



BEAR VALLEY WATER DISTRICT
BOARD MEETING
May 20, 2019 - 8 A.M.
Conference Room
441 Creekside Drive, Bear Valley, CA 95223
Call- In Info: 605-475-5920 Access Code: 475-0045

LOCATION 2: 546 LUCILLE DRIVE, INCLINE VILLAGE, NV, 89451

DECLARATION OF A QUORUM

James Bissell, President - Stefaniya Becking, Vice 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 February 19, 2019 Board Meeting minutes**
2. **Review and Directions on Amending District By-Laws - Discussion and Possible Action Item**
3. **Procurement Policy – Resolution No. 497 - Discussion and Possible Action Item**
4. **Bear Valley Water District Wastewater Pond Improvement Project – Award Contract**
Discussion and Possible Action Item
5. **FY 18 - 19 Budget Amendment Proposal – Discussion and Possible Action Item**
6. **FY 19 - 20 Preliminary Budget Proposal – Discussion and Possible Action Item**
7. **Operations Report – General Manager**
8. **Financial Report – General Manager**
 - 8.1 P&L and Balance Sheet Reports - Discussion and Possible Action Item
 - 8.2 Accounts Payable Report - Discussion and Possible Action Item
 - 8.3 A/R & Aging Reports – Discussion
9. **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.



LOCATION 2: 4852 LA CANADA BLVD, LA CANADA CA 91011

MINUTES

REGULAR BOARD MEETING

DECLARATION OF A QUORUM

President James Bissell called the meeting to order at 9:43 A.M. Directors present were Stefaniya Becking, Vice President, via teleconference, John Boyle, Treasurer, and Ken Brown, Secretary. Staff present were Jeff Gouveia, General Manager and Judi Silber, Office Manager. No public present.

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.

The Board addressed the business below out of order beginning with item 2. Procurement Policy – Resolution No. 497 in order to accommodate legal counsel Andy Pinasco from Neumiller & Beardsley.

BOARD BUSINESS

1. The Board will consider adoption of the November 19, 2018 Board Meeting minutes

Motion/Boyle Second/ Brown to accept the Minutes of the November 19, 2019 as presented.

AYES: Bissell, Becking, Boyle, & Brown

NOES:

ABSENT: Thordarson

MOTION CARRIED

2. Procurement Policy – Resolution No. 497 - Discussion and Possible Action Item

Andy Pinasco, legal counsel, opened the discussion by addressing the Director's questions on the proposed Resolution to adopt a Procurement Policy and thereby authorize the General Manager to approve execute contracts in accordance with an adopted budget. Pinasco advised that it was in the District's best interest to adopt a procurement policy. As proposed, projects under \$35K may be executed without written bid. California law requires all public projects in excess of \$25K to have a performance bond. Projects with the aggregate amount of services, labor and materials over \$35K shall conduct competitive bidding. Counsel pointed out the law doesn't require the District to bid professional services. Discussion ensued related to public projects where equipment may be purchased directly from the manufacturer and projects that go to bid may in fact be for labor only. Pinasco advised that typically public bid document generally state "Manufacturer A or equivalent" to

address this issue. Concern arose over purchasing equipment separately and how the District may potentially not be entitled to warranty claims. After further discussion, it was decided that the policy needs to be clearer, more concise, and more uniform. The Board decided to table the resolution until a future board meeting. Andy offered to accommodate updating the policy for the next board meeting.

3. Treatment Lagoon Baffle, Diffuser and Aeration System Upgrade – Preliminary Design Review

Discussion and Possible Action Item

The GM presented the preliminary design documents prepared by Weber, Ghio and Associates to the Board for review. District Engineer Gary Ghio concurred that the General Manager's proposal to utilize Triplepoint Environmental's solution was sound and cost effective. Engineer Ghio added that he believed it was wise to purchase the diffuser equipment directly from the manufacturer and, despite concerns raised during the discussion, did not see much risk in purchasing the equipment directly for this project. The Board found several minor changes in the specs that required correction. President Bissell and Secretary Brown offered to review the final specs once available. Engineer Ghio indicated he would put an ad in the Calaveras Enterprise as well as send Notice of Bids to all of the local contracting firms. Once bids are received, per the draft procurement policy, the Board will have to reconvene to award the contract. Ghio estimated that the engineering fees would run between \$20 – \$30K. It was determined that the total aggregate cost of equipment, labor and engineering could be as much as \$200,000.

Discussion ensued regarding amending the current fiscal year budget to reflect expenses that may occur during this FY. GM agreed to prepare a revised FY18-19 budget for the Board to review as well as include expenses related to the same project in the upcoming FY19-20 budget.

Motion/Bissell Second/Boyle to authorize the Weber, Ghio to proceed to send the project to bid and for the GM to enter into a purchase agreement with Triplepoint Environmental for the diffuser equipment after the Board awards the contract at its next meeting.

AYES: Bissell, Becking, Boyle, Brown

NOES:

ABSENT: Thordarson

MOTION CARRIED

4. Operations Report – General Manager

See attachment.

5. Financial Report – General Manager

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

Motion/Boyle Second/Bissell to approve the P&L and Balance Sheet Reports as presented.

AYES: Bissell, Becking, Boyle, Brown

NOES:

ABSENT: Thordarson

MOTION CARRIED

5.2 Accounts Payable Report - Discussion and Possible Action Item

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

AYES: Bissell, Becking, Boyle, Brown

NOES:

ABSENT: Thordarson

MOTION CARRIED

5.3 A/R & Aging Reports – Discussion

Accounts Receivable balance as of February 15, 2019 was \$19,026.70 versus the balance for the previous year of \$28,315.99. The variance is most likely due to the increased customers paying for a full year in advance. There are a lot of credits on accounts.

5.4 FY 2017-18 Audit - Discussion and Possible Action Item

Motion/Boyle Second/Brown to accept the FY2017-18 Audit as presented.

AYES: Bissell, Becking, Boyle, Brown

NOES:

ABSENT: Thordarson

MOTION CARRIED

6. Closed Session – Public Employment (GC § 54954.5 and 54957) Public Employee Performance

POSITIVE DISCUSSION - NO ACTION TAKEN.

7. Board Member Reports

The next board meeting was set for May 20th at 9:00 A.M.

President Bissell adjourned the meeting at 1:02 P.M.

AGENDA ITEM

DATE: FEBRUARY 19, 2019

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: MONTHLY OPERATIONS REPORT

1. Collections, Treatment & Disposal Operations - Update

a. Flows - Influent Flows & Pond Transfers

No data available at this time due to rain events and flooding.

a. Volumes - Storage, Capacity & Disposal

Current Storage Volume = 7069.5 = 13.81 MG = 18.06% as of 2/13/2019.

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

ii. Groundwater Monitoring Program – 3rd Tri Annual Monitoring Report Submitted On Time (Jan 24)

iii. 2018 Annual Operations Report – Submitted On Time (Jan 24)

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

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

ii. CVRWQCB Self-Monitoring Report Review – July – Oct 2018 – No Violations of WDRs/MRP

iii. 2018 Annual Operations Report – Submitted On Time (Jan 24)

3. Other

a. DSOD Dam Break Analysis / Inundation Mapping – 38 % Complete – March 29 Deliverables Target

DWR finalized their inundation mapping regulation and they went into effect on November 29, 2018.

Ryan Greif, PE, at Mead & Hunt was unaware of the completion and found out about it on In

January. Mead & Hunt should have the draft copy of the inundation mapping completed

by the end of March for review.

b. Weber, Ghio & Associates (WGA) – Compensation for Engineering Services

Weber, Ghio & Associates has not raised their compensation rate since 2015 and has now

requested a rate increase for all services provided. They feel that their new rates are

comparable or lower than local professionals providing these services.

c. Senate Bill 1343 – Sexual Harassment Training for employers with 5 or more employees

Under this new law, all employees must complete their sexual harassment training before

January 1, 2020.

d. Winter 18-19 Operations Update:

Power was restored on the 14th at the Lake Alpine area. It went out again on the 16th. The generator at the LABR station required mid-winter repairs and the GM had to have Ebbetts Pass Gas bring in more propane over snow. GM is targeting May or June to begin the discharge into Bloods Creek.

AGENDA ITEM

DATE: MAY 20, 2019

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: REVIEW AND DIRECTIONS ON AMENDING DISTRICT BYLAWS

BACKGROUND AND DISCUSSION:

In the process of researching the history of the formation of the District relative to statutory requirements for the District to engage in public contracts and the public bid process, Counsel Schroeder reviewed the current set of bylaws adopted by the District in August 2010 and recommended Staff agendize a discussion with the Board to consider amending this document.

Attachments:

- Bear Valley Water District Resolution No. 68-39 Declaring District Duly Formed – July 30, 1968
- Bear Valley Water District Resolution No. 481 Amending District Bylaws – September 20, 2010
- Town of Discovery Bay CSD Bylaws – November 2, 2011
- San Andreas Sanitary District Bylaws – September 2016
- Reclamation District No. 1608 Bylaws – June 5, 2013

WILSON MORTON ASSAF & McELLIGOTT

JAMES T. MORTON
PHILIP D. ASSAF
PEGGY L. McELLIGOTT (1928-1982)
THOMAS B. ADAMS
SHERROD S. DAVIS
GERALD A. LASTER
JAMES L. COPELAND
MAYER A. DANIEL
JOAN E. BRIODY

JAMES M. PARMELEE
ROBERT K. BOOTH, JR.
DEBRA L. CAUBLE
JAMES A. HILDEBRAND

ATTORNEYS AT LAW
630 NORTH SAN MATEO DRIVE
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SAN MATEO, CALIFORNIA 94401
(415) 342-3523

ERNEST A. WILSON
OF COUNSEL

AUTOMATIC TELECOPIER
GP3 (415) 342-6392

PLEASE REPLY TO:

P. O. BOX 152
SAN MATEO, CA 94401

June 12, 1985

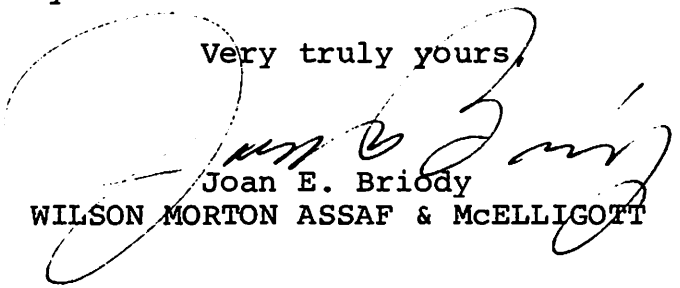
Mr. Ted Merry
District Manager
Bear Valley Water District
P. O. Box 5027
Bear Valley, CA 95223

Dear Mr. Merry:

For your information and use, the Bear Valley Water District was duly formed and approved at an election by the voters within its boundaries on July 30, 1968, pursuant to the California Water District Law, Division 13 of the Water Code of the State of California.

Enclosed is a copy of Resolution No. 68-39, A Resolution Canvassing Election Returns, Declaring Results of Election, and Order Declaring District Duly Formed.

Very truly yours,


Joan E. Briody
WILSON MORTON ASSAF & McELLIGOTT

JEB:om
Enclosure

INDEXED

RECORDED AT REQUEST OF
James H. H. Attorney
 AT 2 MIN PAST 4 P M
 VOL 10 OFFICIAL RECORDS, PG 558
 8-13-68
 ALPINE COUNTY, CALIFORNIA
 Wm. CHRIS. MANN
 COUNTY RECORDER
 DOC #276 FEE *de*

RESOLUTION NO. 68-39

A RESOLUTION CANVASSING ELECTION RETURNS, DECLARING
 RESULTS OF ELECTION, AND ORDER DECLARING DISTRICT
 DULY FORMED

BEAR VALLEY WATER DISTRICT

RESOLVED, by the Board of Supervisors of the County of Alpine,
 State of California, that

WHEREAS, on the 31st day of May, 1968, at the hour of 2:00
 o'clock P.M. in an adjourned regular meeting of this Board, a
 petition, duly signed by the holders of title to a majority in
 area of the land therein described in accordance with law, for the
 incorporation of a portion of the territory of said County into the
 Bear Valley Water District, under Division 13 of the Water Code of
 the State of California, as amended, was presented to this Board;

WHEREAS, Monday, the 1st day of July, 1968, at 1:00 o'clock
 P.M., in the Supervisors Room, Courthouse, Markleeville, California,
 were fixed as the time and place of hearing of the petition;

WHEREAS, pursuant to notice duly given, at said time and place
 a hearing was held on said petition, evidence was taken, and all
 persons interested were given an opportunity to be heard on the
 subject of said petition;

WHEREAS, at the conclusion of said hearing and on the 1st day
 of July, 1968, this Board adopted its resolution in which it granted
 the petition for incorporation, established and fixed the boundaries
 of the proposed district, and called an election at which the question
 of said incorporation should be submitted to the voters of said ter-
 ritory, and the five Directors of the Board of Directors and an
 Assessor, Tax Collector and Treasurer of said district should be
 elected;

WHEREAS, said resolution ordered said election to be held on Tuesday, the 30th day of July, 1968, within the boundaries so established, and established one special election precinct for the conduct thereof, and designated the polling place and election officers therefor;

WHEREAS, in and by said resolution said Board further directed that notice of said election should be given as required by law and that the Clerk of said Board should publish notice of said election for formation and for the election of the first Board of Directors of said District in the Tahoe Daily Tribune, at least once a week for at least three weeks previous to the election, the form of which notice of election was set forth in said resolution;

WHEREAS, it now duly appears that notice of said election was duly and legally given by the publication of notice as by said Code and said resolution and order of this Board directed;

WHEREAS, it appears that a board of election was duly appointed and a board of election duly qualified in accordance with law; that before the opening of the polls, said board of election duly posted a list of voters and the number of votes each was entitled to cast; that the polls at said election were open for the hours appointed therefor; that ballots for the election were duly provided and cast; and that said election was duly held and conducted on the 30th day of July, 1968;

WHEREAS, it further appears that said board of election duly determined the total number of votes cast on ballots and at the close of the polls immediately opened the ballot box, tallied the votes cast, canvassed the votes and declared the result, posted the results at the entrance of the polling place, and forwarded to the County Clerk for this Board of Supervisors a certificate showing the results of the election and the number of votes cast for or against each candidate and proposition, and all ballots and papers

used at the election, all in the time, form and manner as required by said law and by said resolution, and in accordance with the law governing such elections;

WHEREAS, it further appears that the Clerk of this Board has certified and recorded with the County Recorder of the County of Alpine the certificate showing the results of the election received from said board of election; and

WHEREAS, it further appears that this Board has met on the 5th day of August, 1968, said date being the date of the next regular meeting of said Board following such election, and has canvassed the returns of said election as required by law, from which it appears that the said proposition for the formation of said District was duly submitted to the qualified voters of said proposed District, and that the number of votes cast in favor of and in opposition to said proposition are as hereinafter set forth, and five Directors for the Board of Directors, and an Assessor-Tax Collector-Treasurer of said District were elected as hereinafter set forth;

NOW, THEREFORE, IT IS HEREBY FOUND, DETERMINED and ORDERED, as follows:

1. That said election was duly called, held and conducted in the said territory on Tuesday, the 30th day of July, 1968, and the votes cast thereat were tabulated and the returns made and canvassed in the time, form and manner as required by law, and the proposition voted upon thereat was as follows:

"Shall the proposition to form Bear Valley Water District under the California Water District Law be adopted?"

2. That for the purpose of holding said election, one election precinct was duly established and provided, which precinct included the whole of said proposed Water District, and was designated as Consolidated Precinct No. 1.

3. That at said election in said precinct the number of votes

cast at said election for the formation of such Water District was 43601, of which total number of votes cast in said proposed district 43601 votes were cast in favor of the adoption of said proposition, and no votes were cast against the adoption of said proposition.

4. That the total number of votes cast in said District for and against the proposition is as follows:

| SPECIAL ELECTION PRECINCT | TOTAL |
|---------------------------|--------------|
| For | <u>43601</u> |
| Against | 0 |

5. That at said election a majority of the votes cast within said proposed Water District were in favor of the adoption of said proposition and the formation of said Bear Valley Water District, and said proposition was duly adopted.

6. That the territory so proposed to be incorporated is hereby declared to be duly organized and formed as a District under the name designated for it, to wit: Bear Valley Water District, pursuant to Division 13 of the Water Code, as amended, of the State of California, entitled "California Water District Law".

7. That the territory comprising the said District is situate in the County of Alpine, California, and particularly bounded and described in Exhibit "A" attached hereto and by reference made a part hereof.

8. The County Clerk of said County of Alpine shall immediately cause to be filed for record with the County Recorder of said County of Alpine, a certified copy of this resolution, together with a certified copy of the certificate of results pursuant to Section 35111 of the Water Code.

9. Said County Clerk shall immediately file with the Secretary of State of the State of California a certified copy of this resolution in lieu of the certificate to be filed with said Secretary

of State pursuant to Section 34503 of the Water Code.

10. Said County Clerk shall also cause to be filed with the County Assessor of Alpine County and with the State Board of Equalization, a statement of creation of said District, setting forth the legal description of its boundaries and a map or plat indicating the boundaries, as required by Sections 54900 to 54903, inclusive, of the Government Code.

11. The candidates voted for in said election for the five offices of Director and the office of Assessor, Tax Collector, and Treasurer of Bear Valley Water District, and votes cast for each of the candidates therefor were as follows:

| <u>DIRECTOR</u> | <u>VOTES FOR AT POLLS</u> | <u>TOTAL</u> |
|--|---------------------------|--------------|
| James Kless | <u>43601</u> | <u>43601</u> |
| James Murphy | <u>43601</u> | <u>43601</u> |
| C. Bruce Orvis | <u>43601</u> | <u>43601</u> |
| James L. Orvis | <u>43601</u> | <u>43601</u> |
| William Verigin | <u>43601</u> | <u>43601</u> |
| <u>ASSESSOR, TAX COLLECTOR and TREASURER</u> | | |
| H. B. Werner | <u>43601</u> | <u>43601</u> |

12. That the following candidates

James Kless
James Murphy
C. Bruce Orvis
James L. Orvis
William Verigin

being the five receiving the largest number of votes cast for Directors of said District, are hereby declared elected to the offices of Director, and H. B. Werner, being the one receiving the largest number of votes cast for Assessor, Tax Collector and Treasurer of said District, is hereby declared elected to said office.

13. That on behalf of the Board of Supervisors of the County of Alpine, the Clerk of said Board shall issue certificates of election to each of the successful candidates.

14. The County Clerk of Alpine County is further directed to cause this resolution and order to be entered in full upon the minutes of this Board as a statement of the results of said election.

* * * * *

PASSED and ADOPTED by the Board of Supervisors of the County of Alpine, California, at a regular meeting of said Board held on the 5th day of August, 1968, by the following vote of the members of the Board:

AYES, and in favor thereof, Supervisors: Egger, Chain, Cellard, Bruns and Love

NOES, Supervisors: none

ABSENT, Supervisors: none

/s/ Hubert Bruns

Chairman of said Board

ATTEST:

/s/ Wm . Chris Mann

Clerk of said Board

State of California) ss
County of Alpine)

I, Wm Chris Mann, County Clerk and Ex-Officio Clerk of the Board of Supervisors of Alpine County, California, do hereby certify that the foregoing is a true and correct copy of a resolution passed and adopted by the Board of Supervisors of said County, and State, this 5 of Aug, 1968

BOOK 10 PAGE 563

Wm Chris Mann
Wm Chris Mann, Co Clerk & Clerk
of Board of Supervisors

DESCRIPTION OF PROPOSED BEAR VALLEY
WATER DISTRICT

All that certain lot, piece or parcel of land, situate, lying and being a portion of Sections 7 and 18, T. 7 N., R. 18 E., and a portion of Section 12, T. 7 N., R. 17 E., M.D.B. & M., Alpine County, California, being more particularly described as follows:

PARCEL "A"

Beginning at the $\frac{1}{4}$ corner common to said Sections 7 and 18 and running thence N. $00^{\circ} 16' 30''$ W. 371.94 feet along the $\frac{1}{4}$ section line of said Section 7; thence leaving said $\frac{1}{4}$ Section, Section line S. $78^{\circ} 39' 44''$ W. 487.50 feet; thence, Northerly along a 160 foot radius curve, concave to the East a distance of 114.39 feet; thence along a tangent to the preceding curve N. $27^{\circ} 40' 46''$ E. 432.67 feet; thence along a 340 foot radius curve concave to the West a distance of 199.73 feet; thence, along a radial line to the preceding curve N. $84^{\circ} 01' 17''$ E. 64.94 feet; thence, S. $40^{\circ} 20'$ E. 254.00 feet; thence, S. $17^{\circ} 51' 30''$ E. 150.00 feet; thence, S. $40^{\circ} 51'$ E. 145.00 feet; thence, N. $89^{\circ} 43' 30''$ E. 108.00 feet to its intersection with the above described $\frac{1}{4}$ Section line; thence, along said $\frac{1}{4}$ Section line N. $00^{\circ} 16' 30''$ W. 3490.31 feet to the North $\frac{1}{16}$ corner of said Section 7; thence, N. $89^{\circ} 18' 00''$ W. 1392.00 feet along the North boundary of the $\frac{3}{4}$ of the NW $\frac{1}{4}$ of said Section 7; thence, leaving said North boundary S. $39^{\circ} 56' 56''$ W. 139.19 feet along a radial line to the following curve; thence, Westerly along a 140 foot radius curve concave to the South a distance of 172.14 feet; thence, S. $59^{\circ} 30'$ W. 310.00 feet; thence, Westerly along a 310 foot radius curve, concave to the north, a distance of 125.70 feet; thence, S. $82^{\circ} 44'$ W. 270.00 feet; thence, SouthWesterly along a 315 foot radius curve concave to the SouthEast a distance of 231.46 feet; thence, along a course not tangent or radial to the previous curve, N. $71^{\circ} 40'$ W. 50.00 feet; thence, S. $56^{\circ} 25'$ W. 91.03 feet to the West boundary of said Section 7; thence, along said West boundary S. $10^{\circ} 25' 30''$ W. 517.00 feet; thence leaving said West boundary East 79.07 feet; thence, S. $8^{\circ} 41'$ E. 70.00 feet; thence, SouthWesterly along a 110 foot radius curve concave to the NorthWest a distance of 175.17 feet to its intersection with the above described West boundary; thence along said West boundary S. $10^{\circ} 25' 30''$ W. 81.61 feet to the West $\frac{1}{4}$ corner of said Section 7; thence, continuing along said West boundary S. $00^{\circ} 47'$ E. 671.06 feet to the NorthEast corner of the $\frac{3}{4}$ of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ of said Section 12; thence along the North boundary of said $\frac{3}{4}$ of the NE $\frac{1}{4}$ of the SE $\frac{1}{4}$ S. $89^{\circ} 55'$ W. 139.61 feet; thence, leaving said North boundary S. $12^{\circ} 00'$ E. 264.44 feet; thence SouthEasterly along a 240 foot radius curve concave to the NorthEast a distance of 354.65 feet; thence, N. $83^{\circ} 20'$ E. 168.68 feet; thence, N. $6^{\circ} 40'$ W. 280.00 feet; thence, N. $76^{\circ} 55' 06''$ W. 89.73 feet; thence, N. $23^{\circ} 08' 55''$ W. 150.08 feet; thence, N. $36^{\circ} 52' 12''$ W. 125.00 feet; thence, N. $12^{\circ} 15' 53''$ W. 117.69 feet; thence, N. $84^{\circ} 44' 46''$ W. 70.09 feet to its intersection with the above described West boundary; thence, along said West boundary N. $00^{\circ} 47'$ W. 96.02 feet; thence, leaving said

West boundary N. 79° 51' E. 94.81 feet; thence, N. 36° 04' E. 252.00 feet; thence, N. 20° 27' E. 300.00 feet; thence, N. 43° 08' E. 217.00 feet; thence, N. 13° 04' W. 166.00 feet; thence, N. 17° 44' E. 192.00 feet; thence, N. 58° 27' E. 434.00 feet; thence, N. 9° 53' W., 115.26 feet; thence, N. 59° 30' E. 191.93 feet; thence, Easterly along a 60 foot radius curve concave to the South, a distance of 111.33 feet; thence, S. 14° 11' 23" E. 129.05 feet; thence, S., 56° 00' W. 99.15 feet; thence, S. 15° 00' W. 174.00 feet; thence, S. 6° 25' E. 92.00 feet; thence, S. 30° 00' E. 102.00 feet; thence, S. 45° 40' E. 102.00 feet; thence, S. 8° 25' E. 81.00 feet; thence, S. 77° 00' E. 100.00 feet; thence, S. 13° 00' W. 304.82 feet; thence, Southerly along a 440 foot radius curve, concave to the East a distance of 216.69 feet; thence, along a radial bearing to the previous curve S. 74° 46' 59" W. 75.83 feet; thence, S. 16° 00' 27" E. 634.61 feet; thence, S. 82° 06' 20" E. 378.59 feet; thence, S. 29° 35' 23" E. 779.68 feet; thence, S. 75° 51' 44" E. 252.93 feet; thence, S. 14° 00' E. 115.00 feet; thence, Southerly along a 260 foot radius curve concave to the West, a distance of 189.14 feet; thence, S. 27° 40' 46" W. 432.67 feet; thence, Southerly along a 240 foot radius curve, concave to the East, a distance of 170.89 feet; thence, S. 13° 07' E. 212.09 feet; thence, Southerly along a 160 foot radius curve concave to the West, a distance of 165.09 feet; thence, along a course not tangent to the previous curve S. 88° 57' 01" W. 197.39 feet to its intersection with the SouthEast boundary of Lot 232 in Bear Valley Tract No. 1; thence, S. 38° 14' 10" W. 15.00 feet; thence, NorthWesterly along a 240 foot radius curve, concave to the SouthWest, a distance of 203.23 feet; thence, N. 82° 51' W. 328.06 feet; thence, N. 14° 33' E. 170.00 feet; thence, N. 46° 13' E. 270.00 feet; thence, N. 7° 31' 51" E. 80.46 feet; thence, N. 31° 27' 30" W. 201.93 feet; thence, N. 88° 26' 40" W. 57.09 feet; thence, N. 85° 41' W. 105.00 feet; thence, S. 53° 17' W. 385.00 feet; thence, S. 82° 37' W. 80.00 feet; thence, S. 7° 23' E. 265.00 feet; thence, SouthEasterly along a 190 foot radius curve concave to the NorthEast, a distance of 250.26 feet; thence, S. 82° 51' E. 463.41 feet; thence, S. 28° 32' W. 401.10 feet; thence, S. 38° 49' W. 617.34 feet; thence, S. 45° 40' W. 80.00 feet along a radial bearing to the following curve; thence, SouthEasterly along a 630 foot radius curve, concave to the NorthEast, a distance of 322.80 feet; thence, along a bearing not tangent or radial to previous curve S. 18° 35' W. 127.00 feet; thence, S. 71° 27' E. 120.00 feet; thence, S. 3° 48' 07" E. 109.27 feet; thence, S. 56° 45' E. 245.68 feet; thence, S. 33° 15' W. 140.94 feet; thence, Southerly along a 140 foot radius curve concave to the East, a distance of 117.98 feet; thence, S. 15° 02' E. 29.58 feet; thence, N. 74° 36' E. 80.00 feet; thence, N. 15° 02' W. 29.08 feet; thence, Northerly along a 60 foot radius curve, concave to the East, a distance of 50.56 feet; thence, N. 33° 15' E. 331.47 feet; thence, N. 78° 38' 46" E. 937.76 feet to its intersection with the $\frac{1}{4}$ Section line of said Section 18; thence, along said $\frac{1}{4}$ Section line N. 00° 32' 30" W. 1240.00 feet to the Point of Beginning and containing an area of 156.09 Acres, more or less.

PARCEL "B"

Beginning at a point from which the $\frac{1}{4}$ corner common to said Sections 7 and 18 bears the following two courses: First; N. $78^{\circ} 38' 46''$ E. 900.00 feet; thence Second, N. $00^{\circ} 32' 30''$ W. 1,240.00 feet and running thence along the centerline of a 10 foot wide easement, being 5 feet each side of the following described line, S. $38^{\circ} 57'$ W. 160.00 feet; thence Southerly along a 200 foot radius curve concave to the East, a distance of 72.46 feet; thence S. $18^{\circ} 11' 30''$ W. 293.35 feet; thence Southerly along a 650 foot radius curve concave to the East, a distance of 319.54 feet; thence S $9^{\circ} 58' 30''$ E. 80.00 feet to a point lying 15.00 feet East of the Northwest corner of a 100 foot square with sides bearing North-South and East-West which will include the Sewage Treatment Plants.

RECORDING REQUESTED BY:

AND WHEN RECORDED MAIL TO:

Doc # 2010000634

Page 1 of 18

Date: 10/14/2010 09:48A

Recording Requested By:

BEAR VALLEY WATER DISTRICT

Filed & Recorded in Official Records

of ALPINE COUNTY

CAROL MCELROY

COUNTY RECORDER

Fee: \$63.00

Bear Valley Water District

PO Box 5027

Bear Valley CA 95223

BEAR VALLEY WATER DISTRICT BYLAWS / RESOLUTION NO. 481

RESOLUTION NO. 481

A RESOLUTION AMENDING BYLAWS OF THE BEAR VALLEY WATER DISTRICT

WHEREAS, on August 5, 1968, the Board of Directors of the Bear Valley Water District adopted Bylaws of this District pursuant to Section 35302 of the Water Code;

WHEREAS, amendments to said Bylaws were duly and regularly passed and adopted by the Board of Directors of the Bear Valley Water District at a meeting held on the 13th day of September 1980;

WHEREAS, said amended Bylaws require further amending to be consistent with the various amendments to the California Water District Law;

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:

1. The Bylaws of the Bear Valley Water District, as further amended, in form attached hereto, be, and they are hereby adopted as the official Bylaws for the purpose of providing rules and regulations for the conduct of the affairs of the District.
2. The Board of Supervisors of the County of Alpine, being the County within which the District is located, be, and is hereby requested to approve said Bylaws, as amended.
3. The Secretary be, and is hereby, directed to file a certified copy of this Resolution with the Clerk of the County of Alpine.


PASSED AND ADOPTED this 20th day of September 2010 by the following vote of the Board of Directors of the Bear Valley Water District, to wit:

AYES, and in favor thereof: *DIRECTORS: PRESIDENT RITCHIE
BISSELL, COFFMAN, GOODRICH, NELSON ALL*


NOES: *IN FAVOR*

ABSENT:




David B. Ritchie
President
Bear Valley Water District

I hereby certify that this is a correct copy of the foregoing resolution that was duly and regularly passed and adopted by the Board of Directors of the Bear Valley Water District, Alpine County, California, at a meeting thereof held on the 20th day of September 2010.


Jean Nelson
Secretary
Bear Valley Water District

STATE OF CALIFORNIA
COUNTY OF ALPINE

On September 20, 2010, before me, Barbara Howard, County Clerk, County of Alpine, personally appeared David B. Ritchie, President Bear Valley Water District, and personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal.



BARBARA HOWARD, County Clerk
County of Alpine, State of California

Barbara Howard

STATE OF CALIFORNIA
COUNTY OF ALPINE

On September 20, 2010, before me, Barbara Howard, County Clerk, County of Alpine, personally appeared Jearl Nelson, Secretary Bear Valley Water District, and personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal.



BARBARA HOWARD, County Clerk
County of Alpine, State of California

Barbara Howard

BYLAWS
For the regulation, except as
otherwise provided by statute, of
The BEAR VALLEY WATER DISTRICT

As approved 9-7-2010

ARTICLE I

DIRECTORS AND OFFICERS

Section 1 - General.

All Directors and officers shall honestly and faithfully perform those duties prescribed by the laws of the State of California; particularly those duties prescribed by the Division 13 of the California Water Act and related authority and those duties prescribed by these Bylaws and by Policies and Procedures as adopted by the Board.

Section 2 - BVWD Directors and Officers.

The Directors of the district shall be elected or appointed according to provisions of the Water Code Section 35100. There shall be five (5) Directors. Two (2) officers of the Board of Directors shall be selected by a vote of the Directors of the District according to the provisions of these Bylaws. The officers of the BVWD shall be a President and Vice President. A Secretary shall be appointed by the Board of Directors and a Treasurer / Financial Officer may be appointed by the Board of Directors from among the Board of Directors or from qualified employees or members of the District.

Section 3 - Qualifications.

The Directors and Officers of the District must be citizens of the United States of America and at least of twenty-one years of age at the time of election and shall own real property within the District.

Section 4 - Tenure of Office.

All elected Directors shall hold office for the term of four (4) years as prescribed by the California Water District Code. The President and Vice President and all appointed officers shall

hold office for a term of one (1) year at the pleasure of the Board of Directors. The manner of electing Directors is specified in Article III of these Bylaws. Continuity of experienced Directors shall be assured by staggering the election of Directors such that the term of office will expire at the same time for no more than three Directors.

Section 5 – Conflict of Interest.

No Director or official of the District shall make, participate in making or in any way attempt to use his official position to influence a decision in which he knows or has reason to know he has a financial interest in accordance with the Conflict of Interest provisions of CA Government Code Section 1090, Section 87100 and Section 87103.

Section 6 - Duties of the President.

The President serves at the pleasure of the Board and is responsible for leading the Board in its activities and for serving as the principal liaison between the Board and District management. With respect to leading the Board in its activities, the President is primarily responsible, with the input of committee chairs and other Directors, for setting the agenda for regularly scheduled Board meetings consistent with these bylaws, and for determining whether and when special meetings should be held. The President presides at all meetings of the Board. The President shall coordinate Board representation for events and functions. The President is expected to keep the Board apprised of his or her activities that have a material bearing on District affairs.

With respect to serving as the principal liaison between the Board and District management, the President is expected to stay in regular contact with the Directors and officers of the board, in accordance with the open meeting provisions of the Brown Act. The President is also expected to keep the Board apprised on important issues he or she discusses with District management. Under no circumstances shall the President be authorized to take unilateral action on any District matter or publicly represent the District on any issue without prior authorization of the board in accordance with these Bylaws. The President operates in a capacity as a member of the Board and not as a member of the District's management and is expected to respect and reinforce the appropriate roles of the Board and District management.

Section 7 – Duties of the Vice President

In the absence of the President of the Board, the Vice President of the Board shall perform all of the duties defined in Section 6 of these Bylaws and act in all respects in the stead of the President during such absence. The Vice President shall provide advice, counsel, and support to the President and act as Parliamentarian to the Board of Directors when not engaged in the duties of the President.

Section 8 – Duties of the Secretary

The secretary shall keep a record of all the proceedings had at meetings of the board. All documents pertaining to District affairs shall be maintained in an appropriate filing system and filed in the office of the District by the secretary and shall be available for public inspection.

Section 9 - Duties of Treasurer / Financial Officer

If appointed by the Board of Directors of the District, The Treasurer / Financial Officer shall periodically review financial records of the District. The Treasurer / Financial Officer shall assure that appropriate controls are in effect to safeguard the finances of the District, including signatory requirements for all disbursements.

Section 10 - Duties of the General Manager.

The General Manager of the District leads management's efforts in implementing and achieving the policies and priorities adopted by the Board. He or she has the discretion to determine the most appropriate means to achieve those priorities and is accountable to the Board for these actions. The General Manager is responsible to the Board for the operational management of the District and accountable to the Board of Directors to meet the operational goals of the District.

The General Manager is also responsible for keeping the Board appropriately informed regarding the District's significant activities and undertakings. The General Manager is responsible for providing the Board with information regarding the District that is relevant both to specific decisions the Board is required to make and to the Board's effective fulfillment of its general responsibility for oversight of the District's affairs. In particular, the General Manager is

responsible for ensuring the Board is notified of the items identified by the Board as matters about which the Board must be notified.

Each year the General Manager, working with his or her senior staff and in consultation with the Board, will develop a proposed annual budget. The proposed budget represents the District's plans for fulfilling the Board's annual priorities and will be presented to the Board (or if the Board so chooses, a committee of the Board) for consideration and approval. Additionally, as part of the General Manager's long-term budget planning, each year the General Manager, in consultation with the Board, cognizant committees and the public will develop proposed appropriations requests. The proposed request will be presented to the Board for approval. Any request for appropriations outside of the annual cycle (i.e., emergency requests) will be conducted in a similar fashion, but in an expedited manner.

Section 11 - Deputies and Employees.

The Board of Directors may also employ such agents, officers, deputy officers, and employees as may be required and prescribe their duties and fix their compensation as outlined in Policies and Procedures and adopted by the Board.

In accordance with District Policies and Procedures, the Board of Directors as a body will evaluate and make decisions regarding the hiring retention, and termination of the District's General Manager.

Section 12 - Administration of Oath.

The Oath of Office may be taken before any officer authorized by law to administer oaths.

The Board of Directors may, as necessary, appoint and approve the position of Financial Officer / Treasurer whose duties are outlined in Policies and Procedures and adopted by the Board. The prescribed duties of the Financial Officer may be accomplished by an appointed Treasurer.

Section 13 - Appointment of Directors

In the event that a position of BVWD Director becomes vacant as deemed by Government Code Section 1770, the District shall notify the county elections official of the vacancy no later than 15 days after either the date on which the District is notified of the vacancy or the effective date of

the vacancy, whichever is later. The remaining members of the BVWD Board may fill the vacancy in accordance with Government Code Section 1780, either by appointment or by calling an election pursuant Uniform Elections Code.

The Board 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 remaining members of the BVWD Board shall make the appointment by majority vote within 60 days after either the date on which the District is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.

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 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. 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.

If the BVWD Board of Directors fails to choose or chooses not to make an appointment, the Board may within 60 days of the date the Board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy. The election called shall be held on the next established election date that is 130 or more days after the date the district board calls the election.

If the vacancy is not filled by the BVWD Board by appointment, or if the Board has not called for an election within 60 days of the date the vacancy, the Board of Supervisors of Alpine County, may appoint a person to fill the vacancy within 90 days of the date that BVWD is

notified of the vacancy or the effective date of the vacancy, whichever is later, Alpine County Board of Supervisors may order the BVWD to call an election to fill the vacancy.

Section 14 - Compensation.

The Directors of the Board shall fix the compensation to be paid to all employees and officers of the District. The compensation received by Directors for attendance or participation at Board meetings, committee meetings, ceremonial events, or any officially authorized function representing the district shall not exceed that specified in Section 34741 of the Water Code. Directors shall be compensated for any expenses incurred in the performance of his/her duties required and authorized by the Board as defined in Director Compensation and Travel Policy, Ordinance No. 69 Adopted March 16, 2009 as Amended.

The Directors shall receive, for attendance at meetings outside their normal duty or for substantial services requiring more than ordinary absence from the place of business or residence of the Director, and performed at the request of the President, a per diem within the limits of the California Water Code, together with expenses incurred in traveling between their place of residence and the place of the assignment, together with other ordinary and necessary expenses incidental to their service as such Directors.

The salary of the Secretary, if any, and the salary of any and all agents, shall be fixed by the Board of Directors as outlined in Policies and Procedures and adopted by the Board.

Section 15 - Insurance Coverage of Members and Officers of the Board of Directors.

The Board of Directors shall be provided with coverage under an Errors and Omissions Liability insurance policy covering acts performed in connection with duties as District Director. The premium for such policy shall be paid by the District.

Section 16 - Indemnity of Board Members and Officers.

The District shall hold harmless, indemnify and defend any officer or Director from a claim, complaint, cause of action or other proceedings arising out of, or relating to the lawful and official performance of such individuals duties as an officer or Director of the Bear Valley Water District. As to any officer or Director who is no longer associated or employed by the District at

the time that such claim, complaint, cause of action, or other proceeding is brought, the District agrees to hold harmless, indemnify or defend such officer or Director as to any such claim, complaint, cause of action or other proceedings arising out of or relating to a lawful and official act undertaken by such officer or Director in the course of performance of his/her duties for the Bear Valley Water District.

ARTICLE II

BOARD OF DIRECTORS

Section 1 - Organization.

At the first regular meeting held following the general District election, the Directors shall meet and organize as a Board and may transact any other business of the District. At this meeting, the Board shall elect a President and Vice President from its members and appoint a Secretary, who may or may not be a member of the Board of Directors. The Board may appoint a Financial Officer / Treasurer from the Board, management, or a member of the District. The President, Vice President, Secretary and Financial Officer/Treasurer shall hold their respective offices at the pleasure of the Board of Directors.

Section 2 – Duties of the Board of Directors.

The property, affairs and business of the district shall be governed by the Board of Directors. The Board has general oversight responsibility for the management of all of the District's affairs. The Board satisfies this responsibility by providing active leadership regarding important issues facing the district. In particular, the Board shall provide leadership in:

- (i) defining the District's mission and strategies designed to achieve that mission;
- (ii) appointing and planning for succession of the General Manager;
- (iii) ensuring the District's compliance with the law;
- (iv) establishing District policies for guidance of the General Manager to manage the District;
- (v) assuring and maintaining the financial integrity of the District.

The Board shall act on all matters requiring Board approval. Appointed Committees shall have specific roles in the fulfillment of general oversight responsibilities and will conduct open meetings, as applicable, in accordance with the Ralph Brown Act.

Special meetings as defined in the Ralph Brown Act can be called by the President at his or her discretion or by the request of any three (3) members of the Board on any issue that, in their judgment, has a material effect upon the operation of the District or its ratepayers.

The Board's is responsible for clear direction and accountability and shall establish policies for critical matters it wishes District management to pursue and set priorities for the accomplishment of Board directives. It is the responsibility of District management to determine the manner in which such directives are achieved and implemented consistent with priorities set by the Board.

In accordance with District Policies and Procedures, the Board of Directors as a body will evaluate and make decisions regarding the hiring, retention and termination of the District General Manager.

The Board will also be responsible for approving the hiring and termination of full-time District personnel. It will make these decisions, however, only after the General Manager has presented his or her recommendations regarding the same. Part-time and temporary workers may be engaged and dismissed by the General Manager for temporary and seasonal projects.

The Board and its individual Directors and officers, have fiduciary duties to the District and the ratepayers and shall conduct themselves in carrying out these duties within the highest recognized ethical standards of conduct.

Section 3 - Time and Place of Regular Meetings.

The place of holding regular meetings shall be the location of the office of the BVWD; or such other locations as posted, in the community of Bear Valley, County of Alpine, State of California, on the third Monday of each month at the prescribed time as defined in Policies and Procedures. If at any time a regular meeting falls on a holiday, such regular meeting may be held on the next business day. The time and place of the regular meeting may be changed by resolution of the Board of Directors. The regular time or place of any single meeting may be changed or altered by a consensus of the Board of Directors. If by reason of fire, flood, earthquake or other emergency, it shall be unsafe to meet in the place designated, the meeting may be held for the duration of the emergency at a reasonably close location as designated by the President of the Board of Directors. All meetings shall comply with the requirements of the then current Ralph Brown Act.

Section 4 - Adjourned Meetings.

The Board of Directors may adjourn any regular or special meeting or adjourned meeting to any time preceding the next regular meeting. When so adjourned, the adjourned meeting and all business transacted thereat is invalid unless all conditions of the Ralph Brown Act are prescribed to. When an order of adjournment fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour then in effect for the holding of regular meetings.

Section 5 - Special Meetings.

Special meetings of the Board of Directors may be held when required for the transaction of District business of such important nature that cannot be conducted at regular scheduled meeting. A special meeting and all business transacted thereat is invalid unless all conditions of the Ralph Brown Act California Government Code Sections 54950 – 54963, are prescribed to. The President or three (3) members of the Board of Directors may call the meeting by giving each Director, either personally or by mail, 24 hours written notice of the meeting.

The order calling a special meeting shall be entered of record and specify the business to be transacted.

Section 6 - Order of Business.

No other business than that specified in the order may be transacted at a meeting unless in accordance with the Ralph Brown Act and a quorum is present and consent to the consideration of any business not specified in the order.

Section 7 - Quorums.

Three Directors of the District concurrently in attendance shall constitute a quorum for the transaction of business. The vote of a quorum of the Board of Directors is necessary to determine any proposition or resolution presented. No District business shall be conducted in the absence of a quorum. A smaller number of Directors than a quorum may adjourn from day to day. Actions taken at a meeting where only a minimum quorum is present shall require all three (3) votes to be effective.

Section 8 - Conduct of Meetings.

The President of the Board of Directors and in his/her absence the Vice President shall preside at all meetings. In the absence of both the President and Vice President, when a quorum is present, the Board shall appoint a president pro tempore who shall preside at the meetings.

All Meetings of the Board of Directors shall be open and public and all persons shall be permitted to attend any meetings of the Board, except as otherwise provided by law.

The Board of Directors shall conduct meetings as specified by an agenda prepared by or caused to be prepared by the President of the Board of Directors.

Agenda items may be amended for a meeting in the event that other business as may properly come up and posted not later than seventy-two hours (72) before the scheduled meeting and approved by a minimum of three (3) Board members.

All records of the Board of Directors shall be open to public inspection during business hours as provided in Policies and Procedures.

Section 9 - Board Action.

The Board shall act only by motion, ordinance, or resolution.

Whenever, pursuant to any provisions of law, or otherwise, the Board of Directors is required, or shall choose to, take any action by resolution, such resolution or ordinance shall be enacted pursuant to the provisions of this section. Resolution or ordinance shall be adopted by the quorum of the Board of Directors which may be either at a regular or special meeting at which such resolution or ordinance is introduced.

The enacting clause of resolutions or ordinances shall be: THE BOARD OF DIRECTORS OF THE BEAR VALLEY WATER DISTRICT FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

Resolutions or ordinances shall be signed by the President or Vice President and attested by the Secretary.

Within ten days after the passage of each resolution or ordinance, the Secretary shall cause a true copy of such resolution or ordinance to be posted in at least three public places in the District for a period of at least ten (10) days, and shall cause such resolution or ordinance to be published at

once in a newspaper of general circulation in Bear Valley, California, but only if such resolution or ordinance so require.

ARTICLE III

ELECTIONS

Section 1 - General Election.

The general election of the District shall be held as provided in the Uniform District Election Law, on the first Tuesday after the first Monday in November of each odd-numbered year. The election shall be held in conformity with the provisions of the Uniform Election Law Section 10500 et. Seq. and California Water Code Section 35100 et. Seq. and the Directors of the District shall be elected at such election.

Section 2 - Special Elections.

The Board of Directors, by resolution, may call a special election on any proposition which the Board desires or is required to present to the voters of the District. Such special election shall be called in the manner and upon the notice prescribed by the California Water District Law and these Bylaws and District Policies and Procedures.

Section 3 - Time, Place and Manner of Conducting Elections.

General elections shall be held at the time specified in these Bylaws. Special elections shall be held at such times as shall be determined by the Board of Directors. The polling place or places shall be determined by the Board of Directors and shall be set forth in the notice of election.

All elections shall be held and conducted under and in conformity with the Uniform District Election Law, the California Water District Law and by these Bylaws.

Notice of the time, place and purpose of special elections shall be given as provided by the Uniform District Election Law. Notice of time, place and purpose of special elections shall be given by publication once a week for at least two (2) weeks in a newspaper of general publication in Bear Valley, California and/or posted at three (3) places within the District for at least two (2) weeks.

Section 4 - Qualification of Voters.

Each voter voting at an election shall be qualified as provided by the California Water District Law and be entitled to cast the number of votes therein as specified by these Bylaws.

Section 5 - Manner of Voting.

In accordance with the applicable provisions of the California Water Act Section 35003, each parcel of land identified as being within the District and defined by an Alpine County Assessors Parcel Number (APN) shall be entitled to cast one (1) vote for each acre of each parcel owned by the voter of the district, provided that if the voter owns a parcel less than one (1) acre then the voter shall be entitled to one (1) vote for that parcel. For each voter who owns greater than one (1) acre, any fraction shall be rounded to the nearest full acre. Any fraction of exactly 0.5 acre shall be rounded up to the next full acre. The last assessment roll of Alpine County shall be used as conclusive evidence of ownership of real property within the District and the data from the Assessor's Parcel Number (APN) shall be the basis for the acreage of land owned in the District. Where there are multiple owners of one parcel, it is incumbent on the owners to define for the Alpine County Clerk or other designated election officer who is the designated voter for that parcel. Under no circumstance shall more votes, as defined in this section, be cast for the parcel defined in the APN. However, the Board of Directors of the District may determine by resolution that for District voting purposes, the assessment book of the County shall be corrected to reflect, in cases of transfers of land, those persons who as of the 45th day prior to the election appear as owners of land in the District on the records of Alpine County.

Section 6 – Removal by Recall

A Board member may be removed by the Voter Recall provisions of the California Election Code.

ARTICLE IV

PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Rosenberg's Rules of Order, newly revised edition, shall govern this Board of Directors in all cases to which they are applicable, and in which they are not inconsistent with the laws of the State of California Water District Act. Any Director may raise a parliamentary point of order at any district proceeding.

ARTICLE V

AMENDMENTS TO BYLAWS

These Bylaws may be repealed or amended or new Bylaws adopted by the assent of two-thirds of the total vote of the District, given either in writing or by ballot cast at a District election.

These Bylaws may also be amended or new Bylaws adopted by four-fifths vote of the Board of Directors with the approval of the Alpine County Board of Supervisors. Any amendments to these Bylaws shall be certified by the Board of Directors and attested by the Secretary and be recorded with the Alpine County Recorder, all in accordance with the provisions of the California Water District Law.

APPROVED AND ADOPTED AS AMENDED

I HEREBY CERTIFY that the foregoing Bylaws were passed and adopted as amended by the Board of Directors of the Bear Valley Water District at a regular meeting thereof held on the 16th day of August, 2010 by the following vote.

AYES: 5 Board Members: Bissell, Coffman, Goodrich, Nelson, Ritchie

NOES: 0 Board Members: _____

ABSTAIN: 0 Board Members: _____

ABSENT: 0 Board Members: _____



CERTIFYING SIGNATURE:

David Ritchie

David Ritchie

President, BVWD Board of Directors

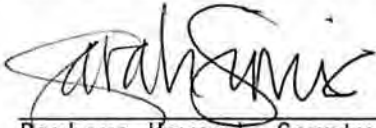
DR

ATTEST:



Secretary, Board of Directors

Approved by the Alpine County Board of Supervisors, being the County within which the district is located on 9-7-2010.



Barbara Howard, County Clerk and Ex
Officio Clerk to the Board of Supervisors.
By: Sarah Simis, Deputy

STATE OF CALIFORNIA
COUNTY OF ALPINE

On August 16, 2010, before me, Barbara Howard, County Clerk, County of Alpine, personally appeared David B. Ritchie, President Bear Valley Water District, and personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal.



BARBARA HOWARD, County Clerk
County of Alpine, State of California

Barbara Howard

STATE OF CALIFORNIA
COUNTY OF ALPINE

On August 16, 2010, before me, Barbara Howard, County Clerk, County of Alpine, personally appeared Jearl Nelson, Secretary Bear Valley Water District, and personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal.



BARBARA HOWARD, County Clerk
County of Alpine, State of California

Barbara Howard



BYLAWS
OF THE
TOWN OF DISCOVERY BAY CSD

ARTICLE I

NAME

This unit of local government shall be known as the Town of Discovery Bay, a Community Services District, with powers and territorial boundaries as prescribed in Resolution No. 97/295 of the Board of Supervisors of Contra Costa County, State of California, dated June 10, 1997, and as provided by law.

ARTICLE II

PURPOSE

The purposes of the Town of Discovery Bay, as approved by the Local Agency Formation Commission and by law, are

- A.** To Operate as a Community Services District and provide water distribution, wastewater connection and treatment; and parks, landscaping and recreation services to the residents of Discovery Bay.
- B.** To provide for those exercise of those powers set forth in Government Code §61000 et seq.(Community Services District Law).
- C.** To continue the advisory responsibilities of the Discovery Bay Municipal Advisory Council;
- D.** To serve the residents of the Town of Discovery Bay, in the manner provided by law.

ARTICLE III

BOARD OF DIRECTORS

Section 1. Board of Directors

The governing body of the District shall consist of five (5) elected Directors, each of whom shall serve for a term of four (4) year staggered terms. During elections every two (2) years, either two (2) or three (3) Directors are elected to serve to the District for the next four (4) years. The initial Directors, their terms and term expirations, are:

| | | |
|----------------|---------|--------------------------|
| William Slifer | 4 years | Expires December 1, 2001 |
| Mike Dohren | 4 years | Expires December 1, 2001 |
| David Piepho | 4 years | Expires December 1, 2001 |
| Virgil Koehne | 2 years | Expires December 1, 1999 |
| Chet Loveland | 2 years | Expires December 1, 1999 |

Section 2. Compensation

The Board may authorize each Director to receive compensation of One Hundred Dollars (\$100.00) for each meeting of the Board attended, and One Hundred Dollars (\$100.00) for each day's service not to exceed Six Hundred Dollars (\$600) per month as provided in Government Code §61047. Traveling and such other necessary expenses actually incurred in performing District Duties shall be reimbursed, and such reimbursement shall be in addition to the compensation specified herein consistent with the authorized Reimbursement and Travel Policy.

Section 3. Vacancies

- A.** Vacancies on the Board shall be filled in accordance with Government Code § 1780.
- B.** Vacancies shall be deemed to exist as provided in Government Code § 1770.

Section 4. Resignation

A Director may resign at any time by giving written notice to the Board, to the President, or to the Secretary of the Board. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

ARTICLE IV

OFFICERS

Section 1. Elected Officers

The elected officers shall be chosen by the Board from among the five (5) members of the Board and shall consist of a President (who may be called "Chair"), a Vice-President (who may be called "Vice-Chair"), and a President Pro-Tempore.

Section 2. Terms and Responsibilities of Elected Officers

Elected Officers of the Board, as provided in Article IV, Sec. 1, shall be elected by the Board at the January meeting and shall serve for one (1) year, said term to commence upon election. All elected officers shall be eligible to serve successive terms, except that the President shall be eligible to serve not more than two (2) full successive terms as President.

A. General Responsibilities of the Board President

1. Shall preside at all meetings of the board and such other meetings approved by the Board, and have authority to call for short recesses during meetings unless a majority of the Directors by vote oppose a recess.
2. Cooperatively work with the General Manager/Board Secretary and Staff on the preparation of CSD Meeting Agendas and its contents.
3. Shall serve as official spokesperson for the Board.
4. Shall appoint such committees and other working groups as confirmed by the Board.
5. Shall designate Directors or others to represent the Board at various meetings, hearings, and conferences, as confirmed by the Board. May co-sign all checks for warrants approved by the Board.
6. Shall perform such other duties as necessary to carry out the work of the Board.
7. Shall perform such duties as prescribed by law.

B. General Responsibilities of the Vice-President

1. Shall serve in the absence of the President.

C. General Responsibilities of the President Pro-Tempore

1. Shall serve in the absence of the President and the Vice-President.

ARTICLE V

APPOINTED OFFICERS

Section 1. Appointed Officers

A. The appointed officers of the District shall be General Manager, and a Secretary, who may be the same person, but neither of whom shall be a Director. The duties of the appointed officers shall be as specified in law, and as directed by the Board.

B. Pursuant to Government Code §61050(b), the treasurer of the County of Contra Costa shall serve as the District Treasurer, and shall be the depository and have the custody of all of the district's money except those accounts that are authorized under the Community Services District laws and/or in effect prior to January 1, 2006.

The Board may appoint such other officers as it deems necessary.

Section 2. General Responsibilities of the General Manager

- A.** Appraise and evaluate the effects of the Board policies and the manner of their execution, and the efficiency of District personnel in terms of services rendered to the people of the District.
- B.** Provide leadership to staff in identifying District needs, establishing priorities and determining the objectives, which will achieve the established goals of the District.
- C.** Encourage and assist staff in the performance of their duties and encourage their professional growth.
- D.** Ensure evaluation of personnel under his/her direction.
- E.** Interpret and publicize the programs and services of the District for and to the public.
- F.** Provide financial oversight of the District and Contra Costa County pursuant to funds on deposit at that agency.
- G.** Lead the District management team in the preparation of the budget, control of expenditures, inventory control, program planning, changing priorities and public relations.
- H.** Perform the function of the District's Public Information Officer.
- I.** Participate in community activities.
- J.** Continue a program of professional development to assure and enhance staff's professional growth.
- K.** Keep the Board informed of all communications affecting the District.

Section 3. General Responsibilities of the Secretary of the Board

- A. Certify official documents and letters as required.
- B. Maintain the official files and records of the Board.
- C. Prepare the agenda for the Board meetings.
- D. Prepare and distribute minutes of the meeting of the Board.
- E. Maintain historical record and newspaper articles.
- F. Post agendas, minutes, public notices and proposed action documents as required by Board and government regulations.

ARTICLE VI

MEETINGS

Section 1. Regular and Special Meetings

- A. The Board shall hold a regular meeting on the first (1st) and third (3rd) Wednesdays of each month, at the District Office located at 1800 Willow Lake Road, Discovery Bay, California 94505. Such regular meetings shall be for considering reports of the affairs of the District and for transacting such other business as may be properly brought before the meeting. Such meetings may be altered as to date, time and place, as provided for in a Resolution adopted by the Board.
- B. Special meetings may be called in accordance with the California Ralph M. Brown Act of 1953, as amended (hereafter Brown Act).

All meetings shall be conducted in accordance with the Brown Act.

Section 2. Quorum

The Board shall be empowered to conduct the business of the District whenever there is present at a properly called meeting, a quorum, as defined as comprising a majority of the existing Directors; normally three (3); except as otherwise provided by law. Pursuant to Government Code §61045, the affirmative votes of three (3) members of the Board are required for action to be taken.

Section 3. Voting

- A. Voting shall only be conducted at proper noticed meeting where a quorum has been established and members are physically present.
- B. Voting shall be by voice, show of hands, or roll call vote.
- C. Any vote that is other than unanimous shall be recorded by name of the voting member and whether the member voted "AYE", "NO" or "ABSTAIN".

Section 4. Notice of Regular and Special Meetings

- A. Notices of Regular Meetings shall be pursuant to the Brown Act. Such notices shall specify the place, the day, and the hour of the meeting and accompanying the notice shall be a copy of the agenda for that meeting.

- B. Notices of Special Meetings shall be pursuant to the Brown Act. In the case of special meetings, the notice, written or by telephone, shall specify the specific nature of the business to be transacted.

ARTICLE VII

PAYMENTS, CONTRACTS, AND REPORTS

Section 1. Payments

All checks, warrants, drafts, or other orders for payment of money, notes, or other evidences of indebtedness issued in the name of, or payable to, the District, shall be signed or endorsed by both the President and Vice President, or by the President Pro-Tempore, and one other Director, or, in the absence of the elected officers, any two (2) Directors.

Section 2. Contracts

The Board, except as in the Bylaws otherwise provided, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of, and on behalf of, the District. Such authority may be general or confined to specific instances. Unless so authorized by the Board, no officer, agent, or employee shall have any power or authority to bind the District by any contract or engagement, to pledge its credit, or to render it liable for any purpose or to any amount.

Section 3. Reports

The Board shall prepare and cause to be sent an annual water quality report to the residents of the District.

ARTICLE VIII

PARLIAMENTARY AUTHORITY

Rosenberg's Rules of Order, current edition or such other authority as may be subsequently adopted by resolution of the Board is to apply to all questions of procedure and parliamentary law not specified in these Bylaws or otherwise by law. All motions made at Board meetings shall require a second to the motion prior to the Directors voting. The President of the Board may unilaterally call for a recess at any time during a Regular or Special Meeting of the Board. The Board President may unilaterally adjourn the meeting unless a majority of the Board votes to continue the meeting.

ARTICLE IX

AMENDMENTS

The Bylaws may be repealed or amended, or new Bylaws may be proposed, by resolution and the affirmative vote of at least three (3) members of the Board at any regular meeting of the Board, provided notice of such proposal shall be in compliance with the Brown Act, as amended.

AMENDED

BYLAWS OF

RECLAMATION DISTRICT NO. 1608

REVISED: February 7, 1997
June 5, 2013

ARTICLE I
Offices

Section 1.01. The District has no permanent office. The main address of the District is:

RECLAMATION DISTRICT NO. 1608
Post Office Box 4857
Stockton, California 95204-4857

The place of the meeting of the District shall be as set forth in Article IV below.

ARTICLE II
Trustees

Section 2.01.

A. As used in these Bylaws, the word "Board" means the Board of Trustees of the District.

B. "Trustees", as used in these Bylaws in relation to any power or duty requiring collective action, means the Board of Trustees of the District.

Section 2.02. The District shall have a Board of Trustees consisting of three (3) members, which shall constitute the governing body of the District, and which shall exercise general supervision and complete control over the construction, maintenance, and operation of the reclamation works, and generally over the affairs of the District.

Section 2.03. Trustees shall be elected for a term of four (4) years and shall serve until their successors are elected and qualified. The terms of the Trustees shall be staggered so that no more than two Trustees shall have terms that expire in any one District election year.

Section 2.04. Elections shall be conducted in accordance with California Water Code, Division 15, parts 3 and 4, as they presently are or may hereafter be amended. Persons elected to the office of Trustee shall take the Oath of Office at the regular meeting next held after the election, and shall take office effective as of the day of that meeting.

Section 2.05. Vacancies on the Board due to reasons other than expiration of a term of office shall be filled in accordance with California Government Code §1780, as it now is or may hereafter be amended.

Section 2.06. The terms of the incumbent members of the Board expire on the following dates:

| <u>Name</u> | <u>Term Ends</u> |
|----------------|-------------------------------|
| Drew Meyers | First Friday of December 2013 |
| Brett Tholborn | First Friday of December 2015 |

Section 2.07. The Trustees shall receive such compensation for services actually and necessarily performed as the Board determines to be just and reasonable, and in accordance with California Water Code §20200, as it is now, or may hereafter be amended.

ARTICLE III Officers

Section 3.01. The officers of the District shall be a President of the Board of Trustees and a Secretary.

Section 3.02. The President of the Board of Trustees shall be that member of the Board elected by the Board as President. The duties of the President shall be to preside over all regular and special meetings of the Board, and to perform such other duties from time to time as may be required of him or her by the Board. In the absence of the President, the Trustee present with the longest period of service shall preside.

Section 3.03. The Secretary shall be any person, whether a trustee or not, who is elected by the Board as Secretary. The duties of the Secretary shall be to keep the minutes of all meetings, attest all documents (other than bonds) requiring the signature of the President, keep accounts of all expenditures on behalf of the District, have custody of the District's seal, and perform such other duties as may be required by law, these Bylaws, or by the Board.

Section 3.04. No compensation shall be received by the President, other than the compensation provided in accordance with Section 2.07 of the Bylaws. The Secretary shall receive such compensation for services actually and necessarily performed as the Board determines to be just and reasonable, and shall be reimbursed for expenses necessarily incurred in the performance of his or her duties.

Section 3.05. The President and the Secretary shall serve at the pleasure of the Board.

ARTICLE IV Meetings

Section 4.01. The District shall hold a regular meeting at 8:00 a.m. on the first Wednesday of each month except when the first Wednesday of each month shall fall on a holiday, the regular meeting shall be held at 8:00 a.m. on the next succeeding business day which is not a holiday. The District may additionally hold a second regular meeting, in each calendar month, when necessary, the time and date of such meeting to be established at the first meeting of each month. The meeting shall be held at the offices of Neumiller & Beardslee, 509 W. Weber Avenue, 5th Floor, Stockton, California, or at any other place designated by resolution of the Board.

Section 4.02. No notice need be provided of regular meetings except to persons who shall request such notice. In cases where notice has been requested, the Secretary shall give mailed notice at least one week prior to the date of the regular meeting. Any such request for notice shall be valid for one year from the date made, and shall provide an address to which notice is to be mailed. The Board may establish a reasonable annual charge for sending such notice based on the estimated cost of providing such service.

Section 4.03. The District may hold special meetings at any time and place. Such special meetings may be called at any time by the President, or by a majority of the Board, by delivering personally or by mail written notice to each Trustee, at least 24 hours prior to the time of such meeting as specified in the notice. Such notice shall also be mailed to any person requesting notice of meetings as set forth in Section 4.02 if the meeting is called at least one week prior to the time the meeting is held. Such notice must be delivered personally or by mail, to each local newspaper of general circulation, radio or television station which requests such notice in writing. The call and notice of such special meeting shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings. Such written notice may be dispensed with as to any trustee who at, or prior to the time of the meeting, files a written waiver of notice with the Secretary. Such waiver may be given by telegram. Such written notice may also be dispensed with as to any member who is actually present at the meeting at the time it commences.

Section 4.04. A majority of the Board shall constitute a quorum for the transaction of business. Except as otherwise specifically provided in these Bylaws, every act or decision done or made by a majority of the trustees present at a meeting at which a quorum is present is the act of the Board.

Section 4.05. Any regular, special, adjourned regular or adjourned special meeting may be adjourned to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. If all trustees are absent from any meeting, the Secretary may declare the meeting adjourned to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as for a special meeting. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place where the meeting, which was adjourned, was held, within 24 hours after the time of adjournment. When a regular or adjourned regular meeting is adjourned as provided in this section, the resulting adjourned meeting is a regular meeting for all purposes. When the order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.

Section 4.06. All meetings of the District shall be open and public, and all persons shall be permitted to attend any meeting of the District, except that executive sessions may be held as provided by law, and the public may be excluded from meetings which are willfully interrupted so as to render the orderly conduct of the meeting impossible, as provided by law.

Section 4.07. Agendas for any meeting shall be posted as required in accordance with the provisions of California Government Code §54950 and following. As soon after the posting of the agenda and before the meeting, the Secretary shall mail or deliver, or shall cause the mailing

or delivery of, an agenda for the forthcoming meeting to each trustee. Said agenda shall be prepared by the Secretary and shall be accompanied with as much explanatory material relating to the items on the agenda as is reasonably possible.

Section 4.08. The Secretary shall keep accurate minutes of all proceedings of the Board. Minutes of each regular, adjourned regular, special or adjourned special meeting shall be considered for approval at the Board meetings.

Section 4.09. The order of business at each meeting of the Board, unless suspended or varied on order of the President, or by a majority vote of the Board, shall be as follows:

- a) Call to Order
- b) Roll Call
- c) Public Comment
- d) Approval of Minutes
- e) Public Hearings (if any)
- f) Enforcement Actions
- g) Scheduled Agenda Items
- h) Staff Reports (not covered above)
- i) Agenda Planning for Next Meeting
- j) Adjournment

Section 4.10. The procedure for the conduct of Board business, unless varied on order of the President, or by majority vote of the Board, shall be as follows:

- a) Each agenda items shall be taken up in order by the President.
- b) The President shall call upon such person or persons as may be appropriate to present the matter to the Board.
- c) The matter shall then be discussed by the Trustees and such other persons as may be called upon the President.
- d) After discussion by the Trustees and such other persons as may be called upon by the President, and prior to any vote on a motion connected with the matter, if there be such motion, the President shall call for public comment from members of the public who are present. Public comments shall be limited to the matter before the Board. The President may limit the duration of or refuse to permit public comment if such public comment is repetitive, disorderly, or otherwise not in furtherance of a reasonably expeditious review of the matter under discussion.
- e) At the conclusion of public comment or any matter the President shall announce that the time for public comment of the matter is closed.

f) The matter shall then be further discussed by the Trustees, and such other persons as may be called upon by the President, and a vote shall be taken, after such discussion, on any motion made concerning the matter.

Section 4.11. Roberts Rules of Order Revised are hereby adopted by the Board in all uses not otherwise provided for in these Bylaws and not otherwise provided for by applicable law.

ARTICLE V Records

Section 5.01. All records of the District and of the proceedings of the Board shall be kept by the Secretary, at a location designated by the Secretary, except that the originals of resolutions, deeds of grant or easement to or from the District, or of agreements or contracts entered into by the District may be kept by the attorney for the District, provided that copies thereof are placed in the records kept by the Secretary. The records shall be available for inspection in accordance with the provisions of California Government Code, Division 7, Chapter 3.5, as they now are or may hereafter be amended.

ARTICLE VI Seal

Section 6.01. The district shall have a seal which shall contain the name and number of the District, which is: RECLAMATION DISTRICT NO. 1608; and the name of SAN JOAQUIN COUNTY, being the County in which the District is situated.

ARTICLE VII Amendment of Bylaws

Section 7.01. These Bylaws may be amended in the manner set forth in the provisions of California Water Code, Division 15, Part 2, Chapter 2, as they now are or may hereafter be amended.

ARTICLE VIII Construction of Bylaws

Section 8.01. Unless otherwise stated in these Bylaws or unless the context otherwise requires, the definitions contained in Division 15 of the California Water Code shall govern the construction of these Bylaws. Without limiting the generality of the foregoing, the masculine gender includes the feminine and neuter, the singular number includes the plural and the plural number includes the singular.

IN WITNESS WHERE OF these Bylaws have been duly adopted this ____ day of _____, 2013.

Dr. Michael R. Panzer
President, Board of Trustees,
Reclamation District No. 1608

ATTEST:

JEAN KNIGHT, Secretary
Reclamation District No. 1608

State of California)
)
County of _____)

On _____, before me, _____, a Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

BYLAWS
OF THE
SAN ANDREAS SANITARY DISTRICT

Adopted July 23, 2013

Revised August 19, 2015

Revised September __, 2016

BYLAWS
OF THE
SAN ANDREAS SANITARY DISTRICT

ARTICLE I
NAME

This sanitary district shall be known as THE SAN ANDREAS SANITARY DISTRICT (SASD).

ARTICLE II
PURPOSE

The purpose of the SASD is to provide services to the residents of San Andreas consistent with the Sanitary District law.

ARTICLE III
BOARD OF DIRECTORS

Section 1. Number.

The governing body of SASD shall consist of five (5) elected Directors, each of whom shall serve a term of four (4) years. Such terms of office to be established on a staggered basis. During elections every two (2) years, either two (2) or three (3) Directors are elected for the next four (4) years.

Section 2. Responsibility.

The Board of Directors shall govern the SASD and establish policies for the operation of the district.

Section 3. Compensation.

The Board, by motion or resolution, may authorize each Director to receive compensation for each meeting of the Board attended. Such compensation and reimbursement for expenses shall be set by the Board as provided in Health and Safety Code Section 6489.

Section 4. Vacancies.

Vacancies on the Board shall be filled in accordance with Government Code Section 1780. Vacancies shall be deemed to exist as provided in Government Code Section 1770.

Section 5. Resignation.

A director may resign at any time by giving written notice to the Board, to the President, or to the Secretary of the Board. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

ARTICLE IV OFFICERS

Section 1. Elected Officers.

The elected officers shall be chosen by the Board from among the five (5) members of the Board and shall consist of a President (who may be called “Chair”), and a Vice-President (who may be called “Vice-Chair”).

Section 2. Terms of Elected Officer.

Elected Officers of the Board, as provided in Article IV, Sec.1, shall be elected by the Board at the January meeting and shall serve for one (1) year, said term to commence upon election. All elected officers shall be eligible to serve successive terms, not to exceed two (2) full successive terms.

Section 3. Duties of Elected Officers.

A. President.

1. Shall preside at all meetings of the board and such other meetings approved by the Board, and have the authority to call for short recesses during meetings unless a majority of the Directors by vote oppose a recess.
2. Shall serve as official spokesperson for the Board.
3. Shall appoint such committees and other working groups as prescribed by the Board.
4. Shall designate Directors or others to represent the Board at various meetings, hearings, and conferences.
5. Shall perform such other duties as necessary to carry out the work of the Board.
6. Shall perform such duties as prescribed by law.

B. Vice-President.

1. Shall serve in the absence of the President.

ARTICLE V APPOINTED OFFICERS

Section 1. Appointed Officers.

- A. The appointed officers of the District shall be District Manager and a Secretary, who may be the same person, but none of whom shall be a Director. The duties of the appointed officers shall be as specified in law, and as directed by the Board.
- B. Pursuant to Health and Safety Code Section 6801, the District Board of Directors shall appoint the District Treasurer, who shall be responsible for the deposit and withdrawal of funds of the District.
- C. The Board may appoint such other officers as it deems necessary.

Section 2. District Manager Duties.

The District Manager is employed by the board to run the day-to-day business of the SASD.

Duties of the District Manager (DM) include, but are not limited to:

- A. Appraise and evaluate the effects of the Board policies and the manner of their execution, and the efficiency of SASD personnel in terms of services rendered to the people of the District.
- B. Provide leadership to staff in identifying district needs, establishing priorities and determining the objectives, which will achieve the established goals of the District.
- C. Encourage and assist staff in the performance of their duties and encourage their professional growth.
- D. Ensure evaluation of personnel under his/her direction.
- E. Provide financial oversight of the District and Calaveras County pursuant to funds on deposit at that agency.
- F. Lead the District management team in the preparation of the budget, control of expenditures, inventory control, program planning, changing priorities and public relations.
- G. Perform the function of the District's Public Information Officer.
- H. Dispatch the contractor hired for operations on all wastewater problems in San Andreas that require fieldwork. The DM will respond only if the situation is too complicated for the contractor hired for operations to handle.

- I. Keep the Board informed of all communications affecting the District.
- J. Establish regular office hours and ensure that there is at least one person in the office during those hours.
- K. Such other duties as may from time to time be assigned by the Board.

Section 3. Secretary Duties.

- A. The Secretary shall attend Board meetings and prepare the minutes of the Board meetings which shall record the aye and no votes taken by the members of the Board for the passage of all ordinances, resolutions, or motions.
- B. The Secretary shall prepare the agenda for the Board meetings, post agendas, public notices and proposed action documents as required by the Board and government regulations.
- C. The Secretary shall keep a record of all Board actions, including financial transactions.
- D. The Secretary is responsible for keeping the Ordinance Code and all changes.
- E. The Secretary shall maintain and file with the County Clerk and the Secretary of State the filings required under Government Code section 53050 for the Roster of Public Agencies.

Section 4. District Treasurer Duties.

- A. The District Treasurer shall be appointed by and serve at the pleasure of the Board.
- B. The District Treasurer shall be responsible for the deposit and withdrawal of funds of the District.
- C. In accordance with Health and Safety Code sections 6794 and 6801, all warrants shall be approved upon written order of the board, signed by the President of the Board and Board Secretary, and shall set forth the name of the payee, the fund from which paid, and the general purpose of the payment. Such order shall be entered in the minutes of the Board.
- D. The District Treasurer may be covered by the District's government crime insurance policy or employee dishonesty insurance policy, including faithful performance, in lieu of a the statutorily required surety bond.

ARTICLE VI MEETINGS

Section 1. Regular and Special Meetings.

- A. The Board shall hold a regular meeting on the second (2nd) Thursday of each month, at the District Office located at 675 Gold Oak Road, San Andreas, California 95249. Such regular meetings shall be for considering reports of the affairs of the District and for transacting such other business as may be properly brought before the meeting. Such meetings may be altered as to date, time and place, as provided for in a Resolution adopted by the Board.
- B. Special meetings may be called in accordance with the California Ralph M. Brown Act.
- C. All meetings shall be conducted in accordance with the Ralph M. Brown Act.
- D. All motions made at Board meetings shall require a second to the motion prior to the Directors voting.

Section 2. Quorum.

The Board shall be empowered to conduct the business of the District whenever there is present at a properly called meeting, a quorum, as defined as comprising a majority of the existing Directors; normally three (3); except as otherwise provided by law.

Section 3. Voting.

- A. Voting shall only be conducted at proper noticed meeting where a quorum has been established and members are physically present.
- B. Voting shall be by voice, show of hands, or roll call vote.
- C. Should a Director vote "Abstain" on a motion, the vote shall be considered a non-vote and not counted as an affirmative or negative vote.

Section 4. Notice of Regular and Special Meetings.

- A. Notices of regular meetings shall be pursuant to the Brown Act. Such notices shall specify the place, the day and the hour of the meeting and accompanying the notice shall be a copy of the agenda for that meeting.

- B. Notices of Special Meetings shall be pursuant to the Brown Act. In the case of special meetings, the notice, written or by telephone, shall specify the specific nature of the business to be transacted.

ARTICLE VII PAYMENTS, CONTRACTS, AND REPORTS

Section 1. Payments.

- A. The District Manager is assigned signatory authority for all checks, warrants, drafts, or other orders for payment of money, notes, or other evidences of indebtedness issued in the name of, or payable to, the District. For any purchase or encumbrance over \$20,000, approval from the Board of Directors is required.
- B. In the absence of the District Manager, the signatures of two (2) members of the Board of Directors shall be required on any checks, warrants, drafts or orders of payment.
- C. The District Manager shall submit a detailed expense report to the Board of Directors on a monthly basis.
- D. The District Manager is authorized to establish electronic payment for recurring expenses.

Section 2. Contracts.

- A. The Board, except as in the Bylaws otherwise provided, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of, and on behalf of, the District. Such authority may be general or confined to specific instances.
- B. Unless so authorized by the Board, no officer, agent, or employee shall have any power or authority to bind the District by any contract or engagement, to pledge its credit, or to render it liable for any purpose or to any amount.
- C. The District Manager can encumber up to \$20,000 without prior Board approval.

ARTICLE VIII PARLIAMENTARY AUTHORITY

Rosenberg's Rules of Order, current edition and all future editions or such other authority as may be subsequently adopted by resolution of the Board is to apply to all questions of procedure and parliamentary law not specified in these Bylaws or otherwise by law.

ARTICLE IX AMENDMENTS

The Bylaws may be repealed or amended, or new Bylaws may be proposed, by resolution and the affirmative vote of at least three (3) members of the Board at any regular meeting of the Board, provided notice of such proposal shall be in compliance with the Brown Act.

AGENDA ITEM

DATE: MAY 20, 2019

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: DRAFT PROCUREMENT POLICY

BACKGROUND AND DISCUSSION:

In the process of researching the history of the formation of the District relative to statutory requirements for the District to engage in public contracts and the public bid process, further investigation, including the review of Resolution 68-39 Declaring the District Duly Formed, revealed that the District is in fact a California Water District and not a Municipal Water District.

As a result, the statutory requirements related to initiating public contracts and the content of the working draft procurement policy have been revised to reflect more flexibility for the purchasing agent to engage in public contracts.

Counsel Schroeder will review this review this process and discuss the revised the draft procurement policy with the Board.

Attachments:

- Bear Valley Water District Draft Procurement Policy – May 2019
- Draft Resolution Authorizing the General Manager to Execute Contracts
- Related Correspondence with Neumiller & Beardslee

Bear Valley Water District Procurement Policy

I. Purpose and Application

This Policy establishes the Board's approved procedures that comply with California law for the District's Procurement of services, goods, equipment, supplies, Professional Services, and/or Public Projects. All Procurements to be paid for by the District from District Funds shall adhere to this Policy, except as otherwise determined by the Board.

II. Definitions

The following definitions shall apply to the terms as they appear in this Policy:

- a. "Board" means the Board of Directors of Bear Valley Water District.
- b. "Competitive Bidding" means the process of public advertisement for the submission of sealed bids, the public opening of bids, and recommending award of contracts to the lowest responsible bidder that is responsive to the solicitation for bids.
- c. "District" shall mean the Bear Valley Water District.
- d. "District Funds" means amounts received by the District for payment of rates or other charges arising from the services and facilities furnished by the District.
- e. "Emergency" means a sudden, unexpected occurrence that poses a clear and imminent danger, requiring immediate action to prevent or mitigate the loss or impairment of life, health, property, or essential public services.
- f. "Maintenance" means routine, recurring, and usual work for the preservation or protection of any publicly owned or publicly operated facility for its intended purposes, minor repainting, landscape maintenance, and work performed to keep, operate, and maintain publicly owned waste disposal systems.
- g. "Policy" means this Bear Valley District Procurement Policy.
- h. "Procurement" means the purchase or otherwise compensatory securing of goods, services, equipment, Professional Services, or Public Projects.
- i. "Professional Services" shall have the same meaning as set forth in Government Code section 53060, which currently means any type of special service or advice in financial, economic, accounting, engineering, legal, or administrative matters by persons specially trained and experienced and competent to perform the special services required. Such services include but are not limited to architectural; engineering; environmental; financial; land surveying; construction management; audits; training services; legal services; preparation of planning or studies; technology application development; and personnel, job classification and benefit studies.
- j. "Public Project" means "construction, reconstruction, alteration, renovation, improvement, demolition, and repair work involving any publicly owned, leased, or operated facility." Maintenance work is not considered a Public Project for purposes of this definition."

III. Purchasing Agent Designated

The General Manager is the designated Purchasing Agent. The Purchasing Agent may delegate all or a portion of the Procurement duties to any District staff member. The Purchasing Agent shall have the authority to:

- a. Authorize Procurements in accordance with the procedures outlined in this Policy up to the expenditure limits established by resolution of the Board;
- b. Sign contracts for Procurements in accordance with the requirements of this Policy;
- c. Prepare and recommend to the Board revisions and amendments to this Policy;
- d. Establish and maintain such forms as reasonably necessary to the operation of purchasing guidelines set forth in this Policy.

IV. Procurement of Public Projects up to \$100,000

If the amount or value involved in a Procurement of a Public Project is less than \$100,000, the Purchasing Agent may approve the Procurement without written bid, by informal price checking through telephone or mail inquiry, comparison of prices on file or otherwise, subject to the expenditure limits established by resolution of the Board.

At the discretion of the Purchasing Agent, the Procurement of a Public Project the value of which is less than \$100,000, the Competitive Bid process in Section IV of this Policy may be used.

V. Procurement of Public Projects Exceeding \$100,000

Except for Public Projects the Board identifies as exempt from the requirements set forth in this Policy, when the amount or value of a Public Project exceeds \$100,000, the Purchasing Agent shall conduct Competitive Bidding as follows:

- a. Prepare notice inviting sealed bids that includes a general description of the Public Project, where bid forms and specifications may be obtained, and the time and place for bid openings.
- b. Notice inviting sealed bids shall be posted on the District's website at www.bvwd.ca.gov, and may be provided to select trade journals, at least 10 days before the date of opening bids.
- c. The Purchasing Agent may also identify and solicit sealed bids from any responsible prospective bidders and may advertise the notice inviting sealed bids in any applicable publications.
- d. Bidders shall be required to submit a bid deposit or bond. A successful bidder shall be liable for any damages upon the bidder's failure to enter into a contract with the District or upon the failure to perform in accordance with the tenor of their bid.
- e. California law requires all Public Projects in excess of \$25,000 to have a performance bond. Any person or entity entering into a Public Project contract in

excess of \$25,000 with the District shall be required to furnish a faithful performance deposit or bond as required by California law.

- f. Sealed bids shall be opened in public at the time and place stated in the public notices.
- g. Public Project contracts shall be awarded by the Board to the lowest responsible bidder that is responsive to the solicitation for bids.
- h. The Board retains the discretion to reject any and all submitted bids and re-advertise for bids.

VI. Procurement of Professional Services

If the amount or value involved in a Procurement of Professional Services is less than the expenditure limits for the Purchasing Agent established by resolution of the Board, the Purchasing Agent may approve the Procurement of Professional Services on the basis of demonstrated competence and qualifications for the types of services to be performed.

All Procurements for Professional Services that exceed the expenditure limits established by resolution of the Board shall be approved by the Board at a Regular or Special Meeting thereof. The Purchasing Agent shall strive to obtain verbal quotes from Professional Services providers for Procurements of Professional Services exceeding the expenditure limits established by resolution of the Board. If verbal quotes cannot be obtained, the Purchasing Agent must make a report to the Board that includes findings that Professional Services providers were not available to provide verbal quotes.

VII. Procurement of Services, Goods, Equipment, and Supplies

For Procurement of services, goods, equipment, and supplies that are not Public Projects or Professional Services, the Purchasing Agent has discretion to approve the Procurement within the expenditure limits established by resolution of the Board.

The Purchasing Agent shall obtain approval from the Board for Procurement of services, goods, equipment, and supplies in excess of the established expenditure limits.

VIII. Contracting During Declared Emergency

In the event of an Emergency, the Purchasing Agent, may order any action to repair or replace a public facility, take any directly related and immediate action required by that Emergency, and procure the necessary equipment, services, and supplies for those purposes, without following the purchasing procedures prescribed by this Policy.

The Purchasing Agent may approve Emergency Procurements and take action set forth in this Policy and shall report to the District Board, at its next meeting, the reasons justifying why the Emergency did not permit a delay resulting from competitive solicitation and why the action was necessary to respond to the Emergency.

IX. Conflict of Interest

All Procurements made pursuant to this Policy shall be subject to the limitations and requirements set forth in the District's Conflict of Interest Policy.

Jeff Gouveia

From: Pinasco, Andy J. <apinasco@neumiller.com>
Sent: Wednesday, April 10, 2019 4:27 PM
To: Jeff Gouveia; Schroeder, Dan
Subject: RE: Bear Valley Water District

Good afternoon Jeff,

There are no bidding requirements for California water districts such as Bear Valley Water District. The District is not required to bid ordinary construction contracts.

This does not mean that the District cannot bid contracts. It just means that there is no requirement to do so.

Any contract awarded, however, remains subject to prevailing wage requirements.

Best Regards,

Andy Pinasco
Attorney at Law
Neumiller & Beardslee

From: Jeff Gouveia <Jeff.Gouveia@bvwd.ca.gov>
Sent: Wednesday, April 10, 2019 4:22 PM
To: Schroeder, Dan <dschroeder@neumiller.com>; Jeff Gouveia <Jeff.Gouveia@bvwd.ca.gov>
Cc: Pinasco, Andy J. <apinasco@neumiller.com>
Subject: RE: Bear Valley Water District

Thanks !

Andy: When you can, please let me know how this change in enabling legislation to Division 13 of the Water Code implicates our public contracting authority, including bid threshold and advertising requirements.

Jeff Gouveia | General Manager |
Bear Valley Water District
441 Creekside Drive | PO Box 5027, Bear Valley, CA 95223 |
O: 209.753.2112 | C: 209.743.0836 | F: 209.753.6267
Jeff.Gouveia@bvwd.ca.gov | www.bvwd.ca.gov |



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Jeff Gouveia

From: Pinasco, Andy J. <apinasco@neumiller.com>
Sent: Wednesday, April 10, 2019 5:05 PM
To: Jeff Gouveia; Schroeder, Dan
Subject: RE: Bear Valley Water District

Jeff,

No. In the absence of statutory bidding requirements, the District has broad authority to adopt a policy governing its procurement procedures.

With that said, there is no requirement that such policy be adopted. Thus, the Policy we have been working on is otherwise valid, but we may want to revise the bidding thresholds and emergency authority to ensure the Policy doesn't alter any historical administrative practice.

We can discuss on the phone if you like. I am available tomorrow afternoon, and all day Friday.

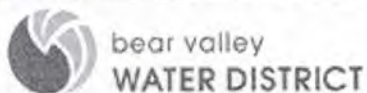
Best Regards,

Andy Pinasco
Attorney at Law
Neumiller & Beardslee

From: Jeff Gouveia <Jeff.Gouveia@bvwd.ca.gov>
Sent: Wednesday, April 10, 2019 4:29 PM
To: Pinasco, Andy J. <apinasco@neumiller.com>; Schroeder, Dan <dschroeder@neumiller.com>
Subject: RE: Bear Valley Water District

Ok . . I guess this means the procurement policy we've been working through will need to reflect this as well ?

Jeff Gouveia | General Manager |
Bear Valley Water District
441 Creekside Drive | PO Box 5027, Bear Valley, CA 95223 |
O: 209.753.2112 | C: 209.743.0836 | F: 209.753.6267
Jeff.Gouveia@bvwd.ca.gov | www.bvwd.ca.gov |



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From: Pinasco, Andy J. [<mailto:apinasco@neumiller.com>]
Sent: Wednesday, April 10, 2019 4:27 PM
To: Jeff Gouveia <Jeff.Gouveia@bvwd.ca.gov>; Schroeder, Dan <dschroeder@neumiller.com>
Subject: RE: Bear Valley Water District

Jeff Gouveia

From: Pinasco, Andy J. <apinasco@neumiller.com>
Sent: Tuesday, May 14, 2019 4:58 PM
To: Jeff Gouveia
Cc: Schroeder, Dan
Subject: RE: Bear Valley Water District
Attachments: BVWD Procurement Policy(1238806.10).docx

Good afternoon Jeff,

We revised the document as we discussed this morning. The changes to the document are as follows:

1. Draft preamble to address that the Policy is in compliance with California law.
2. Omit Section V. We left Section VII, but omitted the Public Project calculation portion. The reason for keeping the Section is to memorialize the budget limitation for Procurements of services, goods, equipment, and supplies. As drafted, it doesn't provide any additional limitations other than those imposed by the budget constraints. We like to call these "trip wires."
3. Increase the competitive bid threshold to \$100k, except for Public Projects the Board identifies as exempt from the Policy.

Please review the revisions and let me know if you have any questions/concerns. If further revision is needed, we will prioritize the work in order for you to be prepared to present the Policy to the Board at the upcoming May 20, meeting.

Best Regards,

Andy Pinasco
Attorney at Law
Neumiller & Beardslee

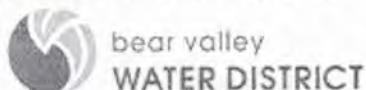
From: Jeff Gouveia <Jeff.Gouveia@bvwd.ca.gov>
Sent: Tuesday, May 14, 2019 4:04 PM
To: Pinasco, Andy J. <apinasco@neumiller.com>
Cc: Schroeder, Dan <dschroeder@neumiller.com>
Subject: RE: Bear Valley Water District

Hi Andy,

Just checking on the status of the revisions we discussed this morning.

Let me know when you can.

Jeff Gouveia | General Manager |
Bear Valley Water District
441 Creekside Drive | PO Box 5027, Bear Valley, CA 95223 |
O: 209.753.2112 | C: 209.743.0836 | F: 209.753.6267
Jeff.Gouveia@bvwd.ca.gov | www.bvwd.ca.gov |



AGENDA ITEM

DATE: MAY 20, 2019

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: WWTP IMPROVEMENT PROJECT

BACKGROUND AND DISCUSSION:

WGA conducted the bid opening on May 15, 2019 for the WWTP Improvement Project receiving only one bid. The bid received totaled \$166,705 and the bid summary is attached for the Board's review. Based on Engineering's original estimate of \$90,000 for this portion of the project, the Board authorized up to \$200,000 for this project to be completed this summer. Since this bid exceeds the authorization by \$76,705, the Board needs to consider how to proceed, including authorizing the General Manager together with Engineering to negotiate with K.W. Emerson to seek a bid reduction.

Attachments:

- WGA Memorandum – WWTP Improvement Project – May 15, 2019
- Related Correspondence with WGA

BEAR VALLEY WATER DISTRICT

MEMORANDUM

TO Board of Directors

FROM Matt Ospital, District Engineer *MSO*

RE WWTP Improvement Project

DATE May 15, 2019

WGA conducted the bid opening at our office for the Wastewater Treatment Pond Improvement Project on May 15, 2019 at 10 a.m. The District received one bid for the project as follows:

| Contractor | Total Bid Price |
|--------------|-----------------|
| K.W. Emerson | \$166,705.00 |

Attached is a bid summary comparing the engineer's estimate to the bid received.

Based upon the bid results, at this time I hereby recommend the District not to award the contract to K.W. Emerson and instead meet with the contractor and try and negotiate the pricing. Since there was only one bid received, negotiating the pricing is in the District's best interest. The contractor has already agreed to meet and discuss their pricing.

#2749
Board Memo-award

**BEAR VALLEY WATER DISTRICT
WASTEWATER TREATMENT POND IMPROVEMENT PROJECT
BID SUMMARY**

BID OPENING: MAY 15, 2019 at 10:00 a.m.

| ITEM | DESCRIPTION | UNITS | QUANTITY | \$/UNIT | ENGINEER'S ESTIMATE | K.W. EMERSON, INC. | |
|---------|---------------------------------------|-------|----------|-------------|---------------------|--------------------|---------------|
| | | | | | TOTAL COST | \$/UNIT | TOTAL COST |
| 1 | LOCATE AND PROTECT EXISTING UTILITIES | LS | 1 | \$5,000.00 | \$5,000.00 | \$2,673.00 | \$2,673.00 |
| 2 | CLEARING AND GRUBBING | LS | 1 | \$25,000.00 | \$25,000.00 | \$40,632.00 | \$40,632.00 |
| 3 | WOOD BAFFLE WALL REPAIR | SF | 2100 | \$18.00 | \$37,800.00 | \$27.00 | \$56,700.00 |
| 4 | AERATION SYSTEM INSTALLATION | LS | 1 | \$25,000.00 | \$25,000.00 | \$66,700.00 | \$66,700.00 |
| TOTALS: | | | | | \$92,800.00 | | \$166,705.00 |

Jeff Gouveia

From: Matt Ospital <m.ospital@wgainc.net>
Sent: Wednesday, March 27, 2019 2:59 PM
To: pcbalas@integratedwaterservices.com
Cc: jalman@integratedwaterservices.com; Jeff Gouveia
Subject: RE: Bear Valley Bid

Engineers Estimate for the project is \$90k.

MATT OSPITAL, P.E.

394 E. Saint Charles St.
PO Box 251 | San Andreas, CA 95249
(209) 754-1824
m.ospital@wgainc.net



From: pcbalas@integratedwaterservices.com <pcbalas@integratedwaterservices.com>
Sent: Wednesday, March 27, 2019 11:31 AM
To: Matt Ospital <m.ospital@wgainc.net>
Cc: jalman@integratedwaterservices.com
Subject: Bear Valley Bid

Thanks for talking about the project. Please let me know what you came up with for a construction estimate. Thanks.

Peter C. Balas
COO
Integrated Water Services, Inc.
930 Tahoe Blvd., #802-59
Incline Village, NV 89451
Tel: 925-895-3895

Jeff Gouveia

From: Matt Ospital <m.ospital@wgainc.net>
Sent: Tuesday, May 14, 2019 9:00 PM
To: Jeff Gouveia
Subject: RE: WWTP project

Jeff,

As we discussed on the phone earlier today, I think an additional \$5k is sufficient through the end of construction.

MATT OSPITAL, P.E.

394 E. Saint Charles St.
PO Box 251 | San Andreas, CA 95249
(209) 754-1824
m.ospital@wgainc.net



From: Jeff Gouveia <Jeff.Gouveia@bvwd.ca.gov>
Sent: Monday, May 13, 2019 1:20 PM
To: Matt Ospital <m.ospital@wgainc.net>
Subject: RE: WWTP project

Matt,

I'm trying to do some budgeting with respect WGA fees for this project going forward. It appears we've accrued about \$12,000 to date.

Any rough idea how much more of your billable time there may be between now and June 30 this year and then over the next FY, if any, July 1 – June 30, 2020 ?

Jeff Gouveia | General Manager |
Bear Valley Water District
441 Creekside Drive | PO Box 5027, Bear Valley, CA 95223 |
O: 209.753.2112 | C: 209.743.0836 | F: 209.753.6267
Jeff.Gouveia@bvwd.ca.gov | www.bvwd.ca.gov |



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AGENDA ITEM

DATE: MAY 20, 2019

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: FY 2018 – 19 REVISED BUDGET

BACKGROUND & DISCUSSION:

Accompanying this memorandum is a revised budget proposal for fiscal year 2018-19, presented in a 5-year budget cycle format, intended to account for the District's treatment lagoon and baffle restoration project that will span FY's 18-19 and 19-20.

This revised budget proposal takes advantage of actual expenses through March 2019 and estimates remaining expenses for April, May and June 2019.

Below is a summary of the highlights of the revised budget:

Revenue

For this fiscal cycle, revised estimates for revenues are anticipated to be nearly \$788,000 or approximately **+ 3 % (\$25,000) higher** than originally estimated due to conservative assumptions made for a few commercial customers where wastewater volumes during the billing cycle were in fact higher. Additionally, the revised budget reflect nearly \$7000 in late fees, penalties and interest not included in the budget the Board originally approved in August 2018.

Expenses

General operating and maintenance (O&M) expenses for FY18-19 are projected to be approximately \$548,950 or **- 9.7 % and \$53,000 lower** than originally estimated. The primary causes associated with this performance are identified below:

Salaries, Wages and Benefits: Expenses related to employee wages and benefits are expected to be substantially lower than originally estimated due to the long term leave of the Chief Plant Operator (CPO) for reconstructive knee surgery and recovery. The CPO was on leave for nearly 3 full months this past winter and the General Manager assumed all of his duties and responsibilities. As a result, Staff estimates this expense area to be **nearly 13 % or \$39,000 under** original estimates.

Legal and Accounting: Expenses related to legal and accounting fees this fiscal cycle are expected to be approximately **33 % higher or \$5000 more** than originally estimated due to the costs associated with development of the District's public bidding process and procurement policy.

Repairs and Maintenance: Expenses related to repairs and maintenance are anticipated to be approximately **33 % lower or \$15,000 under** original estimates. While unbudgeted repair and maintenance items did arise over the term, many related to the larger than expected winter snowfall just experienced, other forecasted repairs, such as collection line segment or manhole repairs, did not materialize.

Field Expenses and Supplies: Expenses related to field equipment and supplies are anticipated to be **25 % or approximately \$5,000 higher** than originally estimated. The primary causes include the costs associated with bio-augmentation of the treatment process due to limitations of the treatment lagoon. Additionally, price increases in the cost of chlorine gas as well as sodium bisulfite (used to dechlorinate effluent prior to surface discharge) impacted this budget item.

Capital Projects

The District's wastewater treatment lagoon and baffle replacement project scheduled for August and September 2019 (FY19-20) is estimated to be roughly a \$200,000 capital replacement event. Staff have determined that some of the costs associated with this project will be incurred during the current fiscal cycle necessitating this proposed budget revision.

As the Board has discussed, the initial equipment commitment for the Triplepoint diffuser system and related components is approximately \$70,000. Fifty percent or \$35,157 of this is due upon contract acceptance in the current fiscal year with the remainder due upon shipment and start-up of the system in the upcoming fiscal year. To date, the District has incurred engineering expenses related this project of approximately \$14,000 and engineering roughly estimates other project installation and equipment expenses to be approximately \$90,000. Remaining engineering expenses related this project, including general construction management expenses, progress pays, notice of completion, etc. are estimated to be \$5,000 and will be incurred in the FY19-20 fiscal cycle.

The Bee Gulch Lift Station upgrade project was completed in September 2018 and came in under its \$65,000 budget at a total of \$59,983.

The dam inundation and mapping work awarded to Mead and Hunt for \$19,664 has incurred \$11,768 for the current fiscal cycle. The draft inundation study and related maps have been submitted to the Division of Safety of Dams for review. The remaining \$7,896 for this work is anticipated to be incurred in FY19-20 and the proposed budget for this upcoming term reflects this adjustment.

The capital expenditure line item for FY18-19 has been adjusted from \$92,500 to \$121,908 to account for the impacts to this line item as discussed above.

RECOMMENDATION

As a result of modestly increased revenues and decreased expenses projected in the proposed revision to the FY18-19 budget, Staff now projects **net revenues to be + \$138,527 or nearly 66 % higher** than was approved in August 2018.

Similarly, **net cash flow for the same period is expected to be + \$80,936 or nearly 76 % higher**.

Therefore, it is recommended that the Board vote to approve the revised FY18-19 budget as presented.

ACTION:

1. Motion to Accept the revised FY18-19 budget proposal as presented.

Attachments:

- FY2018 -19 Revised Budget & 5 year Budget Projection

| Bear Valley Water District Financial Year 2019-20 + 5 Year Budget Forecast | | | | | | | | | | | | 5 YR Total |
|---|--|------------------|----------------|------------------|-----------------|------------------|---------|------------------|---------------|------------------|--------------|--------------------|
| | | ACTUAL | % DIFF | ACTUAL | % DIFF | REV BUDGET | % DIFF | BUDGET | % DIFF | BUDGET | % DIFF | |
| | | FY 16 - 17 | PREV YR | FY 17 - 18 | PREV YR | FY 18 - 19 | PREV YR | FY 19 - 20 | PREV YR | FY 20 - 21 | PREV YR | |
| REVENUES | | | | | | | | | | | | |
| Residential | | 589,575 | | 581,925 | | 589,212 | | 586,000 | | 586,000 | | |
| Commercial | | 165,537 | | 204,119 | | 198,720 | | 195,000 | | 195,000 | | |
| Subtotal Operating Revenue | | 755,112 | 1.60% | 786,044 | 3.94% | 787,932 | | 781,000 | -0.89% | 781,000 | 0.00% | \$3,891,088 |
| EXPENSES | | | | | | | | | | | | |
| Salaries and Benefits | | 296,516 | | 321,781 | | 307,734 | | 360,419 | 14.62% | 368,508 | 2.20% | |
| Director Expenses - Meetings, Elections, Training | | 2,988 | | 2,363 | | 1,593 | | 2,000 | | 2,000 | | |
| Operator Education, Training & Certifications | | 1,356 | | 490 | | 479 | | 1,500 | | 1,500 | | |
| Gas, Diesel, Oil & Filters | | 5,031 | | 3,282 | | 3,103 | | 3,000 | | 3,000 | | |
| Insurance | | 21,480 | | 24,702 | | 21,465 | | 23,000 | | 23,000 | | |
| Memberships & Conferences | | 5,300 | | 5,968 | | 6,722 | | 7,000 | | 7,000 | | |
| Office Expenses & Supplies | | 15,140 | | 13,916 | | 10,297 | | 10,000 | | 10,000 | | |
| Field Expenses & Supplies | | 18,771 | | 23,682 | | 19,942 | | 20,000 | | 20,000 | | |
| Grooming, Snow Removal & Vehicle Storage | | 4,030 | | 2,682 | | 2,753 | | 3,500 | | 3,500 | | |
| General Engineering & Consulting | | 5,081 | | 6,179 | | 2,993 | | 5,000 | | 5,000 | | |
| General Legal & Accounting | | 10,284 | | 14,545 | | 15,000 | | 10,000 | | 10,000 | | |
| Equipment Rental | | 9,039 | | 558 | | 536 | | 600 | | 600 | | |
| Repairs & Maintenance | | 83,267 | | 80,116 | | 45,000 | | 60,000 | | 60,000 | | |
| Laboratory Fees | | 26,090 | | 21,477 | | 14,000 | | 18,000 | | 18,000 | | |
| Regulatory Reporting & Compliance Projects | | 6,468 | | 6,271 | | 6,500 | | 6,700 | | 6,700 | | |
| Taxes, Fees, Licenses & Assessments | | 29,764 | | 30,173 | | 33,000 | | 39,000 | | 41,000 | | |
| Utilities | | 60,999 | | 50,328 | | 57,833 | | 60,000 | | 60,000 | | |
| Subtotal Operating Expenses | | 601,604 | 3.01% | 608,513 | 1.14% | 548,950 | | 629,719 | 12.83% | 639,808 | 1.58% | \$3,028,594 |
| Net Operational Income | | 153,508 | -3.91% | 177,531 | 13.53% | 238,982 | | 151,281 | | 141,192 | | \$862,494 |
| OTHER REVENUE | | | | | | | | | | | | |
| Interest Income - LAIF | | 2,259 | | 4,318 | | 5,459 | | 5,000 | | 5,000 | | |
| Late Fees, Penalties & Interest | | 10,152 | | 9,411 | | 6,938 | | 6,000 | | 6,000 | | |
| Expense Reimbursements - USFS | | 2,384 | | 3,863 | | 2,870 | | 2,870 | | 2,870 | | |
| Expense Reimbursements - Concessionnaire | | 4,439 | | 5,290 | | 4,608 | | 4,608 | | 4,608 | | |
| Connection Fees (Incl Application & Inspection Fees) | | 0 | | 190 | | 323 | | 0 | | 0 | | |
| Other Income | | 1,088 | | | | | | | | | | |
| Subtotal Other Revenue | | 20,322 | | 23,072 | | 20,199 | | 18,478 | | 18,478 | | |
| OTHER EXPENSES | | | | | | | | | | | | |
| Loan Interest | | 20,152 | | 18,839 | | 17,203 | | 15,680 | | 14,011 | | |
| Depreciation | | 80,893 | | 90,897 | | 103,451 | | 114,551 | | 120,601 | | |
| Misc Exp - Bad Debt | | | | 30 | | 0 | | | | | | |
| Subtotal Other Expenses | | 101,045 | | 109,766 | | 120,654 | | 130,231 | | 134,612 | | |
| Net Other Income | | (80,723) | | (86,694) | | (100,455) | | (111,753) | | (116,134) | | |
| NET INCOME | | 72,785 | 17.11% | 90,837 | 19.87% | 138,527 | | 39,528 | | 25,057 | | \$366,733 |
| NON-CASH EXPENDITURES (included in net income) | | | | | | | | | | | | |
| Depreciation | | 80,893 | | 90,897 | | 103,451 | | 114,551 | | 120,601 | | |
| Subtotal Non-Cash Expenses | | 80,893 | | 90,897 | | 103,451 | | 114,551 | | 120,601 | | |
| CASH EXPENDITURES (Not Included in net income) | | | | | | | | | | | | |
| Capital Improvements / Replacements | | (74,857) | | (124,220) | | (121,908) | | (138,053) | | (37,000) | | |
| Loan Payments - Principal | | (36,186) | | (37,499) | | (39,134) | | (40,657) | | (42,326) | | |
| Subtotal Addl Cash Expenses | | (111,043) | | (161,719) | | (161,042) | | (178,710) | | (79,326) | | (596,038) |
| NET CASH FLOW | | 42,635 | -26.66% | 20,015 | -113.02% | 80,936 | | (24,631) | | 66,332 | | \$185,286 |
| Debt/Coverage Ratio - Loan Covenants - 1.25 or Greater | | 4.247 | | 4.846 | | 6.183 | | 3.790 | | 3.441 | | |

AGENDA ITEM

DATE: MAY 20, 2019

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: FY 2019-20 PRELIMINARY BUDGET

BACKGROUND & DISCUSSION:

Accompanying this memorandum is the preliminary budget proposal for fiscal year 2019-20, presented in a 5-year budget cycle format intended to align with the District's 5-year NPDES permit cycle. This preliminary budget proposal discusses Year 4 of the 5-year NPDES cycle.

Below is a summary of the highlights of the final budget:

Revenue

Residential Revenue

Residential revenue is generally a fixed source of income due to the District's flat rate billing structure and the current rate of construction at approximately only (1) new home per year adding little to no increase in year-over-year residential revenue. FY 19 – 20 residential revenue is anticipated to remain effectively unchanged from the previous fiscal cycle.

However, it is important the Board be aware that the District remains unpaid for at least (2) ongoing delinquent accounts that have been sent to the County tax rolls for collection but in fact not paid during the tax cycle either. Both customers are condo owners where the District has little to no action it can take to terminate service. While most of the clients sent to the County tax roll for collection generally pay their tax bills in full, staff has identified at least two (2) current customers who will likely not settle their tax bills and consequently the District will not be paid these delinquent service charges for the foreseeable future.

The accumulated unpaid aggregate tax roll total for these two customers now exceeds \$10,558 and, presuming they do not settle their current year charges, the District will likely send approximately \$3649 to the tax roll for these two customers again in August. As a result, residential revenue continues to be under funded as a result of unpaid residential service charges between \$3000 – 5000 annually and remains unfunded for long term tax roll related liabilities of approximately \$13,000 - \$15,000.

Commercial Revenue

Commercial revenue is flow based. Commercial customers are charged \$0.064 per gallon of water metered at the commercial location and sent to the District for treatment. As flow is tied to water use and water use can vary depending on the seasonal economy of many of the District's commercial customers, commercial revenue to the District tends to ebb and flow as the Bear Valley economy changes.

Since for the majority of the District's commercial customers invoicing for the current budget cycle is based on water use in the previous budget cycle, commercial revenues are projected to remain flat relative to the previous fiscal year.

In addition, two (2) of the District's commercial customers, including Alpine County's Community Center (aka Perry Walther Building) and the Base Camp Lodge suffered significant structural damage this past winter leading each building to be red tagged by the Alpine Country Building Department. Consequently, it is conceivable that if these buildings remain unoccupied for the long term, the District could see commercial revenue reduced nearly \$15,000 annually beginning FY20-21 until repairs have been completed.

In summary, projected aggregate gross revenue for FY19-20 is expected to **increase less than 1.00 %** from the previous fiscal cycle.

Expenses

Operating expenses for fiscal year 2019-20 are expected to **increase approximately 4.4 % to \$629,719** over the previous year's approved budget. This modest increase is largely confined to three specific areas including regulatory fees, energy use and the cost of electricity as well as expansion of the District's collection system maintenance program.

Below is a summary of the most notable expense areas that impact this preliminary budget projection for FY 19-20:

- Salaries, Wages and Benefits: Salaries, wages and benefits area projected to **increase +3.69 %** for FY19-20. The majority of the District's staff have reached Step 5 in their respective 5 % wage steps and are now enjoying only modest annual COLA wage increases of 2.5 %. The District continues to see long term, seasonal staff slowly reduce their seasonal (summer) working hours downward each summer (e.g. 40 hours per week to 32 hours per week, 32 hours to 24) leading to less significant increases to the aggregate year-over-year budget and providing a soft landing for the District as these employees near retirement.

At the same time, in part as a function of this reduction in hours by some staff, this summer the District will be initiating a dedicated collection system maintenance program with the addition of two new part time, seasonal employees, a Grade II operator and an Operator-In-Training (OIT). This "team" or crew will assume all of the primary hydro-jetting and CCTV work as part of the District's Sewer System Management Plan (SSMP). Additionally, this team will be tasked with collecting and/or verifying the geospatial location of all of the District's collections system related field assets (manholes, cleanouts, pipe segments, etc.) to improve the quality and accuracy of the District's maps, also a requirement of the SSMP. The GIS work will be performed by leveraging the District's ArcGIS license and employing ESRI's Collector application along with the District's planned co-investment with Lake Alpine Water Company in a triple-frequency, multi-constellation EOS Arrow Gold GPS receiver capable of sub-foot to sub-centimeter accuracy. Before accounting for this new part time maintenance program, the increase from the previous FY salaries, wages and benefits is projected to be only **+ 2.64 %**. These two seasonal employees will dedicate approximately 16 hours per week for 12 weeks to these various tasks for an **added fiscal impact of + 1.05 %**.

- Regulatory Fees: Permit and dam fees have increased incrementally year-over-year for many years. However, both the Department of Dams (DOD) and the State Water Quality Control Board (SWQCB) have notified public water agencies who own dams or have waste discharge permits to anticipate substantially higher fees in the years to come, including 20 % and 10 % increases respectively for the upcoming fiscal cycle. As a result, the District is forecasting **an increase of approximately + 15.38 % or \$6000** for taxes, fees, licenses and assessments for FY19-20.
- Energy: The cost of energy and specifically electricity increases each year. Despite very careful management of the District's energy use and participation in PG&E rebate programs such as Peak-Day-Pricing, peak electricity costs continue to climb. At the same time, largely due to the inefficiencies of the District's aerated treatment lagoon where leaks in the system combined with the fact that 30% of the diffusers are no longer operable, aeration hours, particularly in the summer months, have increased considerably leading to higher annual treatment costs for the agency as a whole. As a result, the District is forecasting **an increase of approximately + 8 % or \$5000** for utilities for FY19-20. Note, is anticipated that once the wastewater treatment plant improvement project scheduled for summer 2019, including the installation of new air headers, diffusers and repair of the baffle wall are completed and the system has had time to fully oxidize existing sludge accumulation in the lagoon, long term energy usage as it relates to extended aeration of the lagoon should begin to decrease.

Capital Projects

The District's wastewater treatment lagoon and baffle replacement project scheduled for August and September 2019 (FY19-20) is estimated to be roughly a \$200,000 capital replacement event. Staff have determined that some of the costs associated with this project will be incurred during the previous fiscal cycle as well as the upcoming fiscal cycle discussed in this narrative.

As the Board has discussed, the initial equipment commitment for the Triplepoint diffuser system and related components is approximately \$70,000. Fifty percent or \$35,157 of this is due upon contract acceptance with the remainder due upon shipment and start-up of the system likely in late July or early August 2019. Engineering staff roughly estimate project installation and additional equipment expenses to be approximately \$90,000. Remaining engineering expenses related this project, including general construction management expenses, progress pays, notice of completion, etc. are estimated to be \$5,000 and will be incurred in proposed FY19-20 fiscal cycle.

The dam inundation and mapping work awarded to Mead and Hunt in FY18-19 for \$19,664 incurred \$11,768 in the previous fiscal cycle. The draft inundation study and related maps have been submitted to the Division of Safety of Dams for review. The remaining \$7,896 for this work is anticipated to be incurred in FY19-20 and the proposed budget reflects this remaining commitment.

In summary, capital expenditures for FY19-20 are estimated to be \$138,053 and include the treatment lagoon and baffle upgrade project and remaining inundation mapping expenses.

RECOMMENDATION

FY 19-20 net income is anticipated to be \$39,528. The conservative budgeting approach employed by staff over the past few years seems to consistently provide for above net income revenue year over year and staff believes FY 19 – 20 to continue this trend suggesting that this number is likely to be higher than projected.

FY 19-20 net cash flow is expected to be - **\$24,631**. This negative cash flow estimate is due to a combination of higher than average proposed capital improvement projects for FY19-20, increased anticipated depreciation expenses as a result of a series of larger capital projects over the last several years and ongoing servicing of long term debt.

As proposed, this projected net cash flow loss would be the only year in the current 5-year budget projection with an anticipated loss. FY20-21, for example, projects net income of \$79,057 and net positive cash flow of \$80,332. Moreover, the 5-year aggregate cash flow projection remains nearly \$138,000, with an annual average of approximately \$30,000.

Therefore, it is recommended that the Board vote to approve the preliminary FY19-20 budget and 5 year projection as presented.

ACTION:

1. Motion to Accept the preliminary FY19-20 budget proposal and 5 year projected budget as presented

Attachments:

- FY2019 -20 Budget & 5 year Budget Projection

| Bear Valley Water District Financial Year 2019-20 + 5 Year Budget Forecast | | | | | | | | | | | | 5 YR Total |
|---|--|------------------|----------------|------------------|-----------------|------------------|---------------|------------------|--------------|------------------|---------------|--------------------|
| | | ACTUAL | % DIFF | ACTUAL | % DIFF | BUDGET | % DIFF | BUDGET | % DIFF | BUDGET | % DIFF | |
| | | FY 16 - 17 | PREV YR | FY 17 - 18 | PREV YR | FY 18 - 19 | PREV YR | FY 19 - 20 | PREV YR | FY 20 - 21 | PREV YR | |
| REVENUES | | | | | | | | | | | | |
| Residential | | 589,575 | | 581,925 | | 586,000 | | 586,000 | | 586,000 | | |
| Commercial | | 165,537 | | 204,119 | | 176,000 | | 195,000 | | 195,000 | | |
| Subtotal Operating Revenue | | 755,112 | 1.60% | 786,044 | 3.94% | 762,000 | -3.16% | 781,000 | | 781,000 | 0.00% | \$3,865,156 |
| EXPENSES | | | | | | | | | | | | |
| Salaries and Benefits | | 296,516 | | 321,781 | | 347,108 | 7.30% | 360,419 | 3.69% | 368,508 | 2.20% | |
| Director Expenses - Meetings, Elections, Training | | 2,988 | | 2,363 | | 3,000 | | 2,000 | | 2,000 | | |
| Operator Education, Training & Certifications | | 1,356 | | 490 | | 1,500 | | 1,500 | | 1,500 | | |
| Gas, Diesel, Oil & Filters | | 5,031 | | 3,282 | | 3,000 | | 3,000 | | 3,000 | | |
| Insurance | | 21,480 | | 24,702 | | 23,000 | | 23,000 | | 23,000 | | |
| Memberships & Conferences | | 5,300 | | 5,968 | | 8,000 | | 7,000 | | 7,000 | | |
| Office Expenses & Supplies | | 15,140 | | 13,916 | | 10,000 | | 10,000 | | 10,000 | | |
| Field Expenses & Supplies | | 18,771 | | 23,682 | | 15,000 | | 20,000 | | 20,000 | | |
| Grooming, Snow Removal & Vehicle Storage | | 4,030 | | 2,682 | | 3,500 | | 3,500 | | 3,500 | | |
| General Engineering & Consulting | | 5,081 | | 6,179 | | 5,000 | | 5,000 | | 5,000 | | |
| General Legal & Accounting | | 10,284 | | 14,545 | | 10,000 | | 10,000 | | 10,000 | | |
| Equipment Rental | | 9,039 | | 558 | | 600 | | 600 | | 600 | | |
| Repairs & Maintenance | | 83,267 | | 80,116 | | 60,000 | | 60,000 | | 60,000 | | |
| Laboratory Fees | | 26,090 | | 21,477 | | 18,000 | | 18,000 | | 18,000 | | |
| Regulatory Reporting & Compliance Projects | | 6,468 | | 6,271 | | 6,500 | | 6,700 | | 6,700 | | |
| Taxes, Fees, Licenses & Assessments | | 29,764 | | 30,173 | | 33,000 | | 39,000 | | 41,000 | | |
| Utilities | | 60,999 | | 50,328 | | 55,000 | | 60,000 | | 6,000 | | |
| Subtotal Operating Expenses | | 601,604 | 3.01% | 608,513 | 1.14% | 602,208 | -1.05% | 629,719 | 4.37% | 585,808 | -7.50% | \$3,027,853 |
| Net Operational Income | | 153,508 | -3.91% | 177,531 | 13.53% | 159,792 | | 151,281 | | 195,192 | | \$837,303 |
| OTHER REVENUE | | | | | | | | | | | | |
| Interest Income - LAIF | | 2,259 | | 4,318 | | 4,000 | | 5,000 | | 5,000 | | |
| Late Fees, Penalties & Interest | | 10,152 | | 9,411 | | 0 | | 6,000 | | 6,000 | | |
| Expense Reimbursements - USFS | | 2,384 | | 3,863 | | 2,870 | | 2,870 | | 2,870 | | |
| Expense Reimbursements - Concessionnaire | | 4,439 | | 5,290 | | 4,608 | | 4,608 | | 4,608 | | |
| Connection Fees (Incl Application & Inspection Fees) | | 0 | | 190 | | 0 | | 0 | | 0 | | |
| Other Income | | 1,088 | | | | | | | | | | |
| Subtotal Other Revenue | | 20,322 | | 23,072 | | 11,479 | | 18,478 | | 18,478 | | |
| OTHER EXPENSES | | | | | | | | | | | | |
| Loan Interest | | 20,152 | | 18,839 | | 17,203 | | 15,680 | | 14,011 | | |
| Depreciation | | 80,893 | | 90,897 | | 103,451 | | 114,551 | | 120,601 | | |
| Misc Exp - Bad Debt | | | | 30 | | 3,216 | | | | | | |
| Subtotal Other Expenses | | 101,045 | | 109,766 | | 123,870 | | 130,231 | | 134,612 | | |
| Net Other Income | | (80,723) | | (86,694) | | (112,391) | | (111,753) | | (116,134) | | |
| NET INCOME | | 72,785 | 17.11% | 90,837 | 19.87% | 47,400 | | 39,528 | | 79,057 | | \$329,607 |
| NON-CASH EXPENDITURES (included in net income) | | | | | | | | | | | | |
| Depreciation | | 80,893 | | 90,897 | | 103,451 | | 114,551 | | 120,601 | | |
| Subtotal Non-Cash Expenses | | 80,893 | | 90,897 | | 103,451 | | 114,551 | | 120,601 | | |
| CASH EXPENDITURES (Not Included in net income) | | | | | | | | | | | | |
| Capital Improvements / Replacements | | (74,857) | | (124,220) | | (92,500) | | (138,053) | | (77,000) | | |
| Loan Payments - Principal | | (36,186) | | (37,499) | | (39,134) | | (40,657) | | (42,326) | | |
| Subtotal Addl Cash Expenses | | (111,043) | | (161,719) | | (131,634) | | (178,710) | | (119,326) | | (606,630) |
| NET CASH FLOW | | 42,635 | -26.66% | 20,015 | -113.02% | 19,217 | | (24,631) | | 80,332 | | \$137,568 |
| Debt/Coverage Ratio - Loan Covenants - 1.25 or Greater | | 4.247 | | 4.846 | | 3.855 | | 3.790 | | 4.717 | | |

AGENDA ITEM

DATE: MAY 20, 2019

TO: BVWD BOARD OF DIRECTORS

FROM: JEFF GOUVEIA, DISTRICT GENERAL MANAGER

RE: MONTHLY OPERATIONS 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
3. Other
 - a. DSOD Dam Break Analysis / Inundation Mapping – Inundation Study Report Submitted – EAP in Progress
 - b. Director's Terms of Office – Update
 - c. CWEA Collection System Workshop – May 8, San Ramon
 - d. CVCWA Annual Conference – May 15, Rancho Cordova
 - e. UWPA Local Agency Collaboration Meeting – March 29, Angels Camp
 - f. Alpine County Community Development Address Request

Board Meeting 5-20-19

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

| <u>January 2019</u> | <u>January 2018</u> | <u>January 2017</u> |
|------------------------|----------------------|----------------------|
| .883 / 38.7% | 2.282 / 69.4% | 4.713 / 339.6% |
| <u>February 2019</u> | <u>February 2018</u> | <u>February 2017</u> |
| 1.884 / 102.6% | 1.836 / 30.9% | 5.943 / 236.0% |
| <u>March 2019</u> | <u>March 2018</u> | <u>March 2017</u> |
| 2.275 / 62.9% | 3.614 / 96.3% | 3.752 / 101.8% |
| <u>April 2019</u> | <u>April 2018</u> | <u>April 2017</u> |
| 5.230 / 119.6% | 4.374 / 92.9% | 4.704 / 109.3% |
| <u>May 1 - 16 2019</u> | <u>May 2018</u> | <u>May 2017</u> |
| 3.149 | 1.877 / 32.4% | 5.784 / 188.3% |

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

| <u>January 2019</u> | <u>January 2018</u> | <u>January 2017</u> |
|------------------------|----------------------|----------------------|
| .298 / 9.1% | 3.271 / 43.5% | 7.515 / 749.3% |
| <u>February 2019</u> | <u>February 2018</u> | <u>February 2017</u> |
| 3.522 / 159.7% | 2.206 / 25.4% | 8.669 / 206.4% |
| <u>March 2019</u> | <u>March 2018</u> | <u>March 2017</u> |
| 3.641 / 62.8% | 5.800 / 106.8 | 5.429 / 100.1% |
| <u>April 2019</u> | <u>April 2018</u> | <u>April 2017</u> |
| 5.834 / 104.0% | 5.612 / 85.2% | 6.586 / 1.38% |
| <u>May 1 - 16 2019</u> | <u>May 2018</u> | <u>May 2017</u> |
| 2.756 | 1.955 / 27.2% | 7.200 / 179.4% |

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

| <u>2018</u> | <u>2017</u> | <u>2016</u> |
|-----------------|----------------|-----------------|
| 23.215 / 144.6% | 16.051 / 30.5% | 52.572 / 215.4% |

2018 Land Application Began June 1 - Ended August 20

• 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 | 16.231 | | |
| <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 = 7077.8 = 41.00 MG = 92.9% (5/17/2019)
 - Storage Volume 1 Year Ago = 7073.9 = 27.16 MG = 35.5% (5/16/2018)

- **Collection System 2018:** Jet 6990', % change previous yr: 230%. Video 2330', % change previous yr: 172.6%
- 2017** Jet 3030' Video 1350'

SMR / DMR Reporting

Facility Name: Bear Valley WWTF
Water Board Office: Region 5S - Sacramento
Reporting Level: Level 1

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.

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: 11/13/2018 and 11/13/2018

[Refresh List](#) [Show Calendar Year](#)

Search results:

| ID | Report Name | Type | Frequency | Reporting Period | Due Date | Status | Date Received | Date Reviewed | Certified Violations |
|---------|----------------------------|----------|-----------|-------------------------|------------|-----------|---------------|---------------|----------------------|
| 2172189 | March 2018 | MONRPT | Monthly | 03/01/2018 - 03/31/2018 | 05/01/2018 | Past Due | | | No |
| 2172200 | April 2018 | MONRPT | Monthly | 04/01/2018 - 04/30/2018 | 06/01/2018 | Future | | | No |
| 2184793 | May 2018 | MONRPT | Monthly | 05/01/2018 - 05/31/2018 | 07/01/2018 | Future | | | No |
| 2194107 | June 2018 | MONRPT | Monthly | 06/01/2018 - 06/30/2018 | 08/01/2018 | Future | | | No |
| 2172201 | Q1 2018 (3 times per year) | GR_WATER | Quarterly | 04/01/2018 - 07/31/2018 | 08/01/2018 | Future | | | No |
| 2204867 | July 2018 | MONRPT | Monthly | 07/01/2018 - 07/31/2018 | 09/01/2018 | Future | | | No |
| 2204868 | Q2 2018 (3 times per year) | GR_WATER | Quarterly | 08/01/2018 - 09/30/2018 | 11/01/2018 | Future | | | No |
| 2118528 | October 2018 | MONRPT | Monthly | 10/01/2018 - 10/31/2018 | 12/01/2018 | Submitted | 11/27/2018 | | No |
| 2132168 | November 2018 | MONRPT | Monthly | 11/01/2018 - 11/30/2018 | 01/01/2019 | Submitted | 12/18/2018 | | No |
| 2118530 | Q3 2018 (3 times per year) | GR_WATER | Quarterly | 10/01/2018 - 12/31/2018 | 02/01/2019 | Submitted | 01/24/2019 | | No |
| 2139328 | December 2018 | MONRPT | Monthly | 12/01/2018 - 12/31/2018 | 02/01/2019 | Submitted | 01/08/2019 | | No |
| 2015249 | 2018 | MONRPT | Annual | 01/01/2018 - 12/31/2018 | 02/01/2019 | Submitted | 01/24/2019 | | No |
| 2163876 | January 2019 | MONRPT | Monthly | 01/01/2019 - 01/31/2019 | 03/01/2019 | Submitted | 02/25/2019 | | No |
| 2170219 | February 2019 | MONRPT | Monthly | 02/01/2019 - 02/28/2019 | 04/01/2019 | Submitted | 03/26/2019 | | No |

Export to Excel Show: 100
Previous 1-14 of 14 Next

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

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.

SMR / DMR Reporting

Facility Name: Bear Valley WWTF
Water Board Office: Region 5S - Sacramento
Reporting Level: Level II

Order Number: RB-2016-0045-01
Case Worker: Mohammad Farhad
All Electronic Date: 08/01/2016

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

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| ID | Report Name | Type | Frequency | Reporting Period | Due Date | Status | Date Received | Date Reviewed | Certified Violations | Report | Withdrawal |
|---------|-------------------------------|-----------|-----------|-------------------------|------------|-------------|---------------|---------------|----------------------|-----------------|------------|
| 1894802 | April 2019 | MONNPFDES | Monthly | 04/01/2019 - 04/30/2019 | 08/01/2019 | In-Progress | | | No | | |
| 1894803 | May 2019 | MONNPFDES | Monthly | 05/01/2019 - 05/31/2019 | 07/01/2019 | Future | | | No | | |
| 1894804 | June 2019 | MONNPFDES | Monthly | 06/01/2019 - 06/30/2019 | 08/01/2019 | Future | | | No | | |
| 1815516 | 2019/08/01 Tech Rot VI,C,2,b) | TECHRPT | Once | 08/01/2019 - 08/01/2019 | 08/01/2019 | Future | | | No | | |
| 1894805 | July 2019 | MONNPFDES | Monthly | 07/01/2019 - 07/31/2019 | 08/01/2019 | Future | | | No | | |
| 1894806 | August 2019 | MONNPFDES | Monthly | 08/01/2019 - 08/31/2019 | 10/01/2019 | Future | | | No | | |
| 1894807 | September 2019 | MONNPFDES | Monthly | 09/01/2019 - 09/30/2019 | 11/01/2019 | Future | | | No | | |
| 1894795 | October 2018 | MONNPFDES | Monthly | 10/01/2018 - 10/31/2018 | 12/01/2018 | Submitted | 11/27/2018 | 11/29/2018 | No | Download Report | |
| 1894796 | November 2018 | MONNPFDES | Monthly | 11/01/2018 - 11/30/2018 | 01/01/2019 | Submitted | 12/19/2018 | 04/16/2019 | No | Download Report | |
| 1873683 | 2018/01/20 Tech Rot IX,D,4) | TECHRPT | Once | 01/30/2019 - 01/30/2019 | 01/30/2019 | Submitted | 01/24/2019 | | No | Download Report | |
| 1894787 | December 2018 | MONNPFDES | Monthly | 12/01/2018 - 12/31/2018 | 02/01/2019 | Submitted | 01/08/2019 | 04/16/2019 | No | Download Report | |
| 1894788 | 2018 | MONNPFDES | Annual | 01/01/2018 - 12/31/2018 | 02/01/2019 | Submitted | 01/24/2019 | 04/16/2019 | No | Download Report | |
| 1894798 | January 2019 | MONNPFDES | Monthly | 01/01/2019 - 01/31/2019 | 03/01/2019 | Submitted | 02/20/2019 | 04/16/2019 | No | Download Report | |
| 1894800 | February 2019 | MONNPFDES | Monthly | 02/01/2019 - 02/28/2019 | 04/01/2019 | Submitted | 03/20/2019 | 04/16/2019 | No | Download Report | |
| 1894801 | March 2019 | MONNPFDES | Monthly | 03/01/2019 - 03/31/2019 | 05/01/2019 | Submitted | 04/24/2019 | | No | Download Report | |

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| Totalized Flow Report | | 5/13/2019 | 10:42:53 | EFFCREEK | Total Flow | 5/1/2019 | 5/13/2019 | 10:42:39 | 0:00:00 |
|-----------------------|-----------------|----------------|------------|-----------|-------------|----------|-----------|----------|---------|
| DATE | STATION | NAME | ADDRESS | TIME ON | TOTAL GAL | | | | |
| 5/1/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 1,025,482 | | | | |
| 5/1/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 36,222,776 | | | | 2.83% |
| 5/2/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 926,136 | | | | |
| 5/2/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 33,916,236 | | | | 2.73% |
| 5/3/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 997,851 | | | | |
| 5/3/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 35,679,460 | | | | 2.80% |
| 5/4/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 1,001,326 | | | | |
| 5/4/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 38,062,736 | | | | 2.63% |
| 5/5/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 1,001,833 | | | | |
| 5/5/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 40,008,136 | | | | 2.50% |
| 5/6/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 942,075 | | | | |
| 5/6/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 42,395,148 | | | | 2.22% |
| 5/7/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 1,010,280 | | | | |
| 5/7/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 44,432,056 | | | | 2.27% |
| 5/8/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 967,884 | | | | |
| 5/8/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 47,427,260 | | | | 2.04% |
| 5/9/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 1,019,780 | | | | |
| 5/9/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 43,563,476 | | | | 2.34% |
| 5/10/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 995,359 | | | | |
| 5/10/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 40,814,464 | | | | 2.44% |
| 5/11/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 977,231 | | | | |
| 5/11/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 40,952,608 | | | | 2.39% |
| 5/12/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 24:00:00 | 1,028,656 | | | | |
| 5/12/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 24:00:00 | 45,701,396 | | | | 2.25% |
| 5/13/2019 | bear_valley_plc | Effluent_Flow | 1001.40005 | 10:42:39 | 467,164 | | | | |
| 5/13/2019 | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 10:42:39 | 19,804,028 | | | | 2.36% |
| Total | bear_valley_plc | Effluent_Flow | 1001.40005 | 298:42:39 | 12,361,059 | | | | |
| Total | bear_valley_plc | Creek_Flow_GPM | 1001.40086 | 298:42:39 | 508,979,808 | | | | 2.43% |

RECEIVED APR 26 2019

Central Valley Regional Water Quality Control Board

22 April 2019

Jeff Gouveia
General Manager
Bear Valley Water District
P.O. Box 5027
Bear Valley, CA 95223

SELF-MONITORING REPORT REVIEW, BEAR VALLEY WATER DISTRICT, BEAR VALLEY WASTEWATER TREATMENT FACILITY, ALPINE COUNTY

The Bear Valley Water District (Discharger) discharges treated wastewater from the Bear Valley Wastewater Treatment Facility (Facility), which is regulated by surface water discharge permit Waste Discharge Requirements (Surface Water WDRs) Order R5-2016-0045-01 (NPDES CA0085146) and land discharge Waste Discharge Requirements Order 5-01-208 (Land Discharge WDRs). The Monitoring and Reporting Programs (MRPs) of both WDRs require monitoring for constituents and other parameters and specifies the location and frequency of monitoring. Central Valley Water Board staff has reviewed the electronic self-monitoring reports (eSMRs) for the Surface Water WDRs submitted by the Discharger for the **November 2018** through **February 2019** and **2018 Annual Report** monitoring periods.

No discharge to surface water occurred during the period reviewed under cover of this letter, and no violations of the WDRs or MRP were identified from review of the eSMRs.

Submittals Required by Surface Water WDRs

The following reports were required by WDRs R5-2016-0045-01 during the period reviewed under cover of this letter, as shown in Table A. The next report required is *Dilution/Mixing Zone Study*, which is due 1 September 2019.

Table A. Submittals Required by WDRs

| Report | Due Date | Date Submitted |
|-------------------------------|-----------|----------------|
| 2018 Annual Operations Report | 1/30/2019 | 1/30/2019 |

If you have any questions, please contact me at (916) 464-1181 or by email at mfarhad@waterboards.ca.gov.



MOHAMMAD FARHAD
Water Resource Control Engineer
NPDES Compliance and Enforcement Unit



March 12, 2019

Sharon K. Tapia
Chief, Division of Safety of Dams
2200 X Street, Suite 200
Sacramento, CA 95818

Subject: Inundation Study for Bear Valley SH Dam (No. 1088-000)

Dear Ms. Tapia,

Senate Bill 92 added Sections 6160 and 6161 to the Water Code that became effective on June 27, 2017, requiring owners of State regulated dams, except those classified as low hazard, to prepare emergency action plans (EAPs) containing inundation maps for emergency preparedness. Section 6161(a)(1) requires owners of a state jurisdictional dam to submit electronically to the Division of Safety of Dams (DSOD) inundation maps that show the area that would be subject to flooding under failure scenarios unique to the dam and the critical appurtenant structures of the dam.

Bear Valley Water District (BVWD) owns Bear Valley SH Dam, which has been assigned a downstream hazard rating of 'Significant' by Department of Water Resources. BVWD is therefore required to submit an EAP, including inundation maps approved by DSOD, by January 1, 2021.

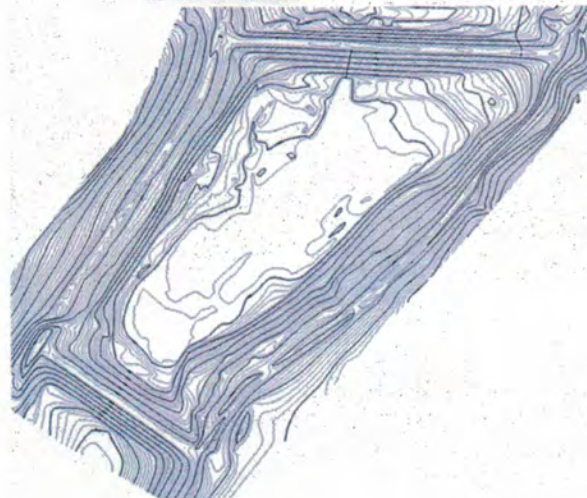
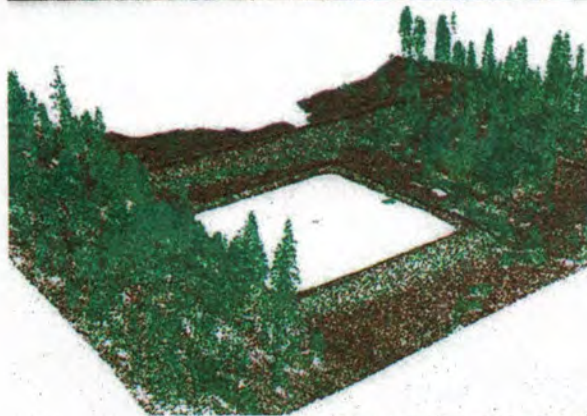
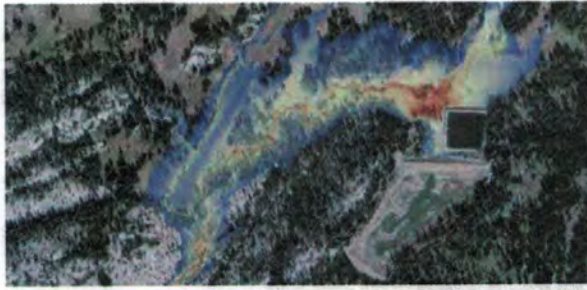
Enclosed is the inundation study report (technical memorandum) prepared in accordance with Water Code Section 6160 and 6161 and Title 23 of California Code of Regulations §335 (effective November 29, 2018). Electronic copies of the inundation studies, maps, and digital files will be transmitted electronically to MapRegs@water.ca.gov.

Should you require assistance you may contact me by phone at (209) 753-2112 or by email at Jeff.Gouveia@bvwd.ca.gov.

Sincerely,

Jeff Gouveia
General Manager

Final



**Bear Valley SH Dam
Inundation Study
DWR Dam No. 1088.000
National ID No. CA01114**



Report prepared by

**Mead
& Hunt**

Mead & Hunt, Inc.
180 Promenade Circle, Suite 240
Sacramento, CA 95834
www.meadhunt.com

March 11, 2019

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Appendices

Appendix 1 – Facility Drawings

Appendix 2 – Reservoir Storage Capacity Curve

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Exhibits

Exhibit 1 – Inundation Maps

1. General Information

A. Dam and Critical Appurtenant Structure Information

Table 1: Dam and Critical Appurtenant Structures Summary

| | | |
|--|----------------|------------|
| DWR Dam Name | Bear Valley SH | - |
| DWR Dam No. | 1088.00 | - |
| National ID No. | CA01114 | - |
| Owner's Dam Name | South Dike | North Dike |
| Location ¹ Easting | -11,000 | -10,300 |
| Location Northing | 9,282,300 | 9,283,300 |
| Crest Elevation ² | 7,097.5 | 7,097.5 |
| Upstream Toe Elevation | 7,054.9 | 7,054.8 |
| Downstream Toe of Dam Elevation | 7,053.9 | 7,063.1 |
| Height ³ | 37.4 | 29.2 |
| Maximum Possible Storage Elevation | 7,092.3 | 7,092.3 |
| Maximum Possible Storage Volume ⁴ | 346 | 316 |

(1) Description of Dam

Bear Valley Water District (BVWD) owns and operates the Bear Valley SH Dam in Alpine County, California, near the Bear Valley resort area. Bear Valley SH Dam, also called the south dike, is a 37.4-foot high earthen structure that stores effluent from BVWD's adjacent wastewater treatment facility. The maximum capacity of the Bear Valley SH Dam impoundment is 346 acre-feet.

Drawings of the dam are included in **Appendix 1**.

(2) Description of Critical Appurtenant Structures

The north dike, or saddle dam, is an earthen structure located along the northern edge of the reservoir. It is approximately 600 feet long and 29.2-feet high. Drawings of the north dike are included in **Appendix 1**.

There is also a spillway and outlet pipe, but neither are considered critical appurtenant structures by the Division of Safety of Dams (DSOD). Based on the impounded water volume, structural height, and downstream hazard potential for both structures, we concur with this assessment. Therefore, these structures are not included in the analysis.

¹ Location coordinates are referenced to the North American Datum of 1983, California Teale Albers coordinates, in units of feet.

² Elevations are referenced to the North American Vertical Datum of 1988 (NAVD88), in units of feet.

³ Height of dams are measured in feet from the upstream toe or downstream toe, whichever elevation is higher, to the maximum possible storage elevation.

⁴ Volumes are measured in acre-feet.

B. Reservoir Storage Capacity Curve

The reservoir storage capacity curve for the Bear Valley SH Dam impoundment was transcribed from the as-built drawings (Gretzinger and Weatherby, 1974). Elevations were adjusted from feet local datum to feet North American Vertical Datum of 1988 (NAVD88) by adding 7.2 feet. The adjustment from the local datum in the as-builts to the National Geodetic Vertical Datum of 1929 (NGVD29) was calculated using the recorded spillway elevation in the as-built drawings and an aerial survey performed in October 2013 of the Polishing Pond (Ghio, 2013). The adjustment from NGVD29 to NAVD88 was calculated using VERTCON. The lowest elevation on the rating curve (bottom of borrow area) was estimated from the as-built drawings. The reservoir storage capacity curve is included in **Appendix 2**.

C. Terrain Data

Terrain data for the Hydrologic Engineering Center's River Analysis System (HEC-RAS) model was developed from three sources:

1. United States Geological Survey (USGS) National Elevation Dataset (NED) 1/3 arc-second topographic grid
2. Topographic grid with a horizontal resolution of 5 feet, created from a USGS LiDAR dataset
3. Aeration Lagoon bathymetric contours

USGS NED data was used to create the terrain for most of the model area. The original raster data was referenced to North American Datum of 1983 (NAD83) UTM Zone 10N, with a 10-meter horizontal grid resolution and elevations referenced to NAVD88 in meters. The elevation data was re-projected in ArcMap v10.6 to California Teale Albers coordinates with a 5-foot grid resolution using bilinear interpolation for resampling, and the elevations were converted to units of feet.

The original USGS bare earth LiDAR data was referenced to NAD83. The point data was resampled to a 5-foot grid raster and re-projected to California Teale Albers coordinates. This elevation data covered the area surrounding Bear Valley SH Dam as far downstream as the confluence of Bloods Creek with the Stanislaus River.

The aeration lagoon directly downstream of the north dike was not well represented by the USGS terrain. For this study, it was important for the reservoir bathymetry of the aeration lagoon to be represented in the terrain so that the upstream dam failure flood wave could be dynamically routed in case of overtopping of the aeration lagoon embankment (it was subsequently determined that such overtopping is not expected to occur). A contour map from the as-built drawings was used to create a surface in ArcMap representing the as-built geometry of the lagoon. The surface created had a 5-foot grid resolution.

The terrain was not low enough to capture the invert of the culvert through Spicer Meadow Road, so the terrain was modified to allow the culvert to be more accurately represented in the hydraulic model. A surface was created from breaklines drawn in ArcMap to represent the upstream and downstream invert of the culvert, which were approximated using the USGS elevation data and aerial ground-based photography.

These elevation sources were mosaicked together in ArcMap to create the final terrain used in HEC-RAS.

2. Analysis

A. Modeled Failure Scenarios

The modeled failure scenarios, including assumed breach parameters, are summarized in **Table 2** below. Breach parameters are within the suggested ranges provided by the Federal Emergency Management Agency (FEMA) P-946 (2013). One sequential failure analysis was simulated, which included hypothetical failure of the aeration lagoon just downstream of the North Dike due to embankment scour caused by high-velocity dam breach flows.

Table 2: Modeled Failure Scenarios

| Structure Name | South Dike | North Dike | Aeration Lagoon |
|-------------------------------------|------------|------------|-----------------|
| Baseflow Conditions | Sunny Day | Sunny Day | Sunny Day |
| Average Breach Width (feet) | 213 | 172 | 95 |
| Left side slope of breach (H:V) | 1 | 1 | 1 |
| Right side slope of breach (H:V) | 1 | 1 | 1 |
| Breach formation time (hours) | 0.1 | 0.1 | 0.1 |
| Breach Bottom Width (feet) | 170.4 | 137.6 | 76 |
| Breach Bottom Elevation (feet) | 7054.9 | 7063.1 | 7058.2 |
| Breach progression temporal pattern | Linear | Linear | Linear |

Breach hydrographs immediately downstream of each dam and critical appurtenant structure are shown in **Figures 1 through 3** below:

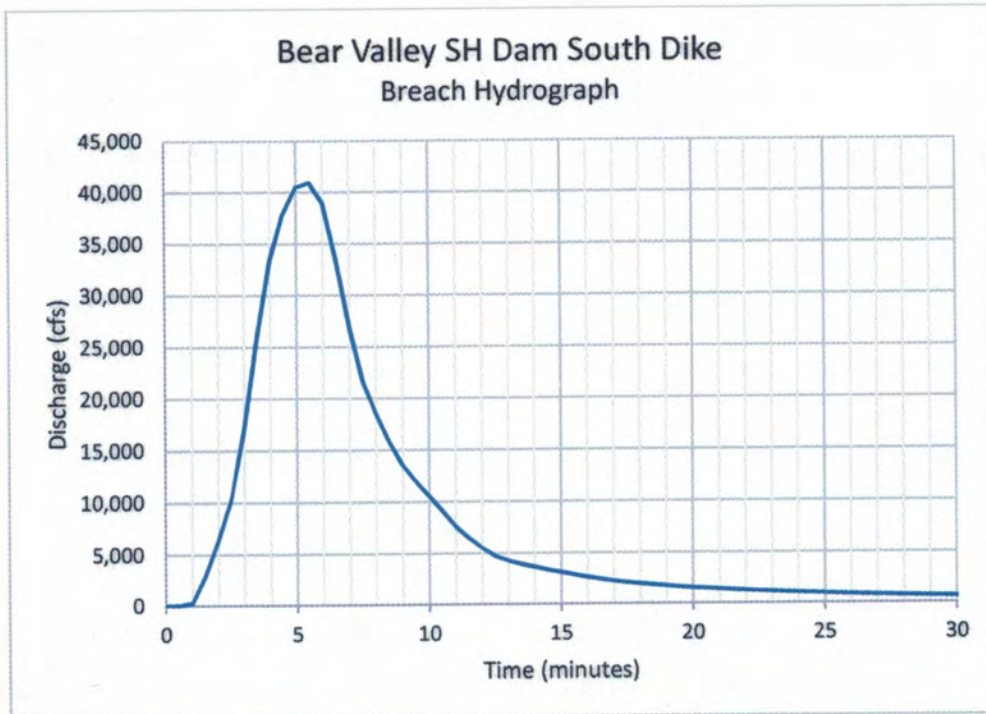


Figure 1: Breach Hydrograph for Bear Valley SH Dam South Dike

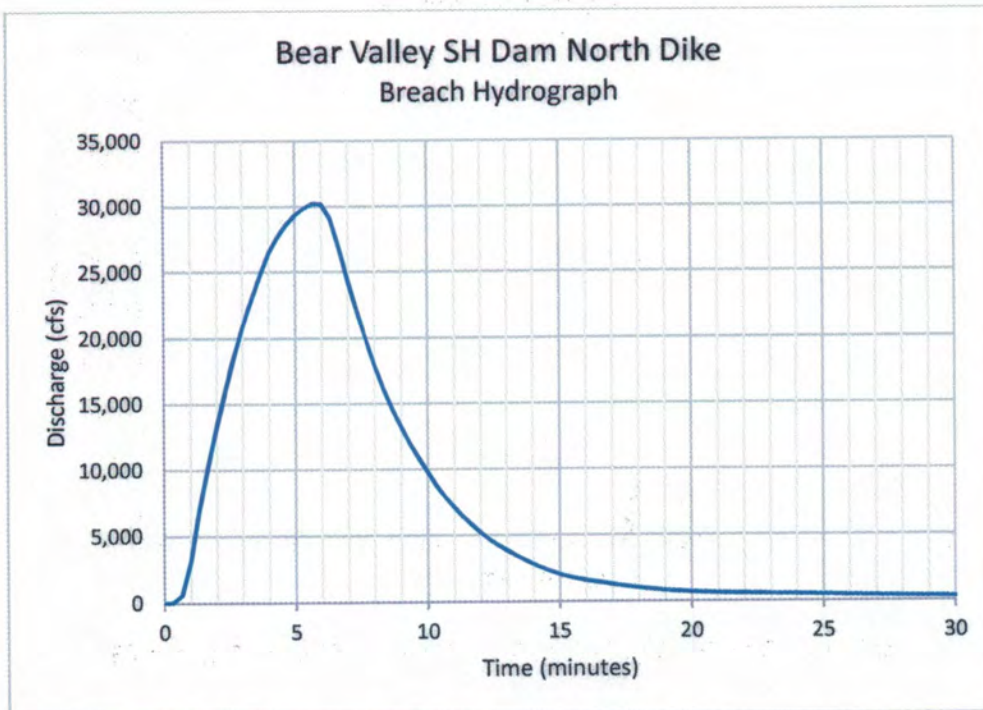


Figure 2: Breach Hydrograph for Bear Valley SH Dam North Dike

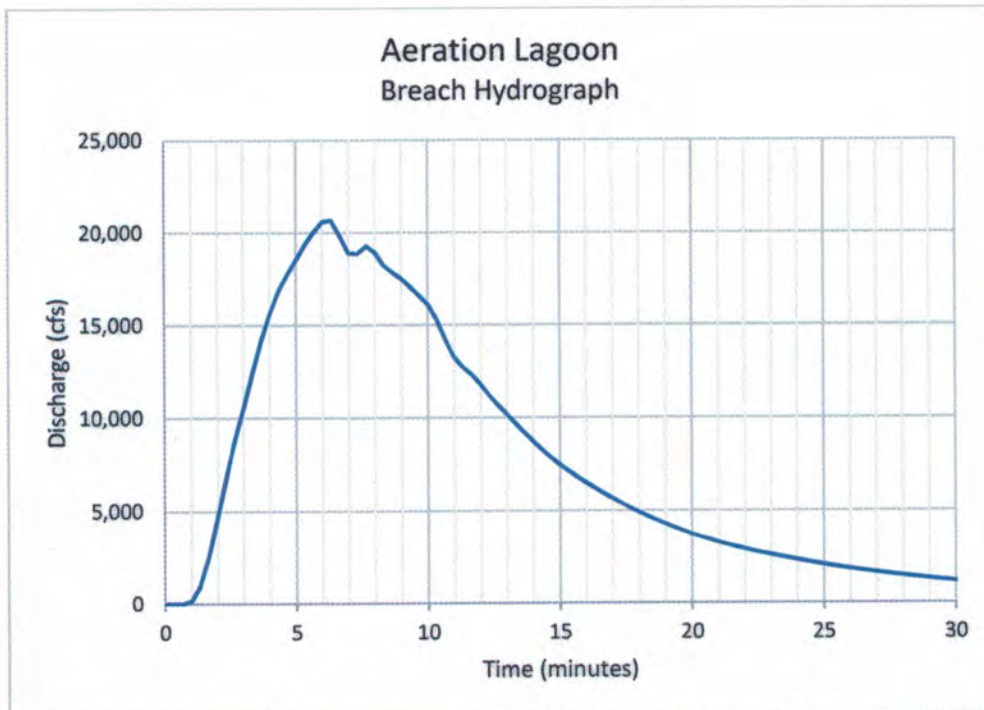


Figure 3: Breach Hydrograph for Aeration Lagoon

B. Modeling Methodology

Breach hydrograph computation and downstream routing was completed using United States Army Corps of Engineers (USACE) HEC-RAS version 5.0.6 released November 2018. HEC-RAS was chosen for its two-dimensional (2D) modeling capabilities which allow for detailed assessment of dam breach impacts.

The model used in this study was comprised of one storage area to represent the Bear Valley SH Dam impoundment and two 2D flow areas to represent the aeration lagoon and the downstream inundation area. These model components were linked with SA/2D area connections representing the north dike, south dike, and aeration lagoon, which were used to compute the dam breach hydrographs using the breach parameters listed above. The model extended far enough downstream that the results in the mapped area were not affected by the downstream boundary assumptions.

Mead & Hunt downloaded land cover classification data from the 2011 National Land Cover Database (NLCD) from the USGS National Map Viewer website⁵. This data has a horizontal grid resolution of approximately 30 meters. A table⁶ created by The National Resources Conservation

⁵ <http://viewer.nationalmap.gov/viewer/>

⁶ National Resource Conservation Service. *Manning's n Values for Various Land Covers to Use for Dam Breach Analyses by NRCS in Kansas*. 2016.

Service relating Manning's n values to the NLCD land cover definitions was used as a starting point to assign Manning's n values to each land cover category, and final Manning's n values were selected based on site-specific roughness characteristics (see Table 3 below).

Table 3: Manning's n Values

| Land Cover | Model n-Value |
|------------------------------|---------------|
| Barren Land (Rock/Sand/Clay) | 0.025 |
| Deciduous Forest | 0.1 |
| Developed, High Intensity | 0.15 |
| Developed, Low Intensity | 0.1 |
| Developed, Medium Intensity | 0.12 |
| Developed, Open Space | 0.04 |
| Emergent Herbaceous Wetlands | 0.07 |
| Evergreen Forest | 0.1 |
| Grassland / Herbaceous | 0.035 |
| Mixed Forest | 0.1 |
| Natural Channel | 0.045 |
| Open Water | 0.03 |
| Pasture / Hay | 0.03 |
| Shrub / Scrub | 0.08 |
| Woody Wetlands | 0.12 |

C. Assumptions

A sequential failure of the aeration lagoon was simulated for the north dike breach. The west embankment of the aeration lagoon is assumed to fail due to scouring of the embankment material. High velocity breach flow from the north dike breach is predicted to flow adjacent to the aeration lagoon embankment with less than two feet of freeboard.

D. Model Modifications

No modifications were made to the default model parameters for the purpose of stabilizing the model or accelerating its computational runtime.

E. Downstream Extent of Mapping

The extent of the mapped inundation area for Bear Valley SH Dam north dike and south dike is approximately 17 miles downstream of the dam. The inundation mapping was terminated at this location because downstream of this point the flood wave would be confined to the channel and does not pose a significant or higher downstream hazard potential.

3. Inundation Maps

Inundation maps for each modeled failure scenario are included in **Exhibit 1**.

4. Digital Files

Digital files for each modeled failure scenario, including a vector file of the inundation area boundary and raster files of the flood wave arrival time, maximum depth, and peak velocity are included in **Appendix 3**.

5. References

FEMA. P-946 *Federal Guidelines for Inundation Mapping of Flood Risks Associated with Dam Incidents and Failures*. 2013.

Ghio, Gary S. *Bear Valley Water District Memorandum, Polishing Pond Survey*. October 2013.

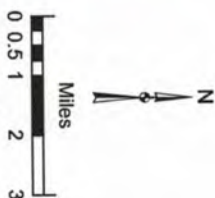
Gretzinger and Weatherby Civil Engineers. *Construction Plans for the Bear Valley Sewage Treatment and Disposal Facilities System*. Feb 1974.

National Resources Conservation Service. *Manning's n Values for Various Land Covers to Use for Dam Breach Analyses by NRCS in Kansas*. 2016.



Bear Valley SH Dam
 DWR Dam No. 1088.000, National ID No. CA01114
 Alpine County, CA
**Sunny Day Failure Inundation,
 South Dike (Main Dam)**

Location Map



Source Credits
 Topo Base Map: Copyright © 2013 National Geographic Society, 1-cubed
 Aerial Imagery: USDA-FSA Aerial Photography Field Office
 County Boundaries: CA Dept of Forestry and Fire Protection (using data from BOR, DFG, and DOC FMMP)
 Road Network: GIS datasets from Tuolumne and Calaveras counties and U.S. Census Bureau 2018 TIGERLine® Shapefiles
 City Boundaries: USGS National Boundary Dataset for California
 Hydrography: USGS and USEPA
 Building Footprints: Microsoft Bing Maps Buildings Dataset and OpenStreetMap
 Road Network: GIS datasets from Tuolumne and Calaveras counties and from BOR, DFG, and DOC FMMP
 Street Map © OpenStreetMap contributors

| | | | |
|--|------------------|--|------------|
| | Fire | | Stream |
| | Hospital | | Canal |
| | Police | | Lake |
| | Prison | | Counties |
| | School | | Roads |
| | 1-hr Arroyo Time | | LOCAL |
| | Dam | | MAJOR ROAD |
| | | | HIGHWAY |

Coordinate System: NAD 1983 California Teale Albers FUS
 Scale = 1:126,720 if bar=1 inch.

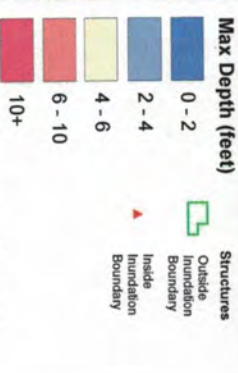


The information shown is approximate and should be used as a guideline for emergency preparation and response.
 Security-sensitive infrastructure may not be shown on this map.



Spicer Meadow Rd Culvert
Depth over bridge deck 1.5 ft

Bear Valley SH Dam
DWR Dam No. 1088.000
National ID No. CA01114
Alpine County, CA
Sunny Day Failure Inundation,
South Dike (Main Dam)
Panel 1 of 4



Coordinate System: NAD 1983 California
Teale Albers FUS
Vertical Datum: NAVD 88 Feet
Scale = 1:24,000 if bar = 1 inch:
0 1,000 2,000 4,000 Feet



Building footprints layer contains computer algorithm-generated features which have not been quality-checked. This data is approximate and is provided for reference only. Not all buildings are represented in the data. The information shown is approximate and should be used as a guideline for emergency preparation and response.
Map Preparation: February 15, 2019
Model Simulation: February 4, 2019

Bear Valley SH Dam
 DWR Dam No. 1088.000
 National ID No. CA01114
 Alpine County, CA
 Sunny Day Failure Inundation,
 South Dike (Main Dam)

Panel 2 of 4



Max Depth (feet)



Structures
 Outside Inundation Boundary (green outline)
 Inside Inundation Boundary (red outline)
 Vertical Datum: NAVD 88 Feet
 Scale = 1:24,000 if bar=1 inch.



Building footprints layer contains computer algorithm-generated features which have not been quality-checked. This data is approximate and is provided for reference only. Not all buildings are represented in the data. The information shown is approximate and should be used as a guideline for emergency preparation and response.
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Bear Valley SH Dam
 DWR Dam No. 1088.000
 National ID No. CA01114
 Alpine County, CA
 Sunny Day Failure Inundation,
 South Dike (Main Dam)

Panel 3 of 4



Max Depth (feet)



Coordinate System: NAD 1983 California
 Teale Albers FUS
 Vertical Datum: NAVD 88 Feet
 Scale = 1:24,000 if bar=1 inch.



Building footprints layer contains computer algorithm-generated features which have not been quality-checked. This data is approximate and is provided for reference only. Not all buildings are represented in the data. The information shown is approximate and should be used as a guideline for emergency preparation and response.

Map Preparation: February 15, 2019
 Model Simulation: February 4, 2019

Bear Valley SH Dam
 DWR Dam No. 1088.000
 National ID No. CA01114
 Alpine County, CA
 Sunny Day Failure Inundation,
 South Dike (Main Dam)

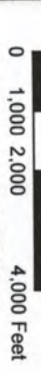
Panel 4 of 4



Max Depth (feet)



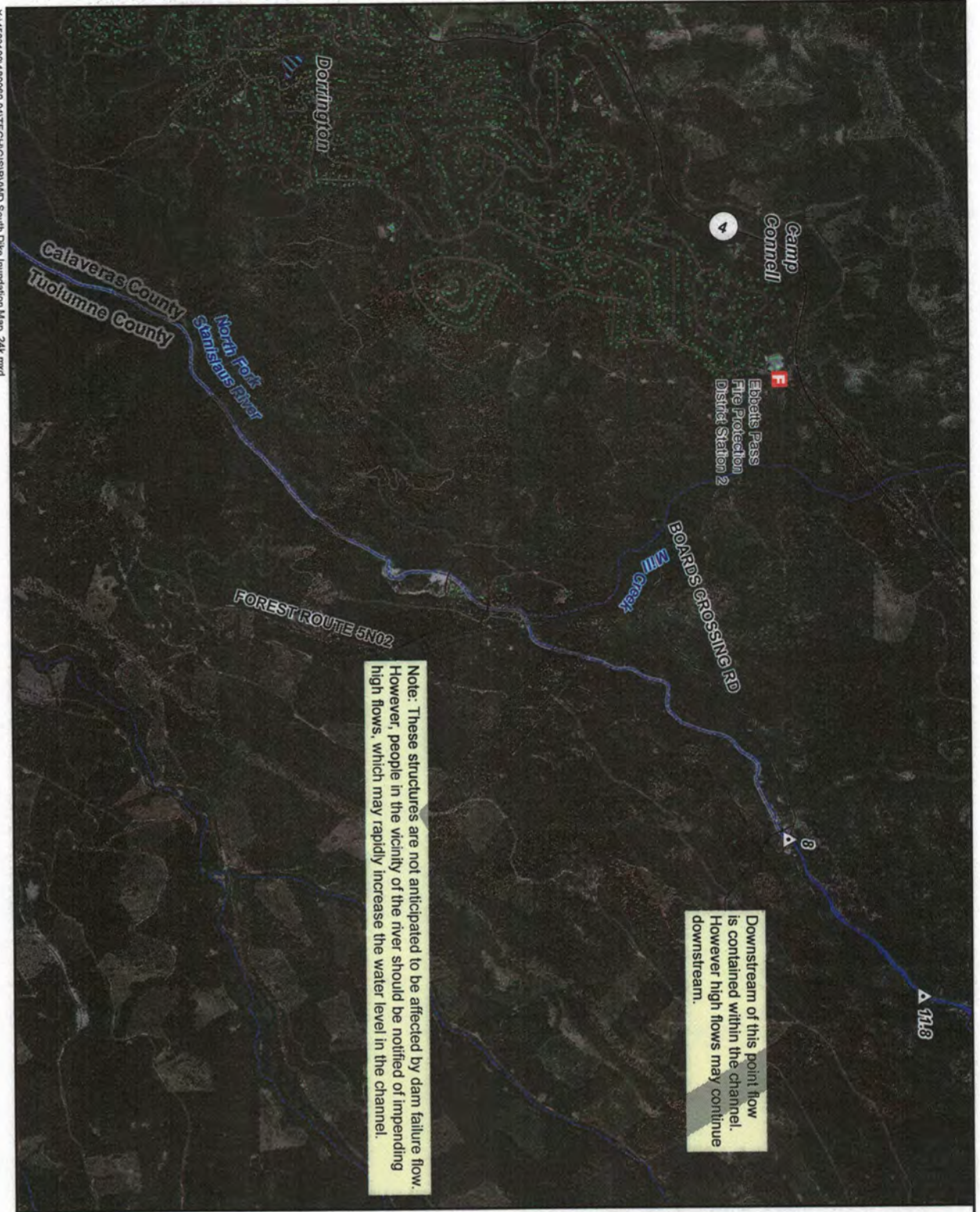
Coordinate System: NAD 1983 California
 Teale Albers FIPS
 Vertical Datum: NAVD 88 Feet
 Scale = 1:24,000 if bar = 1 inch.



Building footprints layer contains computer algorithm-generated features which have not been quality-checked. This data is approximate and is provided for reference only. Not all buildings are represented in the data. The information shown is approximate and should be used as a guideline for emergency preparation and response.
 Map Preparation: February 15, 2019
 Model Simulation: February 4, 2019

Downstream of this point flow is contained within the channel. However high flows may continue downstream.

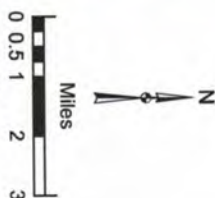
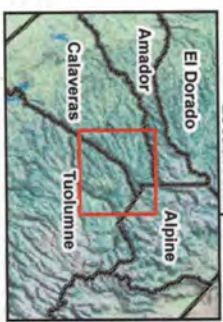
Note: These structures are not anticipated to be affected by dam failure flow. However, people in the vicinity of the river should be notified of impending high flows, which may rapidly increase the water level in the channel.



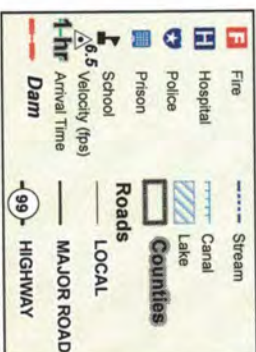


Bear Valley SH Dam
 DWR Dam No. 1088.000, National ID No. CA01114
 Alpine County, CA
 Sunny Day Failure Inundation,
 North Dike (Saddle Dam)

Location Map



Source Credits
 Topo Base Map: Copyright © 2013 National Geographic Society, 1-cubed
 Aerial Imagery: USDA-FSA Aerial Photography Field Office
 County Boundaries: CA Dept of Forestry and Fire Protection (using data from BOR, DFG, and DOC FMMP)
 Road Network: GIS datasets from Tuolumne and Calaveras counties and U.S. Census Bureau 2018 TIGERLine® Shapefiles
 City Boundaries: USGS National Boundary Dataset for California
 Hydrography: USGS and USEPA
 Building Footprints: Microsoft Bing Maps Buildings Dataset and Open from BOR, DFG, and DOC FMMP
 Road Network: GIS datasets from Tuolumne and Calaveras counties and Street Map © OpenStreetMap contributors



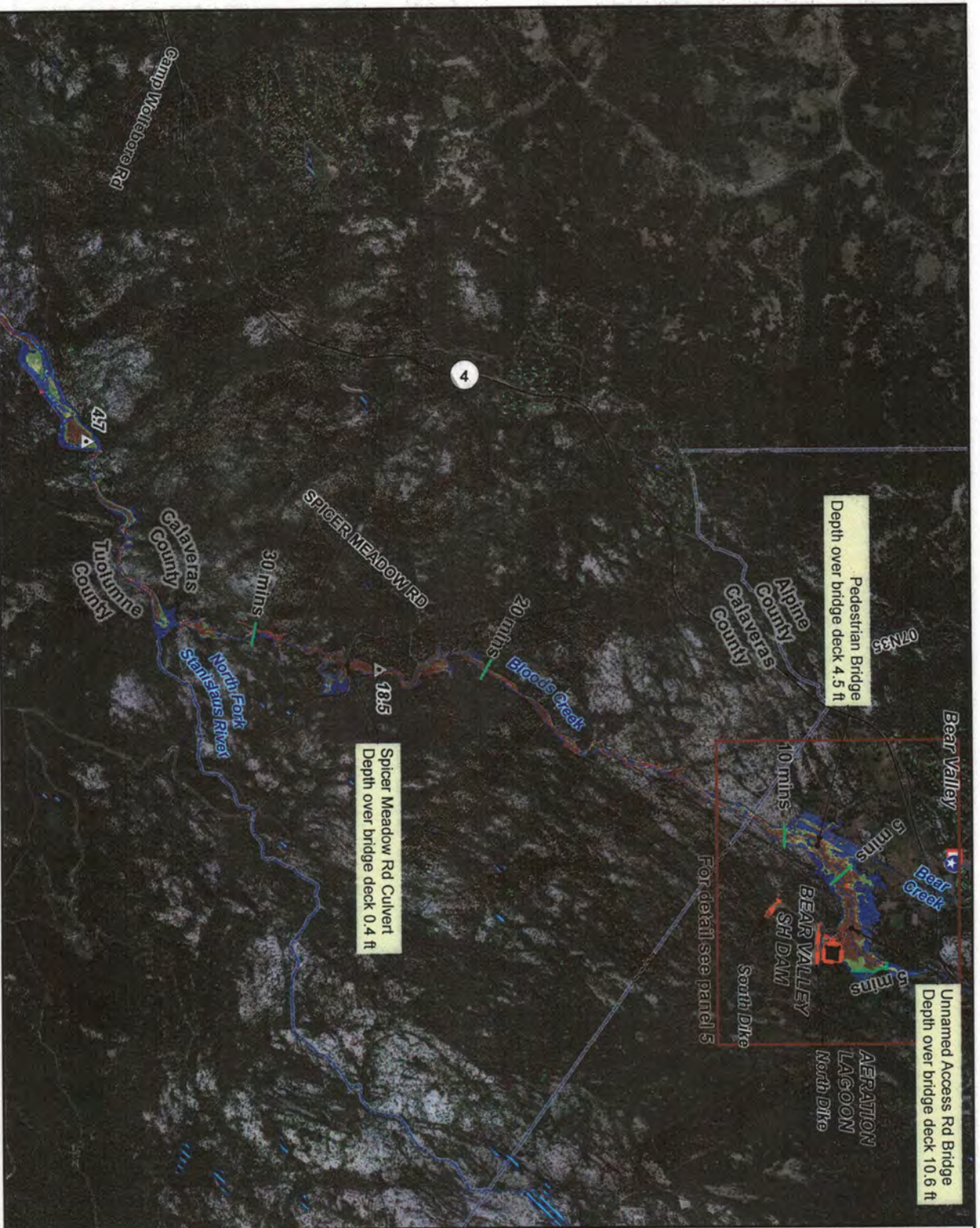
Coordinate System: NAD 1983 California Teale Albers FUS
 Scale = 1:126,720 if bar=1 inch:



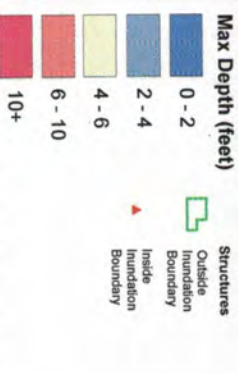
The information shown is approximate and should be used as a guideline for emergency preparation and response.

Security-sensitive infrastructure may not be shown on this map.

February 27, 2019 8:56 AM



Bear Valley SH Dam
 DWR Dam No. 1088.000
 National ID No. CA01114
 Alpine County, CA
 Sunny Day Failure Inundation,
 North Dike (Saddle Dam)
 Panel 1 of 5



Coordinate System: NAD 1983 California
 Treble Albers FUS
 Vertical Datum: NAVD 88 Feet
 Scale = 1:24,000 if bar = 1 inch:
 0 1,000 2,000 4,000 Feet



Building footprints layer contains computer algorithm-generated features which have not been quality-checked. This data is approximate and is provided for reference only. Not all buildings are represented in the data. The information shown is approximate and should be used as a guideline for emergency preparation and response.
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 Model Simulation: February 4, 2019

Bear Valley SH Dam
 DWR Dam No. 1088.000
 National ID No. CA01114
 Alpine County, CA
 Sunny Day Failure Inundation,
 North Dike (Saddle Dam)

Panel 2 of 5



Max Depth (feet)



Structures
 Outside Inundation Boundary
 Inside Inundation Boundary

Coordinate System: NAD 1983 California
 Teale Albers FUS
 Vertical Datum: NAVD 89 Feet
 Scale = 1:24,000 if bar=1 inch:



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 Model Simulation: February 4, 2019

Bear Valley SH Dam
 DWR Dam No. 1088.000
 National ID No. CA01114
 Alpine County, CA
 Sunny Day Failure Inundation,
 North Dike (Saddle Dam)

Panel 3 of 5



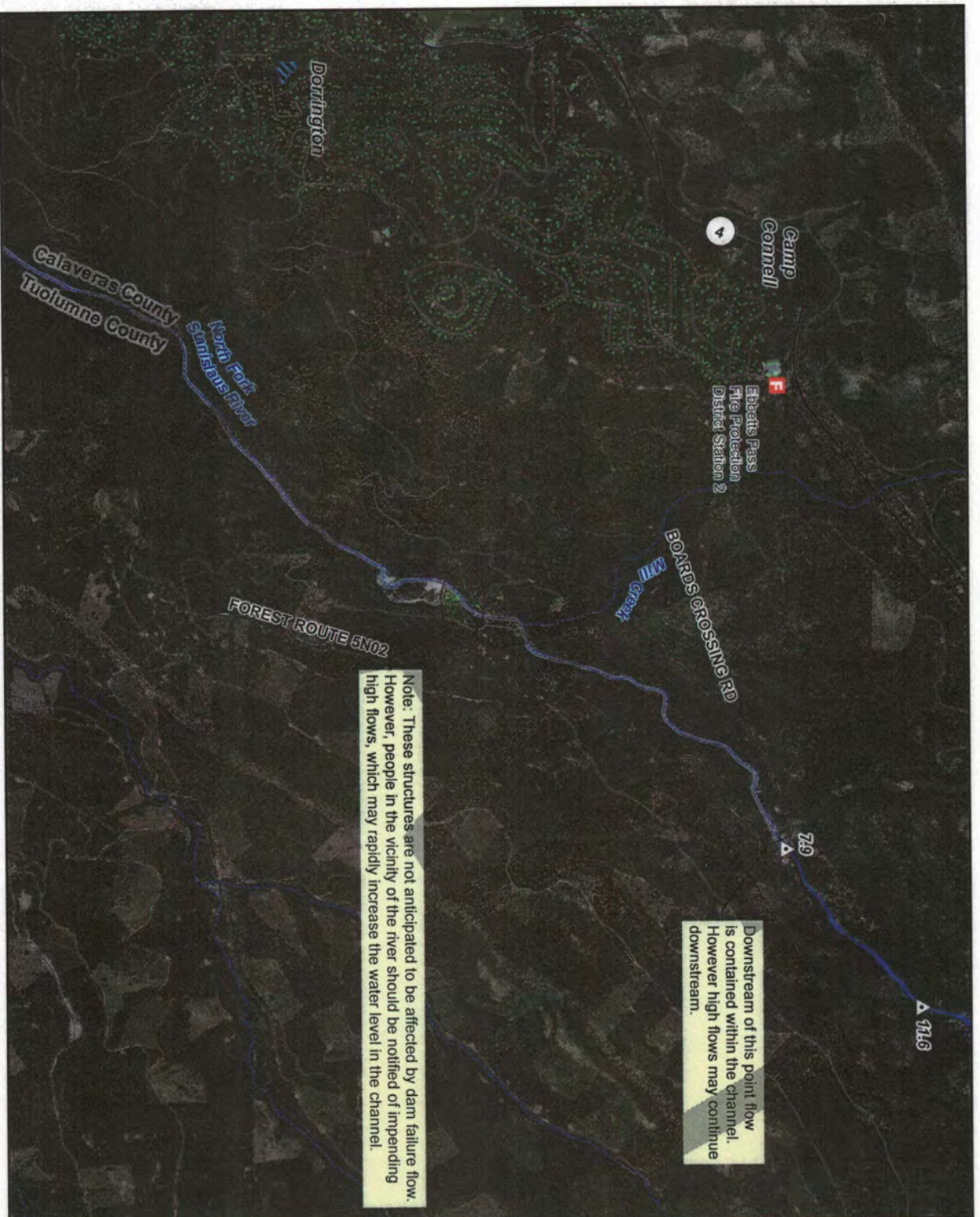
Max Depth (feet)



Structures
 Outside Inundation Boundary (green outline)
 Inside Inundation Boundary (red outline)
 Inside Inundation Boundary (red triangle)



Building footprints layer contains computer algorithm-generated features which have not been quality-checked. This data is approximate and is provided for reference only. Not all buildings are represented in the data. The information shown is approximate and should be used as a guideline for emergency preparation and response.
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 Model Simulation: February 4, 2019



Bear Valley SH Dam
DWR Dam No. 1088.000
National ID No. CA01114
Alpine County, CA
Sunny Day Failure Inundation,
North Dike (Saddle Dam)

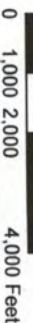
Panel 4 of 5



Max Depth (feet)



Coordinate System: NAD 1983 California
Teale Albers FUS
Vertical Datum: NAVD 88 Feet
Scale = 1:24,000 if bar=1 inch:



Building footprints layer contains computer algorithm-generated features which have not been quality-checked. This data is approximate and is provided for reference only. Not all buildings are represented in the data. The information shown is approximate and should be used as a guideline for emergency preparation and response.
Map Preparation: February 11, 2019
Model Simulation: February 4, 2019

Bear Valley SH Dam
 DWR Dam No. 1088.000
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 Sunny Day Failure Inundation,
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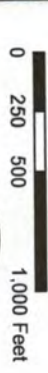
Panel 5 of 5



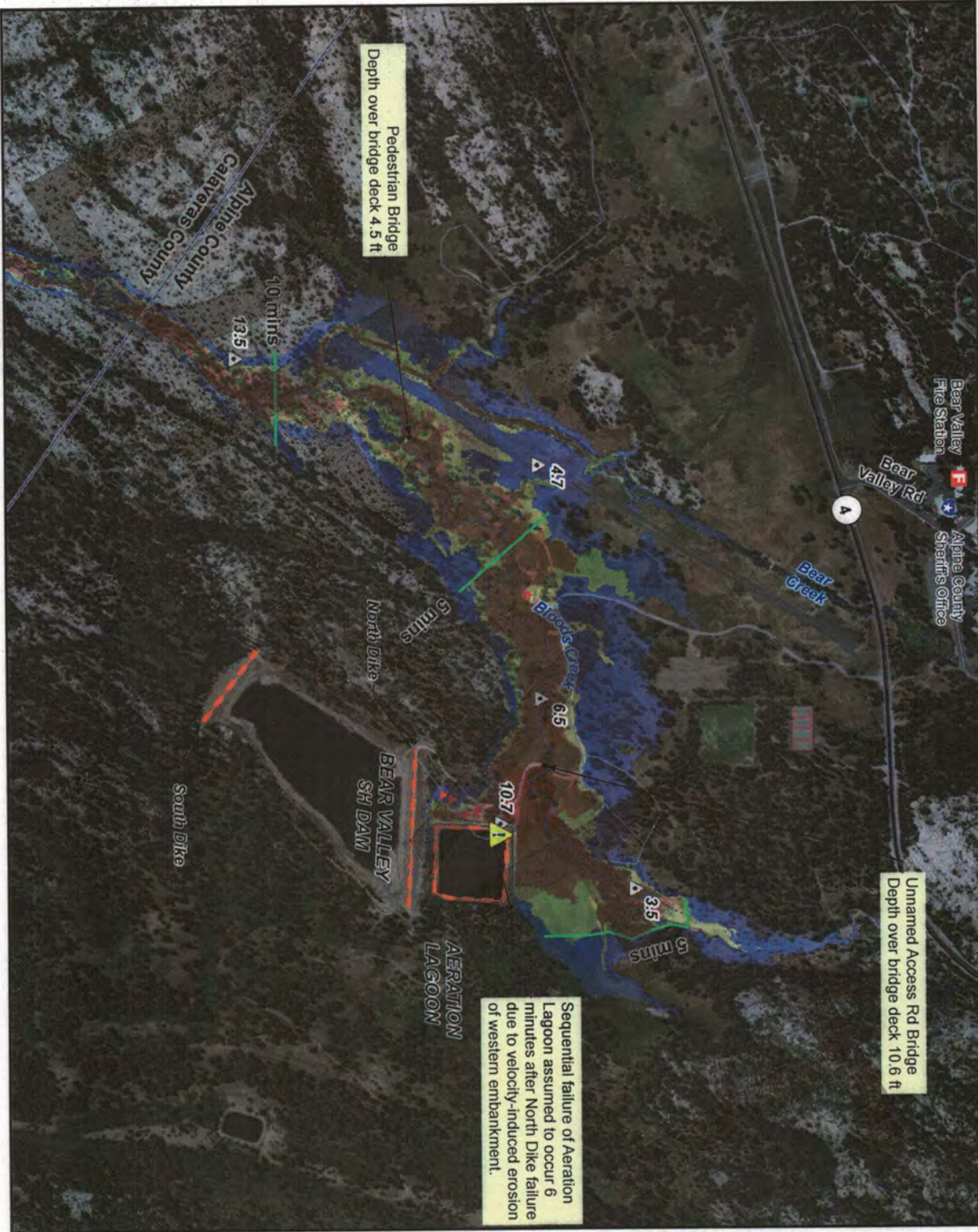
Max Depth (feet)



Coordinate System: NAD 1983 California
 Teale Albers FUS
 Vertical Datum: NAVD 88 Feet
 Scale = 1:6,000 if bar = 1 inch:



Building footprints layer contains computer algorithm-generated features which have not been quality-checked. This data is approximate and is provided for reference only. Not all buildings are represented in the data. The information shown is approximate and should be used as a guideline for emergency preparation and response.
 Map Preparation: February 11, 2019
 Model Simulation: February 4, 2019



**Remit payment to:**

Mead & Hunt | Accounts Receivable
2440 Deming Way | Middleton, WI 53562-1562
1-888-364-7272 | AccountsReceivable@meadhunt.com

Invoice

April 10, 2019

Project No: R4583100-180960.01

Invoice No: 289346

Jeff Gouveia
Bear Valley Water District
441 Creekside Drive
Bear Valley, California 95223

Project R4583100- BVWD Bear Valley SH Dam Inundation Map
180960.01

6/13/18 Contract

Professional Services from March 1, 2019 to March 31, 2019**Fee**

| Phase | Fee | Percent Complete | Earned | Current |
|-----------|--------------|---------------------------|-----------|-------------------|
| Lump Sum | 19,614.00 | 80.00 | 15,691.20 | 3,922.80 |
| Total Fee | 19,614.00 | | 15,691.20 | 3,922.80 |
| | | Previous Fee Billing | 11,768.40 | |
| | Total | | | 3,922.80 |
| | | Total this invoice | | \$3,922.80 |

Outstanding Invoices

| Number | Date | Balance |
|--------------|-----------|-----------------|
| 288921 | 3/19/2019 | 4,204.15 |
| Total | | 4,204.15 |

**COUNTY OF ALPINE
BEAR VALLEY WATER DISTRICT**

**ROSTER
2019**

Legal Name of Public Agency: Bear Valley Water District
PO Box 5027
Bear Valley, CA 95223
209-753-2112

| | |
|-----------------------|-------------------|
| General Manager: | Jeff Gouveia |
| Office Manager: | Judi Silber |
| Board President: | Jim Bissell |
| Board Vice-President: | Stefaniya Becking |
| Secretary: | Ken Brown |
| Treasurer: | John Boyle |
| Director: | Gunnar Thordarson |

BOARD OF DIRECTORS

TERM OF OFFICE

Ken Brown
4656 Winding River Circle
Stockton, CA 95219
209-969-3406

12-03-2015 to 12-05-2019
Appointed 12-03-2015
Appointed 06-23-2014
AB 1234 Ethics Training 2-2018, **Renew 2-2020**

John Boyle
541 Fanita Way
Menlo Park, CA 94025
650-323-5438, 209-753-2148

12-01-2017 to 12-01-2021
Appointed 12-01-2018
12-06-2013 to 12-06-2017
Appointed 12-03-2013
AB 1234 Ethics Training 2-2018, **Renew 2-2020**

Stefaniya Becking
4852 La Canada Blvd.
La Canada, CA 91011
650-804-6155

12-01-2017 to 12-01-2021
Appointed 12-01-2018
12-06-2013 to 12-01-2017
Appointed 11-5-2013
AB 1234 Ethics Training 2-2018, **Renew 2-2020**

Gunnar Thordarson
PO Box 7739, 331 Winding Way
Incline Village, CA 89451
408-209-3234

12-03-2015 to 12-05-2019
Appointed 12-03-2015
12-01-2011 to 12-01-2015
Elected 11-8-2011, ASAP & **Renew 2-2020**

James D. Bissell
17480 Madison Avenue
Castro Valley, CA 94546
510-886-1598

12-01-2017 to 12-01-2021
Appointed 12-01-2018
12-06-2013 to 12-01-2017
Appointed 11-5-2013
Elected 11-3-2009
AB 1234 Ethics Training 2-2018, **Renew 2/2020**

Jeff Gouveia

From: Schroeder, Dan <dschroeder@neumiller.com>
Sent: Thursday, April 4, 2019 12:02 PM
To: Jeff Gouveia
Subject: RE: Departing Trustee

Jeff,

Here is Government Code Section 1780 that addresses how to fill vacancies. The section we were discussing is highlighted in yellow below:

- (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.

Dan



Daniel J. Schroeder

Attorney at Law

P.O. Box 20 | Stockton, CA 95201-3020

3121 W. March Lane, Suite 100 | Stockton, CA 95219

Phone 209.948.8200 | Fax 209.948.4910

[Website](#) | [Profile](#) | [vCard](#) | [Facebook](#)

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COLLECTION SYSTEM WORKSHOPS

Strategies for High Performing Collection Systems + Provide Your WDR Input!



Leucadia Wastewater District, photo by Rob Keith

We're into year 12 of the Sanitary Sewer System Waste Discharge Requirements. What have we accomplished? How can we perform better? And most importantly - what are the new goals for the revised SSS-WDR?

Join this interactive workshop with State Water Board and CWEA collection system leaders on how we can develop our teams and create high performing collection systems.

To start off, we'll hear from a State Water Board leader about current considerations for the reissuance of an updated statewide permit. The speaker will summarize feedback from regulators, environmental groups, private collection systems owners, and municipal agencies.

We'll then dive into discussions about collection system performance data, assessing risk, developing mitigation and capital improvements.

We'll also discuss the status of SSS-WDR revisions and walk through how your agency or city can review and send your suggestions to State regulators.

After attending this workshop, participants will be able to:

- Identify what 12 years of SSS-WDR data is telling us
- Assess risk and ensure system reliability
- Develop plans for risk mitigation and capital improvements
- Review and comment on SSS-WDR changes

Who should attend:

- Engineers and support staff
- Agency leaders
- Regulatory affairs staff
- Collection system managers
- State and Local regulators

Regulatory Compliance
Improved Performance
Managed Risk



Wednesday, May 8

Wedgewood Wedding & Banquet Center, San Ramon

9430 Fircrest Lane, San Ramon

Wednesday, May 15

**Library Community Room
City of San Luis Obispo**

995 Palm Street, San Luis Obispo

Wednesday, May 22

**Los Angeles Environmental
Learning Center at Hyperion**

12000 Vista Del Mar, Playa Del Rey

*Earn up to 6 CWEA contact hours towards
Collection System Maintenance, Environmental
Compliance Inspector, Laboratory Analyst,
Mechanical Technologist and Electrical &
Instrumentation recertification.*

EARLY BIRD DEADLINE IS FRIDAY, APRIL 19TH • REGISTER AT MYCWEA.ORG



Co-Organizer:



2019 SSS-WDR Revisions

COLLECTION SYSTEM WORKSHOPS

Strategies for High Performing Collection Systems +
Provide Your WDR Input!

Workshop program: May 8 | San Ramon

| | |
|-------|--|
| 7:30 | Registration/Coffee/Light Breakfast |
| 8:15 | Welcome, Opening Remarks and Today's Agenda |
| 8:25 | Drivers Influencing Regulatory Change and Current Focus of WDR Re-issuance Efforts Recap what the SWRCB learned from attendees at the 5 SWRCB outreach workshops. Diana Messina State Water Resources Control Board (State Water Board) |
| 9:15 | Break |
| 9:25 | Discussion of the Key Potential Changes to WDR Being Discussed and the Impacts they might have on Collection System Owners Paul Causey, CASA CWG Chair |
| 10:15 | Break |
| 10:25 | What the 12 years of Sanitary Sewer Overflow (SSO) Data is Telling Us Includes a review of the causes of high volume SSO discharges over the past 5 years Michael Flores, CWEA Diana Messina, State Water Board |
| 10:55 | Break |
| 11:05 | Risk Assessment and Resiliency Planning to address system-specific impacts Steps agencies can take to assess risk and system resilience. Discussion will include appropriate assessment and planning for the size and complexity of a system. Steven Jepsen, SCAP |
| 11:55 | Lunch & Networking |
| 12:40 | Active Group Exercise: Assessing System Risk and Failures, and Potential Mitigation Identify potential risk factors; Identify approaches to reduce risk; Select a specific risk and develop a plan of action Richard Cunningham, CWEA |
| 1:20 | Break |
| 2:00 | Capital Improvement Planning and Project Prioritization Discussion of ways to package and prioritize collection system capital improvements. Michael Flores, CWEA |
| 2:20 | Closing Remarks |

Earn up to 4.2 CWEA contact hours towards Collection System Maintenance, Environmental Compliance Inspector, Laboratory Analyst, Mechanical Technologist and Electrical & Instrumentation recertification.

Schedule subject to change

Supporting Partners:





WEDNESDAY, MAY 15, 2019
 SASD/Regional San Office Building
 Valley Oak Community Room
 9 AM - 3 PM

REGISTER ONLINE at www.cvcwa.org. Credit cards are accepted.
 Or, you can fill out the form below and mail it in with a check.

NAME: _____
 TITLE: _____
 AGENCY/FIRM: _____
 ADDRESS: _____
 CITY, ZIP: _____
 PHONE: () _____
 EMAIL: _____

Registration required by May 6 for pre-registration discount.
 Due to space limitations, conference attendance is limited to
 125 people. On-site registrations will only be accepted as space
 allows. Check www.cvcwa.org or call 916 - 330 - 2705 for
 updates.

REGISTRATION FEES

- ☐ **PRE-REGISTRATION** (by May 6) **\$130**
☐ **ON-SITE REGISTRATION** **\$170**
☐ **REGULATORS** (State & Federal) **No Charge**

Last day for cancellations: **Friday, May 10**
 See www.cvcwa.org for cancellation policy.

Fill out this panel, cut along the dashed line, enclose a check
 made out to CVCWA, and mail to:

Sarah Erck, CVCWA Administrative Director
 700 R Street, Suite 200
 Sacramento, CA 95811

916 - 330 - 2705
serck@cvcwa.org

SAVE TIME - REGISTER ONLINE!

2019 CVCWA CONFERENCE PROGRAM

| | |
|----------|--|
| 8:30 AM | Registration |
| 9:00 AM | Introductions Terrie Mitchell (Regional San, SASD) |
| 9:15 AM | How CVCWA Engages on Your Behalf - Helping You Build Resiliency for Your Regulatory Future Debbie Webster (CVCWA) |
| 9:40 AM | Toxicity Special Project: Building a More Complete Picture to Inform Future Policy and Compliance Efforts Gorman Lau & Tom Grovhoug (Larry Walker Associates) |
| 10:00 AM | Tools for Retaining and Recruiting Staff in a Challenging Job Market Alec Mackie (CWEA), Chad Davison (Ironhouse SD, BACWWE), Christoph Dobson (Regional San, SASD) |
| 10:30 AM | Q&A - Group Discussion |
| 10:50 AM | Break |
| 11:10 AM | State Water Boards Efforts to Address Water Quality Concerns and Beneficial Use Protection Karen Mogus (State Water Board) |
| 11:40 AM | Keeping Biosolids as a Valuable Resource in a Changing Environment Greg Kester (CASA) |
| 12:05 PM | Annual Meeting with Membership Terrie Mitchell (Regional San, SASD) |
| 12:15 PM | Lunch (included) |
| 1:10 PM | Environmental Laboratory Accreditation Program: Preparing for New Compliance Requirements Amber Baylor (South Orange County Wastewater Authority) |
| 1:40 PM | Freshwater Mussel Study Special Project: Utilizing New Scientific Tools to Get to the Right Regulatory Solution Brant Jorgenson (Pacific EcoRisk) |
| 2:00 PM | What's Happening at Your Water Board: Practical Approaches to Challenges Old and New Patrick Pulupa (Regional Water Board) |
| 2:40 PM | Group Discussion and Closing - Q&A |



P.O. Box 358
1168 Booster Way
Angels Camp, CA 95222

Visit us at www.uticapower.com

Office: (209)736-9419
Fax: (209)736-0114
admin@uticapower.net

Date: March 7, 2019

To: City of Angels, City Council
Union Public Utility District, Board of Directors
Calaveras County Water District, Board of Directors
Murphys Sanitary District, Board of Directors
39th District Agricultural Association, Board of Directors
Blue Lake Springs Mutual Water Company, Board of Directors
Snowshoe Springs, Board of Directors

From: The UWPA Board of Directors

Re: Invitation to Highway 4 Corridor Agencies to Explore Collaboration Options

With the increasing occurrence of natural disasters, the difficulties of adjusting to regulatory burdens, and aging infrastructure, many small public water and wastewater agencies may struggle to find funds and resources to maintain the important services they provide to our communities.

There could be fiscal advantages to those agencies in Calaveras County, and in particular in the Highway 4 corridor, by combining facilities, engineering, and management to increase efficiency and economies in the communities that UWPA serves. The state is providing financing incentives to be made available for feasibility studies of water system partnerships and UWPA believes that this is an opportune time to research and possibly take advantage of outside funding.

At the February 26, 2019 regular UWPA board meeting, the UWPA directors voted unanimously to pass the attached Resolution 19-03. The UWPA is inviting the water and wastewater agencies to participate in inter-agency preliminary staff-level discussions in order to develop a process that would enable in-depth consideration of these collaboration options.

After reading and carefully considering the attached resolution, we would ask that you encourage your staff to accept our invitation and attend a first study session that is scheduled for Friday, March 29th, from 9am to 11am.

The UWPA board of directors thanks you in advance for your interest and participation.

Thank you.

cc: Bear Valley Mutual Water District
Calaveras Public Utility District
Mokelumne Hill Sanitary District
San Andreas Sanitary District
Valley Springs Public Utility District

UTICA WATER AND POWER AUTHORITY

Resolution No. 19-03

RESOLUTION OF THE BOARD OF DIRECTORS OF UTICA WATER AND POWER AUTHORITY TO INVITE HIGHWAY 4 CORRIDOR AGENCIES TO EXPLORE COLLABORATION OPTIONS

WHEREAS, the Utica Water and Power Authority ("UWPA") is a joint powers authority comprised of the City of Angels and the Union Public Utility District ("UPUD"); and

WHEREAS, the Utica Water and Power Authority owns and operates the water conveyance system that delivers the sole source of water to its member entities and to irrigators throughout the system. UWPA's water conveyance system is directly connected to water systems owned and managed by the Calaveras County Water District, UPUD, and the City of Angels; and

WHEREAS, small public water and wastewater systems are often less resilient to natural disasters, such as drought and fire, have more difficulty adjusting to regulatory burdens, and may struggle to fund infrastructure maintenance and replacement due to lack of resources; and

WHEREAS, there could be fiscal advantages to combining facilities, engineering, and management to increase efficiency and achieve economies of scale in the communities that UWPA serves; and

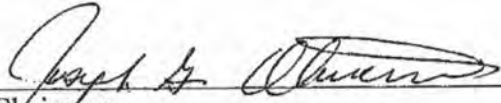
WHEREAS, there may be state financing incentives available for feasibility studies of water system partnerships or voluntary consolidations of the several water and wastewater systems; and

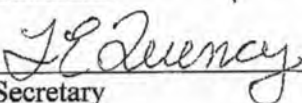
WHEREAS, the Utica Water and Power Authority seeks to explore options for possible voluntarily restructuring that would enable water and wastewater agencies along Highway 4 in Calaveras County to better serve their communities. UWPA would like to include all the water and wastewater agencies in this effort and possibly pursue funding for a feasibility study; and

NOW, THEREFORE, BE IT RESOLVED that the Utica Water and Power Authority invites all water and wastewater agencies in the Highway 4 corridor to authorize preliminary staff-level discussions to jointly develop a process that would enable consideration of these options.

ON A MOTION by Director Quincy and seconded by Director Thompson, the foregoing resolution was duly passed and adopted by the Board of Directors of the Utica Water and Power Authority, on the 26th of February, 2019, by the following vote:

AYES: Joseph Oliveira, Greg Rasmussen, Tom Quincy, Amanda Folendorf, Larry Thompson
NOES: None
ABSTAIN: None
ABSENT: None


Chairman


Secretary

Jeff Gouveia

From: Zach Wood <zwood@alpinecountyca.gov>
Sent: Friday, April 26, 2019 11:54 AM
To: Jema Kimmel; Tim Bottomley
Cc: Spencer Case; Tim Johnson; Christine Mills; Jeff Gouveia
Subject: Bear Valley south of Hwy 4 address assignments

Bear Valley Public Safety:

Community Development has received an [address request](#) for the Bear Valley Adventure warming hut. There is no assigned address for the property or the location. The request has brought to our attention the issue of no formal addresses for any property or uses south of Hwy 4. At this time BV Co-op is the only request but I would like to get comments and consensus from BV Public Safety so that we can prepare to assign and use address for the remaining uses in the future. **The proposed addresses assume that formal road names (e.g. Ballfield Road) for the access driveways do not exist and are not required for accurate addressing at this time or near future.** Therefore all addresses are assigned to the driveway intersections with Highway 4. If requested by property owners or public safety Community Development will formally assign addresses for the remaining uses.

Please review the draft addresses at this [web map link](#) describing the locations and the proposed addresses based on the address standard of [County Code 12.04](#) and the post mile measurement based on the [CalTrans postmile tool](#).

If any road names or addresses exist or are commonly used south of Highway 4 please let me know.

Access at Airport driveway

| Common Name | Owner | APN | Possible Address |
|---|--------------------------------|--------------------|--------------------------|
| BV Airport | TBI Land and Cattle | 005 010 019 | 983 State Route 4 |
| Cross County Warming Hut | Aspen Forest Investment | 005 010 018 | 987 State Route 4 |
| Bear Valley Water District (pump station) | TBI Land and Cattle | 005 010 019 | 995 State Route 4 |
| BVWD (control building, Ponds) | Bear Valley Water District | 005 010 011 | 995 State Route 4 |

Access at Ballfield driveway

| Common Name | Owner | APN | Possible Address |
|------------------|-------|-------------|--------------------|
| BV Tennis Courts | ACUSD | 005 010 006 | 1085 State Route 4 |
| BV Ballfield | ACUSD | 005 010 006 | 1091 State Route 4 |

I'm request two levels of comments at this time:

1. ASAP - Review, comment, and consent on address assignment for Warming Hut at 987 SR 4.
2. Review and comment on possible addresses south of Highway 4.

Thanks for your attention.
Zach Wood



The content of this email is the confidential property of BVWD and should not be copied, modified, retransmitted, or used for any purpose except with BVWD's written authorization. If you are not the intended recipient, please delete all copies and notify us immediately.

ü Please consider the environment before printing this email.

From: Zach Wood [mailto:zwood@alpinecountyca.gov]
Sent: Wednesday, May 1, 2019 11:54 AM
To: Jeff Gouveia <Jeff.Gouveia@bvwd.ca.gov>
Subject: RE: Bear Valley south of Hwy 4 address assignments

Jeff,

Thanks for the forms. I recommend that physical addresses be consistent with actual property location. The office is already addressed with the 441 Creekside which is connected to APN 005 470 049. Community Development doesn't have a stake in mailing addresses as identified by the Assessor's office.

Here is what we will get as final results (**bold box** as physical addresses to be assigned to the property):

| | | | |
|--|----------------------------|-------------|--------------------------|
| Bear Valley Water District (pump station) | TBI Land and Cattle | 005 010 019 | 995 State Route 4 |
| BVWD (control building, Ponds) treatment | Bear Valley Water District | 005 010 011 | 997 State Route 4 |

As a reference if the existing driveway was a named road the addresses would be (approximately).

| Common Name | Owner | APN | Possible Address | Named Road |
|---|----------------------------|-------------|--------------------------|-----------------------|
| BV Airport | TBI Land and Cattle | 005 010 019 | 983 State Route 4 | 31 Named Road |
| Cross County Warming Hut | Aspen Forest Investment | 005 010 018 | 987 State Route 4 | 200 Named Road |
| Bear Valley Water District (pump station) | TBI Land and Cattle | 005 010 019 | 995 State Route 4 | 351 Named Road |
| BVWD (control building, Ponds) | Bear Valley Water District | 005 010 011 | 997 State Route 4 | 650 Named Road |

Zach Wood

Planner III

530 694 1371

Jeff Gouveia

From: Zach Wood <zwood@alpinecountyca.gov>
Sent: Thursday, May 2, 2019 1:16 PM
To: Jeff Gouveia
Subject: RE: Bear Valley south of Hwy 4 address assignments

Here are the postmile addresses based on the CalTrans tool:

3891 – LABR

4090 – Bee Gulch

4581 – Chickaree

In all three cases the lift station are secondary improvements to the recreational and cabin uses. The County needs to tune up our addresses for those uses first before we had better official addresses that the pump stations could piggy back on.

Zach Wood

Planner III

530 694 1371
zwood@alpinecountyca.gov

From: Jeff Gouveia [mailto:Jeff.Gouveia@bvwd.ca.gov]
Sent: Thursday, May 02, 2019 12:49 PM
To: Zach Wood
Subject: RE: Bear Valley south of Hwy 4 address assignments

Here you go:

Lake Alpine Boat Ramp (LABR) Lift Station : 38.478174, -120.002383

Bee Gulch Lift Station: 38.481593, -119.998854

Chickaree Lift Station: 38.481980, -119.991663

Thanks Zach !

Jeff Gouveia | General Manager |
Bear Valley Water District
441 Creekside Drive | PO Box 5027, Bear Valley, CA 95223 |
O: 209.753.2112 | C: 209.743.0836 | F: 209.753.6267
Jeff.Gouveia@bvwd.ca.gov | www.bvwd.ca.gov |



Bear Valley Water District

Performance vs. Budget
March 2018vs. March 2019

| | Prior Year July 1 - March 31 | FY 17-18 Budget | FY 17-18 % Budget | Current Year July 1 - March 31 | FY 18-19 Budget | FY 18-19% Budget | Variance Explanation |
|--|---------------------------------|--------------------|----------------------|-----------------------------------|--------------------|---------------------|----------------------------------|
| REVENUES | | | | | | | |
| Residential | 439,109 | 589,000 | 75% | 441,909 | 586,000 | 75% | |
| Commercial | 163,147 | 190,000 | 86% | 166,961 | 176,000 | 95% | |
| Subtotal Operating Revenue | 602,256 | 779,000 | 77% | 608,870 | 762,000 | 80% | Revenue Target - 75% |
| EXPENSES | | | | | | | |
| Salaries & Benefits | 227,673 | 325,776 | 70% | 239,138 | 347,108 | 69% | |
| Director Expenses | 1,418 | 3,000 | 47% | 1,193 | 3,000 | 40% | |
| Operator Training & Certs | 215 | 1,500 | 14% | 329 | 1,500 | 22% | |
| Gas, Diesel, Oil & Filters | 2,091 | 3,000 | 70% | 2,044 | 3,000 | 68% | |
| Insurance | 18,357 | 22,500 | 82% | 16,374 | 23,000 | 71% | |
| Memberships & Conferences | 5,234 | 5,500 | 95% | 6,387 | 8,000 | 80% | |
| Office Expenses & Supplies | 9,829 | 10,000 | 98% | 7,714 | 10,000 | 77% | |
| Field Expenses & Supplies | 19,826 | 18,000 | 110% | 16,306 | 15,000 | 109% | Bio-Aug, Disinfect, Dechlor |
| Grooming, Snow Removal & Vehicle Storage | 750 | 3,500 | 21% | 1,823 | 3,500 | 52% | |
| Engineering & Consulting | 6,044 | 5,000 | 121% | 4,755 | 5,000 | 95% | Permit Mod / Diff Upgrade Proj |
| Legal & Accounting | 13,737 | 10,000 | 137% | 13,662 | 10,000 | 137% | Audit, Pub Cont, Procur Policy |
| Equipment Rental | 386 | 600 | 64% | 429 | 600 | 72% | |
| Repairs & Maintenance | 75,315 | 78,214 | 96% | 34,099 | 60,000 | 57% | |
| Laboratory Fees | 16,392 | 25,000 | 66% | 9,806 | 18,000 | 54% | |
| Regulatory Reporting & Comp. Projects | 6,271 | 6,500 | 96% | 6,305 | 6,500 | 97% | |
| Taxes, Fees, Licenses & Assessments | 29,203 | 30,000 | 97% | 33,970 | 33,000 | 103% | Inc Permit & Dam Fees |
| Utilities | 35,601 | 55,000 | 65% | 41,330 | 55,000 | 75% | |
| Subtotal Operating Expenses | 468,342 | 603,090 | 78% | 435,664 | 602,208 | 72% | Expense Target - 75% |
| Net Operational Income | 133,914 | 175,910 | 76% | 173,206 | 159,792 | 108% | |
| OTHER REVENUE | | | | | | | |
| Interest Income - LAIF | 1,750 | 2,000 | 88% | 5,459 | 4,000 | 136% | |
| Late Fee, Penalties and Interest | 6,361 | 10,000 | 64% | 6,938 | 0 | UBD | |
| Expense Reimbursements - USFS Campground | 3,863 | 3,863 | 100% | 2,870 | 2,870 | 100% | |
| Expense Reimbursements - Concessionnaire | 5,290 | 5,290 | 100% | 4,608 | 4,608 | 100% | |
| Misc Other Income | 64 | 0 | UBD | 323 | 0 | UBD | |
| Subtotal Other Revenue | 17,328 | 21,153 | 82% | 20,199 | 11,478 | 176% | |
| OTHER EXPENSES | | | | | | | |
| Loan Interest | 14,265 | 18,809 | 76% | 13,010 | 17,203 | 76% | |
| Depreciation | 68,173 | 114,223 | 60% | 83,852 | 103,451 | 81% | |
| Misc Expense | 30 | | UBD | 10 | 0 | UBD | |
| Subtotal Other Expenses | 82,468 | 133,032 | 62% | 96,873 | 120,654 | 80% | |
| Net Other Income | (65,140) | (115,156) | 57% | (76,674) | (109,176) | 70% | |
| NET INCOME | 68,774 | 60,754 | 113% | 96,532 | 50,616 | 191% | |
| NON CASH EXPENDITURES (included in net income) | | | | | | | |
| Depreciation | 60,598 | 114,223 | 53% | 83,852 | 103,451 | 81% | |
| Subtotal Non-Cash Expenses | 60,598 | 114,223 | 53% | 83,852 | 103,451 | 81% | |
| CASH EXPENDITURES (Not Included in net income) | | | | | | | |
| Capital Improvements / Replacements | (119,708) | (117,500) | 102% | (74,164) | (92,500) | 80% | LS Upgrade, Flood Model, TP Proj |
| Loan Payments - Principal | (27,988) | (37,629) | 74% | (29,243) | (39,134) | 75% | |
| Subtotal Addl Cash Expenses | (147,696) | (155,129) | 95% | (103,407) | (131,634) | 79% | |
| NET CASH FLOW | -18,324 | 19,848 | -92% | 76,978 | 22,433 | 343% | |

BVWD
Balance Sheet Prev Year Comparison
As of March 31, 2019

| | <u>Mar 31, 19</u> | <u>Mar 31, 18</u> | <u>\$ Change</u> | <u>% Change</u> |
|---|----------------------------|----------------------------|--------------------------|---------------------|
| ASSETS | | | | |
| Current Assets | | | | |
| Checking/Savings | | | | |
| 11015 · F&M Bank | 477,023.42 | 353,404.18 | 123,619.24 | 34.98% |
| 11018 · LAIF | 309,417.43 | 301,432.84 | 7,984.59 | 2.65% |
| 11020 · Petty Cash | 50.00 | 50.00 | | |
| 11025 · Capital Facilities Fund | 21,656.00 | 21,656.00 | | |
| Total Checking/Savings | 808,146.85 | 676,543.02 | 131,603.83 | 19.45% |
| Accounts Receivable | | | | |
| 11050 · Accounts Receivable | -21,585.86 | -10,849.94 | -10,735.92 | -98.95% |
| Total Accounts Receivable | -21,585.86 | -10,849.94 | -10,735.92 | -98.95% |
| Other Current Assets | | | | |
| 11055 · Accounts Receivable-Tax Roll | 14,816.72 | 10,122.58 | 4,694.14 | 46.37% |
| 11140 · Prepaid Insurance | 16,804.00 | 1,837.36 | 14,966.64 | 814.57% |
| 11499 · Undeposited Funds | -361.48 | | -361.48 | -100.0% |
| Total Other Current Assets | 31,259.24 | 11,959.94 | 19,299.30 | 161.37% |
| Total Current Assets | 817,820.23 | 677,653.02 | 140,167.21 | 20.68% |
| Fixed Assets | | | | |
| 12010 · Land | 25,805.16 | 25,805.16 | | |
| 12020 · SbSrfLine | 1,196,893.29 | 1,196,893.29 | | |
| 12040 · Col Facilities | 425,176.65 | 365,904.61 | 59,272.04 | 16.2% |
| 12041 · LA Facilities | 166,428.79 | 166,428.79 | | |
| 12050 · TRT Facilities | 1,127,133.14 | 1,122,304.14 | 4,829.00 | 0.43% |
| 12060 · DSP Facilities | 1,244,788.01 | 1,217,330.65 | 27,457.36 | 2.26% |
| 12080 · P & A (Plant & Admin)Facilities | 482,118.91 | 340,264.59 | 141,854.32 | 41.69% |
| 12100 · Accumulated Depreciation | -2,645,741.28 | -2,528,432.75 | -117,308.53 | -4.64% |
| 14030 · Work in Progress | | | | |
| 14030.0 · W.I.P. - GIS Consulting Support | | 19,778.00 | -19,778.00 | -100.0% |
| 14030.5 · WIP - Dechlorination System II | | 13,495.63 | -13,495.63 | -100.0% |
| 14030.8 · SCADA Monitoring Alarm System | | 118,292.32 | -118,292.32 | -100.0% |
| 14031.0 · W.I.P. Eq. House Transfer Pumps | | 4,829.00 | -4,829.00 | -100.0% |
| 16501.1 · W.I.P. Mix Zone Study Phase II | | 13,233.50 | -13,233.50 | -100.0% |
| 16530 · Hydro Jetter | | 59,272.04 | -59,272.04 | -100.0% |
| 16540 · Bee Gulch Lift Station Upgrade | 60,407.85 | | 60,407.85 | 100.0% |
| 16550 · Inundation Mapping Project | 11,768.40 | | 11,768.40 | 100.0% |
| 16560 · Treatment Pond Improvement Proj | 9,582.63 | | 9,582.63 | 100.0% |
| Total 14030 · Work in Progress | 81,758.88 | 228,900.49 | -147,141.61 | -64.28% |
| Total Fixed Assets | 2,104,361.55 | 2,135,398.97 | -31,037.42 | -1.45% |
| TOTAL ASSETS | <u>2,922,181.78</u> | <u>2,813,051.99</u> | <u>109,129.79</u> | <u>3.88%</u> |
| LIABILITIES & EQUITY | | | | |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Accounts Payable | | | | |
| 21021 · Accounts Payable | 34,391.79 | 3,319.20 | 31,072.59 | 936.15% |

BVWD
Balance Sheet Prev Year Comparison
As of March 31, 2019

| | Mar 31, 19 | Mar 31, 18 | \$ Change | % Change |
|---|---------------------|---------------------|-------------------|-----------------|
| Total Accounts Payable | 34,391.79 | 3,319.20 | 31,072.59 | 936.15% |
| Other Current Liabilities | | | | |
| 21090 · Payroll Liabilities | 9,354.00 | 13,204.20 | -3,850.20 | -29.16% |
| 2110 · Direct Deposit Liabilities | -8.18 | 3.54 | -11.72 | -331.07% |
| 22021 · Accrued Vacation | 10,433.38 | 7,626.30 | 2,807.08 | 36.81% |
| Total Other Current Liabilities | 19,779.20 | 20,834.04 | -1,054.84 | -5.06% |
| Total Current Liabilities | 54,170.99 | 24,153.24 | 30,017.75 | 124.28% |
| Long Term Liabilities | | | | |
| 26025 · F&M Bank Loan | 426,338.81 | 465,228.09 | -38,889.28 | -8.36% |
| Total Long Term Liabilities | 426,338.81 | 465,228.09 | -38,889.28 | -8.36% |
| Total Liabilities | 480,509.80 | 489,381.33 | -8,871.53 | -1.81% |
| Equity | | | | |
| 29000 · Retained Earnings | 1,748,484.24 | 2,254,896.13 | -506,411.89 | -22.46% |
| 29100 · O & M Emergency Reserve Fund | 150,000.00 | | 150,000.00 | 100.0% |
| 29200 · CIP Reserve Fund | 425,000.00 | | 425,000.00 | 100.0% |
| 29300 · Capacity Fee Reserve Fund | 21,656.00 | | 21,656.00 | 100.0% |
| Net Income | 96,531.74 | 68,774.53 | 27,757.21 | 40.36% |
| Total Equity | 2,441,671.98 | 2,323,670.66 | 118,001.32 | 5.08% |
| TOTAL LIABILITIES & EQUITY | 2,922,181.78 | 2,813,051.99 | 109,129.79 | 3.88% |

BVWD
A/P Aging Summary
As of January 31, 2019

| Prepays January 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|----------------------|------------------|--------|---------|---------|------|------------------|--|
| A.T.&T. | 90.34 | | | | | 90.34 | Telephone for Lake Alpine Boat Ramp |
| A.T.&T. | 45.00 | | | | | 45.00 | U-Verse for Main Office |
| A.T.&T. | 144.13 | | | | | 144.13 | Telephone for Main Office |
| A.T.&T. | 45.00 | | | | | 45.00 | U-Verse for Main Office |
| Brad Schoettgen Con. | 885.00 | | | | | 885.00 | Dock Repair |
| Card Services | 1,564.01 | | | | | 1,564.01 | Office, Field, Telephone |
| Cheq Processing | 42.60 | | | | | 42.60 | Simply Deposit Fees |
| Cheq Processing | 82.88 | | | | | 82.88 | Simply Deposit Fees |
| E.D.D. | 802.60 | | | | | 802.60 | State Payroll Taxes |
| E.D.D. | 644.76 | | | | | 644.76 | State Payroll Taxes |
| E.D.D. | 5.96 | | | | | 5.96 | Quarterly Payroll Adjustment |
| F&M Bank | 4,694.80 | | | | | 4,694.80 | Principal & Interest on Loan |
| Guy West | 1,829.81 | | | | | 1,829.81 | Reimbursement on Dodge Pickup Payment |
| Lake Alpine Water | 172.16 | | | | | 172.16 | Water for Main Office |
| I.R.S. | 2,247.72 | | | | | 2,247.72 | Federal Payroll Payment |
| I.R.S. | 91.10 | | | | | 91.10 | Federal Payroll Adjustment |
| I.R.S. | 1,760.28 | | | | | 1,760.28 | Federal Payroll Payment |
| P.G.&E. | 2,516.13 | | | | | 2,516.13 | Electricity for January |
| SDRMA | 656.32 | | | | | 656.32 | Dental, Life, Vision Insurance for Employees |
| SDRMA | 1,799.28 | | | | | 1,799.28 | Health Insurance for Employees |
| Vantagepoint - ICMA | 1,112.67 | | | | | 1,112.67 | Retirement for Employees |
| Vantagepoint - ICMA | 840.71 | | | | | 840.71 | Retirement for Employees |
| TOTAL | 22,073.26 | | | | | 22,073.26 | |

| Accounts Payable January 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|---------------------------------------|---------|--------|---------|---------|---------|---------|---------------------|
| Alpha Analytical Laboratories Inc. | | 672.00 | | | | 672.00 | Laboratory Analysis |
| Alpine County Public Works | | 64.46 | | | | 64.46 | Fuel |
| Aqua Sierra Controls, Inc. | | 818.23 | | | | 818.23 | SCADA |
| Bear Valley Snowmobile Inc. | | | | | -213.24 | -213.24 | Voided Check |
| California Assoc. of Mutual Water Co. | | 250.00 | | | | 250.00 | Membership Dues |
| Columbia Communications Inc. | | 39.00 | | | | 39.00 | Pagers |

BVWD
A/P Aging Summary
As of January 31, 2019

| Accounts Payable January 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|-------------------------------|---------|-----------------|---------|---------|----------------|-----------------|-----------------------------------|
| EBBETTS PASS GAS CO. Inc. | | 59.03 | | | | 59.03 | Propane |
| F&M Bank Irs, EFTPS | | 7.71 | | | | 7.71 | Federal Quarterly Adjustment |
| Gateway Press Inc. | | 188.53 | | | | 188.53 | Envelopes for A/R Billing |
| ICMA Retirement Corporation | | 40.93 | | | | 40.93 | Quarterly Account Management Fees |
| Ken Grady Company, Inc. | | 889.70 | | | | 889.70 | Repair & Maintenance |
| Lake Alpine Water | | | | | -0.04 | -0.04 | Bank Auto Pay Discrepancy |
| Neumiller and Beardslee | | 877.50 | | | | 877.50 | Legal Fees |
| TOTAL | | 3,907.09 | | | -213.28 | 3,693.81 | |
| | | | | | | | |

BVWD
A/P Aging Summary
As of February 28, 2019

| Prepays for February 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|---------------------------|------------------|--------|---------|---------|------|------------------|-------------------------------|
| A.T.&T. | 143.76 | | | | | 143.76 | Telephone for Main Office |
| A.T.&T. | 90.23 | | | | | 90.23 | Telephone for Lake Alpine |
| Aqua Sierra Controls | 818.23 | | | | | 818.23 | SCADA |
| Alternative Energy | 422.50 | | | | | 422.50 | Heater Service/Tune-up Annual |
| Cheq Processing | 54.30 | | | | | 54.30 | Simply Deposit Fees |
| E.D.D. | 432.13 | | | | | 432.13 | State Payroll Taxes |
| E.D.D. | 389.18 | | | | | 389.18 | State Payroll Taxes |
| F&M Bank | 4,694.80 | | | | | 4,694.80 | Principal & Interest on Loan |
| IRS | 1,823.34 | | | | | 1,823.34 | Federal Payroll Adjustment |
| IRS | 2,114.66 | | | | | 2,114.66 | Federal Payroll Adjustment |
| Lake Alpine Water | 180.06 | | | | | 180.06 | Water for Main Office |
| P.G. &E. | 2,363.82 | | | | | 2,363.82 | Electricity |
| SDRMA | 1,799.28 | | | | | 1,799.28 | Health Benefits for Employees |
| SDRMA | 656.32 | | | | | 656.32 | Dental, Vision, Life, LTD |
| Steve Heerema | 200.00 | | | | | 200.00 | Labor to Drive Snow Cat LA |
| Vantage Transfer - ICMA | 849.73 | | | | | 849.73 | Retirement for Employees' |
| Vantage Transfer - ICMA | 893.47 | | | | | 893.47 | Retirement for Employees' |
| TOTAL | 17,925.81 | | | | | 17,925.81 | |

| Accounts Payable February 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|------------------------------------|---------|--------|---------|---------|---------|--------|-------------------------------|
| Alpha Analytical Laboratories Inc. | | 502.00 | | | | 502.00 | Laboratory Analysis |
| Alpine County Public Works | | 52.14 | | | | 52.14 | Fuel |
| Arnold Auto Supply Inc. | 51.35 | 18.22 | | | | 69.57 | Auto Parts |
| Bear Valley Snowmobile Inc. | | 378.00 | | | -213.24 | 164.76 | Cat Rental |
| F&M Bank Irs, EFTPS | | | 7.71 | | | 7.71 | Old Adjustment Already Paid |
| Gunnar Thordarson | 100.00 | | | | | 100.00 | Director's Fees February Meet |
| Jim Bissell | 100.00 | 100.00 | | | | 200.00 | Director's Fees February Meet |
| John Boyle | | 200.00 | | | | 200.00 | Director's Fees February Meet |
| Ken Brown | | 100.00 | | | | 100.00 | Director's Fees February Meet |
| Lake Alpine Water | | | | | -0.04 | -0.04 | Bank Discrepancy |

BVWD
A/P Aging Summary
As of February 28, 2019

| Accounts Payable February 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|--------------------------------|---------------|------------------|-------------|---------|----------------|------------------|-------------------------------|
| Mead & Hunt | | 6,060.25 | | | | 6,060.25 | Map Inundation Map |
| Neumiller and Beardslee | | 1,922.50 | | | | 1,922.50 | Legal |
| Stefaniya Beckings | 100.00 | | | | | 100.00 | Director's Fees February Meet |
| Weber Ghio and Associates, Inc | | 1,998.63 | | | | 1,998.63 | Engineering Fees |
| TOTAL | 351.35 | 11,331.74 | 7.71 | | -213.28 | 11,477.52 | |

BVWD
A/P Aging Summary
As of March 31, 2019

| Prepays March 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|-------------------------|-----------|--------|---------|---------|------|-----------|-------------------------------------|
| Alpha Analytical | 502.00 | | | | | 502.00 | Lab Analysis |
| A.T. &T. | 74.42 | | | | | 74.42 | Telephone for Lake Alpine Boat Ramp |
| A.T. &T. | 45.00 | | | | | 45.00 | U-Verse for Main Office |
| A.T. &T. | 143.76 | | | | | 143.76 | Telephone for Main Office |
| Card Services | 1,870.78 | | | | | 1,870.78 | Office & Field Supplies, Telephone |
| E.D.D. | 273.17 | | | | | 273.17 | State Payroll Taxes |
| E.D.D. | 276.25 | | | | | 276.25 | State Payroll Taxes |
| F&M Bank | 4,694.80 | | | | | 4,694.80 | Principal & Interest on Loan |
| I.R.S. | 1,750.50 | | | | | 1,750.50 | Federal Payroll Tax |
| I.R.S. | 1,757.94 | | | | | 1,757.94 | Federal Payroll Tax |
| Lake Alpine Water | 219.00 | | | | | 219.00 | Water for Main Office |
| Ruch | 271.11 | | | | | 271.11 | Refund |
| SDRMA | 1,799.28 | | | | | 1,799.28 | Health Insurance for Employees |
| SDRMA | 656.32 | | | | | 656.32 | Dental, Vision, Life, LTD |
| Terry Woodrow | 20.00 | | | | | 20.00 | Notary Fees |
| Vantage Transfer = ICMA | 840.71 | | | | | 840.71 | Retirement for Employees |
| Vantage Transfer = ICMA | 840.71 | | | | | 840.71 | Retirement for Employees |
| TOTAL | 16,035.75 | | | | | 16,035.75 | |

| Accounts Payable for March 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|------------------------------------|---------|--------|---------|---------|---------|---------|------------------------------|
| Alpha Analytical Laboratories Inc. | | 626.00 | | | | 626.00 | Lab Analysis |
| Alpine County Public Works | | 103.85 | | | | 103.85 | Fuel |
| Arnold Auto Supply Inc. | | 85.78 | | | | 85.78 | Auto Parts |
| Bear Valley Snowmobile Inc. | | | | | -213.24 | -213.24 | VOIDED CHECK |
| Borges & Mahoney Co. | | 411.49 | | | | 411.49 | Repair & Maintenance |
| Calaveras First Company Inc. | | 414.00 | | | | 414.00 | Advertisement for TP Project |
| Clay Eastman Snow Removal | | 848.14 | | | | 848.14 | Snow Removal |
| EBBETTS PASS GAS CO. Inc. | | 785.07 | | | | 785.07 | Propane |
| F&M Bank Irs, EFTPS | | | | 7.71 | | 7.71 | Paid Adjustment |

BVWD
A/P Aging Summary
As of March 31, 2019

| Accounts Payable for March 2019 | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL | Description |
|---|---------|------------------|---------|-------------|----------------|------------------|-------------------------------|
| Glenn S. Caldwell Insurance Services, Inc | | 16,804.00 | | | | 16,804.00 | Annual Workers Comp/Liability |
| Jeff Gouveia | | 93.00 | | | | 93.00 | Reimbursement |
| Lake Alpine Water | | | | | -0.04 | -0.04 | Bank Discrepancy |
| Mead & Hunt | | 4,204.15 | | | | 4,204.15 | Map Inundation Project |
| Stantec Consulting Services Inc. | | 2,871.50 | | | | 2,871.50 | Regulatory Reporting |
| Weber Ghio and Associates, Inc | | 7,350.38 | | | | 7,350.38 | Engineering TP Project |
| TOTAL | | 34,597.36 | | 7.71 | -213.28 | 34,391.79 | |
| | | | | | | | |

BVWD
A/R Aging Summary
As of May 16, 2019

| | Current | 1 - 30 | 31 - 60 | 61 - 90 | > 90 | TOTAL |
|---------------|----------------|---------------|----------------|----------------|----------------|--------------|
| BV024 | -271.00 | -271.00 | | | -2,963.34 | -3,505.34 |
| SM307 | | -542.22 | | -271.11 | -2,400.57 | -3,213.90 |
| CS024 | | | | | -2,439.99 | -2,439.99 |
| CS022 | | | | | -2,439.99 | -2,439.99 |
| CS033 | | | 271.11 | | -2,059.66 | -1,788.55 |
| BV178 | | | 180.74 | | -1,759.78 | -1,579.04 |
| CS020 | | | 271.11 | | -1,765.81 | -1,494.70 |
| BV104 | | | 271.11 | | -1,743.35 | -1,472.24 |
| CS023 | | 271.11 | | -813.33 | -542.22 | -1,084.44 |
| BV239 | | -271.11 | | | -542.22 | -813.33 |
| BV092 | | | | | -813.33 | -813.33 |
| CS042 | | | 51.85 | | -862.24 | -810.39 |
| OS310 | | | 271.11 | | -855.42 | -584.31 |
| TM011 | | | | | -578.28 | -578.28 |
| BV383 | | | | | -542.23 | -542.23 |
| CS056 | | | | | -542.22 | -542.22 |
| OS306 | | | | | -542.22 | -542.22 |
| BV353-7 Units | | | | | -542.22 | -542.22 |
| BV114 | | -271.11 | | | -271.11 | -542.22 |
| BV412 | | | 271.11 | | -813.33 | -542.22 |
| BV352-3 Units | | | | | -540.39 | -540.39 |
| BV175 | | | 271.11 | | -771.61 | -500.50 |
| CS032 | | | | | -487.00 | -487.00 |
| CS043 | | | 51.85 | | -489.84 | -437.99 |
| CS003 | | | 271.11 | | -704.11 | -433.00 |
| CS046 | | | | | -433.00 | -433.00 |
| CS055 | -3.89 | | | | -362.37 | -366.26 |
| BV337 | | -271.11 | | | -90.37 | -361.48 |
| BV145 | | | | | -300.00 | -300.00 |
| BV077 | | | | | -278.89 | -278.89 |
| BV181 | | | | | -277.11 | -277.11 |
| BV404 | | | 271.11 | | -546.84 | -275.73 |
| BV095 | | -271.11 | | | | -271.11 |
| BV160 | | | | -271.11 | | -271.11 |
| OS204 | | | | | -271.11 | -271.11 |
| CS059 | | | | | -271.11 | -271.11 |
| BV318 | | -271.11 | | | | -271.11 |
| BV277 | | | | | -271.11 | -271.11 |
| CS025 | | | | | -271.11 | -271.11 |
| BV291 | | | | | -271.11 | -271.11 |
| OS109 | | | | | -271.11 | -271.11 |
| OS402 | | -271.11 | | | | -271.11 |
| BV042 | | -271.11 | | | | -271.11 |
| OS301 | | | 271.11 | | -542.22 | -271.11 |
| CS079 | | -271.11 | | | | -271.11 |

BVWD
A/R Aging Summary
As of May 16, 2019

| | <u>Current</u> | <u>1 - 30</u> | <u>31 - 60</u> | <u>61 - 90</u> | <u>> 90</u> | <u>TOTAL</u> |
|----------------------------------|----------------|---------------|----------------|----------------|----------------|--------------|
| LA018 | | | | | -271.11 | -271.11 |
| BV396 | | | | | -271.11 | -271.11 |
| BV195 | | | 271.11 | | -542.22 | -271.11 |
| CS088/90 | | | 271.11 | | -542.22 | -271.11 |
| BV235 | | | | | -271.11 | -271.11 |
| OS312 | | | | | -271.11 | -271.11 |
| BV227 | | | | | -271.11 | -271.11 |
| CB205 | | | | | -271.11 | -271.11 |
| BV296 | | -271.11 | | | | -271.11 |
| BV035 | | | | | -271.11 | -271.11 |
| OS302 | -271.11 | | 271.11 | | -271.11 | -271.11 |
| BV206 | | | | | -271.11 | -271.11 |
| BV423 | | | | | -271.11 | -271.11 |
| BV422 | | | | | -271.11 | -271.11 |
| BV384 | | | 271.11 | | -542.22 | -271.11 |
| OS314 | | | | | -271.00 | -271.00 |
| BV407 | | | | | -238.44 | -238.44 |
| Aggregate Prepayment FY2014-2015 | | | | | -232.97 | -232.97 |
| BV365 | | | | | -201.78 | -201.78 |
| Columbia Communication | | | | | -170.96 | -170.96 |
| CS002 | -8.89 | | | | -152.23 | -161.12 |
| BV144 | | -54.27 | | | -90.37 | -144.64 |
| Eric Lynch | | | | | -125.00 | -125.00 |
| BV100 | | | | | -113.89 | -113.89 |
| GR-003B | | | 271.11 | | -382.50 | -111.39 |
| CS118 | | | | | -100.00 | -100.00 |
| BV223 | | | 180.74 | | -271.11 | -90.37 |
| CS013 | | | 271.11 | | -347.40 | -76.29 |
| CS115 | | | 271.11 | | -342.69 | -71.58 |
| BV241 | | | 239.99 | | -311.44 | -71.45 |
| Hach Refund | | | | | -53.45 | -53.45 |
| BV043 | | -0.89 | | | -40.99 | -41.88 |
| CS047 | | | | | -41.61 | -41.61 |
| BV213 | | | 271.11 | | -304.13 | -33.02 |
| OS409 | | | | | -29.67 | -29.67 |
| CS051 | | | | | -29.18 | -29.18 |
| CS124 | | | | | -28.89 | -28.89 |
| CS041 | | | | | -28.00 | -28.00 |
| BV228 | | | | | -27.11 | -27.11 |
| CS098 | | | 271.11 | | -298.22 | -27.11 |
| BV049 | | | | | -27.11 | -27.11 |
| BV207 | | | | | -27.11 | -27.11 |
| BV400 | | | | | -17.11 | -17.11 |
| CS085 | | | 271.11 | | -285.37 | -14.26 |
| BV389 | | | | | -10.49 | -10.49 |

BVWD
A/R Aging Summary
As of May 16, 2019

| | <u>Current</u> | <u>1 - 30</u> | <u>31 - 60</u> | <u>61 - 90</u> | <u>> 90</u> | <u>TOTAL</u> |
|-----------------------------------|----------------|---------------|----------------|----------------|----------------|--------------|
| OS205 | | -8.00 | | | | -8.00 |
| BV367 | | | | | -7.78 | -7.78 |
| BV262 | | | | | -5.12 | -5.12 |
| TM017 | | | | | -0.66 | -0.66 |
| BV297 | | | 271.11 | | -271.61 | -0.50 |
| BV186 | | | | | -0.41 | -0.41 |
| CS029 | | | | | -0.21 | -0.21 |
| BV240 | | | | | -0.20 | -0.20 |
| OS308 | | | | | -0.04 | -0.04 |
| BV244 | | | | | -0.03 | -0.03 |
| CM190 | | | | | -0.02 | -0.02 |
| TM008 | | | 271.11 | | -271.11 | |
| BV020 | | | | | | |
| BV018 | | | 271.11 | | -271.11 | |
| BV011 | | | | | | |
| BV010 | | | 271.11 | | -271.11 | |
| TM016 | | | | | | |
| Aggregate Prepayments FY2013-2014 | | | | | | |
| Aggregate Prepayment FY16/17 | | | | | | |
| Aggregate Payments FY2015-2016 | | | | | | |
| BV032 | | | | | | |
| TM004 | | | | | | |
| TM003 | | | 271.11 | | -271.11 | |
| TM002 | | | | | | |
| BV039 | | | | | | |
| BV040 | | | | | | |
| BV048 | | | | | | |
| BV053 | | | | | | |
| BV060 | | | | | | |
| SM311 | | | | | | |
| BV064 | | 271.11 | | | -271.11 | |
| BV066 | | | 271.11 | | -271.11 | |
| BV068 | | | | | | |
| BV071 | | | 271.11 | | -271.11 | |
| BV074 | | | | | | |
| SM304 | | | | | | |
| SM302 | | | 271.11 | | -271.11 | |
| SM204 | | | | | | |
| BV087 | | | 271.11 | | -271.11 | |
| BV094 | | | | | | |
| BV099 | | | | | | |
| BV109 | | | 271.11 | | -271.11 | |
| BV116 | | | 271.11 | | -271.11 | |
| BV117 | | | | | | |
| BV119 | | | 271.11 | | -271.11 | |

BVWD
A/R Aging Summary
As of May 16, 2019

| | <u>Current</u> | <u>1 - 30</u> | <u>31 - 60</u> | <u>61 - 90</u> | <u>> 90</u> | <u>TOTAL</u> |
|-------|----------------|---------------|----------------|----------------|----------------|--------------|
| BV121 | | | | | | |
| BV124 | | | | | | |
| BV126 | | | | | | |
| BV128 | | | | | | |
| BV130 | | | | | | |
| BV131 | | | 271.11 | | -271.11 | |
| BV135 | | | | | | |
| OS309 | | | 271.11 | | -271.11 | |
| BV141 | | | | | | |
| BV157 | | | 271.11 | | -271.11 | |
| OS304 | | | 271.11 | | -271.11 | |
| BV184 | | | 271.11 | | -271.11 | |
| BV190 | | | | | | |
| BV193 | | | | | | |
| BV197 | | | 271.11 | | -271.11 | |
| OS303 | | | | | | |
| BV214 | | | | | | |
| BV216 | | | 271.11 | | -271.11 | |
| BV217 | | | 271.11 | | -271.11 | |
| BV229 | | | 271.11 | | -271.11 | |
| BV243 | | | 271.11 | | -271.11 | |
| BV250 | | | | | | |
| BV252 | | | | | | |
| BV260 | | | | | | |
| BV266 | | | | | | |
| OS206 | | | | | | |
| OS107 | | | 271.11 | | -271.11 | |
| BV307 | | | 271.11 | | -271.11 | |
| BV310 | | | 271.11 | | -271.11 | |
| BV315 | | | 271.11 | | -271.11 | |
| BV328 | | | | | | |
| LA048 | | | | | | |
| LA015 | | | 271.11 | | -271.11 | |
| BV347 | | | 271.11 | | -271.11 | |
| BV358 | | | 271.11 | | -271.11 | |
| BV359 | | | | | | |
| GR002 | | | | 27.11 | -27.11 | |
| BV371 | | | | | | |
| BV380 | | | 270.56 | | -270.56 | |
| CS123 | | | | | | |
| BV394 | | 693.09 | 321.11 | 27.11 | -1,041.31 | |
| BV399 | | | 271.11 | | -271.11 | |
| BV405 | | | 271.11 | | -271.11 | |
| BV406 | | | | | | |
| BV409 | | 271.11 | | | -271.11 | |

BVWD
A/R Aging Summary
As of May 16, 2019

| | <u>Current</u> | <u>1 - 30</u> | <u>31 - 60</u> | <u>61 - 90</u> | <u>> 90</u> | <u>TOTAL</u> |
|-------|----------------|---------------|----------------|----------------|----------------|--------------|
| BV413 | | | 271.11 | | -271.11 | |
| CB102 | | | 271.11 | | -271.11 | |
| CB103 | | | 271.11 | | -271.11 | |
| CB104 | | | 271.11 | | -271.11 | |
| CS120 | | | 271.11 | | -271.11 | |
| CB108 | | | 271.11 | | -271.11 | |
| CB109 | | | 271.11 | | -271.11 | |
| CB203 | | | | | | |
| CB206 | | | 271.11 | | -271.11 | |
| CS114 | | | | | | |
| CM084 | | | | | | |
| CS104 | | | 271.11 | | -271.11 | |
| CS103 | | | 271.11 | | -271.11 | |
| CS100 | | | | | | |
| CS097 | | | | | | |
| CS084 | | | | | | |
| CS007 | | | | | | |
| CS012 | | | 271.11 | | -271.11 | |
| CS078 | | 271.11 | | | -271.11 | |
| CS015 | | | 271.11 | | -271.11 | |
| CS016 | | | 271.11 | | -271.11 | |
| CS054 | | | 271.11 | | -271.11 | |
| CS053 | | | | | | |
| CS050 | | | | | | |
| CS037 | | | 271.11 | | -271.11 | |
| CS035 | | | | | | |
| CS028 | | | | | | |
| CS075 | | | | | | |
| CS077 | | | | | | |
| CS017 | | | 271.11 | | -271.11 | |
| OS102 | | | | | | |
| CS049 | | | | | 0.01 | 0.01 |
| CO002 | | | 0.01 | | | 0.01 |
| BV393 | | | | | 0.02 | 0.02 |
| CO001 | | | | | 0.06 | 0.06 |
| OS413 | | | | | 0.11 | 0.11 |
| CS011 | | | | | 0.11 | 0.11 |
| LA047 | -0.11 | | 0.22 | | | 0.11 |
| BV286 | | | 271.11 | | -271.00 | 0.11 |
| LA022 | | | | | 0.11 | 0.11 |
| BV008 | | | | | 0.11 | 0.11 |
| CB202 | | | 271.11 | | -271.00 | 0.11 |
| CB107 | | | 0.11 | | | 0.11 |
| TM010 | | | | | 0.22 | 0.22 |
| BV366 | | | | | 0.22 | 0.22 |

BVWD
A/R Aging Summary
As of May 16, 2019

| | <u>Current</u> | <u>1 - 30</u> | <u>31 - 60</u> | <u>61 - 90</u> | <u>> 90</u> | <u>TOTAL</u> |
|-------|----------------|---------------|----------------|----------------|----------------|--------------|
| BV343 | | | | | 0.29 | 0.29 |
| BV172 | | | 271.11 | | -270.11 | 1.00 |
| BV381 | | | | | 1.10 | 1.10 |
| BV372 | | | | | 1.10 | 1.10 |
| SM201 | | | | | 1.52 | 1.52 |
| CS045 | | | | | 1.52 | 1.52 |
| CS027 | | | | | 1.69 | 1.69 |
| CS109 | | | | | 6.00 | 6.00 |
| BV062 | | | 271.11 | | -262.38 | 8.73 |
| BV150 | | | 271.11 | | -253.77 | 17.34 |
| SM205 | | | 271.11 | | -251.11 | 20.00 |
| BV289 | | | | | 25.33 | 25.33 |
| CB106 | | | 271.11 | | -245.04 | 26.07 |
| BV038 | | | | | 26.22 | 26.22 |
| BV081 | | | | | 27.11 | 27.11 |
| BV302 | | | | | 27.11 | 27.11 |
| BV007 | | | | | 27.11 | 27.11 |
| BV215 | | | | 27.11 | | 27.11 |
| BV301 | | | | | 27.11 | 27.11 |
| BV198 | | | 271.11 | | -229.85 | 41.26 |
| CS093 | | | | | 42.26 | 42.26 |
| BV129 | | | | | 54.22 | 54.22 |
| LA021 | | | | | 54.22 | 54.22 |
| CS014 | | | 271.11 | | -214.09 | 57.02 |
| CM091 | | | 248.38 | -248.39 | 248.38 | 248.37 |
| CM180 | | | | | 267.04 | 267.04 |
| BV122 | | | 271.11 | | | 271.11 |
| TM019 | | | 271.11 | | | 271.11 |
| BV004 | | | 271.11 | | | 271.11 |
| BV031 | | | 271.11 | | | 271.11 |
| TM001 | | | 271.11 | | | 271.11 |
| BV061 | | | 271.11 | | | 271.11 |
| SM308 | | | 271.11 | | | 271.11 |
| CM152 | | | 271.11 | | | 271.11 |
| OS106 | | | 271.11 | | | 271.11 |
| BV268 | | | 271.11 | | | 271.11 |
| OS410 | | | 271.11 | | | 271.11 |
| OS305 | | | 271.11 | | | 271.11 |
| OS105 | | | 271.11 | | | 271.11 |
| OS307 | | | 271.11 | | 0.11 | 271.22 |
| BV293 | | | 271.11 | | 0.11 | 271.22 |
| CS083 | | 20.00 | 271.11 | | | 291.11 |
| OS416 | | | 271.11 | 27.11 | | 298.22 |
| BV258 | | | 271.11 | 27.11 | | 298.22 |
| BV107 | | | 271.11 | 27.11 | 0.01 | 298.23 |

BVWD
A/R Aging Summary
As of May 16, 2019

| | <u>Current</u> | <u>1 - 30</u> | <u>31 - 60</u> | <u>61 - 90</u> | <u>> 90</u> | <u>TOTAL</u> |
|----------------------|----------------|--------------------|------------------|----------------|-------------------|------------------|
| LA041 | | | 271.11 | | 27.22 | 298.33 |
| CS018 | | | 0.22 | | 308.33 | 308.55 |
| CS092 | | | 271.11 | 27.11 | 21.11 | 319.33 |
| BV078 | | | 271.11 | 27.11 | 27.11 | 325.33 |
| BV075 | | | 271.11 | | 54.22 | 325.33 |
| CS036 | | | 271.11 | | 67.65 | 338.76 |
| BV083 | | | 271.11 | | 81.83 | 352.94 |
| SM309 | | | | | 415.06 | 415.06 |
| BV345 | | | 271.11 | 27.11 | 240.76 | 538.98 |
| CS001 | | | 271.11 | 26.59 | 265.88 | 563.58 |
| BV335 | | | 271.11 | 27.11 | 271.11 | 569.33 |
| TM018 | | | 271.11 | 27.11 | 271.11 | 569.33 |
| BV137 | | | 271.11 | 27.11 | 274.12 | 572.34 |
| BV034 | | | 271.11 | 27.11 | 298.22 | 596.44 |
| BV179 | | | 271.11 | | 336.43 | 607.54 |
| TM020 | | | 271.11 | 27.11 | 325.33 | 623.55 |
| BV082 | | | 271.11 | | 438.33 | 709.44 |
| BV037 | | | 271.11 | 27.11 | 623.55 | 921.77 |
| BV338 | | | 271.11 | | 867.55 | 1,138.66 |
| CS116 | | | 271.11 | 27.11 | 976.88 | 1,275.10 |
| CS057 | | | 315.11 | 27.11 | 960.30 | 1,302.52 |
| BV373 | | | 271.11 | 27.11 | 1,087.82 | 1,386.04 |
| TM009 | | | 271.11 | 27.11 | 1,131.09 | 1,429.31 |
| CS105 | | | 271.11 | 27.11 | 1,157.97 | 1,456.19 |
| TM005 | | | 271.11 | 27.11 | 1,165.77 | 1,463.99 |
| CS006 | | | 271.11 | 27.11 | 1,192.77 | 1,490.99 |
| CM150 | | | 10,212.80 | | 0.40 | 10,213.20 |
| CM010 | | | 14,897.95 | | -2.00 | 14,895.95 |
| TOTAL | -555.00 | -1,518.84 | 58,691.51 | -980.93 | -45,130.38 | 10,506.36 |
| TOTAL CREDITS | -555.00 | -\$3,316.37 | 0.00 | -1,603.94 | -58,858.83 | -64,334.14 |
| TOTAL DEBITS | 0 | \$1,797.53 | 58,691.61 | 623.01 | 13728.45 | 74,840.60 |
| TOTAL | -555.00 | -\$1,518.84 | 58,691.61 | -980.93 | -45,130.38 | 10,506.46 |

BVWD
A/R Aging Summary
As of May 16, 2018

| | <u>Current</u> | <u>1 - 30</u> | <u>31 - 60</u> | <u>61 - 90</u> | <u>> 90</u> | <u>TOTAL</u> |
|----------------------|----------------|-----------------|------------------|-----------------|-------------------|-----------------|
| TOTAL | 0 | 1,028.70 | 31,372.49 | 1,119.04 | 29,470.40 | 4,049.83 |
| TOTAL CREDITS | 0 | -2,849.28 | -4.30 | -617.00 | -44,769.98 | -48,240.56 |
| TOTAL DEBITS | 0 | 3,877.98 | 31,376.79 | 1,736.04 | 15,299.58 | 52,290.39 |
| TOTAL | 0 | 1,028.70 | 31,372.49 | 1,119.04 | -29,470.40 | 4,049.83 |