653.38					\$653.38	Employee Dental, Vision, Life, LTD
Vantage Point	\$844.86					\$844.86	Employee Retirement
Vantage Point	\$232.34					\$232.34	Employee Retirement
Vantage Point	\$857.22					\$857.22	
Vantage Point	\$244.70					\$244.70	Employee Retirement
TOTAL	\$30,071.01					\$30,071.01	

Accounts Payable January 2020	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	Description
Alpha Analytical Laboratories Inc.		\$502.00				\$502.00	Laboratory Analysis
Arnold Auto Supply Inc.	\$4.83	\$102.88				\$107.71	Auto Supplies
Bear Valley Snowmobile Inc.					-\$213.24	-\$213.24	Voided Check
California Assoc. of Mutual Water Co.		\$250.00				\$250.00	Membership Dues
Card Services		\$789.81				\$789.81	Office, Telephone, Field Supplies
Columbia Communications Inc.		\$39.00				\$39.00	Pager for Field Staff

BVWD
A/P Aging Summary

As of January 31, 2020

Accounts Payable January 2020	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	Description
Ebbetts Pass Lumber Co. Inc.		\$73.50				\$73.50	Field Supplies
ICMA Retirement Corporation		\$95.62				\$95.62	Administration Fees
Jim Bissell		\$100.00				\$100.00	Director Fees Regular Meeting Jan. 21, 20
John Boyle		\$100.00				\$100.00	Director Fees Regular Meeting Jan. 21, 20
Ken Brown		\$100.00				\$100.00	Director Fees Regular Meeting Jan. 21, 20
Lake Alpine Water					-\$0.04	-\$0.04	Bank Discreptancy
Mt. Reba SnowCats		\$250.00				\$250.00	Snowcat Rental
Stantec Consulting Services Inc.		\$2,743.00				\$2,743.00	
Stefaniya Beckings		\$100.00				\$100.00	Director Fees Regular Meeting Jan. 21, 20
Vantagepoint Transfer Agents					\$0.01	\$0.01	Bank Discreptancy
YSI Incorporated		\$2,882.86				\$2,882.86	
TOTAL	\$4.83	\$8,128.67			-\$213.27	\$7,920.23	

BVWD
A/P Aging Summary
As of February 29, 2020

Prepays February 2020	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	Description
Alpine County Recorder	15.00					15.00	Fees to Record Lien
Arnold Auto Supply	102.88					102.88	Auto Parts
A.T.&T.	58.85					58.85	U-Verse for Main Office
A.T.&T.	152.55					152.55	Telephone for Main Office
A.T.&T.	91.66					91.66	Telephone for Lake Alpine Basin
E.D.D.	518.74					518.74	State Payroll Taxes
E.D.D.	209.92					209.92	State Payroll Taxes
F & M Bank	10.00					10.00	Bounced Check Fee
F & M Bank	10.00					10.00	Bounced Check Fee
F & M Bank	52.70					52.70	Account Analysis Fee
F & M Bank	4,694.80					4,694.80	Principal & Interest on Loan
I.R.S.	2,031.62					2,031.62	Federal Payroll Taxes
I.R.S.	2,013.82					2,013.82	Federal Payroll Taxes
Lake Alpine Water Company	163.99					163.99	Water for Main Office
Losito	31.62					31.62	Refund A/R
Refund CS124	289.05					289.05	Refund A/R
Refund CS088	289.05					289.05	Refund A/R
Refund BV295	289.05					289.05	Refund A/R
Refund CS003	415.06					415.06	Refund A/R
SDRMA	1,858.44					1,858.44	Employee Health Benefits
SDRMA	653.38					653.38	Employee Dental, Vision, Life, LTD
Terry Woodrow	20.00					20.00	Notary Fees for Lien
Vantage Point	1,086.02					1,086.02	Employee Retirement
Vantage Point	1,083.72					1,083.72	Employee Retirement
TOTAL	16,141.92					16,141.92	

Accounts Payable February 2020	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	Description
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BVWD
A/P Aging Summary
As of February 29, 2020

Accounts Payable February 2020	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL	Description
Alpha Analytical Laboratories Inc.		626.00				626.00	Laboratory Analysis
Alpine County Public Works		225.78				225.78	Fuel
Aqua Sierra Controls, Inc.		355.23				355.23	Sonic Setup Fee
Arnold Auto Supply Inc.		15.00				15.00	Auto Supplies
Bear Valley Snowmobile Inc.					-213.24	-213.24	VOIDED CHECK
EBBETTS PASS GAS CO. Inc.		985.65				985.65	Propane for Main Office
Lake Alpine Water					-0.04	-0.04	Water For Main Office
Neumiller and Beardslee		1,125.00				1,125.00	Legal Fees
Vantagepoint Transfer Agents					0.01	0.01	Bank Discrepancy
Weber Ghio and Associates, Inc		452.50				452.50	Engineering Fees
YSI Incorporated		634.18				634.18	TSS Probe Parts
TOTAL		4,419.34			-213.27	4,206.07	

BVWD
A/R Aging Summary
As of March 12, 2020

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
CM091			257.43		6.93	264.36
BV126				289.05		289.05
BV163				289.05		289.05
TM002		28.91		289.05		317.96
BV208		28.91		289.05		317.96
OS106		28.91		289.05		317.96
LA023		28.91		289.05		317.96
LA020		28.91		289.05		317.96
BV011		28.91		289.05		317.96
BV110		28.91		289.05		317.96
BV109		28.91		289.05		317.96
TM020		28.91		289.05	17.11	335.07
CS057		55.91		289.05		344.96
BV335		28.91		289.05	28.98	346.94
TM005		28.91			325.33	354.24
BV198		28.91			339.48	368.39
CS032		28.91		289.05	55.22	373.18
SM309					377.95	377.95
CM180					565.39	565.39
LA048		28.91		289.05	265.80	583.76
BV345		28.91		289.05	296.26	614.22
BV034		28.91		289.05	298.22	616.18
BV137		28.91			636.47	665.38
BV083		28.91		289.05	505.38	823.34
BV179		28.91		289.05	578.98	896.94
CS001		28.91		289.05	596.44	914.40
BV373		28.91		289.05	596.44	914.40
CS006		28.91		289.05	596.44	914.40
CS116		28.91		289.05	623.55	941.51
CS036		28.91			962.31	991.22
CM190					3,146.88	3,146.88
TOTAL		<u>651.82</u>	<u>-4,988.24</u>	<u>16,169.89</u>	<u>-43,926.34</u>	<u>-32,092.87</u>
TOTAL CREDITS	0	-1,176.02	-5,245.67	-271.11	-55,723.68	-62,416.48
TOTAL DEBITS	0	1827.84	257.43	16441	11797.34	30323.61
TOTAL	0	<u>651.82</u>	<u>-4,988.24</u>	<u>16,169.89</u>	<u>-43,926.34</u>	<u>-32,092.87</u>

BVWD
A/R Aging Summay
As of March 12, 2019

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
TOTAL		-3212.31	-611.07	32121.02	-47037.38	-18739.74
TOTAL CREDITS	0	-4568.27	-869.45	-298.22	-56693.33	-62429.27
TOTAL DEBITS	0	1355.96	258.38	32419.24	9655.95	43689.53
TOTAL	0	<u>-3212.31</u>	<u>-611.07</u>	<u>32121.02</u>	<u>-47037.38</u>	<u>-18739.74</u>

Summary of Account Activity		
Previous Balance	\$	2,856.85
Payments	-	2,856.85
Other Credits	-	49.32
Purchases/Debits	+	1,517.57
Cash Advances	+	0.00
Finance Charges	+	0.00
New Balance		1,468.25
Credit Limit		5,000.00
Available Credit		3,491.00

An amount followed by a minus (-) is a credit or a credit balance, unless otherwise indicated.

PAYMENT ADDRESS
CARD SERVICES
PO BOX 875852
KANSAS CITY, MO 64187-5852

ACCOUNT INQUIRIES AND
LOST OR STOLEN CARDS
888-494-5141

CARD SERVICES
PO BOX 419734
KANSAS CITY MO 64141-6734

Telephoning about billing errors will not preserve your rights under federal law. See the Billing Rights Summary on the reverse side.

Payment Information	
Statement Closing Date	12/23/19
New Balance	1,468.25
Minimum Payment Due	73.00
Payment Due Date	01/17/20
Past Due Amount	0.00

9,146.25 JS
Tlc: 11:50 A.M.
RECEIVED JAN - 1 2020
Lauren.

Transaction Information

Transaction Date	Posting Date	Reference Number	Purchases, Cash Advances, Payments, Credits and Adjustments since last statement	Amount
			TOTAL XXXX XXXX XXXX 2334 \$2,856.85-	
12/17	12/17	F558000AZ00CHGDDA	PAYMENT-THANK YOU	2,856.85-
			JUDI SILBER	
			TOTAL XXXX XXXX XXXX 3311 \$710.93	
11/24	11/25	2469216A82XDAM5RD	Intuit *PayrollEE usag 833-830-9255 CA MCC: 5734 MERCHANT ZIP: 92129	14.00
11/25	11/27	2475542AAJP3XYVG8	SKYLINE BEAR VALLEY RESOR BEAR VALLEY CA MCC: 7999 MERCHANT ZIP:	6.75
11/26	11/28	2426979ABEJQ6ANAE	BEAR VALLEY CROSS COUNTRY BEAR VALLEY CA MCC: 5941 MERCHANT ZIP:	6.50
12/02	12/03	2469216AG2XNMGLJV	CHEVRON 0209212 ARNOLD CA MCC: 5541 MERCHANT ZIP: 95223	6.24
12/03	12/04	2469216AH2X8TFY0L	VZWRLSS*APOCC VISB 800-922-0204 FL MCC: 4814 MERCHANT ZIP: 32746	272.36
12/04	12/06	2470780AK0EXPTP0P	BIG TREES MARKET ARNOLD CA MCC: 5411 MERCHANT ZIP:	98.56
12/11	12/12	2416407AT31WAEAH2	STAPLES DIRECT 800-3333330 MA MCC: 5111 MERCHANT ZIP: 01702	93.16
12/22	12/23	2469216B42XR3P135	AMZN Mktp US*7Q1I15EU3 Amzn.com/bill WA MCC: 5942 MERCHANT ZIP: 98109	28.94
12/22	12/23	2469216B42XR40XDB	AMZN Mktp US*SI41J8KD3 Amzn.com/bill WA MCC: 5942 MERCHANT ZIP: 98109	184.42
			JEFF GOUVEIA	
			TOTAL XXXX XXXX XXXX 3268 \$757.32	
11/22	11/24	2443106A62E023WXD	AMZN MKTP US*SM38245T3 AM AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: 98109	261.60
11/25	11/25	2443106A92DZH2824	AMZN MKTP US*RG8OE7S83 AM AMZN.COM/BILL WA MCC: 5942 MERCHANT ZIP: 98109	90.06
11/25	11/26	2469216A92XYVV64L	AMZN Mktp US*XC84Y6IC3 Amzn.com/bill WA MCC: 5942 MERCHANT ZIP: 98109	36.50
11/27	11/28	2416407ABMK0KDJNK	FEDEX 497596846 MEMPHIS TN MCC: 4215 MERCHANT ZIP: 38116	34.21
11/27	11/28	2490641AB2DSDF0R	EIG*CONSTANTCONTACT.COM 855-2295506 MA MCC: 5968 MERCHANT ZIP: 02451	10.00
12/03	12/03	2420429AH003V08N8	MSFT *E03009O0EQ 800-6427676 WA MCC: 5045 MERCHANT ZIP: 98052	15.00
12/09	12/10	2490641AP2EJJWMTK	EIG*JUSTCLOUD.COM 855-4350976 MA MCC: 4816 MERCHANT ZIP: 01803	143.28
12/13	12/13	7443106AV2D9PE8Y1	AMZN MKTP US AMZN.COM/BIL AMZN.CO CREDIT MCC: 5942 MERCHANT ZIP: 98109	49.32-
12/15	12/16	2416407AXMK12WWPA	FEDEX 499219889 MEMPHIS TN MCC: 4215 MERCHANT ZIP: 38116	50.17

Continued on next page

Transaction Information Continued

Transaction Date	Posting Date	Reference Number	Purchases, Cash Advances, Payments, Credits and Adjustments since last statement	Amount
12/18	12/19	2416407B0MK17XWGW	FEDEX 499747433 MEMPHIS TN MCC: 4215 MERCHANT ZIP: 38116	102.41
12/19	12/20	2416407B1MK191MJD	FEDEX 499864686 MEMPHIS TN MCC: 4215 MERCHANT ZIP: 38116	33.44
12/20	12/22	2490641B22F7DXZQW	DRI*CrashPlan for SB 952-9084089 MN MCC: 5734 MERCHANT ZIP: 55343	29.97

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account

Current Billing Period Type of Balance	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charge
Purchases	13.25(v)	0.00	0.00
Cash Advances	17.25(v)	0.00	0.00
(v) = Variable Rate			

Periodic rates and APRs may vary. See your Cardmember Agreement for an explanation. There is a 25-day grace period for Purchases but not for Cash Advances. You can avoid additional finance charges on Purchases if you pay the New Balance within 25 days of the Statement Closing Date (which may not be the same as the Payment Due Date). See reverse side for important information and disclosures and, if an Annual Fee was posted above, regarding renewals.

Summary of Account Activity		
Previous Balance	\$	1,468.25
Payments	-	1,468.25
Other Credits	-	0.00
Purchases/Debits	+	789.81
Cash Advances	+	0.00
Finance Charges	+	0.00
New Balance		789.81
Credit Limit		5,000.00
Available Credit		4,210.00

Payment Information	
Statement Closing Date	01/22/20
New Balance	789.81
Minimum Payment Due	50.00
Payment Due Date	02/16/20
Past Due Amount	0.00

WAKIDA TR 2/4/2020
10:47 A.M.
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An amount followed by a minus (-) is a credit or a credit balance, unless otherwise indicated.

RECEIVED JAN 30 2020

PAYMENT ADDRESS
CARD SERVICES
PO BOX 875852
KANSAS CITY, MO 64187-5852

ACCOUNT INQUIRIES AND
LOST OR STOLEN CARDS
888-494-5141

CARD SERVICES
PO BOX 419734
KANSAS CITY MO 64141-6734

Telephoning about billing errors will not preserve your rights under federal law. See the Billing Rights Summary on the reverse side.

Transaction Information

Transaction Date	Posting Date	Reference Number	Purchases, Cash Advances, Payments, Credits and Adjustments since last statement	Amount
01/08	01/08	F558000CR00CHGDDA	TOTAL XXXX XXXX XXXX 2334 \$1,468.25- PAYMENT-THANK YOU	1,468.25-
			JUDI SILBER	
12/24	12/25	2469216B62XBZZ2GX	TOTAL XXXX XXXX XXXX 3311 \$387.35 Intuit *PayrollEE usag 833-830-9255 CA <i>payroll</i>	12.00
01/01	01/02	2449215QHS1DS169K	MCC: 5734 MERCHANT ZIP: 92129 YAHOO SMALL BUSINESS 866-438-1582 CA <i>web site / email</i>	41.97
01/03	01/05	2469216QK2X7TGH45	MCC: 4816 MERCHANT ZIP: 94089 VZWRLSS*APOCC VISB 800-922-0204 FL <i>telephone</i>	269.31
01/06	01/08	2470780QP0EXJ97E1	MCC: 4814 MERCHANT ZIP: 32746 BIG TREES MARKET ARNOLD CA	23.85
01/16	01/19	2470780D10EXLJS5W	MCC: 5411 MERCHANT ZIP: <i>office</i>	23.14
01/20	01/22	2470780D50EXJWPDR	BIG TREES MARKET ARNOLD CA MCC: 5411 MERCHANT ZIP:	17.08
			JEFF GOUVEIA	
12/24	12/25	2475542B6JPQ9GBSZ	TOTAL XXXX XXXX XXXX 3268 \$402.46 ZORO TOOLS INC 855-2899676 IL	40.27
12/27	12/29	2490641B92FJJAAMZ	MCC: 5085 MERCHANT ZIP: 60089 EIG*CONSTANTCONTACT.COM 855-2295506 MA	10.00
12/28	12/29	2475542BAJPDG8XBX	MCC: 5968 MERCHANT ZIP: 02451 ZORO TOOLS INC 855-2899676 IL	42.78
12/28	12/29	2475542BAJPDG940S	MCC: 5085 MERCHANT ZIP: 60089 ZORO TOOLS INC 855-2899676 IL	21.76
12/30	12/31	2469216BQ2XTENW51	MCC: 5085 MERCHANT ZIP: 60089 Amazon.com*ZH7EO5RK3 Amzn.com/bill WA	123.27
01/02	01/03	2443099QKBM9619KR	MCC: 5942 MERCHANT ZIP: 98109 MSFT *E03009XFK4 800-642-7676 WA	15.00
01/11	01/12	2475542QVJL4X7VLL	MCC: 5045 MERCHANT ZIP: 98052 ZORO TOOLS INC 855-2899676 IL	30.55
01/20	01/21	2443099D5BM5BZ56V	MCC: 5085 MERCHANT ZIP: 60089 DRI*CRASHPLAN FOR SB 888-314-8842 MN	29.97
01/21	01/22	2469216D52XN6JD0G	MCC: 5734 MERCHANT ZIP: 55343 AMZN Mktp US*YY6AR4GK3 Amzn.com/bill WA	65.31
01/21	01/22	2475542D5JL7V8VGL	MCC: 5942 MERCHANT ZIP: 98109 ZORO TOOLS INC 855-2899676 IL	23.55
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