TWAIN HARTE COMMUNITY SERVICES DISTRICT
Water & Sewer Committee Meeting

Chair: *Gary Sipperley*
Co-Chair: *Richard Knudson*

THCSD CONFERENCE ROOM
22912 VANTAGE POINTE DR., TWAIN HARTE
June 7, 2023 8:00 a.m.

NOTICE: Public May Attend this Meeting In-Person.

The meeting will be accessible via ZOOM for anyone that chooses to participate virtually:

- Videoconference Link: https://us02web.zoom.us/j/88454712501
- Meeting ID: 884 5471 2501
- Telephone: (669) 900-6833

AGENDA

1. **Review/discuss final draft of Fiscal Year 2023-24 Water Fund Budget, Capital Outlay Plan and projected capital reserve levels.**
2. **Review/discuss final draft of Fiscal Year 2023-24 Sewer Fund Budget, Capital Outlay Plan and projected capital reserve levels.**
3. **Review/discuss draft Water Shortage Contingency Plan.**
4. **Discuss inspection services for the Million Gallon Tank #2 Rehabilitation Project.**
5. **Adjourn.**

HOW TO VIRTUALLY PARTICIPATE IN THIS THIS MEETING

The public can virtually observe and participate in a meeting as follows:

- **Computer**: Join the videoconference by clicking the videoconference link located at the top of this agenda or on our website. You may be prompted to enter your name and email. Your email will remain private and you may enter “anonymous” for your name.
- **Smart Phone/Tablet**: Join the videoconference by clicking the videoconference link located at the top of this agenda OR log in through the Zoom mobile app and enter the Meeting ID# and Password found at the top of this agenda. You may be prompted to enter

your name and email. Your email will remain private and you may enter "anonymous" for your name.

- **Telephone**: Listen to the meeting by calling Zoom at (4669) 900-6833. Enter the Meeting ID# listed at the top of this agenda, followed by the pound (#) key.

***** NOTE: your personal video will be disabled and your microphone will be automatically muted.

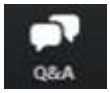
SUBMITTING PUBLIC COMMENT

The public will have an opportunity to comment before and during the meeting as follows:

- **Before the Meeting**:
  - Email comments to ksilva@twainhartecsd.com, write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments.
  - Mail comments to THCSD Board Secretary: P.O. Box 649, Twain Harte, CA 95383

- **During the Meeting:**
  - Computer/Tablet/Smartphone: Click the "Raise Hand" icon and the host will unmute your audio when it is time to receive public comment. If you would rather make a comment in writing, you may click on the "Q&A" icon and type your comment. You may need to tap your screen or click on "View Participants" to make icons visible.

    Raise Hand Icon: 

    Q&A Icon: 

  - Telephone: Press *9 if to notify the host that you have a comment. The host will unmute you during the public comment period and invite you to share comments.
  - In-Person: Raise your hand and the Board Chairperson will call on you.

* NOTE: If you wish to speak on an item on the agenda, you are welcome to do so during consideration of the agenda item itself. If you wish to speak on a matter that does not appear on the agenda, you may do so during the Public Comment period. Persons speaking during the Public Comment will be limited to five minutes or depending on the number of persons wishing to speak, it may be reduced to allow all members of the public the opportunity to address the Board. Except as otherwise provided by law, no action or discussion shall be taken/conducted on any item not appearing on the agenda. Public comments must be addressed to the board as a whole through the President. Comments to individuals or staff are not permitted.

MEETING ETIQUETTE

Attendees shall make every effort not to disrupt the meeting. Cell phones must be silenced or set in a mode that will not disturb District business during the meeting.

ACCESSIBILITY

Board meetings are accessible to people with disabilities. In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the District office 48 hours prior to the meeting at (209) 586-3172.

WRITTEN MEETING MATERIALS

If written materials relating to items on this Agenda are distributed to Board members prior to the meeting, such materials will be made available for public inspection on the District's website: www.twainhartecsd.com

Twain Harte Community Services District
2023-2024 ANNUAL BUDGET
WATER - REVENUE

BUDGET ITEM	BUDGET 22/23 Approved	BUDGET 23/24 Requested	CHANGE $	CHANGE %	REASON FOR CHANGE
Service Charges					
Water Service Charge	$ 1,470,863	$ 1,476,315	$ 5,452	0%	Current rates-slightly increased consumption
TOTAL SERVICE CHARGES	**$ 1,470,863**	**$ 1,476,315**	**$ 5,452**	**0%**	
Fees					
Late Fee	$ 10,000	$ 10,000	$ -	0%	
Door Notice Fee	2,700	2,700	-	0%	
Hookup Fees	3,500	3,500	-	0%	
Reconnection Fees	900	900	-	0%	
Property Transfer Fee	1,000	800	(200)	-20%	
Returned Check Fee	80	80	-	0%	
TOTAL FEES	**$ 18,180**	**$ 17,980**	**$ (200)**	**-1%**	
Taxes & Assessments					
Secured & Unsecured Taxes	$ 39,292	$ 40,078	$ 786	2%	
Davis Grunsky Assessment			-	0%	
TOTAL TAXES & ASSESSMENTS	**$ 39,292**	**$ 40,078**	**$ 786**	**2%**	
Grants & Donations					
Grant Revenue - Misc	$ 1,555,650	$ 1,345,000	$ (210,650)	-14%	Carryover funds of grants awarded in 22.23
Grant Revenue - Wells			$ -	0%	
TOTAL GRANTS & DONATIONS	**$ 1,555,650**	**$ 1,345,000**	**$ (210,650)**	**-14%**	
Other Revenue					
Miscellaneous Revenue	$ 16,900	$ 16,000	$ (900)	-5%	
Interest Revenue	7,000	32,000	25,000	357%	Assumes 1.75% LAIF Interest Rate + Money Market Interest
Lease Revenue			-	0%	
Sale of Assets	23,900	-	(23,900)	-100%	
TOTAL OTHER REVENUE	**$ 47,800**	**$ 48,000**	**$ 200**	**0%**	
GRAND TOTAL REVENUE	**$ 3,131,785**	**$ 2,927,372**	**$ (204,412)**	**-7%**	
Admin Transfer Out	**$ 1,034**	**$ 470**	**$ (564)**		
GRAND TOTAL WITH ADMIN	**$ 3,132,819**	**$ 2,927,842**	**$ (204,976)**	**-7%**	

Twain Harte Community Services District
2023-2024 ANNUAL BUDGET

WATER - EXPENSES

BUDGET ITEM	BUDGET 22/23 Approved	BUDGET 23/24 Requested	CHANGE $	CHANGE %	REASON FOR CHANGE
Salaries - 51XXX					
Regular Time	$ 278,579	$ 294,504	15,925	6%	New maint employee and union increases
Standby Pay	18,785	18,785	-	0%	
Overtime	22,507	15,000	(7,507)	-33%	22-23 had excessive OT due to storms
Sick Leave/Vacation Pay	6,300	6,300	-	0%	
Intern Stipend	780	600	(180)	-23%	
Uniform Allowance	3,438	3,564	126	4%	
Cell Phone Stipend	1,229	1,296	67	5%	
TOTAL SALARIES	**$ 331,618**	**$ 340,049**	**$ 8,431**	**3%**	
Benefits - 52XXX					
Health & Vision Insurance	$ 72,930	$ 78,041	5,111	7%	Anticipated rate increase
HRA Reimbursement	25,775	25,775	-	0%	
CALPERS Retirement	41,240	44,946	3,706	9%	New employee, Rate and salary increases
FICA	20,560	21,083	523	3%	
Medicare	4,808	4,931	122	3%	
Workers Comp	13,000	15,168	2,168	17%	Anticipated rate increase
Unemployment Ins/ETT	844	868	25	3%	
TOTAL BENEFITS	**$ 179,157**	**$ 190,812**	**$ 11,655**	**7%**	
Equipment, Automotive, Maintenance & Repairs					
Equipment Maintenance & Repair	$ 7,950	$ 7,400	(550)	-7%	
Facilities Maintenance & Repair					
Source of Supply	10,500	9,300	(1,200)	-11%	
Pumping	4,120	4,100	(20)	0%	
Water Treatment	22,500	23,500	1,000	4%	
Transmission & Distribution	87,500	58,200	(29,300)	-33%	22-23 had excessive leaks
General & Administrative	1,300	1,300	-	0%	
Vehicle Maintenance & Repair	7,500	7,800	300	4%	
Janitorial Cleaning Fees	1,900	0	(1,900)	-100%	Duties will be completed by new maint employee
Fuel	22,200	24,700	2,500	11%	
Equipment Under $5,000	16,000	14,000	(2,000)	-13%	
Personal Protective Equipment	2,000	2,000	-	0%	
TOTAL EQUIP, AUTO, MAINT & REPAIRS	**$ 183,470**	**$ 152,300**	**$ (31,170)**	**-17%**	

Twain Harte Community Services District
2023-2024 ANNUAL BUDGET

WATER - EXPENSES

BUDGET ITEM	BUDGET 22/23 Approved	BUDGET 23/24 Requested	CHANGE $	CHANGE %	REASON FOR CHANGE
Materials & Supplies - 54XXX					
Office Supplies	$ 1,200	$ 1,200	-	0%	
Postage	4,900	5,000	100	2%	
Food Supplies	400	400	-	0%	
Chemical Supplies	36,500	42,500	6,000	16%	Increase in chlorine prices
Janitorial Supplies	300	300	-	0%	
TOTAL MATERIALS & SUPPLIES	**$ 43,300**	**$ 49,400**	**$ 6,100**	**14%**	
Outside Services - 55XXX					
Legal Fees	9,000	7,000	(2,000)	-22%	
IT Services	1,700	1,700	-	0%	
Engineering Services	291,000	155,500	(135,500)	-47%	Decrease in water system eval planning grant expenses
Medical Exams	550	550	-	0%	
Other Professional Services	3,300	3,300	-	0%	
TOTAL OUTSIDE SERVICES	**$ 305,550**	**$ 168,050**	**$ (137,500)**	**-45%**	
Other - 56XXX					
Utilities	$ 45,700	$ 46,300	600	1%	
Phone/Communications	6,500	7,200	700	11%	
Computer Licenses & Maintenance	25,800	19,800	(6,000)	-23%	Reduction of one time costs
Property/Liability Insurance	38,500	46,000	7,500	19%	Estimated rate increase
Property Tax	500	500	-	0%	
Memberships/Publications/Subscriptions	11,800	11,800	-	0%	
Licenses & Certifications	1,400	1,400	-	0%	
Training, Conferences & Travel	9,100	4,100	(5,000)	-55%	Will be conducting in-house class A Training
Uncollectable accounts	500	500	-	0%	
Advertising & Public Education	1,400	1,400	-	0%	
Laboratory Fees	20,300	27,300	7,000	34%	Reservoir Title 22 sampling
Regulatory Fees	18,000	18,500	500	3%	
Purchased Water	35,000	51,000	16,000	46%	TUD rate increase and increased usage
Bank & Credit Card Fees	10,500	11,300	800	8%	
Claims	4,615	0	(4,615)	-100%	22.23 One time claim
TOTAL OTHER	**$ 229,615**	**$ 247,100**	**$ 17,485**	**8%**	
Debt Service - 58XXX					
Interest on Long Term Debt	$ 24,889	$ 20,353	(4,536)	-18%	Grunsky Loans Paid Off in 22.23
Principal on Long Term Debt	163,725	90,330	(73,394)	-45%	Grunsky Loans Paid Off in 22.23
TOTAL DEBT SERVICE	**$ 188,614**	**$ 110,684**	**$ (77,930)**	**-41%**	
GRAND TOTAL EXPENSES	**$ 1,461,323**	**$ 1,258,394**	**$ (202,928)**	**-14%**	
Admin Transfer Out	$ 361,585	$ 379,363	$ 17,778		
GRAND TOTAL WITH ADMIN	**$ 1,822,908**	**$ 1,637,757**	**$ (185,150)**	**-10%**	

Twain Harte Community Services District
2023-2024 ANNUAL BUDGET

WATER - EXPENSES

BUDGET ITEM	BUDGET 22/23 Approved	BUDGET 23/24 Requested	CHANGE $	CHANGE %	REASON FOR CHANGE
Capital Outlay - 57XXX					
FH Improvements	15,000	15,000	-	0%	
WTP Backwash PLC Replacement	25,000		(25,000)	-100%	
SCADA Upgrade	300,000	365,000	65,000	22%	
Blak Oak System Radio	10,000		(10,000)	-100%	
Equipment Trailer	13,000		(13,000)	-100%	
Refurbish Treatment Filters	0	25,000	25,000	25000%	
Truck #4 Plow	0	8,500	8,500	8500%	
Cedar Pines Pressure Zone Upgrades	0	100,000	100,000	100000%	
Turbidimeter Replacement	0	40,000	40,000	40000%	
Truck #3 Replacement	32,400		(32,400)	-100%	
WTP Motor Control Center Upgrade	185,000	135,000	(50,000)	-27%	
MG Tank #2 Rehabilitation & Recoat	1,275,000	1,225,000	(50,000)	-4%	
TOTAL CAPITAL OUTLAY	**$ 1,855,400**	**$ 1,913,500**	**$ 58,100**	**3%**	
GRAND TOTAL WITH CAPITAL	**$ 3,678,308**	**$ 3,551,257**	**$ (127,050)**	**-3%**	

Twain Harte Community Services District
2023/2024 ANNUAL BUDGET

	WATER			SEWER			FIRE			PARK			ADMIN			TOTAL
	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	PROJECTED
Revenue																
Service Charges	$ 1,470,863	$ 1,476,315	0%	$ 1,137,942	$ 1,137,942	0%	$ -	$ -	0%	$ -	$ -	0%	$ -	$ -	0%	**$ 2,614,257**
Fees	18,180	17,980	-1%	14,820	13,580	-8%	-	-	0%	7,100	7,100	0%	-	-	0%	**38,660**
Taxes & Assessments	39,292	40,078	2%	-	-	0%	1,278,501	1,311,127	3%	146,699	151,365	3%	-	-	0%	**1,502,569**
Grants & Donations	1,555,650	1,345,000	-14%	-	490,000	490000%	286,726	299,275	4%	2,746,065	2,416,065	-12%	1,200	-	-100%	**4,550,340**
Other Revenue	47,800	48,000	0%	7,100	20,000	182%	168,898	35,340	-79%	111,292	3,500	-97%	1,000	1,000	0%	**107,840**
Total Program Revenue	**$ 3,131,785**	**$ 2,927,372**	**-7%**	**$ 1,159,862**	**$ 1,661,522**	**43%**	**$ 1,734,125**	**$ 1,645,742**	**-5%**	**$ 3,011,156**	**$ 2,578,030**	**-14%**	**$ 2,200**	**$ 1,000**	**-55%**	**$ 8,813,666**
Admin Revenue Allocation	1,034	470	-55%	550	250	-55%	396	180	-55%	220	100	-55%	(2,200)	(1,000)	-55%	-
GRAND TOTAL REVENUE	**$ 3,132,819**	**$ 2,927,842**	**-7%**	**$ 1,160,412**	**$ 1,661,772**	**43%**	**$ 1,734,521**	**$ 1,645,922**	**-5%**	**$ 3,011,376**	**$ 2,578,130**	**-14%**	**$ -**	**$ -**	**0%**	**$ 8,813,666**
Operating Expenses																
Salaries	$ 331,618	$ 340,049	3%	$ 183,109	$ 190,272	4%	$ 624,733	$ 608,766	-3%	$ 5,214	$ 26,340	405%	$ 429,933	$ 450,405	5%	**$ 1,615,832**
Benefits	179,157	190,812	7%	98,967	105,828	7%	288,214	309,836	8%	3,022	6,508	115%	218,196	232,701	7%	**845,684**
Equip, Auto, Maint, & Repairs	183,470	152,300	-17%	79,900	66,500	-17%	102,900	125,000	21%	41,930	14,850	-65%	16,800	13,000	-23%	**371,650**
Materials & Supplies	43,300	49,400	14%	5,900	6,000	2%	10,000	10,300	3%	1,500	1,500	0%	3,950	3,950	0%	**71,150**
Outside Services	305,550	168,050	-45%	30,550	30,350	-1%	27,950	23,500	-16%	4,500	4,500	0%	27,550	29,450	7%	**255,850**
Other (Utilities, Prop/Liab Ins, TUD)	229,615	247,100	8%	537,885	611,758	14%	108,500	106,300	-2%	53,100	28,500	-46%	72,900	77,650	7%	**1,071,308**
Debt Service	188,614	110,684	-41%	16,976	16,958	0%	-	-	0%	-	-	0%	-	-	0%	**127,641**
Total Program Expenses	**$ 1,461,323**	**$ 1,258,394**	**-14%**	**$ 953,287**	**$ 1,027,665**	**8%**	**$ 1,162,297**	**$ 1,183,702**	**2%**	**$ 109,266**	**$ 82,198**	**-25%**	**$ 769,329**	**$ 807,156**	**5%**	**$ 4,359,115**
Administrative Cost Allocation	361,585	379,363	5%	192,332	201,789	5%	138,479	145,288	5%	76,933	80,716	5%	(769,329)	(807,156)	5%	-
GRAND TOTAL OPERATING EXPENSES	**$ 1,822,908**	**$ 1,637,757**	**-10%**	**$ 1,145,619**	**$ 1,229,454**	**7%**	**$ 1,300,776**	**$ 1,328,990**	**2%**	**$ 186,199**	**$ 162,914**	**-13%**	**$ -**	**$ -**	**0%**	**$ 4,359,115**
TOTAL OPERATING BALANCE	$ 1,309,911	$ 1,290,085		$ 14,793	$ 432,318		$ 433,744	$ 316,932		$ 2,825,177	$ 2,415,216		$ -	$ -		
Capital Expenses																
Capital Outlay	1,855,400	1,913,500	3%	224,300	777,500	247%	731,682	380,000	-48%	2,794,800	2,466,000	-12%			0%	**5,537,000**
Total Capital Expenses	**$ 1,855,400**	**$ 1,913,500**	**3%**	**$ 224,300**	**$ 777,500**	**247%**	**$ 731,682**	**$ 380,000**	**-48%**	**$ 2,794,800**	**$ 2,466,000**	**-12%**	**$ -**	**$ -**		**$ 5,537,000**
GRAND TOTAL EXPENSES	**$ 3,678,308**	**$ 3,551,257**	**-3%**	**$ 1,369,919**	**$ 2,006,954**	**47%**	**$ 2,032,458**	**$ 1,708,990**	**-16%**	**$ 2,980,999**	**$ 2,628,914**	**-12%**	**$ -**	**$ -**	**0%**	**$ 9,896,115**
Transfer To/(From) Reserve	**$ (545,489)**	**$ (623,415)**		**$ (209,507)**	**$ (345,182)**		**$ (297,938)**	**$ (63,068)**		**$ 30,377**	**$ (50,784)**		**$ -**	**$ -**		**$ (1,082,449)**

5-YEAR CAPITAL OUTLAY PLAN

Water Fund - FY 23/24

	Previously Expended	Projected FY 22-23	Requested FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years 6 to 10	TOTAL
FH Improvements		$ -	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 15,000	$ 75,000	**$ 150,000**
WTP Backwash PLC Replacement[5]		$ -							**$ -**
Black Oak System Radio[5]		$ -							**$ -**
Equipment Trailer (35% Sewer)[3]		$ 10,400							**$ 10,400**
Truck #3 Replace (35% Sewer)[3]	$ 6,918	$ 45,500							**$ 52,418**
Truck #4 Replace (35% Sewer)[3]		$ 55,250							**$ 55,250**
SCADA Upgrade[4]		$ 10,000	$ 365,000						**$ 375,000**
WTP Motor Control Center Upgrade[4]		$ 50,000	$ 135,000						**$ 185,000**
Million Gallon Tank #2 Rehab/Recoat[4,6]		$ 50,000	$ 1,225,000						**$ 1,275,000**
Turbidimeter Replacement			$ 40,000						**$ 40,000**
Refurbish Treatment Filters			$ 25,000						**$ 25,000**
Truck #4 Plow (35% Sewer)			$ 8,500						**$ 8,500**
Cedar Pines Pressure Zone Upgrades			$ 100,000	$ 350,000					**$ 450,000**
Manzanita Ct Waterline Upgrade				$ 160,000					**$ 160,000**
Emergency Response Trailer (50% S)				$ 5,000					**$ 5,000**
Sherwood Forest Water System Upgrade[7]				$ 300,000	$ 2,000,000	$ 1,400,000			**$ 3,700,000**
Rehab/Recoat Black Oak Tanks					$ 300,000				**$ 300,000**
High Pressure Pipe/Lateral Replacement						$ 100,000	$ 150,000	$ 2,500,000	**$ 2,750,000**
Shadybrook Dredging/Bypass							$ 100,000	$ 850,000	**$ 950,000**
Recoat Sherwood Tank								$ 100,000	**$ 100,000**
Vehicle/Equipment Replacement								$ 145,420	**$ 145,420**
TOTAL CAPITAL OUTLAY	**$ 6,918**	**$ 221,150**	**$ 1,913,500**	**$ 830,000**	**$ 2,315,000**	**$ 1,515,000**	**$ 265,000**	**$ 3,670,420**	**$ 10,736,988**

NOTES:

1 Vehicle/Equipment replacement items match the THCSD Vehicle/Equipment Replacement Plan.

2 An inflation factor of 3% per year has been applied to future capital costs.

3 Project completed or anticipated to be completed in previous fiscal year.

4 Entire project was budgeted in previous fiscal year. New budget requests represent anticipated unspent funds and will be adjusted to reflect actuals at mid-year.

5 Project to be included with SCADA Upgrade

6 Project costs 100% covered by DWR grant

7 Project anticipated to be 100% grant funded

PROPOSED RESERVE SUMMARY

As of June 30, 2023

	Water	Sewer	Fire	Parks	Total
Committed					
Capital Improvement/Asset Replacement Reserve	$ 1,514,004	$ 841,149	$ 514,101	$ 309,384	$ 3,178,638
Rate/Revenue Stabilization Reserve	$ 154,240	$ 115,332	$ 66,651	$ 12,235	$ 348,458
Water Rights Reserve	$ 120,083	$ -	$ -	$ -	$ 120,083
Total Committed	***$ 1,788,327***	***$ 956,481***	***$ 580,752***	***$ 321,619***	***$ 3,647,179***
Assigned					
Operating Reserve	$ 363,929	$ 255,829	$ 617,158	$ 80,037	$ 1,316,953
Pension Liability	$ (116,067)	$ (62,500)	$ (140,435)	$ -	$ (319,002)
Total Assigned	***$ 247,862***	***$ 193,329***	***$ 476,723***	***$ 80,037***	***$ 997,951***
ESTIMATED ENDING BALANCE - FY 22/23	**$ 4,025,934**	**$ 2,075,202**	**$ 2,538,539**	**$ 1,814,312**	**$ 10,453,987**

23/24 Projected Transfer To/(From) Reserve					
Rate Stabilization Reserve		$ (57,682)			
Capital Improvement/Asset Replacement Reserve	$ (623,415)	$ (287,500)	$ (63,068)	$ (50,784)	$ (1,024,767)
TOTAL TRANSFERS TO/(FROM) RESERVE	**$ (623,415)**	**$ (345,182)**	**$ (63,068)**	**$ (50,784)**	**$ (1,024,767)**

Projected Capital Reserve as of 6/30/24	$ 890,589	$ 553,649	$ 451,033	$ 258,600	$ 2,153,871

Twain Harte Community Services District
2023-2024 ANNUAL BUDGET
SEWER - REVENUE

BUDGET ITEM	BUDGET 22/23 Approved	BUDGET 23/24 Requested	CHANGE $	CHANGE %	REASON FOR CHANGE
Service Charges					
Sewer Service Charge	1,137,942	1,137,942	-	0%	Assumed current rates and structure
TOTAL SERVICE CHARGES	**$ 1,137,942**	**$ 1,137,942**	**$ -**	**0%**	
Fees					
Late Fee	$ 7,000	$ 6,500	$ (500)	-7%	
Door Notice Fee	2,700	2,700	-	0%	
Hookup Fees	2,000	2,000	-	0%	
Reconnection Fees	1,800	1,500	(300)	-17%	
Inspection Fees	200		(200)	-100%	
Property Transfer Fee	1,000	800	(200)	-20%	
Returned Check Fee	120	80	(40)	-33%	
TOTAL FEES	**$ 14,820**	**$ 13,580**	**$ (1,240)**	**-8%**	
Grants & Donations					
Grant Revenue		490,000	$ 490,000	490000%	
TOTAL GRANTS & DONATIONS	**$ -**	**$ 490,000**	**$ 490,000**	**490000%**	
Other Revenue					
Interest Revenue	5,000	20,000	15,000	300%	Assumes 1.75% LAIF Interest Rate + Money Market Interest
Sale of Assets	2,100	-	(2,100)	-100%	
Other	-	-	-	0%	
TOTAL OTHER REVENUE	**$ 7,100**	**$ 20,000**	**$ 12,900**	**182%**	
GRAND TOTAL REVENUE	**$ 1,159,862**	**$ 1,661,522**	**$ 501,660**	**43%**	
Admin Transfer Out	**$ 550**	**$ 250**	**$ (300)**		
GRAND TOTAL WITH ADMIN	**$ 1,160,412**	**$ 1,661,772**	**$ 501,360**		

Twain Harte Community Services District
2023-2024 ANNUAL BUDGET
SEWER - EXPENSES

BUDGET ITEM	BUDGET 22/23 Approved	BUDGET 23/24 Requested	CHANGE $	CHANGE %	REASON FOR CHANGE
Salaries - 51XXX					
Regular Time	$ 150,054	$ 158,649	8,595	6%	New maint employee and union increases
Standby Pay	18,785	18,785	0	0%	
Overtime	7,455	6,600	(855)	-11%	
Sick Leave/Vacation Pay	3,500	3,000	(500)	-14%	
Intern Stipend	780	600	(180)	-23%	
Uniform Allowance	1,863	1,931	68	4%	
Cell Phone Stipend	672	708	36	5%	
TOTAL SALARIES	**$ 183,109**	**$ 190,272**	**$ 7,164**	**4%**	
Benefits - 52XXX					
Health & Vision Insurance	$ 39,478	$ 42,244	2,767	7%	Anticipated rate increase
HRA Reimbursement	13,958	13,958	0	0%	
CALPERS Retirement	22,087	24,067	1,980	9%	New employee, Rate and salary increases
FICA	11,353	11,797	444	4%	
Medicare	2,655	2,759	104	4%	
Workers Comp	8,900	10,453	1,553	17%	Anticipated rate increase
Unemployment Ins/ETT	537	550	13	2%	
TOTAL BENEFITS	**$ 98,967**	**$ 105,828**	**$ 6,860**	**7%**	
Equipment, Automotive, Maintenance & Repairs					
Equipment Maintenance & Repair	$ 8,000	$ 8,600	600	8%	
Facilities Maintenance & Repair					
Lift Station	16,900	8,800	(8,100)	-48%	Reduction in one-time costs
Collections	23,200	23,000	(200)	-1%	
General & Administrative	800	800	0	0%	
Vehicle Maintenance & Repair	5,600	5,000	(600)	-11%	
Janitorial/Cleaning Fees	1,100	0	(1,100)	-100%	Duties will be completed by new maint employee
Fuel	12,100	13,200	1,100	9%	
Equipment Under $5,000	10,600	5,500	(5,100)	-48%	Reduction in one-time costs
Personal Protective Equipment	1,600	1,600	0	0%	
TOTAL EQUIP, AUTO, MAINT & REPAIRS	**$ 79,900**	**$ 66,500**	**$ (13,400)**	**-17%**	

Twain Harte Community Services District
2023-2024 ANNUAL BUDGET
SEWER - EXPENSES

BUDGET ITEM	BUDGET 22/23 Approved	BUDGET 23/24 Requested	CHANGE $	CHANGE %	REASON FOR CHANGE
Materials & Supplies - 54XXX					
Office Supplies	$ 800	$ 800	$ -	0%	
Postage	4,400	4,500	100	2%	
Food Supplies	300	300	0	0%	
Janitorial Supplies	400	400	0	0%	
TOTAL MATERIALS & SUPPLIES	**$ 5,900**	**$ 6,000**	**$ 100**	**2%**	
Outside Services - 55XXX					
Legal Fees	$ 4,000	$ 4,000	$ -	0%	
IT Services	1,200	1,300	100	8%	
Engineering Services	22,000	22,000	0	0%	
Medical Exams	350	350	0	0%	
Other Professional Services	3,000	2,700	(300)	-10%	
TOTAL OUTSIDE SERVICES	**$ 30,550**	**$ 30,350**	**$ (200)**	**-1%**	
Other - 56XXX					
Utilities	$ 6,800	$ 7,600	$ 800	12%	
Phone/Communications	3,400	3,700	300	9%	
Computer Licenses & Maintenance	16,600	16,300	(300)	-2%	
Property/Liability Insurance	26,200	31,200	5,000	19%	Estimated rate increase
Property Tax			0	0%	
Dues & Memberships	5,400	6,100	700	13%	
Licenses & Certifications	1,100	1,100	0	0%	
Training, Conferences & Travel	8,000	3,000	(5,000)	-63%	Will be conducting in-house class A Training
Uncollectable accounts	500	500	0	0%	
Advertising & Public Education	1,400	1,200	(200)	-14%	
Regulatory Fees	400	400	0	0%	
Sewer Service Charge	456,200	530,258	74,058	16%	TUD Rate Increase
Bank & Credit Card Fees	9,400	10,400	1,000	11%	Increased Rates
Claims	2,485	0	(2,485)	-100%	22.23 One time claim
TOTAL OTHER	**$ 537,885**	**$ 611,758**	**$ 73,873**	**14%**	

Twain Harte Community Services District
2023-2024 ANNUAL BUDGET

SEWER - EXPENSES

BUDGET ITEM	BUDGET 22/23 Approved	BUDGET 23/24 Requested	CHANGE $	CHANGE %	REASON FOR CHANGE
Debt Service - 58XXX					
Interest on Long Term Debt	$ 1,282	$ 690	$ (592)	-46%	
Principal on Long Term Debt	15,694	16,268	573	4%	
TOTAL DEBT SERVICE	**$ 16,976**	**$ 16,958**	**$ (18)**	**0%**	
GRAND TOTAL EXPENSES	**$ 953,287**	**$ 1,027,665**	**$ 74,378**	**8%**	
Admin Transfer Out	$ 192,332	$ 201,789	$ 9,457	5%	
GRAND TOTAL WITH ADMIN	**$ 1,145,619**	**$ 1,229,454**	**$ 83,835**	**7%**	
Capital Outlay - 57XXX					
SCADA Upgrade	$ 100,000	$ 95,000	$ (5,000)	-5%	
Equipment Trailer	$ 7,000		$ (7,000)	-100%	
Push Camera		25,000	25,000	25000%	
Lift Station Backup Pump		13,000	13,000	13000%	
TH Pipeline Replacement Project		490,000	490,000	490000%	
Sewer Main Re-Lining/Replacement	75,000	150,000	75,000	100%	
Truck #4 Plow	0	4,500	4,500	4500%	
Truck #3 Replacement	17,300		(17,300)	-100%	
I&I Manhole Repair/Replacement	25,000		(25,000)	-100%	
TOTAL CAPITAL OUTLAY*	**$ 224,300**	**$ 777,500**	**$ 553,200**	**247%**	
GRAND TOTAL WITH CAPITAL	**$ 1,369,919**	**$ 2,006,954**	**$ 637,035**	**47%**	

Twain Harte Community Services District
2023/2024 ANNUAL BUDGET

	WATER			SEWER			FIRE			PARK			ADMIN			TOTAL
	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	FY 22-23	Requested	% Diff	PROJECTED
Revenue																
Service Charges	$ 1,470,863	$ 1,476,315	0%	$ 1,137,942	$ 1,137,942	0%	$ -	$ -	0%	$ -	$ -	0%	$ -	$ -	0%	**$ 2,614,257**
Fees	18,180	17,980	-1%	14,820	13,580	-8%	-	-	0%	7,100	7,100	0%	-	-	0%	**38,660**
Taxes & Assessments	39,292	40,078	2%	-	-	0%	1,278,501	1,311,127	3%	146,699	151,365	3%	-	-	0%	**1,502,569**
Grants & Donations	1,555,650	1,345,000	-14%	-	490,000	490000%	286,726	299,275	4%	2,746,065	2,416,065	-12%	1,200	-	-100%	**4,550,340**
Other Revenue	47,800	48,000	0%	7,100	20,000	182%	168,898	35,340	-79%	111,292	3,500	-97%	1,000	1,000	0%	**107,840**
Total Program Revenue	**$ 3,131,785**	**$ 2,927,372**	**-7%**	**$ 1,159,862**	**$ 1,661,522**	**43%**	**$ 1,734,125**	**$ 1,645,742**	**-5%**	**$ 3,011,156**	**$ 2,578,030**	**-14%**	**$ 2,200**	**$ 1,000**	**-55%**	**$ 8,813,666**
Admin Revenue Allocation	1,034	470	-55%	550	250	-55%	396	180	-55%	220	100	-55%	(2,200)	(1,000)	-55%	-
GRAND TOTAL REVENUE	**$ 3,132,819**	**$ 2,927,842**	**-7%**	**$ 1,160,412**	**$ 1,661,772**	**43%**	**$ 1,734,521**	**$ 1,645,922**	**-5%**	**$ 3,011,376**	**$ 2,578,130**	**-14%**	**$ -**	**$ -**	**0%**	**$ 8,813,666**
Operating Expenses																
Salaries	$ 331,618	$ 340,049	3%	$ 183,109	$ 190,272	4%	$ 624,733	$ 608,766	-3%	$ 5,214	$ 26,340	405%	$ 429,933	$ 450,405	5%	**$ 1,615,832**
Benefits	179,157	190,812	7%	98,967	105,828	7%	288,214	309,836	8%	3,022	6,508	115%	218,196	232,701	7%	**845,684**
Equip, Auto, Maint, & Repairs	183,470	152,300	-17%	79,900	66,500	-17%	102,900	125,000	21%	41,930	14,850	-65%	16,800	13,000	-23%	**371,650**
Materials & Supplies	43,300	49,400	14%	5,900	6,000	2%	10,000	10,300	3%	1,500	1,500	0%	3,950	3,950	0%	**71,150**
Outside Services	305,550	168,050	-45%	30,550	30,350	-1%	27,950	23,500	-16%	4,500	4,500	0%	27,550	29,450	7%	**255,850**
Other (Utilities, Prop/Liab Ins, TUD)	229,615	247,100	8%	537,885	611,758	14%	108,500	106,300	-2%	53,100	28,500	-46%	72,900	77,650	7%	**1,071,308**
Debt Service	188,614	110,684	-41%	16,976	16,958	0%	-	-	0%	-	-	0%	-	-	0%	**127,641**
Total Program Expenses	**$ 1,461,323**	**$ 1,258,394**	**-14%**	**$ 953,287**	**$ 1,027,665**	**8%**	**$ 1,162,297**	**$ 1,183,702**	**2%**	**$ 109,266**	**$ 82,198**	**-25%**	**$ 769,329**	**$ 807,156**	**5%**	**$ 4,359,115**
Administrative Cost Allocation	361,585	379,363	5%	192,332	201,789	5%	138,479	145,288	5%	76,933	80,716	5%	(769,329)	(807,156)	5%	-
GRAND TOTAL OPERATING EXPENSES	**$ 1,822,908**	**$ 1,637,757**	**-10%**	**$ 1,145,619**	**$ 1,229,454**	**7%**	**$ 1,300,776**	**$ 1,328,990**	**2%**	**$ 186,199**	**$ 162,914**	**-13%**	**$ -**	**$ -**	**0%**	**$ 4,359,115**
TOTAL OPERATING BALANCE	$ 1,309,911	$ 1,290,085		$ 14,793	$ 432,318		$ 433,744	$ 316,932		$ 2,825,177	$ 2,415,216		$ -	$ -		
Capital Expenses																
Capital Outlay	1,855,400	1,913,500	3%	224,300	777,500	247%	731,682	380,000	-48%	2,794,800	2,466,000	-12%			0%	**5,537,000**
Total Capital Expenses	**$ 1,855,400**	**$ 1,913,500**	**3%**	**$ 224,300**	**$ 777,500**	**247%**	**$ 731,682**	**$ 380,000**	**-48%**	**$ 2,794,800**	**$ 2,466,000**	**-12%**	**$ -**	**$ -**		**$ 5,537,000**
GRAND TOTAL EXPENSES	**$ 3,678,308**	**$ 3,551,257**	**-3%**	**$ 1,369,919**	**$ 2,006,954**	**47%**	**$ 2,032,458**	**$ 1,708,990**	**-16%**	**$ 2,980,999**	**$ 2,628,914**	**-12%**	**$ -**	**$ -**	**0%**	**$ 9,896,115**
Transfer To/(From) Reserve	**$ (545,489)**	**$ (623,415)**		**$ (209,507)**	**$ (345,182)**		**$ (297,938)**	**$ (63,068)**		**$ 30,377**	**$ (50,784)**		**$ -**	**$ -**		**$ (1,082,449)**

5-YEAR CAPITAL OUTLAY PLAN
Sewer Fund - FY 23/24

	Previously Expended	Projected FY 22-23	Requested FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	Out Years 6 to 10	TOTAL
Truck #3 Replace (65% W)[3]	$ 3,638	$ 24,500							**$ 28,138**
Truck #4 Replace (65% W)[3]		$ 29,750							**$ 29,750**
I&I Manhole Repair/Replacement[3]		$ 25,000							**$ 25,000**
Equipment Trailer (65% W)[3]		$ 5,600							**$ 5,600**
SCADA Upgrade[4]		$ 5,000	$ 95,000						**$ 100,000**
Sewer Main Re-Lining/Replacement		$ -	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 150,000	$ 750,000	**$ 1,500,000**
Truck #4 Plow (65% W)			$ 4,500						**$ 4,500**
Push Camera			$ 25,000						**$ 25,000**
Lift Station Backup Pump			$ 13,000						**$ 13,000**
TH Pipeline Replacement Project[5]			$ 490,000	$ 2,700,000	$ 1,300,000				**$ 4,490,000**
Emergency Response Trailer				$ 5,000					**$ 5,000**
Sequoia Dr - 6" Replacement				$ 60,000					**$ 60,000**
East Ave/Cedar Pines - 8" Replacement							$ 70,000	$ 330,000	**$ 400,000**
Cresta/Oakview - 6" Replacement								$ 580,000	**$ 580,000**
Little Fuller/Virgina - 6" Replacement								$ 80,000	**$ 80,000**
Big Pine - 6" Replacement								$ 40,000	**$ 40,000**
Sherwood Forest Sewer[6]								$ 3,575,000	**$ 3,575,000**
Vehicle/Equipment Replace								$ 86,380	**$ 86,380**
TOTAL CAPITAL OUTLAY	**$ 3,638**	**$ 89,850**	**$ 777,500**	**$ 2,915,000**	**$ 1,450,000**	**$ 150,000**	**$ 220,000**	**$ 5,441,380**	**$ 11,047,368**

NOTES:

1 Vehicle/Equipment replacement items match the THCSD Vehicle/Equipment Replacement Plan.

2 An inflation factor of 3% per year has been applied to future capital costs.

3 Project completed or anticipated to be completed in previous fiscal year.

4 Entire project was budgeted in previous fiscal year. New budget requests represent anticipated unspent funds and will be adjusted to reflect actuals at mid-year.

5 This project is anticipated to be 100% SWRCB grant funded

6 This project is a new sewer system that will require a special assessment and property owner vote

PROPOSED RESERVE SUMMARY

As of June 30, 2023

	Water	Sewer	Fire	Parks	Total
Committed					
Capital Improvement/Asset Replacement Reserve	$ 1,514,004	$ 841,149	$ 514,101	$ 309,384	$ 3,178,638
Rate/Revenue Stabilization Reserve	$ 154,240	$ 115,332	$ 66,651	$ 12,235	$ 348,458
Water Rights Reserve	$ 120,083	$ -	$ -	$ -	$ 120,083
Total Committed	***$ 1,788,327***	***$ 956,481***	***$ 580,752***	***$ 321,619***	***$ 3,647,179***
Assigned					
Operating Reserve	$ 363,929	$ 255,829	$ 617,158	$ 80,037	$ 1,316,953
Pension Liability	$ (116,067)	$ (62,500)	$ (140,435)	$ -	$ (319,002)
Total Assigned	***$ 247,862***	***$ 193,329***	***$ 476,723***	***$ 80,037***	***$ 997,951***
ESTIMATED ENDING BALANCE - FY 22/23	**$ 4,025,934**	**$ 2,075,202**	**$ 2,538,539**	**$ 1,814,312**	**$ 10,453,987**

23/24 Projected Transfer To/(From) Reserve					
Rate Stabilization Reserve		$ (57,682)			
Capital Improvement/Asset Replacement Reserve	$ (623,415)	$ (287,500)	$ (63,068)	$ (50,784)	$ (1,024,767)
TOTAL TRANSFERS TO/(FROM) RESERVE	**$ (623,415)**	**$ (345,182)**	**$ (63,068)**	**$ (50,784)**	**$ (1,024,767)**

Projected Capital Reserve as of 6/30/24	$ 890,589	$ 553,649	$ 451,033	$ 258,600	$ 2,153,871

Water Shortage Contingency Plan for Twain Harte Community Services District

22912 Vantage Pointe Dr.
Twain Harte, CA 95383

Public Water System CA #5510005

Effective: July 1, 2023

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Section I: Purpose

The purpose of the Water Shortage Contingency Plan (Plan) is to provide a plan of action to be followed during the various stages of a water shortage. In order to conserve the available water supply and protect the integrity of public water system (PWS) supply facilities, with particular regard for domestic water use, sanitation, and fire protection, to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the Twain Harte Community Services District (District) hereby adopts the following regulations and restrictions on the delivery and consumption of water through this Water Shortage Contingency Plan.

Water uses regulated or prohibited under this Water Shortage Contingency Plan (Plan) are considered to be non-essential and continuation of such uses during times of water shortage or other emergency water supply condition are deemed to constitute a waste of water subjecting the offender(s) to penalties as defined in Section X of the Plan.

Section II: Application

The provisions of this Plan shall apply to all persons, customers, and property utilizing water provided by the District. The terms “person” and “customer” as used in the Plan may include individuals, corporations, partnerships, associations, and all other legal entities.

Section III: Authorization

The District shall have the power to restrict use of District water during any shortage or other emergency, upon the making of any findings or the taking of any other actions that may be authorized or required by law, including Sections 350-359 and 71640-71644 of the Water Code.

The General Manager, or designee, is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The contact information for the General Manager is: (209) 586-3172 and via email at ttrott@twainhartecsd.com

The General Manager, or designee, will only have authority to implement requirements of Conservation Phase II after the District’s Board of Directors declares a threat of emergency or water shortage exists and Conservation Phases III-IV after the District’s Board of Directors declares a state of emergency at a public hearing. Only the District Board of Director can terminate the emergency measures required by Conservation Phases II-IV.

Section IV: Definitions

For the purposes of this Plan**,** the following definitions shall apply:

> **Commercial and Institutional water use:** water use which is integral to the operations of commercial and non-profit establishments and governmental entities

such as schools, hospitals, clinics, retail establishments, hotels and motels, restaurants, and office buildings.

Conservation: those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve the efficiency in the use of water or increase the recycling and reuse of water so that a supply is conserved and made available for future or alternative uses.

Customer: any person, company, or organization using water supplied Twain Harte Community Services District.

Domestic water use: water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

Even number address: street addresses, box numbers, or rural postal route numbers ending in 0, 2, 4, 6, or 8 and locations without addresses.

Odd numbered address: street addresses, box numbers, or rural postal route numbers ending in 1, 3, 5, 7, or 9.

Section V: Regional Water Reliance and Planning

The District's primary water source is surface water provided to the District by Tuolumne Utilities District (TUD). TUD obtains said water by contract with Pacific Gas and Electric (PG&E), who stores and conveys the water through Pinecrest Reservoir, Stanislaus River, Lyons Reservoir and an open-channel ditch system. TUD uses this same surface water supply to provide water to approximately 90% of Tuolumne County residents and businesses. Because the District is reliant on this regional water supply as its primary water source, this Plan was closely coordinated with TUD's Water Shortage Contingency Plan and Urban Water Management Plan. The District relies on TUD and PG&E to monitor the water source and report any projected water shortages and emergencies.

The District is a member of the Tuolumne-Stanislaus Integrated Regional Water Management Authority (T-S IRWM). The T-S IRWM is a regional water planning group that performs long-range planning for the region's watershed and promotes projects to protect and enhance the sustainability of the watershed. This Plan also accounts for the applicable portions of the T-S IRWM Plan.

Section VI: Water Shortage Stages, Triggers, and Conservation Actions

To maintain consistency with TUD's Water Shortage Contingency Plan (TUD provides the District's primary water supply), the District has identified six water shortage stages. Table 1 summarizes each water shortage stage and their corresponding trigger conditions, conservation requirements, and water reduction goals. Additional information for each is provided in subsequent sections.

TABLE 1 – Summary of Water Shortage Stages, Triggers, and Conservation Actions				
Water Shortage Stage	**Percent Shortage Range**	**Trigger[1]**	**Conservation Phase[2]**	**Reduction Goal[2]**
Stage 1 - Watch	Up to 10%	• Greater than 50% of normal forecasted flow of the Bulletin 120 for the Stanislaus River AND/OR • Decrease in groundwater well capacity of 10%	Phase I	None
Stage 2 - Warning	Up to 20%	• Less than 50% of normal forecasted flow of the Bulletin 120 for the Stanislaus River AND/OR • Decrease in groundwater well capacity of 20%	Phase I or II	10-20%
Stage 3 - Severe	Up to 30%	• Less than 30% of normal forecasted flow of the Bulletin 120 for the Stanislaus River AND/OR • Decrease in groundwater well capacity of 30%	Phase II or III	20-30%
Stage 4 - Critical	Up to 40%	• Less than 10% of normal forecasted flow of the Bulletin 120 for the Stanislaus River AND/OR • Decrease in groundwater well capacity of 40%	Phase III	30-40%
Stage 5 - Emergency	Up to 50%	• Less than 5% of normal forecasted flow of the Bulletin 120 for the Stanislaus River AND/OR • Decrease in groundwater well capacity of 50% AND/OR • Catastrophic loss of one or more water source.	Phase III or IV	40-50%
Stage 6 - Catastrophic	> 50%	Catastrophic loss of water source and/or storage.	Phase IV	50%

1 The District may be required to implement a water shortage stage or specific conservation actions based on emergency declaration or regulations by the State or TUD.

2 Based on Ordinance 22, Article 7 – see Appendix A. Actual Phase/Reduction Goals will be determined by the District Board based on actual water shortage conditions.

Section VII: Water Shortage Stage Triggers

Water shortage stage triggers are provided in Table 1, Section VI. Each trigger point is designed to help the District identify the severity of water shortage and corresponding actions that should be taken to help address the shortage. While the trigger points are reliable indicators, the condition of the District's water supply is also dependent on other factors that cannot be predicted or quantified. These factors could create scenarios where the District's water supply is in better or worse condition than indicated by the trigger points. For this reason, the District may rely on one or all trigger points to determine the appropriate water shortage stage. The District Board may also choose to make modifications to the triggers based on a real-time comprehensive water supply assessment.

Conditions related to water shortage stage triggers will be monitored by the responsible parties below. Each party shall inform the District General Manager as soon as practical when a trigger point has been reached. Responsible monitoring parties are as follows:

- Stanislaus River Flows – TUD staff.
- Groundwater Wells Capacity – Operations Manager, or designee.
- Water Sources and Storage – Operations Manager, or designee.
- Catastrophic Water Supply Failures – Operations Manager, or designee.
- State Emergency Declarations/Regulations – General Manager, or designee.

The General Manager will be responsible for declaring and terminating water shortage Stages 1-2 based on specified triggers. The District Board of Directors will be responsible for declaring and terminating water shortage Stages 3-6, based on specified triggers, the recommendation of the General Manager, and staff assessment of water supply conditions. Decisions to initiate water shortage stages that require conservation actions specified in Conservation Phases II-IV must be made by the District Board as outlined in Ordinance 22, Article 7 – Conservation Measures (see Appendix A).

Water shortage stages will be terminated when:

- Trigger points used to declare the water shortage stage cease to exist for 15 continuous days; and/or
- An assessment of the District's water supply conditions reveal that the water shortage stage is no longer warranted, in the opinion of the General Manager and/or District Board; and/or
- An emergency declaration or regulation by TUD or the State is rescinded.

Section VIII: Conservation Phases

District Ordinance 22, Article 7 (see Appendix A) establishes four Conservation Phases that set forth specific conservation actions and penalties during water shortages. Table 1, Section VI, provides a guideline for which Conservation Phases will be implemented during each water shortage stage. To empower the District with flexibility needed to best address specific water shortage scenarios, which will vary based on a number of

unpredictable factors, some water shortage stages have multiple options for the Conservation Phase and Water Reduction Goals that can be implemented. The District Board may also choose to make modifications to the Conservation Phase and Water Reduction Goal ranges based on a real-time comprehensive water supply assessment.

The four Conservation Phases include (see Ordinance 22, Article 7 in Appendix A for specific conservation actions required by each Phase):

- Phase I – Ongoing Water Conservation
- Phase II – Voluntary Water Conservation Measures
- Phase III – Mandatory Water Conservation Measures
- Phase IV – Mandatory Water Conservation Measures for Extreme Emergency

Conservation Phases II-IV may only be initiated and terminated by the District Board of Directors as outlined in Ordinance 22, Article 7 – Conservation Measures (see Appendix A). The Board's decision to initiate and terminate a Conservation Phase will be based on the specific water shortage stage, the recommendation of the General Manager, staff assessment of water supply conditions, and any emergency declarations or regulations placed on the District by the State or TUD.

Section IX: Water Shortage Notifications and Contacts

THIS SECTION IS IN PROCESS AND NEEDS TO BE COMPLETED

Customer Notifications

Customer notifications may be by the following methods:

- _____
- _____
- _____
- _____
- _____

Public Safety Contacts:

The District General Manager, or designee, shall notify the following individuals and entities of restrictions or water shortages, as defined in the subsections below, as appropriate for each response stage.

Organization or Department	Name & Position	Telephone	Email
Tuolumne Utilities District	?		
Tuolumne County Office of Emergency Services	Dore Bietz – OES Coordinator	209-533-5516	dbietz@co.tuolumne.ca.us
County Environmental Health Specialist	Nadine Martelli	209-533-5692	NMartelli@co.tuolumne.ca.us
State Water Board District Engineer			
Major Water Uses/Wholesalers			
County Public Health		209-533-7401	Health@tuolumnecounty.ca.gov
Twain Harte Fire Department	Neil Gamez – Fire Chief	209-586-0848	Ngamez@twainhartecsd.com
Cal Fire Twain Harte			
Other			

Note: *This Notification section provides potential agencies that should be considered for coordination of water shortages. More specific contacts for each Response Stage are provided below.*

Support Services Contacts:

The following is a listing of support services that may be appropriate for a water shortage emergency.

Organization or Department	Name & Position	Telephone	Email
Water Operator			
Back-up Water Operator			
Electric Utility Co			
Electrician			
Water Hauler			
Bottled Water Vendor			
Storage Tank Vendor			
Emergency Shower Vendors			
Well Pump Technician			
Well Drilling Company			
Community Service Partners			

Section X: Enforcement

Enforcement actions for failure to comply with Conservation Phase requirements are specified in Ordinance 22, Article 7 (Conservation Measures), attached as Appendix A. They generally include written warnings, placement of flow restriction devices, and monetary penalties.

Section XI: Variances

In accordance with Ordinance 22, Article 7 (attached as Appendix A), variances may be granted from Conservation Phase requirements by the General Manager, upon written application that states the detailed circumstances meriting special consideration. Appeals of decisions by the General Manager may be taken to the Board of Directors.

Variances will typically be granted if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance. However, the General Manager may also grant variances for other circumstances, such as when alternative methods can be implemented to achieve the same level of water use reduction or compliance with the specific requirements creates a significant hardship.

Written variance requests must include the following information (as applicable):

- Name and address of the customer(s).
- Purpose of water use.
- Specific requirement from which the customer is requesting relief.
- Description of how the requirement adversely affects the customer or others.
- Period of time for which the variance is sought (if applicable).
- Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.

To protect human health during Conservation Phases III-IV, the General Manager may use the below consumption chart for residential customers. Consumption levels provided in the chart are based on Water Code Section 10609.4 for the standard residential water use (starting in 2025) of 47 gallons per person per day. Although this amount may not be applicable in some situations, it attempts to recognize the severity of the water shortage while maintaining standard sanitation practices.

Persons per Household[1]	Gallons per Month
3	4,380
4	5,840
5	7,300
6	8,760
7+	To be calculated by District

1 – General Manager may require verification of household members

Section XII: Water Supply Augmentation

THIS SECTION IS IN PROCESS AND NEEDS TO BE COMPLETED

Discuss primary water sources.
List water sources that can be used to augment water supply and potentially reduce required conservation measures.

Appendix A: Ordinance 22, Article 7 – Conservation Measures

ARTICLE 7. CONSERVATION MEASURES

7.1 General

It is the District's Policy to take reasonable and prudent measures to conserve water and energy in the operations and development of the District. The District in its operation shall:

1. Develop pricing structures to encourage conservation of water and energy.
2. Promote through public relations a public consciousness of the need to conserve.
3. Assist customers to optimize efficient use of water.
4. Maintain facilities to conserve water.
5. Design facilities with conservation of water and energy in mind.
6. Construct facilities to conserve or retrieve water and energy.
7. Seek to halt all illegal use of water.

7.2 Phased Water Conservation Programs

The District shall have the power to restrict use of District water during any shortage or other emergency, upon the making of any findings or the taking of any other actions that may be authorized or required by law, including Sections 350-359 and 71640-71644 of the Water Code.

7.2.1 Phase I – Ongoing Water Conservation

The District will implement the following conservation measures on an ongoing basis:

1. Education programs.
2. Promotion of water-saving landscaping.
3. Community education programs.
4. Requirement of low-flow fixtures in new developments.
5. Meter and/or flow control for all customer accounts and plant production activities.
6. Maintain tiered water rates for treated water.
7. Prohibit wasteful use of water.
8. Review for accuracy water measuring and/or metering devices.

7.2.2 Phase II – Voluntary Conservation Measures

If the District Board of Directors determines that there is a potential threat of an emergency or water shortage based on forecasted precipitation, snowpack and reservoir levels, or if Tuolumne Utilities District calls for Phase II conservation measures, the District Board of Directors shall adopt a resolution that:

1. Declares a threat of emergency or shortage exists; and
2. Identifies a water reduction goal; and
3. Implements Phase II conservation measures immediately.

Phase II conservation measures include:

1. Increase public awareness.

2. Prohibit fire hydrant flow testing.

3. Restaurants shall serve water only upon customer request.

4. Voluntary customer water usage reduction:

   Notify water customers of low water year, request reduction from previous year's usage, and provide information on conservation methods.

5. Contact high water users:

   Contact highest water users to encourage use of water conservation methods.

7.2.3 Phase III – Mandatory Water Conservation Measures

If the District Board of Directors determines that an emergency or water shortage exists based on forecasted precipitation, snowpack and reservoir levels, or if Tuolumne Utilities District calls for Phase III conservation measures, the District Board of Directors shall adopt a resolution that:

1. Declares a state of emergency for the District service area until such time that the Board of Directors determines that conditions no longer merit Phase III conservation measures; and
2. Identifies a water reduction goal; and
3. Implements Phase III conservation measures immediately.

The meeting to consider the resolution must be a public hearing, providing customers the opportunity to be heard regarding the declaration of water shortage emergency conditions.

Phase III conservation measures include (in addition to Phase II measures):

1. Water reduction goal:

   Establish a Phase III water reduction goal based on severity of the emergency, for approval by the District Board of Directors. If Tuolumne Utilities District has declared Phase III conservation measures, the District's water reduction goal must match or exceed the water reduction goal

identified by Tuolumne Utilities District. The water reduction goal may be updated as conditions change.

The water reduction goal is defined as a percent reduction of the prior year's water usage. The water reduction goal may not exceed 50%.

2. Landscape watering restrictions:
    a. Watering of lawns, gardens and other outdoor vegetation by use of irrigation systems, hoses, faucets or other outlets connected to the public water supply is prohibited, unless specified otherwise below.
    b. Individual garden plants or trees may be irrigated only by the use of buckets, containers or properly maintained irrigation drip systems.
    c. Watering lawns is allowed whenever the reduction goal is 40% or less.
    d. Landscape watering allowed under this section may only be undertaken at the following times:
        i. Properties with addresses ending in an even number may irrigate only on Thursday and Sunday.
        ii. Properties with addresses ending in an odd number may irrigate only on Wednesday and Saturday.
        iii. Irrigation may only occur between 7:00 p.m. and 9:00 a.m.
    e. Irrigation which results in water running onto driveways, gutters, streets, adjoining property, and/or any other water runoff is prohibited.

3. Washing of cars, boats, trailers, equipment or other vehicles by hose or by use of water directly from faucets or outlets connected to the public water supply is prohibited. Washing such vehicles may occur at District-approved commercial washing facilities that utilize water recycling capabilities.

4. Washing of sidewalks, walkways, driveways, patios, parking lots, graveled areas, tennis courts or other hard-surfaced areas, including commercial establishments, by hose or by use of water from faucets or other outlets connected to the public water supply is prohibited.

5. New construction service applications shall be granted upon condition that water shall be used only for interior purposes and landscaping that does not require watering. Any landscaping requiring the use of water shall be delayed until repeal of Phase III restrictions.

6. Use of water in decorative fountains, pools, recreational ponds and the like shall be limited to the minimum necessary to preserve aquatic life if present.

7. Use of water for dust control, earth compaction, and other outdoor construction activities is prohibited.

8. Filling of new or existing swimming pools, spas and recreation ponds is prohibited.

9. Fire hydrants shall be used only for emergency purposes.

10. Leak Restrictions:

    a. Allowing any plumbing system leak to remain un-repaired, without reasonable cause, for seven calendar days following written notification by the District is prohibited.

    b. Failure to repair leaks as specified is subject to the following special enforcement:

        i. Water service will be shut off until such time that leak(s) are repaired.

        ii. Reinstatement of water service will be subject to the fees listed on the District's most current rate schedule.

11. Excessive Water Use:

    a. Excessive water use, without reasonable cause, is prohibited.

    b. Excessive water use is defined as monthly water use that exceeds a certain percentage of the prior year's usage for the same month. This percentage varies based on the reduction goal and is determined by the following chart:

Reduction Goal	Excessive Use Percentage
20 to 25%	90%
30 to 35%	85%
40 to 45%	80%
50%	75%

    Example: If the reduction goal is 40%, excessive water use is monthly use that exceeds 80% of last year's monthly use.

    c. Monthly water use less than 3,000 gallons will not be considered excessive.

    d. Commercial and industrial customers may contact the District to discuss the individual water needs required to maintain their business.

    e. Excessive water use is subject to the following special enforcement:

        i. <u>First Violation.</u> Payment of a $50 penalty.

        ii. <u>Second Violation.</u> Payment of a $100 penalty and customer's service will be restricted by a flow restriction device for 30 days.

        iii. <u>Third Violation.</u> Payment of a $500 penalty and customer's water service will be restricted by a flow restriction device until the Board of Directors repeals the state of emergency or threat of emergency or shortage.

        iv. <u>Continued Violation.</u> Payment of a $500 penalty and continued water service restriction. District may pursue misdemeanor charges pursuant to Water Code 71644, resulting in 30 days in jail, or a $600 fine, or both.

7.2.4 Phase IV – Mandatory Water Conservation Measures for Extreme Emergency

If the District Board of Directors determines that an extreme emergency or water shortage exists based on forecasted precipitation, snowpack and reservoir levels, or an emergency event, or if Tuolumne Utilities District calls for Phase IV conservation measures, the District Board of Directors shall adopt a resolution that:

1. Declares a state of emergency for the District service area until such time that the Board of Directors determines that conditions no longer merit Phase III conservation measures; and
2. Identifies a water reduction goal; and
3. Implements Phase IV conservation measures immediately.

The meeting to consider the resolution must be a public hearing, providing customers the opportunity to be heard regarding the declaration of water shortage emergency conditions.

Phase IV conservation measures include (in addition to Phase III measures):

1. Water reduction goal:

   Establish a Phase IV water reduction goal based on severity of the emergency, for approval by the District Board of Directors. If Tuolumne Utilities District has declared Phase IV conservation measures, the District's water reduction goal must match or exceed the water reduction goal identified by Tuolumne Utilities District. The water reduction goal may be updated as conditions change.

   The water reduction goal is defined as a percent reduction of the prior year's water usage. The water reduction goal may not exceed 50%.

2. Immediately notify appropriate media outlets, and post local road signage notifying the public of the current water use restrictions.

3. Landscape/outdoor watering by hose or by use of water directly from faucets or outlets connected to the public water supply shall be strictly prohibited.

4. New construction services shall not be started until after the repeal of Phase IV restrictions.

5. Excessive Water Use:

   a. Excessive water use, without reasonable cause, is prohibited.

   b. Excessive water use is defined as monthly water use that exceeds a certain percentage of the prior year's usage for the same month. This percentage varies based on the reduction goal and is determined by the following chart:

Reduction Goal	Excessive Use Percentage
20%	90%
25%	85%
30%	80%
35%	75%
40%	70%
45%	65%
50%	60%

Example: If the reduction goal is 40%, excessive water use is monthly use that exceeds 70% of last year's monthly use.

c. Monthly water use less than 3,000 gallons will not be considered excessive.

d. Commercial and industrial customers may contact the District to discuss the individual water needs required to maintain their business.

e. Excessive water use is subject to the following special enforcement:

i. First Violation. Payment of a $50 penalty and customer's service will be restricted by a flow restriction device for 30 days.

ii. Second Violation. Payment of a $100 penalty and customer's water service will be restricted by a flow restriction device until the Board of Directors repeals the state of emergency or threat of emergency or shortage.

iii. Third Violation. Payment of a $500 penalty and continued water service restriction. District may pursue misdemeanor charges pursuant to Water Code 71644, resulting in 30 days in jail, or a $600 fine, or both.

7.3 Enforcement

In addition to any and all lawful remedies, violations of this section shall result in the following penalties, unless special enforcement measures are otherwise specified:

1. First Violation:

   Customer will receive a written warning from the District that a further violation will result in water restrictions and penalties.

2. Second Violation:

   Customer's water service will be restricted by a flow restriction device for 30 days. The device will be removed upon payment of the reconnection fee established in the District's Schedule of Rates and Charges.

3. Third Violation:

   Customer's water service will be restricted by a flow restriction device until the Board of Directors repeals the state of emergency or threat of emergency or

shortage and upon payment of the reconnection fee established in the District's Schedule of Rates and Charges.

7.4 Variances

Variances may be granted from any of the above regulations by the General Manager upon application in writing stating the detailed circumstances meriting special consideration. Appeals of decisions by the General Manager may be taken to the Board of Directors.

7.5 Low Water Use Plumbing Fixtures Required

All applicants for new water service connections for new construction shall be required to furnish proof of installation in residential, commercial and/or industrial buildings, ultra-low flow toilets with a maximum tank size or flush capacity of 1.6 gallons and shower heads with a maximum flow capacity of 3 gallons per minute.

PASSED AND ADOPTED, by the Board of Directors of Twain Harte Community Services District, County of Tuolumne, State of California at their Special Meeting of said Board held on February 25, 2014 by the following vote:

AYES: Sipperley, Johnson, Knudson, Jordan
NOES:
ABSENT: Maxwell
ABSTAIN:

Gary Sipperley, Board President

ATTEST:

Carolyn Higgins, Board Secretary

ADVANTAGE TECHNICAL SERVICES, INC.
SPECIALTY ENGINEERING AND INSPECTION COMPANY

May 3, 2023

Mr. Tom Trott, P.E.
General Manager
Twain Hartes Community Services District

RE: Construction Phase Engineering Services Proposal for Rehabilitation of MG Tank #2

Dear Mr. Trott:

We appreciate the opportunity to provide the attached proposal to provide technical and professional services for the Twain Harte Community Services District water tank rehabilitation. Advantage Technical Services, Inc. (ATS) specializes in exactly this type of work. We've been involved with planning of this work for several years and we hope to continue to support the District with the care of this important structure.

You will find the following attachments:

- ATS Project Experience
- ATS Key Personnel
- Cost Estimate

Our proposal is based on a "Time and Materials" pay method with a "Not to Exceed" limit. Thank you for the consideration of our firm for this project. We look forward to working with you to achieve quality results in an efficient manner.

Please call if you have any questions regarding the services that we are offering.

Sincerely,
Advantage Technical Services, Inc.

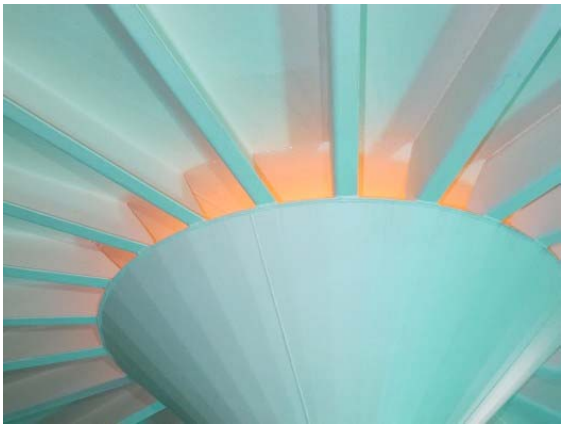
William D. Bellis, P.E.
Principal

6661 FERN CANYON RD. SAN LUIS OBISPO, CA 93401 PH. 805–595–2282

PROJECT EXPERIENCE

Cambria Community Services District, Fiscalini Water Tank Replacement Project

ATS provided structural evaluation of the corroded tank and worked with District staff to design a project that avoided the complex Coastal Commission permitting process while replacing the existing tank with one designed for long lasting low maintenance performance in the challenging coastal environment. ATS provided all aspects of engineering, bid administration, management and special inspection. The specification encouraged contractor creativity and responsibility for work within an extremely small site surrounded by environmentally sensitive area. The design incorporated an innovative seal-welded roof to reduce interior corrosion.



Twain Harte Community Services District, Water Tank Roof Replacement

The project included removal and replacement of the damaged roof on a 1,000,000-gallon potable water tank, upgrade of appurtenances and re-coating. The new roof structure was designed for a much higher snow load to meet new requirements and improve resistance to rafter overloading. The increased design load necessitated a multi-column center support to accommodate existing soil conditions. The new roof interior is seal welded and free of complex shapes that create corrosion prevention challenges. ATS provided inspection, structural design, specification development and quality assurance services.

City of San Luis Obispo, Stenner Canyon Waterline Coating Project

ATS provided engineering consulting, Construction Management and quality assurance oversight. Project development included construction feasibility, environmental and safety hazard recognition. Lead-based coatings, difficult access and proximity to a creek with cold spawn migratory species demanded thoughtful and thorough project development to minimize impact. ATS evaluated the existing conditions, worked with operations personnel and delivered a project which is providing lasting corrosion prevention with minimal environmental impact. ATS wrote the technical specifications and used the City's standard special provisions for the "front end", lead pre-bid conference, pre-construction conference, processed progress payment requests and responded to formal requests for information.

Kelly Slater Surf Ranch

The Kelly Slater Wave Ranch uses cutting edge science, engineering and design to create the longest ridable open-barrel wave in the world. ATS provides structural evaluation and underwater repair of the safety barrier and wave producing systems. We continue as consultants to the operations group assisting with the development of rehabilitation and inspection plans. ATS has successfully developed procedures and completed novel underwater repairs of the wave generating foil using composite materials and techniques. The methods were associated with our patented underwater coating system originally designed to protect potable water during curing.

SLO County, Tank Recoating for CSA 10 Cayucos Water Treatment Plant

ATS provided project engineering for the rehabilitation and safety upgrades for this tank. ATS' scope included structural evaluation of the exterior roof, project development and technical specifications. ATS was called in to provide consulting for change order avoidance during construction after the contractor and quality assurance provider stopped construction based on claims regarding lack of structural integrity. ATS quickly conducted an evaluation of the corroded structure including determination of the section modulus of roof rafters in their "as corroded" condition. The structure was shown to be structurally adequate. The contractor and project inspector returned to work without change order.

San Luis Obispo County-New Water Tanks for Cayucos CSA 10

The water at this location provides potable water for the public and fire suppression including post-earthquake service. The old tank had serious corrosion and was in poor condition to resist damage during a seismic event. With only one tank there was no operational redundancy. The County chose ATS to assist with scope development, provide construction quality assurance and engineering consulting. The two new 220,000-gallon tanks include mechanical anchorage, flexible pipe connections and a seal welded roof.

City of Santa Maria, Rehabilitation of Wastewater Clarifier #1 and Grit Chamber

ATS worked with the City to inspect the corrosion of the existing concrete and steel. As the Project Engineer, ATS developed the technical documents and contracting strategy to address the severe corrosion damage, operational constraints and budget limitations. Construction specifications incorporated both the latest state-of-the-art coatings, “old school” coatings with a long performance history and a simple innovative cathodic protection system for redundant protection from corrosion that has proven effective on our previous projects.

Los Osos Community Services District, Maintenance Coating Spot Repairs for the 16th St. Water Tanks

This project with the Los Osos Community Services District included all aspects of engineering, bid administration and management. The project was designed to extend the life of the existing tanks with minimal cost. Specific challenges included working in a neighborhood, on a tight site, lead based coatings and the coastal corrosion environment. The specification encouraged contractor creativity and responsible bidding. When the contractor found through thickness corrosion in the roof, a change order was avoided by ATS design and application of a rapid repair system with NSF61 approved materials.

City of Paso Robles, Sherwood Pressure Vessels Rehabilitation

ATS provided inspection, engineering, quality assurance and construction management services. The project included welded repair, re-coating and testing of two 4,000-gallon ASME pressure vessels that are part of the City's water treatment system for arsenic removal. The vessels were transported to an off-site facility for the work to allow economical completion with low impact to the neighboring community. The technical specifications addressed regulatory compliance for welded repair of pressure vessels and special linings for abrasion resistance in potable water submersion. Cost control strategies where the full scope of welded repairs was unknown prior to abrasive blast cleaning.

Significant cost savings was gained by the City in comparison to replacement of the vessels. The vessels were successfully repaired, tested and certified for 150 psi operating pressure.

The City of Paso Robles, Rehabilitation of Golden Hills #1 and Merryhill Tanks

ATS provided engineering, construction management and quality assurance services for this project. The project scope included development of coating rehabilitation specifications, excavation, concrete foundation for anchoring of the existing Merryhill tank, interior and exterior coatings and rehabilitation of the existing roof structure on the Golden Hill Tank. Unique project challenges associated with existing lead-based coatings and very constrained project site were identified early and addressed during scope development. ATS provided project development, special inspection, detailed specifications of tank appurtenances and review of Contractors submittals during the project that helped control change order costs.

City of Paso Robles, Waste Water Treatment Plant Sodium Hypochlorite Facility

ATS acted as Construction Manager and provided quality assurance services. ATS led progress meetings, tracked progress, approved progress payments, negotiated change orders, tracked submittals and provided construction quality assurance. Judy Bellis provided quality assurance inspection and technical support during the coating phase. Project cost: $1.1 Million.

KEY PERSONNEL

Senior Engineer

William Bellis, P.E. has provided engineering, management and technical services to the construction industry for over 35 years with nearly three hundred tank and corrosion rehabilitation projects completed. Will's experience and certified qualifications put him among a handful of tank experts in the country. A mix of engineering, quality assurance and management experience give Will a balanced perspective on the needs of the project and project team. Will has a B.S. in Engineering from Cal Poly San Luis Obispo. He is certified as an API 653 tank inspector which is the primary industry standard for tank rehabilitation. Will is an American Society of Nondestructive Testing Level III which is the highest certification level for qualification of nondestructive testing personnel. Will has been certified by ICBO as a Concrete Inspector and Structural Steel Inspector, by the National Association of Corrosion Engineers as a Coating Inspector and is an AWS Certified Welding Inspector.

Will was the Project Engineer for a tank contractor for 8 years where he developed an in-depth understanding of the design, estimating and construction of water and wastewater tank structures. Will has participated in the writing and editing of the National Standard for Welded Steel Tanks for Water Storage (AWWA D100). The use of protective coatings for corrosion prevention was also an important part of this work. Later in his career, Will moved to Alaska to work as a Project Manager for several large, complex construction projects in some of the world's most challenging conditions. Will was the Project Manager for the Badami Pipelines Project in the winter of 1998 which was a $27 million dollar project extending above ground cross country pipelines far east of Prudhoe Bay. This project included the first winter pipeline crossings of major arctic rivers designed to reduce impact on sensitive habitat. Will managed an office staff of nearly 30, and over 300 union craft personnel who completed the work on schedule and within budget. About 90% of the work was completed in four months between January and April of 1998. Will worked as Project Manager for several smaller projects then successfully culminated his career in Alaska as Arctic Slope Regional Corporation's Project Manager for the Northstar Project. The Northstar Project was the first offshore oil pipeline in Arctic Alaska and pipelines were constructed on floating sea ice. The $41 million dollar project was extremely complex and regulatory oversight was intense but the project was completed within budget and a very tight schedule. Will has returned to Alaska to work as a consultant for ASRC several times in the last ten years to manage projects and write over $1 million worth of change orders for various construction projects.

In 2000 Will returned to the Central Coast where he and Judy started ATS. During the last 22 years, Will has developed specifications for many tank and corrosion rehabilitation projects including over ten successful projects for the City of San Luis Obispo. Will's unique blend of education, credentials and experience make him well qualified for the Project Engineer/Project Engineer position on the ATS team.

Structural Engineer (Sub consultant)

John Bradley is one of the most experienced tank specialists in the nation. John has completed structural engineering on over 750 tank and vessel projects and has worked with ATS on Pismo Beach's Shell Beach #1 tank replacement project, the Cambria CSD's Fiscalini Welded Steel Tank replacement project and several other minor projects. John is registered as a Structural Engineer in seven states and as a Civil Engineer in thirty-eight states and Canada. John has a B.S. in Civil Engineering from Cal Poly and graduated Magna Cum Laude. John has extensive experience with steel and concrete structures and has developed computer-based design programs to optimize quality and efficiency in the design of tanks, vessels and other structures. John is proficient in AutoCad and RISA-3D. John's extensive structural engineering experience aligns perfectly with ATS's specialty areas and make him a valuable asset to the team.

Coatings and Corrosion Prevention Specialist

Judy Bellis has been helping our clients prevent corrosion with coatings for over ten years. Judy has extensive experience in the field that is an important foundation for development of projects that are to provide long lasting service at optimal value. Judy has been working in the construction industry since her graduation from Cal Poly San Luis Obispo in 1985.

Judy is the Qualifying Individual for ATS' general engineering license. Judy is an AWS Certified Welding Inspector and holds the highest Coatings Inspector certification, NACE Level III. These credentials and her field experience provide Judy with valuable insight that she has uses when developing coating specifications for water, wastewater and coastal environments. Judy has experience on many public works jobs including specification development for Los Osos CSD's 16th St. Reservoir Repair, Cambria CSD's Fiscalini Tank Replacement Project and Pismo Beach's Pine Knolls Reservoirs, City of San Luis Obispo Bishop St. Tank, Clearwells 1 and 2 and wastewater maintenance projects. She is experienced with regulatory requirements for certified payroll, insurance and environmental health. Judy has worked with the City's recently updated special provisions and front-end documents.

Electrical Engineer

Kent Burnett, P.E., M.S. has a diverse set of electrical engineering skills including public works projects and over five years with PG&E as a transmission protection engineer. Kent recently worked on Pismo Beach Shell Beach 1 electrical and control system. He understands the public utility interface and provided electrical engineering support on the Cambria CSD Fiscalini electrical and control systems development. Kent also has significant field experience where he performed troubleshooting, repair, and new construction for commercial and public utilities including Big Bear Area Regional Wastewater Agency (BBARWA), Big Bear City CSD, Valley Community Hospital, and Bear Mountain ski resorts. The resort infrastructure includes 12 MW of diesel generation, medium voltage distribution, motor drives and starters, chair lift control circuits, snowmaking equipment, computer network cabling, alarm systems, and others. Kent has a B.S. and M.S. in Electrical Engineering from California Polytechnic State University, San Luis Obispo.

Resident Inspector

Jack Allen has been active with inspection of various construction and rehabilitation projects with ATS for 10 years. Jack's significant "hands on" experience with ATS includes work as an Inspector/Diver/Engineering Technician on multiple projects including Paso Robles 4 MG Tank Coating and Rehabilitation, San Luis Obispo County's new 10A Water Tanks, Golden State Water's new Tanglewood tank, Kelly Slater Surf Ranch man-made wave pool in Lemoore, the new Pismo Beach Pier, Space-X steel structures and the Paso Robles Wastewater Treatment Plant. He has experience and advanced training in many aspects of quality assurance including inspection of coatings, welding and non-destructive testing (PT, MT, UT & VT). Jack is an AWS Certified Welding Inspector, NACE trained coating inspector, Certified Welder, Certified Master Diver and Certified Commercial Diver. Jack is observant, thoughtful, innovative and a good communicator. ATS is proud to have him as a part of the inspection and management team.

Quality Assurance Inspector

Hugh McCaffrey has worked in public works construction and private industry providing quality assurance services on projects for over 25 years. His experience spans from water and wastewater facilities to the Arctic Slope of Alaska. Hugh's experience in welding technology provides him with an understanding of the importance of quality workmanship. His experience as a welder allows him to know what it takes to achieve fitness for purpose.

Hugh is an AWS Certified Welding Inspector, a Certified Level II Magnetic Particle Testing Technician and an ACI Certified Concrete Field-Testing Technician. He is well-versed in industry codes and standards including American Water Works Association D100- Welded Steel Tanks for Water Storage, Welding Pipeline and Related Facilities Standard (API 1104) and the Structural Steel Welding Code (AWS D1.1).

Quality Assurance Inspector/Dive Supervisor

Chuck Rawlinson has extensive experience with tank coatings with over 30 years as an Inspector Diver, Coating Inspector and Under Water Coating Applicator. Chuck has been a valuable consultant employee with ATS for over 10 years. Chuck's extensive experience as a tank inspector gives him a depth of understanding of the problems associated with corrosion on tanks and the impacts of poor workmanship. ATS is fortunate to have access to Chuck's wealth of experience as a team member.

Twain Harte Community Services District's 2 MG Water Tank Rehabilitation Project

ATS
www.ats-slo.com | 805-595-2282

Estimate for: Roof Replacement, Interior & Exterior Coatings and Appurtenance Upgrades
Construction Management & Quality Assurance Svc.s
Based on Estimated Construction Schedule:
Shop fabrication and coating: 2 week
Field erection: 5 weeks, Field coating: 8 weeks

Construction Mgr./Principal Eng.:	285 $/hr.
Coatings NACE III/AWS CWI:	160 $/hr.
NACE LI Coating Insp./NDEII:	145 $/hr.
Cert. Tank Insp/CWI/NDEIII:	160 $/hr.
Administration:	135 $/hr.

Pre-Job	**Project Days***	**% Coverage**	**Personnel Hours**	**Estimated Cost**	Std Day: 8 hr.
Construction Engineering		n/a	48	$ 13,680	
Document site conditions		n/a	12	$ 3,420	Photo and video prior to construction
Submittal Review		n/a	40	$ 11,400	
					Pre-Job Subtotal $ 28,500
Quality Assurance					
Tank Bottom Scan				$ 9,800	Option - Check for soil side corrosion on bottom as soon as tank is drained. Helps prevent surprise leak.
Replacement Roof & Appurtenances					
Shop Fabrication & Coating					
Welding Inspector CWI	5	60%	24	$ 3,480	
ATS I Coating Inspector/NDEII	0	0%	0	$ -	
NACE LIII Coating Insp/CWI	20	70%	112	$ 17,920	
Tank Erection					
Tank Welding Inspector	25	50%	100	$ 16,000	12.5 days on site
Tank Coating					
ATS I Coating Inspector					0 days on site
NACE LIII Coating Insp/CWI	40	50%	160	$ 25,600	20 days on site
					Subtotal: $ 72,800
Construction Management					
Pre-construction meeting			12	$ 5,340	CM & Inspector 1 days on site
Schedule Management			8	$ 2,280	CM/PE
Coordinate and log RFI			8	$ 2,280	CM/PE
Manage change orders			8	$ 2,280	CM/PE
Progress pay estimates			8	$ 2,280	CM/PE
					Subtotal: $ 14,460
Administration					
Final walk and punch list			16	$ 7,120	CM/Insp 2 days on site
Internal Project Mgmt./P.E.			12	$ 3,420	PM/PE
Certified Payroll Monitoring			8	$ 1,080	Admin. Rate
Document control			8	$ 1,080	Admin. Rate
					Subtotal: $ 12,700
Travel	Trips/Days	Rate	Miles		
Job site	9	1	510	$ 4,590	
Per-diem	36	170	0	$ 6,120	
					Subtotal: $ 10,710

*This estimate is provided to show forecasted costs based on an estimated project schedule, normal level of quality assurance required and estimated contractor productivity.
All work will be provided on a "time and materials" basis.

Contingency:	0%	$ -
Warranty Dive:		$ 9,870
Misc. Materials:	0.40%	$ 514
CM & QA Estimate:		$ 149,554