



SPECIAL BOARD MEETING

Tuesday, December 10, 2024 at 5:00 p.m.
Utica Headquarters | 1168 Booster Way, Angels Camp, CA 95222

Join by video conference: <https://meet.google.com/ift-ojra-hxf>
Join by phone: 740-303-2745 and enter this PIN: 503 098 659#

View the meeting agenda packet: www.uticawater.com/board-of-directors/board-meeting-agendas-and-minutes

UTICA BOARD OF DIRECTORS

Ralph Chick – Chair
Caroline Schirato – Vice Chair
Jennifer Herndon – Secretary
Gary Conrado – Director
Tom Quincy – Director

ORDER OF BUSINESS

1. **Call to Order / Pledge of Allegiance**

2. **Roll Call**

3. **Approval of Agenda**

4. **Closed Session**

A. Anticipated litigation pursuant to Government Code § 54956.9(d)(4): Two cases.

5. **Report Out of Closed Session**

6. Public Comment

Members of the public may address the Board on items not listed on the agenda. Comments are limited to five minutes. No action will be taken on items not on the agenda. The public is encouraged to work with staff to put items on the agenda for Board consideration.

7. Consent Calendar

These items are expected to be routine and non-controversial. Unless a Board member pulls an item, all items will be approved together at one time without discussion.

- A. [Approval of minutes from the September 24, 2024, Regular Board Meeting \(Walker\)](#)
- B. [Financial reports for September and October 2024 \(Walker\)](#)
- C. [Generation report for September and October 2024 \(Walker\)](#)
- D. [Operations Report \(Fields\)](#)
- E. [Water Conveyance Report \(Rasmussen\)](#)
- F. [Water supply conditions report \(Sparks\)](#)

8. Regular Agenda

- A. [Presentation from Association of California Water Agencies Joint Powers Authority \(Scott Ratterman, ACWA JPIA Executive Committee Member\)](#)
- B. [Presentation from Streamline regarding Utica's website \(Joel Metzger, General Manager\)](#)
- C. [Discussion / direction regarding the FERC Conduit Exemption Applications process, timing, and studies \(Joel Metzger, General Manager\)](#)
- D. [Discussion / action regarding adoption of Records Management Policy \(Stacie Walker, Administrative Specialist\)](#)
- E. [2024 Annual Fall Maintenance Outage Reports \(Kyle Rasmussen, Water Conveyance Supervisor\) \(Frank Fields, Operations and Maintenance Superintendent\)](#)

Resolution 2024-12

9. Correspondence, Board / General Manager Reports, Future Agenda Items

- A. Correspondence
- B. General Manager Report
- C. Board reports
- D. Future agenda items

10. Upcoming Board Meetings and Calendar Events

- Tuesday, January 28, 2025, at 5:30 p.m.
- Tuesday, February 25, 2025, at 5:30 p.m.

11. Adjournment

Utica Mission Statement

We are committed to preserving and protecting local control of our water resources through effective fiscal and operational management and assuring a safe and reliable water supply for municipal and agricultural stakeholders, while ensuring the quality and quantity of this precious resource for generations to come.

Americans With Disabilities Act

In compliance with Title II of the Americans with Disabilities Act, 28 CFR Part 36, if you need special assistance to participate in this meeting, please contact the Utica office at (209) 736-9419 or email your request to admin@uticawater.com. Notification in advance of the meeting will enable Utica to make reasonable accommodations to ensure accessibility to this meeting. Any materials distributed to the Board that relate to an item on the agenda are available at the Utica office 72 hours prior to the scheduled meeting.

Questions?

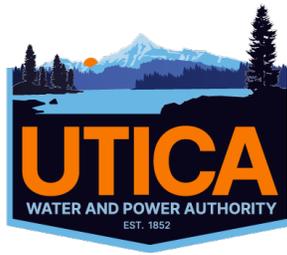
Contact Utica at admin@uticawater.com or (209) 736-9419.

**Indicates no paperwork is included in the agenda packet.*



Item 7A

[Return to Agenda](#)



REGULAR BOARD MEETING MINUTES

5:30 p.m. Tuesday September 24, 2024

Utica Headquarters | 1168 Booster Way, Angels Camp, CA 95222

Join by video conference: <https://meet.google.com/ift-ojra-hxf>
Join by phone: 740-303-2745 and enter this PIN: 503 098 659#

View the meeting agenda packet: www.uticawater.com/board-of-directors/board-meeting-agendas-and-minutes

UTICA BOARD OF DIRECTORS

Ralph Chick – Chair
Caroline Schirato – Vice Chair
Jennifer Herndon – Secretary
Gary Conrado – Director
Tom Quincy – Director

ORDER OF BUSINESS

1. **Call to Order**

- The meeting was called to order at 5:30 p.m.

2. **Pledge of Allegiance**

3. **Roll Call**

- **Directors Present**
 - Director Chick
 - Director Broglio as alternate for Director Schirato
 - Director Herndon

- Director Rasmussen as alternate for Director Quincy
- Director Conrado
- **Utica Staff Present**
 - Joel Metzger, General Manager
 - Kyle Rasmussen, Conveyance Supervisor
 - Stacie Walker, Administrative Specialist
 - Frank Fields, O&M Superintendent
 - Mike Emehiser, Senior Hydroelectric Operator
- **Others Present**
 - John Moore and Sabrina Moore, Public
 - Mike Tanner and Brittany Tanner, Public
 - Steve Williams, City of Angels, Interim Administrator (virtual)

4. Approval of Agenda

Board Discussion: None

Public Comment: None

Motion: Director Rasmussen made a motion to approve the agenda

Second: Director Broglio

Vote: 5-0-0

Ayes: Director Herndon, Director Broglio, Director Chick, Director Rasmussen, Director Conrado

Noes: None

Abstain: None

Absent: None

5. Public Comment

- No public comment

Members of the public may address the Board on items not listed on the agenda. Comments are limited to five minutes. No action will be taken on items not on the agenda. The public is encouraged to work with staff to put items on the agenda for Board consideration.

6. Consent Calendar

These items are expected to be routine and non-controversial. Unless a Board member pulls an item, all items will be approved together at one time without discussion.

- A. Approval of minutes from the August 27, 2024, Regular Board Meeting (Walker)
- B. Financial reports for August 2024 (Walker)
- C. Generation report for August 2024 (Walker)
- D. Operations Report (Fields)
- E. Water Conveyance Report (Rasmussen)
- F. Water supply conditions report (Metzger)

Board Discussion: None

Public Comment: None

Motion: Director Herndon made a motion to approve the consent calendar

Second: Director Conrado

Vote: 5-0-0

Ayes: Director Herndon, Director Broglio, Director Chick, Director Rasmussen, Director Conrado

Noes: None

Abstain: None

Absent: None

7. Regular Agenda

A. Discussion / action adopting a Resolution of Appreciation for Mike Emehiser's 10-year anniversary.

(Joel Metzger, General Manager)

Resolution 2024-11

- Mr. Metzger acknowledged Mr. Mike Emehiser's 10 years of continued service for Utica Water and Power Authority. Mr. Metzger explained that the Authority has been fortunate to have such an incredible team member. He thanked Mr. Emehiser for being completely reliable and said that Utica could count on Mr. Emehiser. He said he hopes that Mr. Emehiser will continue to work with Utica for many years to come. Mr. Emehiser spoke about his time at Utica and said that the upgrades to the system have helped make this job better for employees, and he emphasized that teamwork and Mr. Frank Fields are why he's enjoyed his time here.

Board Discussion: Director Rasmussen and Director Broglio reflected on the improvements made over the years and Director Conrado said that he appreciates seeing the ownership from employees.

Public Comment: Mr. Jeremiah Hyde said he appreciated learning from Mr. Emehiser and working with him over the years.

Minute Entry: Director Chick read the Resolution of Support into the record.

Motion: Director Broglio made a motion to adopt Resolution 2024-12 in appreciation of Mike Emehiser's 10-years of service.

Second: Director Conrado

Poll:

Director Chick - Aye

Director Broglio - Aye

Director Herndon - Aye

Director Rasmussen - Aye

Director Conrado - Aye

Vote: 5-0-0

B. Discussion / action regarding approval of Moore's water contractor application.

(Joel Metzger, General Manager)

- Mr. Metzger explained that the Moores, who live on Murphys Grade Road, have requested to become an irrigation contractor for agricultural purposes. If approved service would likely be installed in November during the maintenance outage.
 - Mr. John Moore spoke to the Board, stating that he and his wife have been full-time residents since 2021. While landscaping their property this summer, they found limitations with their well water output. The Moores believed that Utica didn't sell water but recently learned about Utica's irrigation program. Since the Utica Ditch runs through their property they are asking for water.

Board Discussion: The Board expressed that 5 acre-feet (AF) may not be enough. Mr. Moore said 5 AF is more water than they have had thus far and confirmed he would request an increase if usage exceeded his expectations.

Public Comment: None

Motion: Director Broglio made a motion to approve Mr. John Moore's request to become an irrigation contractor below Murphys Powerhouse with an allocation of 5 acre-feet per irrigation season.

Second: Director Conrado

Vote: 5-0-0

Ayes: Director Herndon, Director Broglio, Director Chick, Director Rasmussen, Director Conrado

Noes: None

Abstain: None

Absent: None

C. Discussion / action regarding approval of Tanner's water contractor application.
(Joel Metzger, General Manager)

- Mr. Metzger explained where the Tanners live in Hathaway Pines, and he pointed out that Utica accesses a wastegate in that area during storms. If approved the service would be installed during the November maintenance outage.
 - Mr. Tanner spoke to the Board, stating his family lives on the upper parcel, and they are looking to grow grass in the meadow below the flume to have a few head of cattle. Additionally, the Tanners plan on installing sprinklers and pipes for fire suppression.

Board Discussion: Director Rasmussen asked if the Tanner's property was in UPUD's sphere. Mr. Metzger said it was not, but he would be happy to confirm with UPUD's general. Director Broglio said he is excited to see new irrigators added to the ditch, and he encouraged the Tanners and the Moores to tell their friends and neighbors about the program.

Public Comment: None

Motion: Director Broglio made a motion to approve Brittany and Mike Tanner's request to become an irrigation contractor with an allocation of 5 acre-feet per irrigation season.

Second: Director Herndon

Vote: 5-0-0

Ayes: Director Herndon, Director Broglio, Director Chick, Director Rasmussen, Director Conrado

Noes: None

Abstain: None

Absent: None

D. Discussion / action regarding selection of a CPA firm to perform the FY 2023-2024 Annual Audit.

(Joel Metzger, General Manager)

- Mr. Metzger stated that Ryan Jolley and his father have been performing Utica's Financial Audits for the past 10 years or longer, and they have been great to work with. It is a legal requirement to have a different auditor periodically, and Mr. Jolley's office would assign a different CPA within its firm to conduct audits. However, it is also a good get fresh eyes on Utica's finances. While reviewing proposals with the Board, Mr. Metzger noted that Hawks and Associates didn't have much water agency experience but did have other public agency experience. Mr. Metzger said that while checking references, other general managers agreed that Richardson & Company has an excellent reputation. Mr. Metzger explained that Board action is not required to make this decision based on the Utica Purchasing Policy, but because the audit highlights transparency he prefers Board weigh in. Lastly, Mr. Metzger showed the cost difference between the high bid and low bid – about \$4,000 difference – with Hawks providing the low bid. The Board reviewed the proposals and expressed the desire to have a local firm perform the audit.

Board Discussion: Director Herndon asked about the references for Hawks, and Ms. Walker stated that the three responses she received were all positive.

Public Comment: None

Motion: Director Herndon made a motion to authorize the general manager to enter into a contract with Hawks and Associates to perform Utica's annual financial audit for the year ending on June 30, 2024, with the ability to extend contract terms at the general manager's discretion.

Second: Director Rasmussen

Vote: 5-0-0

Ayes: Director Herndon, Director Broglio, Director Chick, Director Rasmussen, Director Conrado

Noes: None

Abstain: None

Absent: None

E. Discussion / direction regarding the FERC Conduit Exemption Applications process, timing, and studies.

(Joel Metzger, General Manager)

- Mr. Metzger presented a FERC Exemption timeline graphic showing Utica is about halfway through the anticipated Exemption project timeline. He reviewed the requested studies, noting that the Board has authorized \$559,000 and has spent less than that amount so far. Mr. Metzger talked about the Exemption efforts as a whole, touching on the Foothill Yellow-Legged Frog (FYLF) study, Water Quality Monitoring Program (WQMP), fish study, United States Forest Service (USFS) special use permit process, Cultural and Historical Studies, Instream Flow, 401 Water Quality Permit, Memorandum of Agreements (MOA), project challenges, and budget.
 - The Board discussed the pros and cons of awarding the Fish Study contract. While some directors supported awarding it to Stantec to ensure the set timeline was met, others highlighted cost considerations. The General Manager was directed to take action as needed on the contract award.
 - The Board discussed the FERC Exemption budget. Mr. Metzger stated that staff has realized substantial savings for Utica by taking a substantial amount of work on in-house.

8. Correspondence, Board / General Manager Reports, Future Agenda Items

A. Correspondence

- Mr. Metzger talked about Wylderidge Drive and its Road Committee.
 - The Board discussed road access, access agreements, prescriptive easement, and potential costs.

B. General Manager Report

- COA's Booster Way Sewer Project is complete and the parking lot at Utica Headquarters has been repaired
- DSOD gate inspections were complete and the inspector advised on how to address the spalling on Hunter Reservoir Dam.
- The Mountain Counties Water Resources Association (MCWRA) Legislative tour is coming up on October 2, from 10-1:30 and Mr. Metzger encouraged Board involvement.

C. Board reports

- City of Angels
 - Working on Capital Improvement Projects
 - Rate study underway
 - Staff assessing options to address complaints about old City Hall building
- Union Public Utility District
 - 218 being discussed
 - Ongoing legal battles
- Public At-Large
 - Director Conrado attended Hwy 4 Corridor meeting – Calaveras County Water District worked to ensure Brown Act Compliance

D. Future agenda items

9. Upcoming Board Meetings and Calendar Events

- Tuesday, October 22, 2024, at 5:30 p.m.
 - **Cancelled:** Tuesday, November 26, 2024, at 5:30 p.m. due to the annual maintenance outage
- Tuesday, December 10, 2024, at 5:30 p.m.

10. Adjournment

Motion: Director Rasmussen made a motion to adjourn the meeting at 6:51 p.m.

Second: Director Broglio

Vote: 5-0-0

Ayes: Director Herndon, Director Broglio, Director Chick, Director Rasmussen, Director Conrado

Noes: None

Abstain: None

Absent: None

- The meeting was adjourned at 6:51 p.m.

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Questions?

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Item 7B

[Return to Agenda](#)

UTICA WATER AND POWER AUTHORITY

Date: December 10, 2024
To: Joel Metzger, General Manager
From: Stacie Walker, Administrative Specialist
Re: Financial Report for September 2024

Power Generation and Revenue:

In September 2024, Angels Powerhouse (APH) generated \$36,262 in revenue and Murphys Powerhouse (MPH) generated \$84,448. The combined net revenues of the powerhouses totaled \$120,710.

Three forced outages in September interfered with the ability to generate. The two outages that occurred at Murphys Powerhouse (MPH) were attributed to Pacific Gas and Electric Company's (PG&E) having equipment trouble. The outage that affected the Angels Powerhouse (APH) was due to a leak in a cooling line. Staff worked to make repairs quickly to get APH back online.

Water Sales and Irrigation:

A sale of 500 acre-feet (AF) of water to Northern California Power Agency (NCPA) occurred, generating \$40,000 in revenue.

The Administration Department invoiced irrigation water contractors for the 2024 Irrigation Season. All irrigation invoices totaled \$32,651. The Authority received \$400 in irrigation payments in September.

The Board of Directors approved two new irrigation contractors at the September Board Meeting, and the Administration Department has received a \$4,000 nonrefundable deposit payment to start service at one parcel.

Emergency Reimbursements:

The Authority received \$166,785 in reimbursement from the Federal Emergency Management Agency (FEMA) for the road damage that occurred during the 2023-2024 atmospheric events. This reimbursement was applied to the FY 2023-24 books using the accrual process at the recommendation of a CPA firm. These funds were put in the Operations Reserve to reimburse that fund for the money that was spent to make the repairs necessary following the storm.

JPA Member Contributions:

JPA Member Contributions are determined by the Utica Board of Directors during the annual budget development cycle. Each JPA Member Agency will pay \$370,000 in FY 2024-2025, per the May 28, 2024, Board Adopted Budget. The City of Angels (COA) made its first-quarter payment of \$92,500.

Interest Income:

The Authority's funds are held in interest-bearing checking and money market accounts at the Bank of Stockton. These accounts earned \$8,170.48 in interest income for the month of September 2024.

Utica Water and Power Authority

Expenses by Vendor Summary

September 2024

	TOTAL
Amazon Business	1,712.19
Atkinson, Andelson, Loya, Rudd & Romo Professional Corporation	3,230.00
Azul	37.90
BanCorp Services	777.94
Blue Dog Pizza	36.11
Brittany Tanner	450.00
CAL FIRE	454.80
Cal-Waste	223.74
Cal.Net	221.71
Calaveras Lumber Co, Inc.	1,831.12
CalPERS	2,031.58
CDK Supply	534.91
Chicken in A Barrel	30.00
Choice Builder	1,218.37
City of Angels	434.84
Comcast Business	645.49
Dollar General	52.26
Drills and Cutters	81.02
E.D.I.S	289.00
eBay	178.15
ENS Resources	8,000.00
Fasteners Plus	165.30
Freedom Energy Corp	326.25
Gannett Fleming	400.00
General Plumbing Supply	60.42
Go Daddy	22.17
Google LLC	187.20
Grainger	623.32
Grating Pacific Inc	54.27
Harvey's	469.86
Helwig Carbon Products	1,611.13
Kaylee Dillashaw	6,165.00
Luz Ortigoza	195.00
McMaster-Carr	183.34
Microsoft	50.00
Mountain Counties Water Resources Association	1,488.05
North Valley Distributing	15.56
O'Reilly Automotive, Inc.	22.60
Onset Computer Corporation	2,109.61
Pacific Gas & Electric Co	2,330.41
Poke Rok	30.51
QuickBooks Payments	13.37
Reliance Metalcenter	4,629.22
Round Table	84.02
Rubber Sheet Warehouse	271.53

	TOTAL
Savemart	28.02
SDRMA	15,252.24
Sierra Hydrographics	2,732.84
Springhill Suites	437.44
Stacie Walker	78.44
Stantec	38,464.93
Starlink	360.00
State Compensation Insurance Fund	7,705.13
Toshiba Financial Services	192.88
UPUD.	244.23
USPS	9.68
Verizon Wireless	889.38
Voss	7,700.80
Voyager Fleet Commander Online	1,669.65
Toshiba Copier Lease Credit	-135.48
TOTAL	\$119,609.45

UTICA WATER AND POWER AUTHORITY

Date: December 10, 2024
To: Joel Metzger, General Manager
From: Stacie Walker, Administrative Specialist
Re: Financial Report for October 2024

Power Generation and Revenue:

In October 2024, Angels Powerhouse (APH) generated \$64,081 in revenue and Murphys Powerhouse (MPH) generated \$128,030. At the very end of the month, the Contract Price for MPH was reduced from \$73.50 per MWh to \$55.125 per MWh due to generation exceeding the Annual Contract Quantity, this limit only affected 14 MWh and reduced MPH revenues by \$256. The combined net revenues of the two powerhouses totaled \$192,111.

There was one forced outage in October that interfered with the ability to generate, attributed to Pacific Gas and Electric Company's (PG&E) having equipment trouble.

Water Sales and Irrigation:

The Administration Department invoiced irrigation water contractors for the 2024 Irrigation Season. All irrigation invoices totaled \$32,651. The Authority received \$4,168 in irrigation payments in October, leaving only \$231.05 that is still outstanding on existing invoices. The Admin Department will issue "true-up" invoices to larger water use contractors in December.

The Board of Directors approved two new irrigation contractors at the September Board Meeting, and the Administration Department has received a \$4,000 payment to start service at one parcel.

Emergency Reimbursements:

The Authority received \$41,696 in reimbursement from the California Office of Emergency Services (CalOES) for the road damage that occurred during the 2023-2024 atmospheric river storm events. These funds were placed in the Operations Reserve to reimburse it for funds used to make the repairs.

JPA Member Contributions:

JPA Member Contributions are determined by the Utica Board of Directors during the annual budget development cycle. Each JPA Member Agency will pay \$370,000 in FY 2024-2025, per the May 28, 2024, Board Adopted Budget. The City of Angels (COA) second-quarter payment of \$92,500 was received. The first-quarter payment for the Union Public Utility District (UPUD) has not been received.

Interest Income:

The Authority's funds are held in interest-bearing checking and money market accounts at the Bank of Stockton. These accounts earned \$7,311.59 in interest income for September 2024.

Utica Water and Power Authority

Expenses by Vendor Summary

October 2024

	TOTAL
ACWA	13,330.00
ACWA/Joint Powers Insurance Agency	34,752.99
Amazon Business	3,707.71
Angels Camp Chevron	319.71
Arnold Auto Supply (NAPA)	387.93
Atkinson, Andelson, Loya, Rudd & Romo Professional Corporation	637.50
BanCorp Services	180.00
Cal-Waste	223.74
Cal.Net	221.71
Calaveras Lumber Co, Inc.	8,121.37
Calaveras Power Agency	455.60
California Farm Bureau	200.00
California Special Districts Association	1,809.00
CDK Supply	26.06
Ceres Pipe and Metal	644.83
Choice Builder	1,218.37
City of Angels	431.46
Columbia Communications, Inc.	75.00
Comcast Business	1,229.64
Crawford Bookkeeping	258.50
DMV	10.00
eBay	72.66
EKI	404.04
ENS Resources	4,000.00
Gannett Fleming	2,660.00
Gateway Press, Inc.	115.83
General Plumbing Supply	97.89
Google LLC	187.20
Grainger	1,271.21
Hanson Bridgett LLP	3,230.00
Home Depot	153.32
Hunt & Sons, Inc.	1,171.90
IETS	16,377.00
Kaylee Dillashaw	4,590.00
Luz Ortigoza	65.00
Marriot	422.93
McMaster-Carr	236.23
Microsoft	50.00
Modesto Steel Company Inc	1,510.58
Mountain Oasis Purified Water	78.50
NES Global Inc	498.00
Northwest Hydroelectric Association	710.00
O'Reilly Automotive, Inc.	808.92
Pacific Gas & Electric Co	600.77
Peri Street Welding	1,132.88

	TOTAL
Powersoft, LLC	500.00
Price Geographic Consulting	1,281.25
QuickBooks Payments	53.28
Rock Creek Energy Group, LLP	4,200.00
Rolleri Landscape Products	331.88
Savemart	84.75
SDRMA	19,916.08
Sebastian M. Martz	34.56
Sell Lumber Corporation	29,114.80
Sierra Hydrographics	2,062.50
Sierra Motors	449.91
Stantec	68,711.67
Starlink	360.00
State Compensation Insurance Fund	2,070.83
Sunshine Supply Company	400.11
The Red Store	237.23
Uber Eats	28.33
Underground Service Alert	300.00
USPS	73.00
Verizon Wireless	889.74
Walmart	160.95
Overtime	526.22
TOTAL	\$240,473.07

Utica Water and Power Authority

Expenses by Vendor Summary

November 2024

	TOTAL
A T.E.E.M. Electrical Engineering Inc.	1,470.00
Atkinson, Andelson, Loya, Rudd & Romo Professional Corporation	6,009.50
BanCorp Services	340.15
Burson Machine, Inc.	2,327.54
Cal-Waste	223.74
Calaveras Power Agency	531.20
CDK Supply	40.23
City of Angels	230.94
Comcast Business	646.59
Dan Routh Construction	7,158.75
E.D.I.S	565.00
ENS Resources	4,000.00
Gannett Fleming	3,695.00
General Plumbing Supply	170.62
Hawks & Associates, CPA's	2,700.00
John Kessler	3,310.00
KD Enterprises LLC	5,988.90
Krisman Enterprises	39,492.07
Luz Ortigoza	130.00
Modesto Welding Products	8.00
NCPA	2,800.00
Northern Tool & Equipment Co.	1,064.49
O'Reilly Automotive, Inc.	346.83
Pacific Gas & Electric Co	541.83
Price Geographic Consulting	2,375.00
Rock Creek Energy Group, LLP	4,480.00
Ryan Heryford	505.00
SDRMA	35,168.32
Solomon's Gardens	20,680.00
Stantec	10,865.34
State Compensation Insurance Fund	2,070.83
Toshiba Financial Services	212.57
Overtime	229.13
TOTAL	\$160,377.57

Utica Water and Power Authority

Budget vs. Actuals: FY 2024 - 2025 - FY25 P&L

July 2024 - June 2025

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Income				
1200 Operating Income				
1200-01 NCPA Water Sales	115,000.00	0.01	-114,999.99	-
			1,149,999,900.00	%
1200-02 COA Water Agreement	185,000.00	370,000.00	185,000.00	50.00 %
1200-03 UPUD Water Agreement	92,500.00	370,000.00	277,500.00	75.00 %
1200-04 Irrigation Water Contractors	40,568.38	44,000.00	3,431.62	7.80 %
1200-05 1200-05 Slurry Line / CCWD Wheeling Fees	659.16	1,000.00	340.84	34.08 %
Total 1200 Operating Income	433,727.54	785,000.01	351,272.47	44.75 %
1210 Power Sales				
1210-01 Angels Powerhouse - Power Sales	166,617.84	576,681.00	410,063.16	71.11 %
1210-02 Murphys Powerhouse - Power Sales	379,536.71	1,124,321.00	744,784.29	66.24 %
Total 1210 Power Sales	546,154.55	1,701,002.00	1,154,847.45	67.89 %
1220 Other Income	10,565.00		-10,565.00	
1300 Interest Income		0.00	0.00	
1300-01 Interest Income	33,490.36	75,000.00	41,509.64	55.35 %
Total 1300 Interest Income	33,490.36	75,000.00	41,509.64	55.35 %
1310 Rent Income				
1310-01 Sierra HOPE Lease Agreement	8,145.00	19,548.00	11,403.00	58.33 %
1310-02 Crown Castle MFB Tower Lease Agreement	17,413.45	25,900.00	8,486.55	32.77 %
1310-03 Hunter Reservoir Rental House	5,622.75	13,497.00	7,874.25	58.34 %
1310-04 Cal.Net MFB Tower Lease Agreement	1,250.00	3,336.00	2,086.00	62.53 %
Total 1310 Rent Income	32,431.20	62,281.00	29,849.80	47.93 %
1340 Other Non-Operating Income				
1340-01 COA Sierra Hydrographics Pass Through	1,600.00	5,000.00	3,400.00	68.00 %
1340-02 Other Income	638.31		-638.31	
Total 1340 Other Non-Operating Income	2,238.31	5,000.00	2,761.69	55.23 %
1350 Reserve Income				
1350-01 FERC Relicensing / Exemption Reserve (transfer in)		230,000.00	230,000.00	100.00 %
1350-03 FERC Five Year Plan Reserve		24,769.00	24,769.00	100.00 %
1350-04 FERC 10 Year Plan Reserve		10,000.00	10,000.00	100.00 %
Total 1350 Reserve Income		264,769.00	264,769.00	100.00 %
1400 Grant Funding				
1400-01 Hunter Reservoir Fuels Reduction Project		950,000.00	950,000.00	100.00 %
1400-02 Lower Utica Canal Wastegates and Gaging Stations Project		25,458.00	25,458.00	100.00 %
Total 1400 Grant Funding		975,458.00	975,458.00	100.00 %
1500 Disaster Relief Reimbursements				
1500-01 FEMA 75% (New Year's Storm)	0.00		0.00	
1500-02 Cal OES 75% of 25% Remainder (New Year's Storm)	41,696.25		-41,696.25	
Total 1500 Disaster Relief Reimbursements	41,696.25		-41,696.25	

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Unapplied Cash Payment Revenue	44.38		-44.38	
Total Income	\$1,100,347.59	\$3,868,510.01	\$2,768,162.42	71.56 %
GROSS PROFIT	\$1,100,347.59	\$3,868,510.01	\$2,768,162.42	71.56 %
Expenses				
3000 Wages, Benefits & Burden				
3100 Power				
3101 Power Wages				
3101-01 Operations & Maintenance Superintendent	54,392.40	113,624.94	59,232.54	52.13 %
3101-02 Hydroelectric Operator	36,148.50	74,111.31	37,962.81	51.22 %
3101-03 Hydroelectric Operations Technician	42,492.95	80,418.19	37,925.24	47.16 %
3101-04 On-Call	2,680.00	16,400.00	13,720.00	83.66 %
3101-05 Hydro Management Leave		4,370.00	4,370.00	100.00 %
3101-10 Overtime	632.80	12,000.00	11,367.20	94.73 %
3101-11 One-Time Bonus		4,281.00	4,281.00	100.00 %
Total 3101 Power Wages	136,346.65	305,205.44	168,858.79	55.33 %
3102 Power Burden				
3102-01 Social Security, Medicare, State Unemployment Ins.	10,421.34	24,323.00	13,901.66	57.15 %
3102-03 Workers Comp	9,780.25	15,588.00	5,807.75	37.26 %
Total 3102 Power Burden	20,201.59	39,911.00	19,709.41	49.38 %
3103 Power Benefits				
3103-01 Health Insurance - SDRMA	29,606.32	70,081.00	40,474.68	57.75 %
3103-02 Health Reimbursement Account - EDIS	3,573.31	10,000.00	6,426.69	64.27 %
3103-03 Dental/Vision/Chiro/Life Insurance - Choice Builder	1,954.01	3,550.00	1,595.99	44.96 %
3103-04 CalPERS Pension	8,888.60	21,104.00	12,215.40	57.88 %
3103-06 CalPERS Pension Unfunded Liability	2,017.89	8,072.00	6,054.11	75.00 %
Total 3103 Power Benefits	46,040.13	112,807.00	66,766.87	59.19 %
Total 3100 Power	202,588.37	457,923.44	255,335.07	55.76 %
3200 Water				
3201 Water Wages				
3201-01 Water Conveyance Supervisor	41,284.00	97,968.00	56,684.00	57.86 %
3201-02 Senior Water Conveyance Operator	36,460.35	80,027.00	43,566.65	54.44 %
3201-03 General Manager	60,929.51	144,398.00	83,468.49	57.80 %
3201-04 Administrative Technician	22,776.38	54,163.00	31,386.62	57.95 %
3201-05 Administrative Specialist	25,342.96	59,800.00	34,457.04	57.62 %
3201-06 Conveyance and Compliance Specialist	28,910.88	62,825.00	33,914.12	53.98 %
3201-09 IT Administrator	7,449.76	25,856.00	18,406.24	71.19 %
3201-10 Overtime	202.24	10,000.00	9,797.76	97.98 %
3201-11 Conveyance Management Leave		3,768.00	3,768.00	100.00 %
3201-12 Administration Management Leave		5,554.00	5,554.00	100.00 %
Total 3201 Water Wages	223,356.08	544,359.00	321,002.92	58.97 %
3202 Water Burden				
3202-01 Social Security, Medicare, State Unemployment Ins.	18,822.97	44,088.00	25,265.03	57.31 %
3202-03 Workers Comp - Ops, GM, and Office Staff	7,711.55	22,579.00	14,867.45	65.85 %
Total 3202 Water Burden	26,534.52	66,667.00	40,132.48	60.20 %
3203 Water Benefits				
3203-01 Health Insurance - SDRMA	55,982.56	151,479.00	95,496.44	63.04 %
3203-02 Health Reimbursement Account - EDIS	2,970.05	15,000.00	12,029.95	80.20 %
3203-03 Dental/Vision/Chiro/Life Insurance - ChoiceBuilder	2,627.84	5,956.00	3,328.16	55.88 %

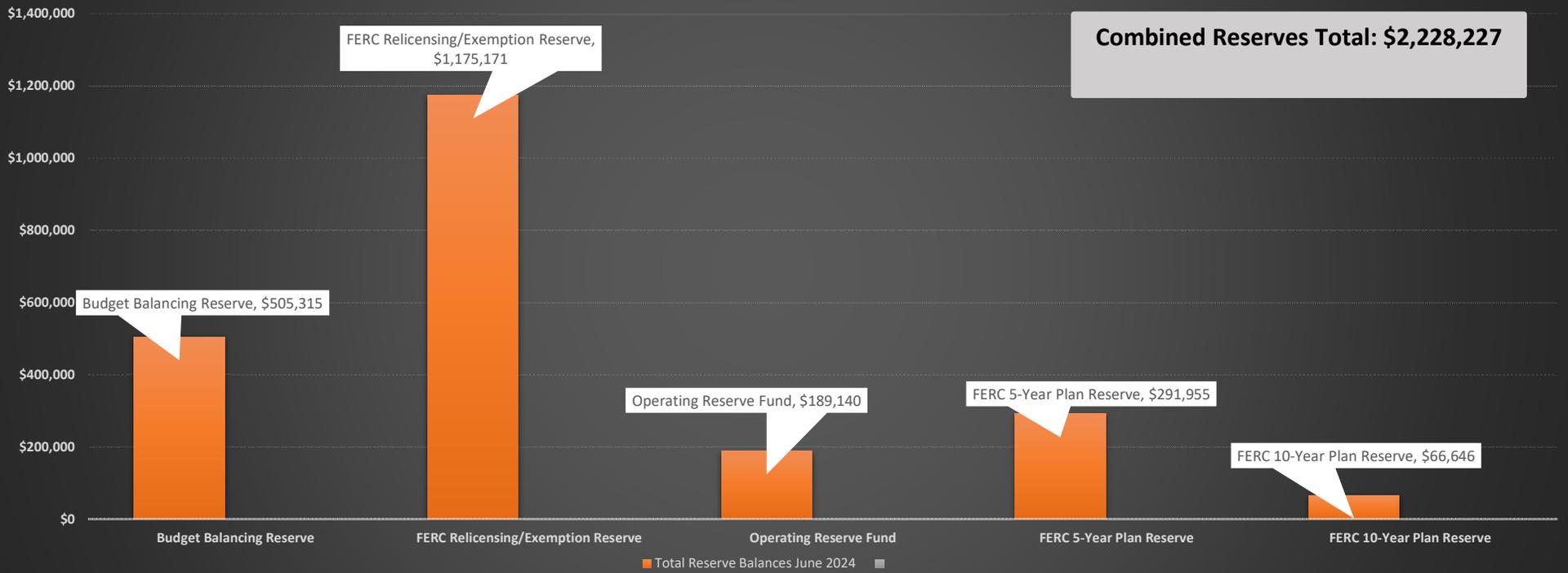
	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
3203-04 CalPERS Pension	17,515.24	41,320.00	23,804.76	57.61 %
3203-06 CalPERS Pension Unfunded Liability	3,026.85	12,107.00	9,080.15	75.00 %
Total 3203 Water Benefits	82,122.54	225,862.00	143,739.46	63.64 %
Total 3200 Water	332,013.14	836,888.00	504,874.86	60.33 %
Total 3000 Wages, Benefits & Burden	534,601.51	1,294,811.44	760,209.93	58.71 %
3202-01 Wages, Benefits & Burden				
Water				
Water Burden				
FICA, Social Security, Medicare, SUI	395.84		-395.84	
Total Water Burden	395.84		-395.84	
Total Water	395.84		-395.84	
Total 3202-01 Wages, Benefits & Burden	395.84		-395.84	
4100 Maintenance & Repair				
4100-01 Road Maintenance	0.00	5,150.00	5,150.00	100.00 %
4100-02 Flume Maintenance	40,626.21	100,000.00	59,373.79	59.37 %
4100-04 Canal Maintenance	200.48	35,000.00	34,799.52	99.43 %
4100-05 Property Maintenance	450.00	5,150.00	4,700.00	91.26 %
4100-06 Fuel for Vehicles and Equipment	3,406.87	23,000.00	19,593.13	85.19 %
4100-07 Maintenance for Vehicles and Equipment	3,259.31	7,210.00	3,950.69	54.79 %
4100-08 Temporary Labor	31,737.88	15,000.00	-16,737.88	-111.59 %
4100-09 Powerhouses Maintenance and Supplies	5,763.89	12,500.00	6,736.11	53.89 %
4100-10 Gaging Station Maintenance	203.62	8,000.00	7,796.38	97.45 %
4100-11 Misc Supplies and Repairs	5,900.84	10,850.00	4,949.16	45.61 %
4100-12 FERC/DSOD Mandated System Maintenance	126.65	0.00	-126.65	
4100-14 Dam and Spillway Maintenance	74.86	35,000.00	34,925.14	99.79 %
4100-15 Owners Dam Safety Plan Audit - Mandated Actions		10,000.00	10,000.00	100.00 %
4100-16 Irrigation Maintenance (Not Meter Replacement)		2,000.00	2,000.00	100.00 %
Total 4100 Maintenance & Repair	91,750.61	268,860.00	177,109.39	65.87 %
4110 Misc. Supplies & Services				
4110-01 Office Services, Supplies, Equipment, Misc.	3,037.78	10,850.00	7,812.22	72.00 %
4110-02 Employee Uniforms, Boots, PPE	88.97	5,000.00	4,911.03	98.22 %
4110-04 Headquarters Cleaning	520.00	1,800.00	1,280.00	71.11 %
Total 4110 Misc. Supplies & Services	3,646.75	17,650.00	14,003.25	79.34 %
4120 Leases & Subscriptions				
4120-02 Sierra Pacific Industries Lease		250.00	250.00	100.00 %
4120-03 Office Toshiba Copier Lease	1,134.25	2,148.00	1,013.75	47.20 %
4120-04 Software Subscriptions	1,883.58	8,500.00	6,616.42	77.84 %
4120-06 Wylderidge Tower Lease NCPA	2,800.00	2,800.00	0.00	0.00 %
Total 4120 Leases & Subscriptions	5,817.83	13,698.00	7,880.17	57.53 %
4200 Property & Liability Insurance				
4200-01 ACWA/JPIA Auto & General Liability	34,752.99	33,800.00	-952.99	-2.82 %
4200-02 ACWA/JPIA Property Insurance	66,489.83	66,665.00	175.17	0.26 %
Total 4200 Property & Liability Insurance	101,242.82	100,465.00	-777.82	-0.77 %
4200-03 ACWA / JPIA Cyber Liability	1,067.48	988.00	-79.48	-8.04 %
4300 Memberships				
4300-01 Association California Water Agencies	13,330.00	12,290.00	-1,040.00	-8.46 %
4300-02 Tuolumne-Stanislaus Integrated Regional Water Management WAC	200.00	220.00	20.00	9.09 %

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
4300-03 Mountain Counties Water Resources Association	1,412.00	1,500.00	88.00	5.87 %
4300-04 Calaveras Historical Society	50.00	50.00	0.00	0.00 %
4300-05 California Special District Association	1,809.00	1,835.00	26.00	1.42 %
4300-06 Amazon Prime		207.00	207.00	100.00 %
4300-07 Farm Bureau - Calaveras Chapter	200.00	150.00	-50.00	-33.33 %
4300-08 Murphys Community Park Association		75.00	75.00	100.00 %
Total 4300 Memberships	17,001.00	16,327.00	-674.00	-4.13 %
4400 Professional/Special. Services				
4400-01 Consulting Services		15,000.00	15,000.00	100.00 %
4400-03 Chief Dam Safety Engineer	2,230.00	16,500.00	14,270.00	86.48 %
4400-05 Murphys/Angels Powerhouse Inspection Reports	5,300.00	10,000.00	4,700.00	47.00 %
4400-07 SCADA and PLC Programming	1,890.00	8,000.00	6,110.00	76.38 %
4400-08 Certified Public Accountant	112.50	2,700.00	2,587.50	95.83 %
4400-09 Annual Audit	2,700.00	9,000.00	6,300.00	70.00 %
4400-10 General Legal Counsel	10,769.50	10,000.00	-769.50	-7.70 %
4400-11 FERC Exemption Legal Counsel	8,680.00	30,000.00	21,320.00	71.07 %
4400-12 FERC Exemption General Services	33,127.84	50,000.00	16,872.16	33.74 %
4400-16 FERC Exemption Consultants	131,749.30	150,000.00	18,250.70	12.17 %
4400-20 Hydrology Analysis Services	6,857.84	24,750.00	17,892.16	72.29 %
4400-21 Community Education/Outreach	1,222.50	5,000.00	3,777.50	75.55 %
4400-24 Grant Writing/Eng./Finance/Mgmt	326.25	5,000.00	4,673.75	93.48 %
4400-28 Website Maintenance and Support	59.00	1,000.00	941.00	94.10 %
4400-29 GIS Mapping	2,375.00	5,000.00	2,625.00	52.50 %
4400-31 Recruitment		1,000.00	1,000.00	100.00 %
4400-32 Water Rights Protection & Reporting	404.04	3,000.00	2,595.96	86.53 %
4400-33 Human Resources Consulting Support		1,500.00	1,500.00	100.00 %
4400-34 Revenue Meter Maintenance - CAISO	5,990.00	6,000.00	10.00	0.17 %
Total 4400 Professional/Special. Services	213,793.77	353,450.00	139,656.23	39.51 %
4500 Governmental & Other Fees				
4500-02 FERC Annual Admin & Land Charge		11,000.00	11,000.00	100.00 %
4500-03 Dept Water Resources Dam Fees		73,000.00	73,000.00	100.00 %
4500-05 Powersoft Billing Software (MPH & APH)	500.00		-500.00	
4500-06 County Taxes (Booster, Hunters)	116.94	400.00	283.06	70.77 %
4500-07 USA North 811 Annual Fee	300.00	300.00	0.00	0.00 %
4500-08 County Environmental Health Hazardous Waste		250.00	250.00	100.00 %
4500-09 CA Dept of Tax & Fee Admin - State Water Rights		2,500.00	2,500.00	100.00 %
4500-11 United States Geological Service Fees		9,270.00	9,270.00	100.00 %
4500-12 Bank Charges	94.06	150.00	55.94	37.29 %
4500-13 Miscellaneous Fees and Expenses		1,000.00	1,000.00	100.00 %
Total 4500 Governmental & Other Fees	1,011.00	97,870.00	96,859.00	98.97 %
4600 Communications				
4600-01 Comcast	4,621.15	8,500.00	3,878.85	45.63 %
4600-04 Verizon	3,902.92	11,000.00	7,097.08	64.52 %
4600-05 Columbia Communications	452.14	975.00	522.86	53.63 %
4600-06 Cal.Net	665.13	2,912.00	2,246.87	77.16 %
4600-12 Starlink	1,664.83	3,000.00	1,335.17	44.51 %
Total 4600 Communications	11,306.17	26,387.00	15,080.83	57.15 %
4700 Utilities				
4700-01 Calaveras Public Power Agency	1,686.00	12,000.00	10,314.00	85.95 %

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
4700-02 PG&E	7,507.32	15,000.00	7,492.68	49.95 %
4700-04 UPUD Water Service	325.54	1,000.00	674.46	67.45 %
4700-05 City of Angels Water Service	2,157.62	4,800.00	2,642.38	55.05 %
4700-07 Cal Waste Garbage & Recycling	1,319.36	2,670.00	1,350.64	50.59 %
4700-08 Mountain Oasis Bottled Water	294.00	1,000.00	706.00	70.60 %
4700-09 Ebbetts Pass Gas Propane	1.24	2,500.00	2,498.76	99.95 %
Total 4700 Utilities	13,291.08	38,970.00	25,678.92	65.89 %
4800 Travel & Training				
4800-01 Travel and Training	7,566.75	16,000.00	8,433.25	52.71 %
4800-03 Mileage Reimbursement	193.83	1,200.00	1,006.17	83.85 %
Total 4800 Travel & Training	7,760.58	17,200.00	9,439.42	54.88 %
4900 Information Technology				
4900-02 Computers, Software, Hardware, and Equipment	122.17	10,300.00	10,177.83	98.81 %
Total 4900 Information Technology	122.17	10,300.00	10,177.83	98.81 %
5000 Powerhouses				
5000-01 MPH Relay Protection Upgrade		50,000.00	50,000.00	100.00 %
5000-05 Murphys Governor Retrofit	7,426.06	20,000.00	12,573.94	62.87 %
5000-12 MPH Static Exciter	14,577.00	90,000.00	75,423.00	83.80 %
5000-14 Replace Hydraulic Deflector AC/DC Solenoid Control Process	271.53		-271.53	
Total 5000 Powerhouses	22,274.59	160,000.00	137,725.41	86.08 %
5100 Conveyance				
5100-06 Murphys Forebay Trash Rake Replacements	12,925.80	140,000.00	127,074.20	90.77 %
5100-07 Dam and Spillway Improvements	2,433.50		-2,433.50	
5100-10 New Gaging Stations at the end of Each of Angels Canals		10,000.00	10,000.00	100.00 %
Total 5100 Conveyance	15,359.30	150,000.00	134,640.70	89.76 %
5200 General Projects				
5200-03 General Facilities	1,165.78	20,000.00	18,834.22	94.17 %
5200-04 Feasibility Assessments	1,616.16	15,000.00	13,383.84	89.23 %
Total 5200 General Projects	2,781.94	35,000.00	32,218.06	92.05 %
6100 Equipment & Material Purchases				
6100-02 Heavy Equipment & Attachments		10,000.00	10,000.00	100.00 %
6100-04 Tools and Equipment	3,379.75	11,000.00	7,620.25	69.28 %
Total 6100 Equipment & Material Purchases	3,379.75	21,000.00	17,620.25	83.91 %
7000 FERC Relicensing/Exemption Reserve				
7000-01 FERC Relicensing/Exemption		300,000.00	300,000.00	100.00 %
Total 7000 FERC Relicensing/Exemption Reserve		300,000.00	300,000.00	100.00 %
7200 Operating Reserve Fund				
7200-01 Operating Reserve		30,000.00	30,000.00	100.00 %
Total 7200 Operating Reserve Fund		30,000.00	30,000.00	100.00 %
7400 FERC 5 Year Plan Reserve Fund				
7400-01 Five Year/Emergency Action Plan Re-Write		1,200.00	1,200.00	100.00 %
7400-02 Five Year/Tabletop Functional		1,800.00	1,800.00	100.00 %
7400-03 Part 12 Inspection and Potential Failure Mode Analysis		30,000.00	30,000.00	100.00 %
7400-04 Supporting Technical Information Documents		16,300.00	16,300.00	100.00 %
7400-05 Security Plan Rewrite		900.00	900.00	100.00 %
7400-06 Environmental & Public Use Inspections		4,800.00	4,800.00	100.00 %
7400-07 Dam Safety/Surveillance Monitoring Plans	7,700.80	1,800.00	-5,900.80	-327.82 %

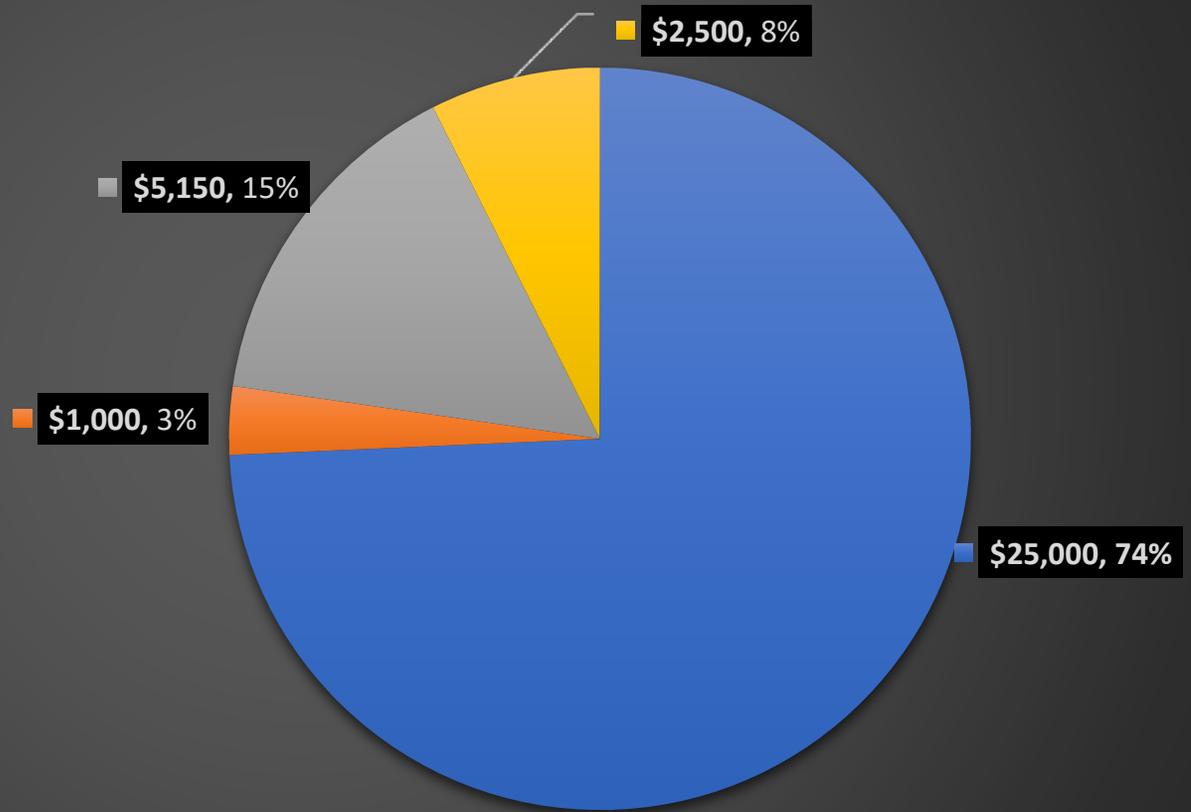
	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
7400-08 Owners Dam Safety Plan/Ext Audt		5,000.00	5,000.00	100.00 %
Total 7400 FERC 5 Year Plan Reserve Fund	7,700.80	61,800.00	54,099.20	87.54 %
7500 FERC 10 Year Plan Reserve Fund	-1,000.00		1,000.00	
7500-01 Murphys Afterbay Low Level Outlet ROV Inspec		3,000.00	3,000.00	100.00 %
7500-02 Murphys Afterbay Radial Gate Inspection		3,000.00	3,000.00	100.00 %
7500-03 Murphys Powerhouse Penstock ROV Inspection		6,000.00	6,000.00	100.00 %
Total 7500 FERC 10 Year Plan Reserve Fund	-1,000.00	12,000.00	13,000.00	108.33 %
8000 Grants Expenditures				
8000-03 Hunter Reservoir Fuel Reduction Project	71,278.95	950,000.00	878,721.05	92.50 %
8000-08 Automated Wastegates and Crossgates	3,337.98	50,000.00	46,662.02	93.32 %
Total 8000 Grants Expenditures	74,616.93	1,000,000.00	925,383.07	92.54 %
QuickBooks Payments Fees	138.56		-138.56	
Unapplied Cash Bill Payment Expenditure	0.00		0.00	
Total Expenses	\$1,128,060.48	\$4,026,776.44	\$2,898,715.96	71.99 %
NET OPERATING INCOME	\$ -27,712.89	\$ -158,266.43	\$ -130,553.54	82.49 %
NET INCOME	\$ -27,712.89	\$ -158,266.43	\$ -130,553.54	82.49 %

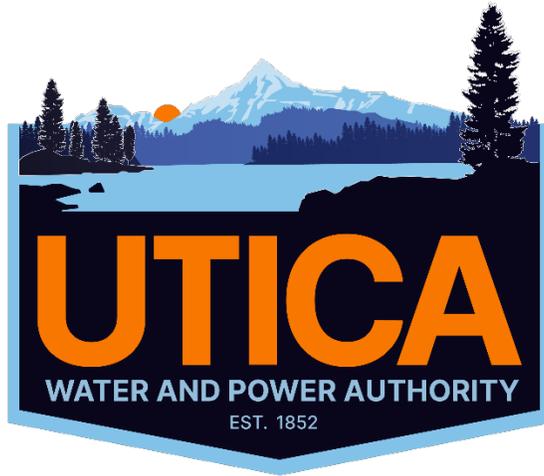
Utica Reserves Totals: November 2024



November 2024 Reserve Contributions

- FERC Relicensing/Exemption Reserve
- FERC 10 Year Plan Reserve
- FERC 5 Year Plan Reserve
- Operating Reserve Fund





Item 7C

[Return to Agenda](#)



September

2024

Water Year 1 as of May 1, 2024

RAINFALL

		APH	MPH
Rainfall	September	0.00	0.00
WYTD rainfall	10/1/23- 9/30/24	29.75	33.85
	PYTD this time last year	55.35	62.45

GENERATION

ANGELS (sold to PG&E)		
FROGTN_1_UTICAA		
PG&E has concurred		390
MURPHYS (sold to PG&E)		
FROGTN_1_UTICAM		
PG&E has concurred		1,146
TOTAL GENERATION:		1,535 MWhr

REVENUES

September 2024 projected scheduled generation:

	\$39,477	APH (.703) @ \$93 (1)
	\$104,533	MPH (1.945) @ \$73.50
	\$144,010	Projected Total

September 2024 actual received generation:

	\$36,262	APH (0.45) @ \$93.197
	\$84,199	MPH (1.3) @ \$73.50 (2)
	\$120,460	Actual Total

(1) Note that even though the APH ReMAT PPA is at \$89/MWh the TOD for APH varies during the year

(2) Represents MPH gross revenue. Penalties will be applied when generation does not meet CAISO's RAIM policy

Power Revenue:	\$120,460
RAAIM Pass-Through	\$246
Negative LMP Charge	\$0
Water Revenue:	\$40,000
Water and Power:	\$160,706

OUTAGES

P=planned

IF = internal forced outage

EF = external forced outage

Date	Time Off	Duration	Cause	Plant
9/5/2024	11:35	2 hrs, 46 mins	EF - PG&E Equipment Issues	MPH
9/5/2024	16:54	1 hr	EF - PG&E Equipment Issues	MPH
9/11/2024	08:55	28 hrs, 7 mins	IF - Cooling Water Reparis	APH

WATER

Sept '24 - Att A 2,953 + 121 carryover from July '24

S-66 + S-127

LESS water sale to NCPA @ \$80 per AF

Carry over to August 2024

	3,074	AF
	2,504	AF
	500	AF
	70	



October

2024

Water Year 1 as of May 1, 2024

RAINFALL		APH	MPH
Rainfall	October	0.50	1.50
WYTD rainfall	10/1/24- 9/30/25	0.50	1.50
	PYTD this time last year	0.75	0.40

GENERATION

ANGELS (sold to PG&E)			
FROGTN_1_UTICAA			
PG&E has concurred		668	
MURPHYS (sold to PG&E)			
FROGTN_1_UTICAM			
PG&E has concurred		1,146	
Power Produced in Excess of 120% PPA		14	(3)
TOTAL GENERATION:		1,828	MWhr

REVENUES

October 2024 projected scheduled generation:

\$55,315	APH (.773) @ \$96.07 (1)
\$110,096	MPH (2.013) @ \$73.50
\$165,412	Projected Total

October 2024 actual received generation:

\$64,081	APH (0.74) @ \$95.91
\$127,018	MPH (1.95) @ \$73.50 (2)
\$769.27	MPH - Contract over pmt lim
\$191,868	Actual Total

- (1) Note that even though the APH ReMAT PPA is at \$89/MWh the TOD for APH varies during the year
- (2) Represents MPH gross revenue. Penalties will be applied when generation does not meet CAISO's RAIM policy
- (3) When power is produced over 120% of the Power Purchase Agreement (PPA) the price per MWh is reduced by 25%

Power Revenue:	\$191,868
RAAIM Pass-Through	\$243
Negative LMP Charge	\$0
Water Revenue:	\$0
Water and Power:	\$192,111

OUTAGES

P=planned		IF = internal forced outage		EF = external forced outage	
Date	Time Off	Duration	Cause	Plant	
9/5/2024	11:35	2 hrs, 46 mins	EF - PG&E Equipment Issues	MPH	
9/5/2024	16:54	1 hr	EF - PG&E Equipment Issues	MPH	
9/11/2024	08:55	28 hrs, 7 mins	IF - Cooling Water Reparis	APH	

WATER

Oct '24 - Att A 3,019 + 70 carryover from Sept '24	3,089	AF
S-66 + S-127	3,471	AF
LESS water sale to NCPA @ \$80 per AF		AF
Carry over to November 2024	(382)	



Item 7D

[Return to Agenda](#)

UTICA WATER AND POWER AUTHORITY

Date: December 4, 2024
To: Joel Metzger, General Manager
From: Frank Fields, O&M Superintendent
Re: Operations Report: Nov – Dec 4th 2024

Hunters Dam

- 25 KW Generator at Hunter Dam, has had the engine replaced, rotor and stator replaced, another new flex plate installed and the generator became operational again on Nov. 27 2024.

Murphys Powerhouse

- Annual maintenance performed in November
- Successful installation of five hydraulic accumulators
- Hydroelectric Plant back online Dec. 2
- ReMAT annual inspection completed
- Battery bank load testing completed

Murphys Forebay

- Wastegate 24 ahead of the Murphys Forebay was added into SCADA successfully allowing for Remote operation using the Rubicon gates. This was completed in late October.

Ross Reservoir

- Micro Hydro belt failed on Oct. 19 prior to the start of Annual outage with no spares remaining. New belts were ordered and received in November. The Micro hydro Unit and SCADA were back online on November 20th, which allows us to perform some remote operations of the outlet valve along with monitoring and alarming of elevation.

Angels Forebay

- Angels Forebay headgate failed during full open operation following the filling of penstock. We disassembled the motor end and manual actuator to identify the problem. The manual selector for auto / manual had bent and then bound in the gear and jammed. This was preventing operation in either manual or electrical operation. We found a replacement part from a previously removed unit at Murphys afterbay and made repairs to AFB actuator. Unit was tested and worked correctly upon completion.

Angels Powerhouse

- Annual maintenance performed in November
- Successful repair of B needle Hercules packing
- Discovery & repair of B side TSV gate keyway
- Runner inspections identified no issues, expected wear conditions
- Battery bank load testing completed

Water Sales

- No water sale in October
- 1,500 AF water sale in November

Miscellaneous

1. A lot of effort was performed to support exemption studies in the week prior to the start of annual outage. This includes fabrication and installation of Sensor Housings at 5 locations to monitor for turbidity changes in waterways along with calibration and installation of 13 temperature sensors throughout the system. Additionally, fish species catch and counts were performed. A special thanks goes out to Jeremiah Hyde for working directly with consultants to accomplish these tasks. The temporary turbidity monitors are to be removed around the 19 of December.
2. APH penstock pinholes welded during outage
3. S124 diversion gate skin plate welded and hydraulic Ram bracket welded during outage

UTICA WATER AND POWER AUTHORITY

Date: October 19, 2024
To: Joel Metzger, General Manager
From: Frank Fields, O&M Superintendent
Re: Operations Report: Sept – Oct 2024

Hunters Dam

- 25 Kw standby generator was checked by Gold Electric and parts are on order. Stator, Rotor, Flywheel, and engine.
- Mobile generator is onsite and wired for manual use if necessary.

Murphys Powerhouse

- Installing accumulators and manifold assembly ahead of outage
- TCB industrial visited and was provided some information on the TSV and penstock drain valves for possible scoping to repair or replace.

Murphys Afterbay

- Radial spill gate, temporarily sealed ahead of outage.
- TCB visited to take a look and possibly provide a scope for replacing the bottom seal on the radial gate which was noted in the 10-year inspection performed by Matt Gass.

Murphys Forebay

- Wastegate 24 pedestals now powered up from the updated solar system. I.T. currently working on creating a Modbus path for communications from our SCADA system

Ross Reservoir

- Replacement micro hydro buckets received a couple coats of epoxy, and were reinstalled and placed back into service on October 3rd. We are monitoring the durability.

Angels Powerhouse

- Heat exchanger developed a pinhole leak which is temporarily patched awaiting the outage. This will happen along with penstock pin hole repairs.
- TCB visited the plant and will return during the outage when Runner covers are removed to inspect buckets and take pictures. They may also be able to see the details of the TSV gates for refurbishment of the servo diaphragms.

Water Sales

- Sold 500 AF to NCPA in Sept.

Miscellaneous

- Worked with NCPA and CCWD to shutdown the Tunnel tap for McKay's Reservoir grizzly cleaning on Oct. 5. Due to the scheduled 16-hour outage duration, pre-planning allowed the Utica system and powerhouses to remain online and flows through Murphys park were maintained in compliance FERC license requirements.
- Cadamartori, pressure transducer was removed and cleaned due to reading inconsistently with staff gauge. The unit may need to be replaced.
- Working to install additional temperature monitoring sensors in support of Exemption studies.



Item 7E

[Return to Agenda](#)

UTICA WATER AND POWER AUTHORITY

Date: December 10, 2024
To: Joel Metzger, General Manager
From: Kyle Rasmussen, Conveyance Supervisor
Re: Conveyance Outage Report

Conveyance System Outage Work:

- Shotcrete overlay:
 - Shotcrete was placed on the Utica and Angels canals this year.
 - Week one: 54 yards, 600 feet, of shotcrete was done on the Upper Utica Canal between the Tunnel Tap and Hunters Reservoir.
 - Week two: 32 yards of shotcrete, 300 feet, on the Upper Angels Canal at Stephens Ranch and another 27 yards, 300 feet, on the Lower Utica canal, right above Murphys Forebay.
 - Week three: 27 yards, 300 feet, of shotcrete was placed on the Murphys Forebay spillway channel or S80 bypass canal.
- Angels Flumes:
 - Week one: 64 feet of flume was repaired at the outlet of Angels Flume 4 (File Flume). This is the flume on the cliff right above Murphys Grade Road.
 - Week two: 100 feet of flume was repaired on Angels Flume 1 at the outlet end. This section comes right off of the creek from the Angels Diversion Dam and ties into the tunnel going under Murphys Grade Road. The connection to the road was very tricky and took some time to make.
 - Week three, more work was done on Angels Flume 1. We replaced several bent posts on the under structure that had reached end of life. Mud blocks were changed when needed. Vegetation was

removed along the entire flume and a thorough inspection was done on the footings and bents.

- Waste Gates:
 - New boards were cut for waste gates 35 and Angels Diversion.
 - Waste gate 9 needed some concrete patching the help seal the gate when closed.
 - Siphon pipes at Waste gate 9 were leaking from rust holes and needed patched.
- General canal maintenance:
 - Extensive patching and sealing were done on both the Utica and Angels canals. This consist of patching cracks in the gunite lined sections with mortar to slow or stop leaking. Sika 1A is used to seal transitions from wood to gunite. These transitions usually leak over time from expansion and contraction.
 - Cal Fire crews were used during the entire month to cut back vegetation along the canal and around the flumes. A lot of the vegetation control was done along the Angels canal because we were working on this section this year.
 - Hazard trees were felled along the Utica canal. Utica temp hires along with Sebastian did this work. We are still seeing a handful of beetle kill trees each year and we try to get them down before they get too rotten.
- Irrigation connections:
 - Two need irrigation connections were installed during the outage. One on the Utica canal (Tanner) and one on the Angels Canal (Moore). We were able to access both sites with the Utica excavator to dig through the canal bank and then cut a hole in the gunite and install the intake pipes with a valve. This work can only be done when the canal is off.

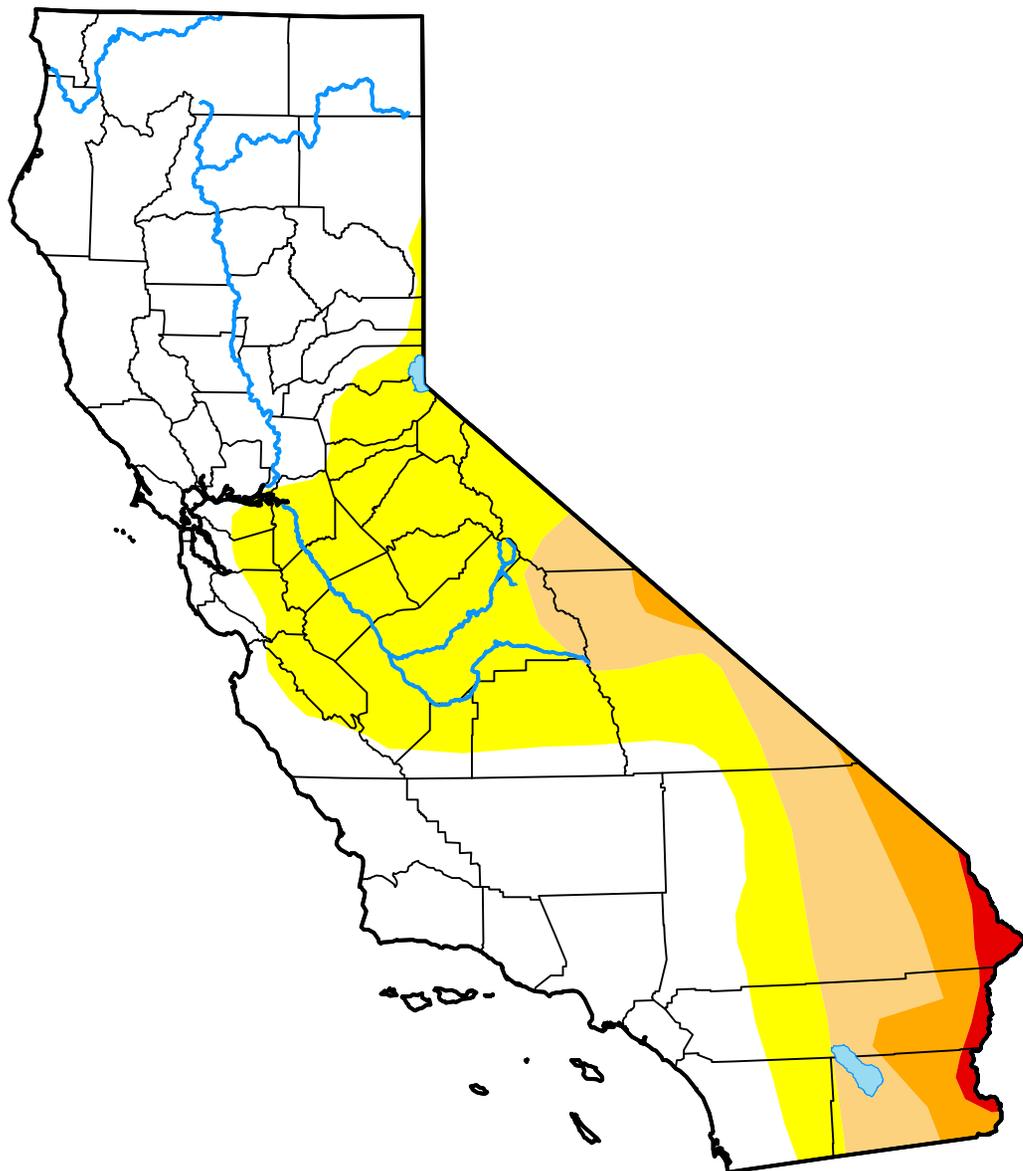


Item 7F

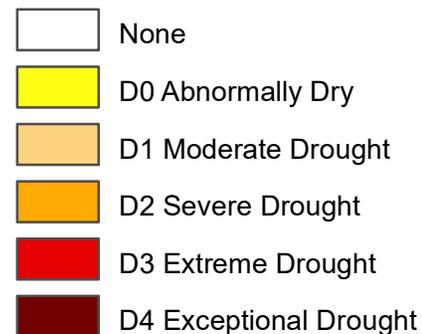
[Return to Agenda](#)

U.S. Drought Monitor California

December 3, 2024
(Released Thursday, Dec. 5, 2024)
Valid 7 a.m. EST



Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

David Simeral
Western Regional Climate Center

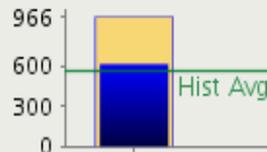
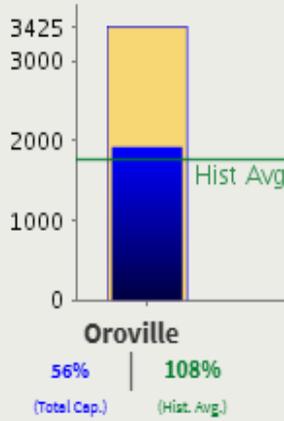
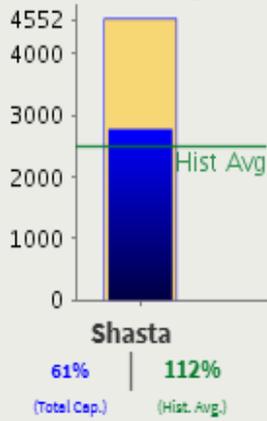


droughtmonitor.unl.edu

CURRENT CONDITIONS: MAJOR WATER SUPPLY RESERVOIRS:05-DEC-2024

Data as of Midnight: 05-Dec-2024

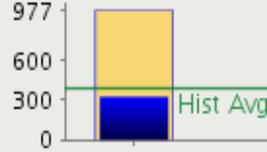
Data from: 12/03



New Bullards Bar

64% | 108%
(Total Cap.) | (Hist. Avg.)

Data from: 12/03



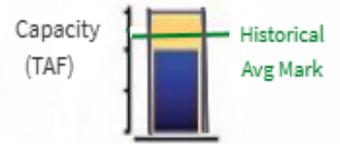
Folsom

33% | 84%
(Total Cap.) | (Hist. Avg.)

Change Date: 05-Dec-2024

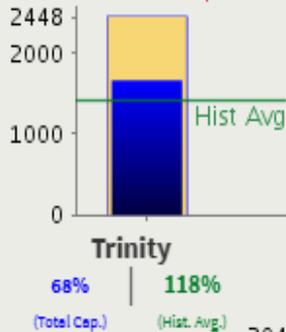
LEGEND

- Blue Bar:** Storage level for date
- Gold Bar:** Total reservoir capacity
- Green Line:** Historic level for date.



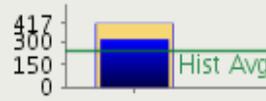
% of Capacity | **% Hist. Avg.**
(Click res. 3 char. code for details)

Data from: 12/03



Trinity

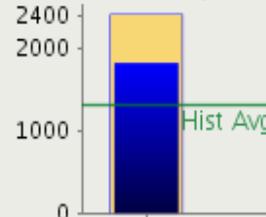
68% | 118%
(Total Cap.) | (Hist. Avg.)



Camanche

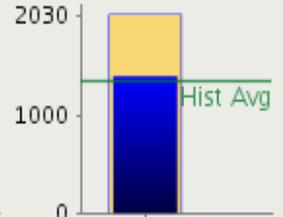
75% | 128%
(Total Cap.) | (Hist. Avg.)

Data from: 12/03



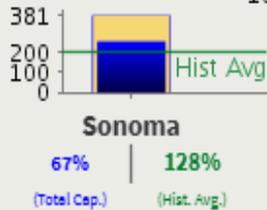
New Melones

76% | 140%
(Total Cap.) | (Hist. Avg.)



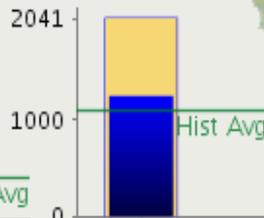
Don Pedro

69% | 104%
(Total Cap.) | (Hist. Avg.)



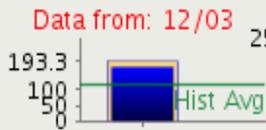
Sonoma

67% | 128%
(Total Cap.) | (Hist. Avg.)



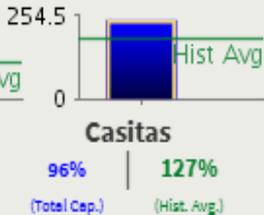
San Luis

61% | 114%
(Total Cap.) | (Hist. Avg.)



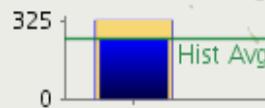
Cachuma

90% | 146%
(Total Cap.) | (Hist. Avg.)



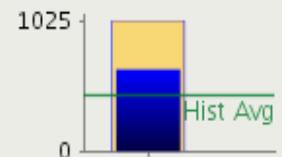
Casitas

96% | 127%
(Total Cap.) | (Hist. Avg.)



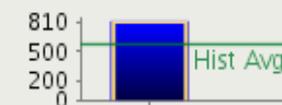
Castaic

76% | 100%
(Total Cap.) | (Hist. Avg.)



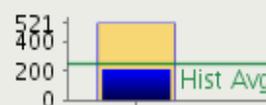
McClure

63% | 148%
(Total Cap.) | (Hist. Avg.)



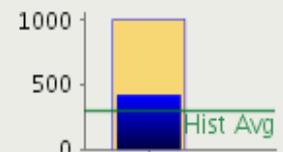
Diamond Valley

97% | 140%
(Total Cap.) | (Hist. Avg.)



Millerton

40% | 86%
(Total Cap.) | (Hist. Avg.)



Pine Flat

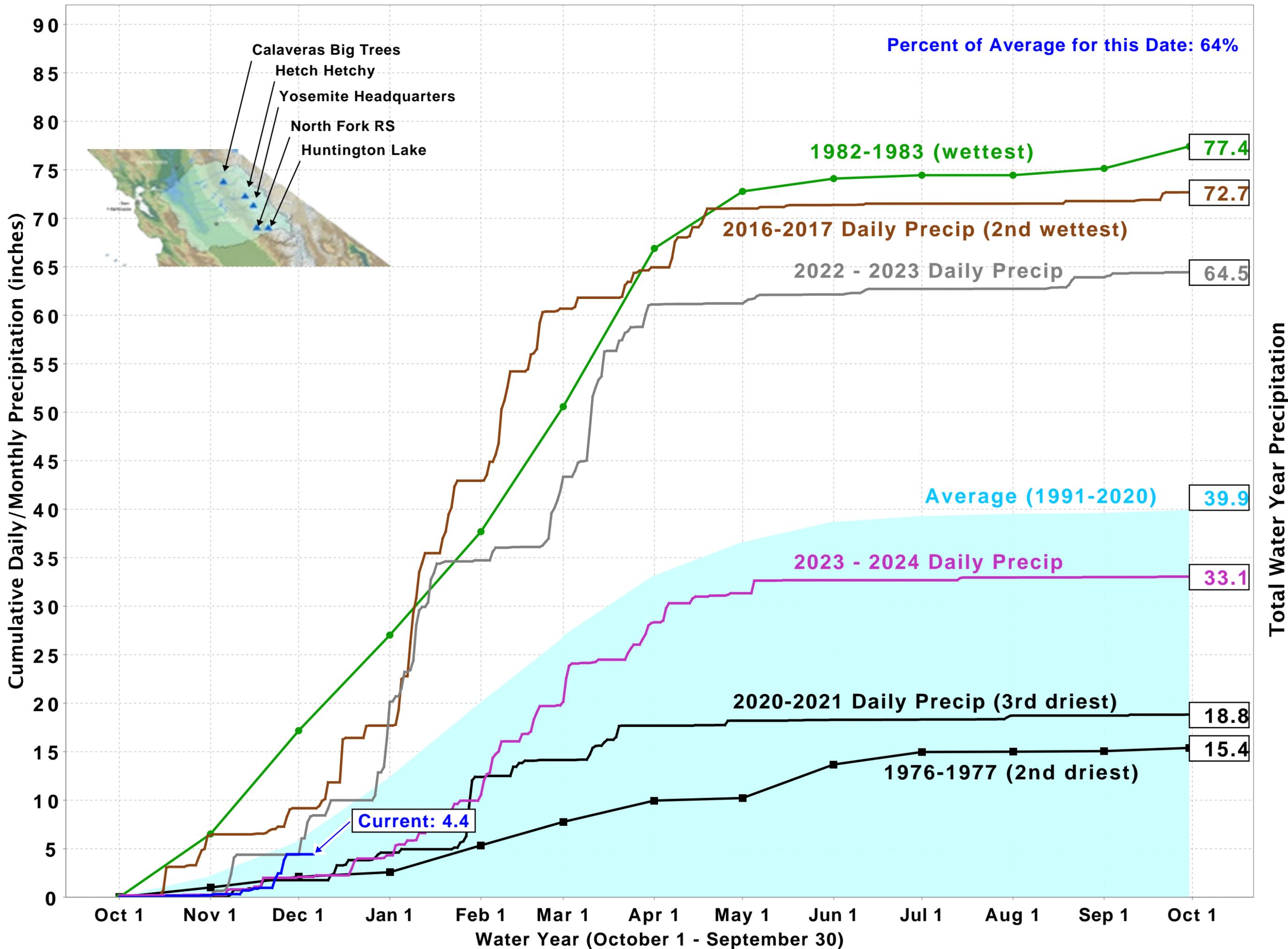
42% | 138%
(Total Cap.) | (Hist. Avg.)

[Click for printable version of current data.](#)

Report Generated: 06-Dec-2024 3:59 PM

The CSI link has been disabled to zoom in, for the lack of historical data.

San Joaquin Precipitation: 5-Station Index, December 06, 2024

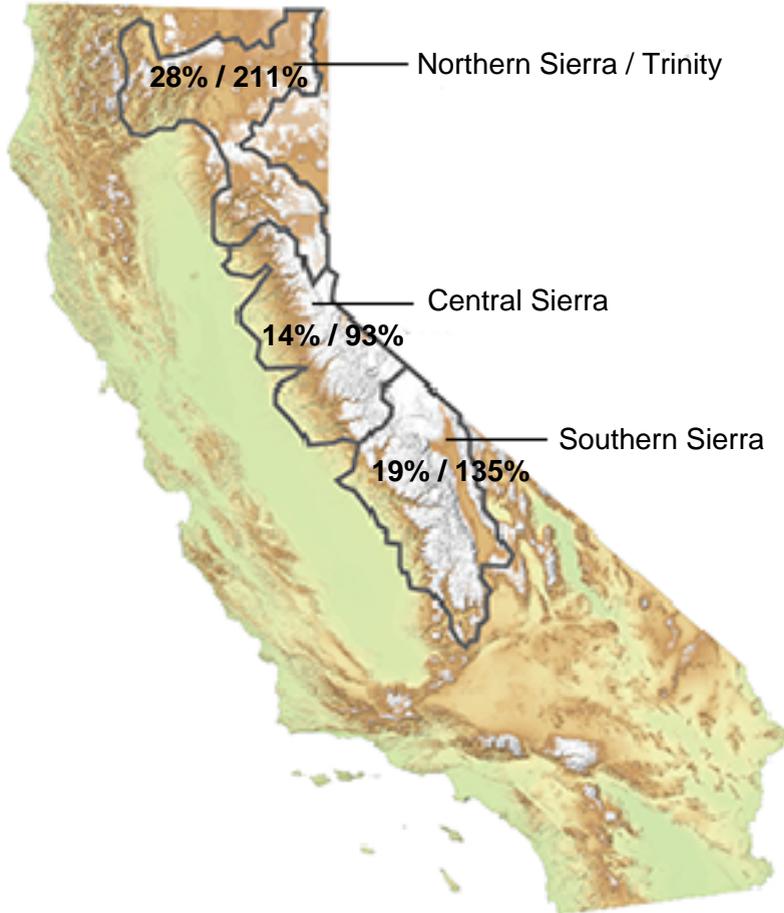




STATEWIDE SNOW WATER CONTENT

CURRENT REGIONAL SNOWPACK FROM AUTOMATED SNOW SENSORS

% of April 1 Average / % of Normal for This Date



NORTH	
Data as of December 6, 2024	
Number of Stations Reporting	33
Average snow water equivalent (Inches)	7.7
Percent of April 1 Average (%)	28
Percent of normal for this date (%)	211

CENTRAL	
Data as of December 6, 2024	
Number of Stations Reporting	55
Average snow water equivalent (Inches)	3.8
Percent of April 1 Average (%)	14
Percent of normal for this date (%)	93

SOUTH	
Data as of December 6, 2024	
Number of Stations Reporting	27
Average snow water equivalent (Inches)	4.3
Percent of April 1 Average (%)	19
Percent of normal for this date (%)	135

STATE	
Data as of December 6, 2024	
Number of Stations Reporting	115
Average snow water equivalent (Inches)	5.0
Percent of April 1 Average (%)	19
Percent of normal for this date (%)	133

Statewide Average: 19% / 133%

Data as of December 6, 2024



Item 8A

[Return to Agenda](#)

UTICA WATER AND POWER AUTHORITY

Date: December 10, 2024
To: Joel Metzger, General Manager
From: Brandi Sparks, Administrative Technician
Re: Recognition of Utica Water and Power Authority by ACWA JPIA

Summary:

Each year, during the Fall Membership Summit, the Joint Powers Insurance Authority (JPIA) recognizes members who achieve exceptional performance in risk management. Members with a loss ratio of 20% or less in one or more of the Liability, Property, or Workers' Compensation programs are honored with the President's Special Recognition Award.

For the 2024 awards, the evaluation is based on a three-year period from 2020 to 2023, with data finalized as of September 30, 2024. This year, Utica was recognized for meeting the criteria for this prestigious award. This recognition of Utica reflects its dedication to maintaining low loss ratios through effective management practices, proactive safety initiatives, and a commitment to risk mitigation.

Next Steps:

Printed awards will be presented to Utica by Scott Ratterman, JPIA Executive Committee member.



Item 8B

[Return to Agenda](#)

UTICA WATER AND POWER AUTHORITY

Date: December 10, 2024
To: Joel Metzger, General Manager
From: Brandi Sparks, Administrative Technician
Re: Discussion Regarding Streamline Subscription for Utica's Website

SUMMARY:

Streamline is an easy-to-manage website builder tool designed for public agencies that makes website creation and management straightforward for administrative staff. Streamline offers enhanced support services that are not currently offered by Utica's existing consultant. While the new plan comes at a higher cost, staff has determined the added support—such as dedicated customer service, technical assistance, accessibility, and proactive monitoring—will improve website performance, reduce downtime, and resolve issues more efficiently, the added support and proactive features are expected to deliver substantial value.

Most importantly, since Streamline is designed for public agencies, Utica's website would always stay in compliance with state and federal requirements.

Streamline is being used by the Union Public Utility District, Calaveras Public Utility District, and the Calaveras County Water District.

FINANCIAL CONSIDERATIONS:

Upfront Setup Cost

- The initial setup cost for the website is **\$1,500.00**. This is a one-time expense to establish the platform.

Monthly Service Cost

- Standard monthly cost: **\$500.00**.
- Discounted monthly cost with Community Pro Plan: **\$350.00**.

Yearly Financial Implications

- **At Standard Monthly Rate (\$500.00):**
 - Annual subscription cost: $500.00 \times 12 = \mathbf{\$6,000.00}$.
 - Total first-year cost: $\$1,500.00 + \$6,000.00 = \mathbf{\$7,500.00}$.
- **At Discounted Rate (\$350.00):**
 - Annual subscription cost: $350.00 \times 12 = \mathbf{\$4,200.00}$.

- Total first-year cost: $\$1,500.00 + \$4,200.00 = \mathbf{\$5,700.00}$.

(CSDA Member Discounted rate is offered at 30% to Utica)

ATTACHMENTS:

1. *Pricing Page*
2. *Streamline Plans*

There's a plan for your district - Get a quote today!



Choose the best plan for your district

Plans built specifically for your district's goals. Pricing set by Annual Operating Revenue. **So everyone can have nice things** ❤️



Compliance Basics

Perfect for districts who want to look professional and meet ADA + Legislative requirements.



Community Pro

Perfect for districts who are active in their community (Email, Social, Events, Fundraisers, etc.).



Operations Pro

Perfect for districts who want to streamline their operations and internal communications.

 **What's Included:**

-  Hosting/content management
-  Compliance checklist
-  ADA Accessibility assistant
-  Meetings assistant
-  One-click social sharing
-  Training + support
-  \$10,000 ADA Indemnification

[Request a Demo](#)

 **Everything in Compliance Basics plus:**

-  Amplify™ Design Builder
-  One-click email marketing
-  Payments / Commerce Tools
-  E-Signature Forms
-  Embedded Integration Support
-  \$25,000 ADA Indemnification

[Request a Demo](#)

 **Everything in Compliance Basics and Community Pro plus:**

-  Secure Intranet Portal
-  Annual Board Reports
-  Annual Design Reviews
-  Premium Designer Sections
-  \$50,000 ADA Indemnification

[Request a Demo](#)

 **Compare our plans**

Website & Content Management	 Compliance Basics	 Community Pro	 Operations Pr
 Secure Cloud Infastructure	✓	✓	✓
 Mobile-First, Responsive Design	✓	✓	✓
 Unlimited Bandwidth & Storage	✓	✓	✓
 Create Once, Display Everywhere - Content Management	✓	✓	✓
 Webforms & Submission Worflows	✓	✓	✓
 Electronic Signatures		✓	✓
 Amplify Design Builder		✓	✓
 Premium Designer Sections & Layouts			✓
 Domain Concierge			✓
 Annual Design Reviews			✓
 Board Reports			✓
 Dedicated Intranet portal			✓

Accessibility	 Compliance Basics	 Community Pro	 Operations Pr
 ADA Accessibility Assistant	✓	✓	✓
 Automatic PDF Accessibility Scanning	✓	✓	✓
 Integrated PDF Archiving	✓	✓	✓
 One-Click Professional PDF Remediation	✓	✓	✓
 Scanning for Videos & Closed Captions	✓	✓	✓
 Scanning for 3rd Party Embedded Tools	✓	✓	✓
 Professional Public Accessibility Policy	✓	✓	✓
 Support for Reported Accessibility Issues	✓	✓	✓
 ADA Indemnification	\$10,000	\$25,000	\$50,000

Compliance	 Compliance Basics	 Community Pro	 Operations Pr
 Meetings Assistant	✓	✓	✓
 State-specific transparency dashboard with checkpoints for all posting requirements	✓	✓	✓

Community Engagement	 Compliance Basics	 Community Pro	 Operations Pro
 One-click Social Sharing	✓	✓	✓
 One-click Email Sharing		✓	✓
 Email Subscription & Campaign Management		✓	✓

E-Commerce	 Compliance Basics	 Community Pro	 Operations Pro
 Built-in tools to sell products, collect payments, & receive donations online		✓	✓

Training & Support	 Compliance Basics	 Community Pro	 Operations Pro
 Unlimited Training & Support	✓	✓	✓
 Webinars	✓	✓	✓
 Knowledge Base Articles	✓	✓	✓
 Embedded Integration Support		✓	✓

 Dedicated Support Contact

What's Included With Every Subscription

Technology

- ✓ Easy-to-use website tool allows you to control your content - no more waiting on a vendor or IT.
- ✓ Built-in ADA compliance (the platform is fully accessible out of the "box").
- ✓ State-specific transparency dashboard with checkpoints for all posting requirements.
- ✓ Meeting dashboard with agenda reminders, one-click agenda, and minute upload that takes seconds.

Setup + Training

- ✓ Free domain included (acmemud.specialdistrict.org) or connect your own custom domain/web address.
- ✓ Free SSL security certificate so that your site is served over https and visitors are protected.
- ✓ Training for anyone on your staff via remote meetings to help you learn the system.
- ✓ Unlimited secure hosting, bandwidth, storage space, and archiving of

Ongoing Support

- ✓ Unlimited support is included for anyone on your staff responsible for updating the website.
- ✓ Support system is built into your website - get help with the click of a button.
- ✓ Extensive knowledge base of how-to articles and getting-started guides are available 24/7.
- ✓ Can't figure out how to send your question? That's ok, you'll have our technical support number, too.

✓ Ongoing improvements to existing features included at no cost - your software will never be out of date.

content in compliance with public records request laws in all 50 states.

✓ And if (when) your state passes additional website mandates, Streamline will be updated to help you comply as effortlessly as possible.

*Members of our **partner agencies** receive a discount; if you're a member of one of these agencies, please indicate so when you sign-up.*

About Us

We build tools to help special districts with online compliance, internal operations, and community outreach. Our accessible and compliant websites, intranet software, and communication tools help districts promote the important work they do.

[Terms of Service](#)
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Latest Blog Articles

Breaking Down an Overwhelming Problem into a Solvable One

September 25, 2024

Balancing Transparency and Compliance: Lessons from Colorado Special Districts

September 24, 2024

5 Thing Special Districts Need to Know About the Latest DOJ Ruling

June 26, 2024

Contact

3301 C Street, Suite 1000,
Sacramento, CA, 95816

General: info@getstreamline.com
Support: support@getstreamline.com

There's a plan for your district - Get a quote today!



Transparent Pricing

Our entire business is designed to provide affordable, predictable websites to districts, regardless of your agency size.



Pick Your Start-Up Package

Streamline's onboarding experience always includes unlimited ticket, phone, and email support. Every customer receives our best practices site construction and DNS (website domain) assistance. Any additional questions can be directed to your personal onboarding specialist.

Core Setup

Classic Setup

\$ **500**

< 50 pages, files,
images, videos, etc

\$ **1,500**

< 200 pages, files,
images, videos, etc

Complete+
Setup

\$ **2,500** base price

200+ pages, files,
images, videos, etc



Choose the Best Plan for Your District

Plans built to fit your district's needs. Pricing set by Annual Operating Revenue. So everyone can have nice things ❤️

**Compliance
Basics**

Essential tools for
districts to meet

**Community
Pro**

Everything that is
offered in our

**Operations
Pro**

Everything that is
offered in our

compliance standards & regulations. **Look professional while meeting state requirements & best practices.**

\$ **350** /month

Subscription Includes:

 Website hosting + content management

 Amplify design builder (new in 2024)

 Premium designer sections & layouts

 Annual design reviews

 Annual board reports

compliance plan + design tools, email mktg, payments, e-signatures, & more. **Perfect for districts that are active in their community.**

\$ **500** /month

Subscription Includes:

 Website hosting + content management

 Amplify design builder (new in 2024)

 Premium designer sections & layouts

 Annual design reviews

 Annual board reports

compliance & community plans + intranet, social feeds, board reports, & reviews. **Perfect for districts who want to streamline operations.**

\$ **1,050** /month

Subscription Includes:

 Website hosting + content management

 Amplify design builder (new in 2024)

 Premium designer sections & layouts

 Annual design reviews

 Annual board reports

-  Compliance + posting checklist
-  ADA accessibility assistant
-  Access to PDF remediation
-  \$10,000 indemnification from ADA issues
-  Meetings assistant
-  One-click social sharing
-  One-click email marketing & subscription building
-  Payments / commerce tools
-  E-Signature Forms
-  Internal communications hub
-  Support with integration of embedded tools

-  Compliance + posting checklist
-  ADA accessibility assistant
-  Access to PDF remediation
-  \$25,000 indemnification from ADA issues
-  Meetings assistant
-  One-click social sharing
-  One-click email marketing & subscription building
-  Payments / commerce tools
-  E-Signature Forms
-  Internal communications hub
-  Support with integration of embedded tools

-  Compliance + posting checklist
-  ADA accessibility assistant
-  Access to PDF remediation
-  \$50,000 indemnification from ADA issues
-  Meetings assistant
-  One-click social sharing
-  One-click email marketing & subscription building
-  Payments / commerce tools
-  E-Signature Forms
-  Internal communications hub
-  Support with integration of embedded tools



Training + support



Training + support



Training + support

Sound good? Here's what's next:

Activate your subscription

A quick signature to confirm your district information and you're ready for training!



1-hour training

No experience necessary! Anyone on your team who will use the site can join, too.



Content migration

Streamline will bring over all of your content and domain from your old website and build your new website. This usually takes about 2 weeks.



Go live!

Once your new site is all set up, we will meet with you to officially launch your new website!

What's Included With Every Subscription

Technology

- ✓ Easy-to-use website tool allows you to control your content - no more waiting on a vendor or IT.

Setup + Training

- ✓ Free domain included (acmemud.specialdistrict.org) or

Ongoing Support

- ✓ Unlimited support is included for anyone on your staff responsible for updating the website.

- ✓ Built-in ADA compliance (the platform is fully accessible out of the “box”).
 - ✓ State-specific transparency dashboard with checkpoints for all posting requirements.
 - ✓ Meeting dashboard with agenda reminders, one-click agenda, and minute upload that takes seconds.
 - ✓ Ongoing improvements to existing features included at no cost - your software will never be out of date.
- connect your own custom domain/web address.
 - ✓ Free SSL security certificate so that your site is served over https and visitors are protected.
 - ✓ Training for anyone on your staff via remote meetings to help you learn the system.
 - ✓ Unlimited secure hosting, bandwidth, storage space, and archiving of content in compliance with public records request laws in all 50 states.
- ✓ Support system is built into your website - get help with the click of a button.
 - ✓ Extensive knowledge base of how-to articles and getting-started guides are available 24/7.
 - ✓ Can't figure out how to send your question? That's ok, you'll have our technical support number, too.
 - ✓ And if (when) your state passes additional website mandates, Streamline will be updated to help you comply as effortlessly as possible.

*Members of our **partner agencies** receive a discount; if you're a member of one of these agencies, please indicate so when you sign-up.*

About Us

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September 25, 2024

Balancing Transparency and Compliance: Lessons from Colorado Special Districts

September 24, 2024

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Support: support@getstreamline.com

[Terms of Service](#)

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5 Thing Special Districts Need to Know About the Latest DOJ Ruling

June 26, 2024



Item 8C

[Return to Agenda](#)

UTICA WATER AND POWER AUTHORITY

Date: December 10, 2024
To: Utica Board of Directors
From: Joel Metzger, General Manager
Re: Discussion / Direction Regarding Utica's FERC Exemption Applications

Summary:

Utica Water and Power Authority's (Utica) Federal Energy Regulatory Commission (FERC) Conduit Exemption Applications are progressing steadily. Significant milestones have been achieved in studies for the Foothill Yellow-Legged Frog (FYLF), Fish, and Water Quality. Cultural and historical compliance is advancing with the formal consultation process underway, and staff are preparing a draft Memorandum of Agreement (MOA) framework for regulatory agency review. While some delays in timelines are anticipated, staff is working strategically to ensure a smooth FERC final application review process and successful project delivery.

Background information:

Both of Utica's 30-year FERC licenses were approved in 2003 and include the powerhouses and associated dams and other water conveyance infrastructure. These licenses are required in order to run the hydroelectric powerhouses and they ensure Utica's facilities are operated safely while conforming to environmental and public needs. Prior to 2033, Utica would need to apply for new FERC licenses for its two projects. The upcoming relicensing process would take at least five years and will cost Utica millions to complete.

However, there is an alternative type of federal authorization that could be issued known as a FERC Conduit Exemption. Pursuing an exemption requires an application process similar to relicensing. If FERC approves exemptions for the Utica and Angels projects, it would lead to a FERC authorization to operate the powerhouses in perpetuity with minimal federal oversight. If granted, Utica would never need to federally relicense its powerhouses again.

While there are many benefits of a FERC Exemption, key highlights include:

- Local control and flexibility in meeting water supply needs
- Reduced financial burden by avoiding costly federal relicensing
- Enhanced efficiency in system maintenance
- Long-term cost savings for communities served: UPUD & COA
- Continued dam safety oversight by the California Division of Safety of Dams
- Minimized need for external consulting services

Project Updates:

Foothill Yellow Legged Frogs

Field sampling was completed in October 2024, detecting FYLF in the Angels Diversion Pool and Mill Creek. Coordination with the California Department of Fish and Wildlife (CDFW) continues. Stantec will deliver a draft report and sample location map by the end of 2024.

Fish Study

Field sampling, conducted in October 2024, included electrofishing, netting, line fishing, and trapping, revealing healthy fish populations. Stantec will deliver a draft report to Utica by December 2024.

Water Quality

Low-flow sampling was completed in October 2024, and high-flow sampling is planned for February 2025. Turbidity monitoring devices “sondes” were installed in October and removed in early December. Laboratory results are expected in early January 2025. Per the study plan, temperature monitoring devices must remain in the water for a full 12 months, which will be completed in September 2025. A draft preliminary report is expected in late January.

Cultural and Historical Resources

Section 106 compliance is progressing. Utica submitted a draft Tribal Participation Plan (TPP) and Area of Potential Effects (APE) letter to the State Historic Preservation Office (SHPO) in October 2024. SHPO is preparing a formal response, expected in December. Next steps may include a “Request for Concurrence” letter and updated Historic Properties Management Plan (HPMP) scope.

Memorandum of Agreement

A draft Memorandum of Agreements (MOA) framework was prepared by Utica, Stantec, and Rock Creek Energy Group in November 2024. The purpose of this agreement is to move ongoing conditions currently in the FERC licenses into a new agreement that is between Utica and state regulatory agencies. This will ensure that these agencies have confidence that key conditions will still be met. Stantec is preparing draft Exhibits A and B of the MOA, which will be delivered to Utica for review by December 15, 2024. Once the draft MOA is finalized, it will be circulated to CDFW and the State Water Resources Control Board for review and comment.

U.S. Forest Service Special Use Permit

The U.S. Forest Service (USFS) has accepted Utica’s Special Use Permit (SUP) application. A formal acceptance letter is expected by December 2024.

Final Application Updates

Draft Conduit Exemption Applications were circulated in December 2023, with comments received in early 2024. Utica has addressed most agency feedback through additional studies. Final applications will incorporate these findings, pending MOA development and state agency consultations. Staff is evaluating the benefits of delaying submission until the MOA is finalized to ensure comprehensive agency support.

Next Steps:

While many of the studies requested by regulatory agencies will be complete by the end of 2024, the reports are not expected to be complete until the first quarter of 2025. Study reports and draft agreements will be circulated to state regulatory agencies for review and comment. The findings in the reports, including potential mitigations, will be discussed and agreements for future operation of the system are expected to be memorialized in the MOA being prepared. While this approach has received support in conversations with state agencies, no written guarantees have been provided, which leaves some uncertainty.

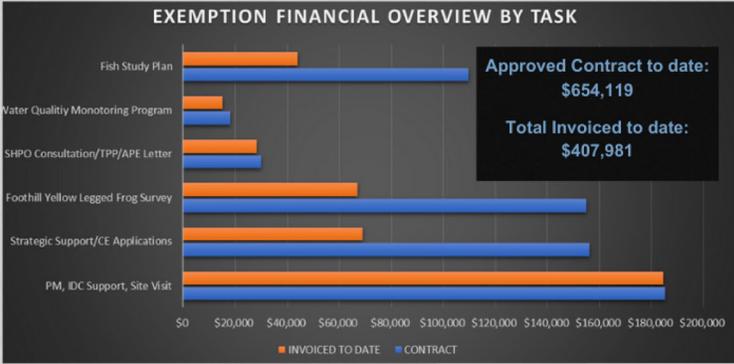
Staff anticipates the development of the MOA could be a lengthy process. If Utica decides to wait to submit the final exemption applications until the MOA is finalized – and perhaps signed by all parties – it could delay Utica’s goal of submitting the final applications to FERC in the first quarter of 2025.

Staff will brief the Board on the pros and cons of this decision on December 10.

ATTACHMENTS:

1. *FERC Exemption Financial Overview*
2. *FERC Exemption Timeline*

FERC EXEMPTION FINANCIAL REPORT



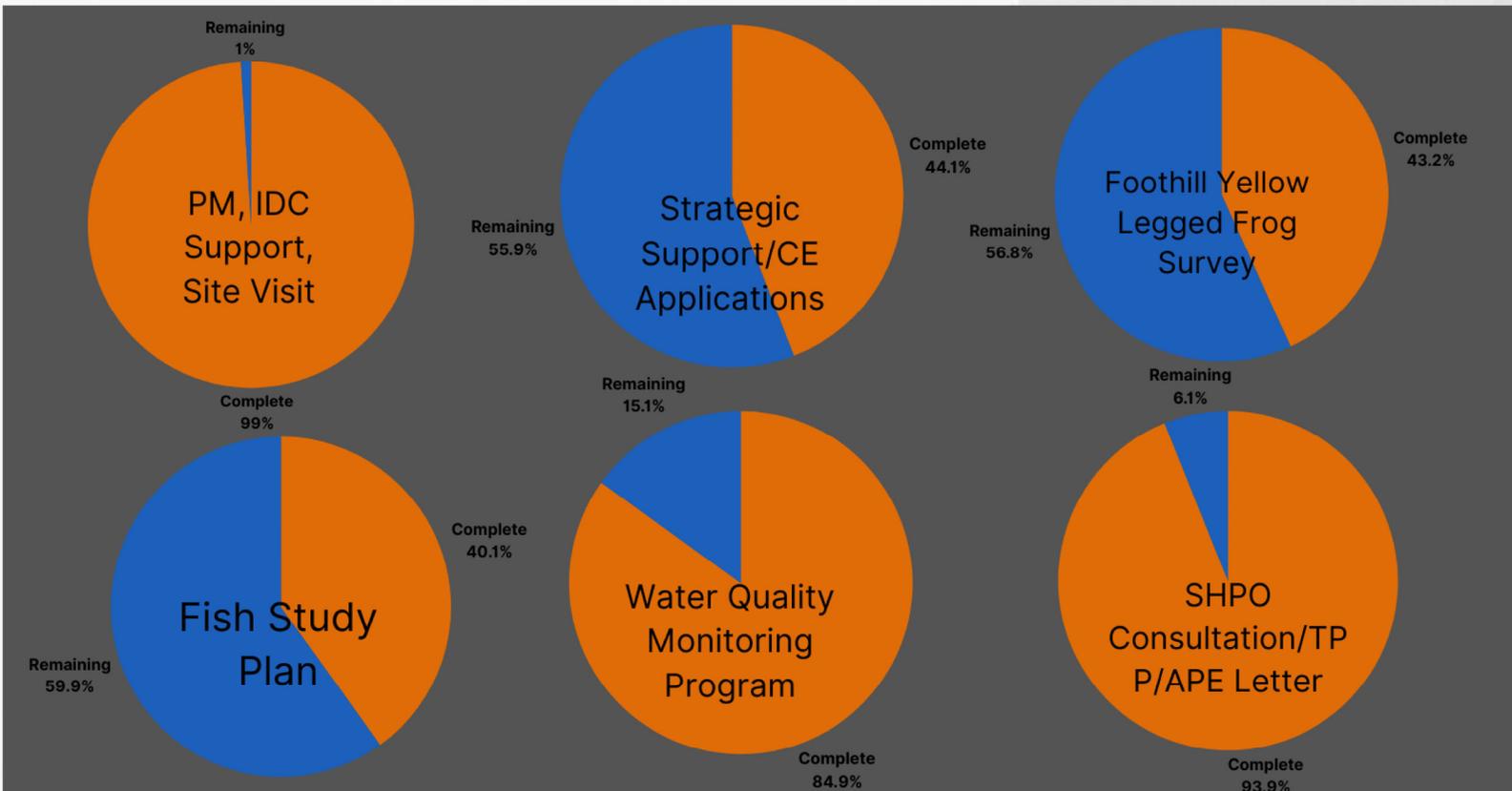
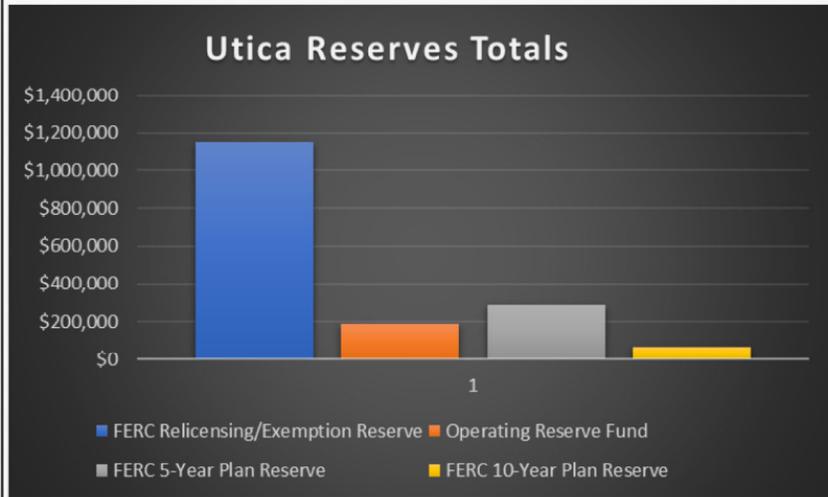
Ongoing Study Activities:

- Water Temperature Monitoring
- Real-Time Monitoring for Turbidity during Outage
- Semi-Annual Grab Samples at High Flow and Low Flow
- Foothill Yellow Legged Frog Done; report being drafted)
- Fish Study Done; report being drafted

Future Action Items:

- Utica is working with Stantec and FERC special counsel to prepare a Memorandum of Agreement with SWRCB & CDFW exemption applications.
- Study findings will be used to inform 401 Water Quality Certification

TASK	CONTRACT	INVOICED TO DATE	CONTRACT REMAINING
PM, IDC Support, Site Visit	\$185,265	\$184,609	\$656
Strategic Support/CE Applications	\$156,278	\$69,016	\$87,262
Foothill Yellow Legged Frog Survey	\$155,059	\$66,944	\$88,115
SHPO Consultation/TPP/APE Letter	\$29,989	\$28,182	\$1,807
Water Quality Monitoring Program	\$17,958	\$15,259	\$2,699
Fish Study Plan	\$109,570	\$43,970	\$65,600
TOTAL	\$654,119	\$407,981	\$246,139

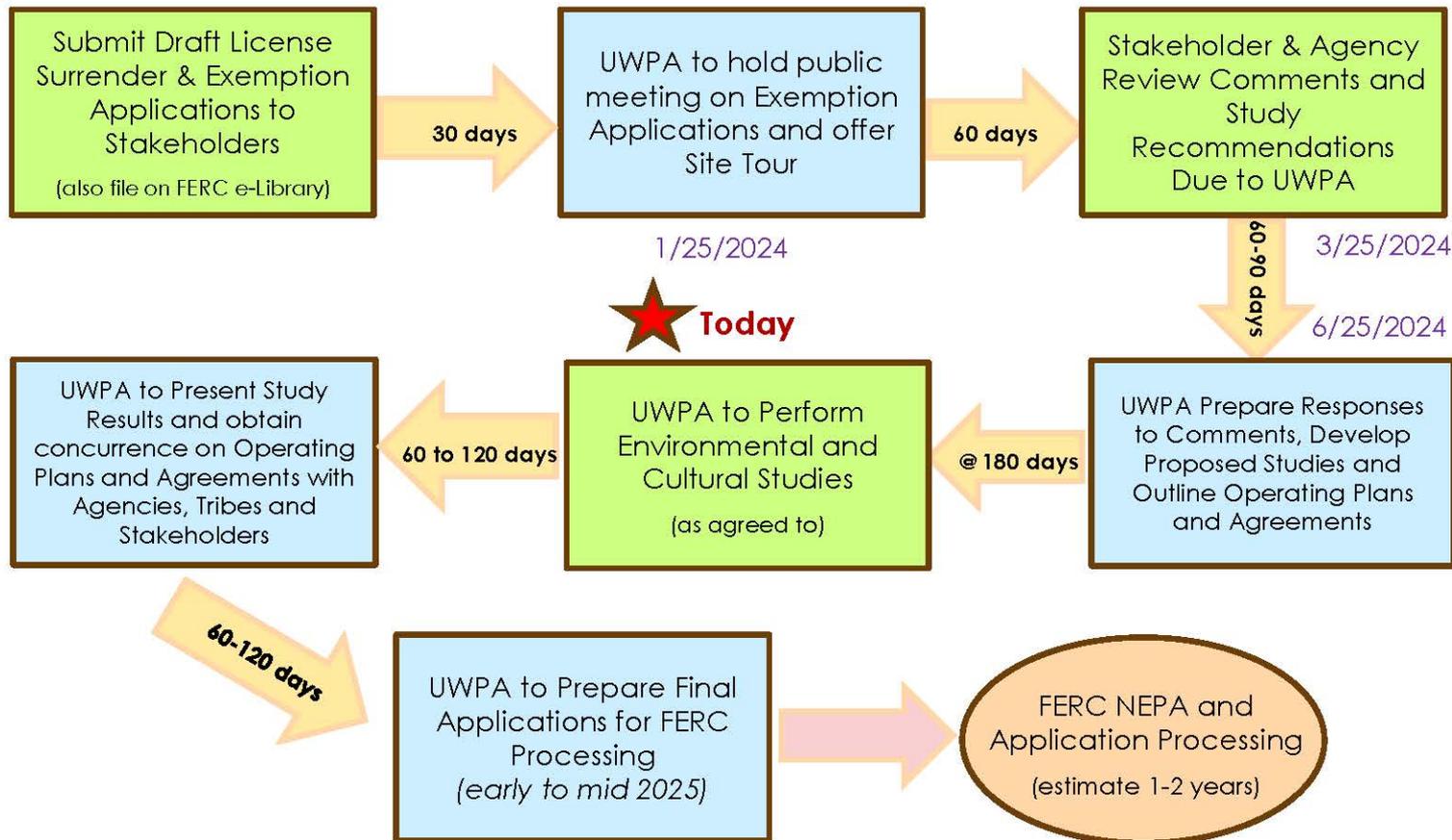


High Level Cost Estimates (2024 – 2026)

Prepared: April 2024

Cost Element	2024 Costs		2025 Costs		2026 Costs	
	Lower End	Upper End	Lower End	Upper End	Lower End	Upper End
Ongoing Stantec Strategic and Regulatory Support	\$ 40,000	\$ 60,000	\$ 60,000	\$ 100,000	\$ -	\$ 25,000
Recommended Studies	\$ 225,000	\$ 650,000	\$ 50,000	\$ 55,000	\$ -	\$ -
Other Potential Studies (Modified or Unplanned)	\$ -	\$ -	\$ 115,000	\$ 550,000	\$ -	\$ -
Final CE Applications	\$ 30,000	\$ 50,000	\$ 10,000	\$ 25,000	\$ -	\$ 10,000
USFS Special Use Authorization Permit	\$ 5,000	\$ 25,000	\$ -	\$ 10,000	\$ -	\$ -
CEQA Initial Study/ 401 WQ Certificate	\$ 10,000	\$ 25,000	\$ 30,000	\$ 100,000	\$ -	\$ 25,000
SHPO/Section 106	\$ 175,000	\$ 200,000	\$ 175,000	\$ 200,000	\$ -	\$ -
Biological Assessment/ Biological Evaluation	\$ 10,000	\$ 50,000	\$ 30,000	\$ 100,000	\$ -	\$ 25,000
Summary of Costs	\$ 495,000	\$ 1,060,000	\$ 470,000	\$ 1,140,000	\$ -	\$ 85,000
Low End Estimate Range	\$ 850,000	\$ 965,000	(higher cost assumes "not recommended" studies performed)			
Upper End Estimate Range	\$ 1,735,000	\$ 2,285,000	(higher cost assumes "not recommended" studies performed)			

FERC Conduit Exemption Application UWPA Timeline and General Process





Item 8D

[Return to Agenda](#)

UTICA WATER AND POWER AUTHORITY

Date: December 10, 2024
To: Joel Metzger, General Manager
From: Stacie Walker, Administrative Specialist
Re: Consideration of Adoption of a Records Management Policy

Recommended Action:

Staff recommends the Board of Directors adopt Resolution 2024-12, approving the Records Management Policy.

Summary:

A records management policy is essential for ensuring compliance with state and federal regulations, preserving historical and operational documents, protecting sensitive information, and minimizing risks like accidental loss or legal disputes. Additionally, it supports transparency and accountability, fostering public trust and demonstrating the organization's commitment to responsible and ethical governance.

To ensure the Authority follows best practices and gives employees clear guidelines, staff is presenting the attached records management policy.

Potential Impacts:

The implementation of the records management policy will improve compliance, enhance efficiency, increase security, and preserve historical and institutional knowledge. Upfront costs associated with training and reorganization of records are expected to be minimal. Staff training will be required, and new records management practices will need to be implemented in all aspects of the Authority.

Next Steps:

If the Board approves the Records Management Policy, the Administration Department will train staff on the new procedures and ensure that all new records are properly categorized and stored according to the policy.

Attachments:

1. Resolution 2024-12 Adoption of Records Management Policy
2. Draft Records Management Policy



Resolution No. 2024-12

A Resolution of the Board of Directors of the Utica Water and Power Authority Adopting the Records Management Policy

WHEREAS, the Utica Water and Power Authority (Utica) is committed to transparency, accountability, and protecting sensitive and classified information; and

WHEREAS, Utica recognizes the importance of maintaining organized, accurate, and compliant records to support operations and meet legal requirements; and

WHEREAS, Utica has developed a Records Management Policy that establishes guidelines for inspection, retention, storage, and disposal of records in accordance with state and federal regulations; and

WHEREAS, the adoption of a formal records management policy will increase efficiency, protect historical records, and reduce the risk of legal issues; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors does hereby determine and establish the Records Management Policy, effective immediately, as provided in Exhibit 1 attached to this resolution.

ON A MOTION by Director _____, and seconded by Director _____, the foregoing resolution was duly passed and adopted by the Board of Directors of the Utica Water and Power Authority, on the 10th day of December 2024, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ralph Chick, Board Chair

Attest:

Stacie Walker, Clerk to the Board



Utica Water and Power Authority

Records Management Policy

Adopted: December 10, 2024

1. Introduction and Purpose

- 1.1 The purpose of this policy is to adopt and implement a Records Management Policy (“Policy”) for the Utica Water and Power Authority (“Authority”). The Policy establishes a standard protocol and procedures for the inspection, retention, destruction, and disposition of Authority Records (as defined below). This Policy will be implemented and managed under the direction of the General Manager or their designee.
- 1.2 For purposes of this Policy, “Record” means any paper, document, handwriting, typewriting, printing, photographing, photocopying, transmitting by electronic mail or facsimile, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, regardless of the manner in which the record has been stored and regardless of physical form or characteristics. (Government Code sections 6252(e), (g) & 60201.)

2. Records Inspection

- 2.1 Public records of the Authority will be open to inspection during normal office hours and every person has a right to inspect these records.
- 2.2 As used in this Section 2, “Public Record” means any Record containing information relating to the conduct of public business that is prepared, owned, used, or retained by the Authority that is not otherwise exempt from disclosure in accordance with applicable laws. Notwithstanding the exemptions listed in section 2.3 below:
 - 2.2.1 Every employment contract between the Authority and a public official or public employee is a Public Record.
 - 2.2.2 Any itemized statement of the total expenditures and disbursements of the Authority as provided for in Article VI of the California Constitution will be open to inspection.

2.2.3 Documents concerning an open session item of a noticed public meeting that are provided to all or a majority of the Authority Board or a committee less than 72 hours before the meeting will be open for inspection.

2.3 **Exemptions:** The Authority may withhold from inspection or disclosure the following Records:

2.3.1 Preliminary drafts, notes, or intra- or inter-Authority memoranda not retained by the Authority in the ordinary course of business, if the public interest in withholding such Records clearly outweighs the public interest in disclosure;

2.3.2 Records pertaining to pending litigation in which the Authority is a party or to claims made pursuant to Division 3.6 (Commencing with Section 810) of Title 1 of the Government Code, until such litigation or claim has been finally adjudicated or otherwise settled;

2.3.3 Personnel, medical or similar files, the disclosure of which would constitute an unwarranted invasion of personal privacy or that is otherwise limited by law;

2.3.4 Geological and geophysical data, plant production data, and similar information relating to utility systems development obtained in confidence from any person;

2.3.5 Test questions, scoring keys, and other examination data used to administer examinations for employment;

2.3.6 The contents of real estate appraisals, engineering or feasibility estimates, and evaluations made for or by the Authority relative to the acquisition of property, or to prospective supply and construction contracts, until such time as the property has been acquired or the contract agreement has been obtained;

2.3.7 Records exempted or prohibited from disclosure pursuant to provisions of federal or state law, including, but not limited to, provisions of the Evidence Code relating to privilege;

2.3.8 Data, plans, drawings, schematics, manuals and other documents related to the security and protection of the Authority's water supplies and hydroelectric operations;

2.3.9 Private information pertaining to any Authority customer, director or employee that is explicitly exempt under Government Code sections 6254(c) and 6254.16 or that may be exempt because of personal safety and privacy concerns under Government Code section 6255, including, but not limited to, personal identifying information and private data such as social security numbers, home address, telephone number, credit history, water usage, and confidential personnel and financial records;

- 2.3.10 Computer software developed by the Authority for internal use and not otherwise made available to the public except by selling, leasing, or licensing such software for commercial or non-commercial use. The Authority's proprietary computer software may include computer mapping systems, computer programs, and computer graphics systems;
- 2.3.11 Information security, if disclosure of that information would reveal vulnerabilities of, or otherwise increase the potential for an attack on the Authority's information technology system (this exemption in no way limits the Authority's obligation to disclose otherwise Public Records stored within its information technology system); and
- 2.3.12 Other Records the disclosure of which is not required by law.
- 2.4 **Justification for Withholding Records:** The Authority will justify withholding a Record by demonstrating that the Record (including records listed in section 2.3 above) is exempt under the express provisions of Government Code sections 6254 and 6254.16, and any other applicable statute, or by demonstrating that the public interest served by not making the Record available clearly outweighs the public interest served by disclosing the Record. Written notice of intent to withhold records stating the reasons for withholding the records, the person making such determination, and an estimated time for when disclosable documents will be furnished will be provided to the person requesting the record within ten days, or later if good cause requires, of the request for inspection as required by Government Code sections 6253, subdivision (c) and 6255, subdivision (b).
- 2.5 **Confidentiality of Certain Records:** While the Authority supports and implements the legal principles underlying "government sunshine laws", including the Public Records Act and Brown Act, it also recognizes the equally important constitutional principles underlying its customers', directors' and employees' rights to privacy in their personal information. The Authority will not disclose private information of any customer, director, or employee unless compelled by a legally-authorized subpoena, court order or order of another government Authority with the power to obtain such records, or authorized by the customer, director or employee in writing. In cases where there is no clear exemption from disclosure, the Authority will attempt to contact the customer, director, or employee whose private information is being requested, inform the customer, director, or employee of the request, and provide that person or entity with the opportunity to object to the request and if desired, to seek a court order to protect the private information being requested from disclosure.
- 2.6 **Copies of Records:** A person may obtain copies of identifiable Public Records, preferably by written request, although verbal requests are acceptable. The Authority's Board Clerk (or designee selected by the General Manager) is the custodian of the Authority's Records and will provide the requestor with copies of all requested Records unless a record is in electronic form or in a specialized format, in which case the Authority will provide the most accurate copy possible within the limits of available technology and the requestor's instructions and willingness to pay the appropriate costs to retrieve and reproduce copies of

such non-standard records. The Authority may charge a requestor for the costs of duplicating all disclosable Records, and may require a requestor to deposit an amount equal to the estimated copying costs prior to receiving the requested Records. The portion of the deposit not required will be refunded. If the deposit is insufficient, the Authority may require the requestor to pay any balance of copying charges due before any Records are released.

- 2.7 **Public Counter Records.** The Board Clerk will maintain a duplicate copy of the last approved Board meeting minutes and the agenda and written materials distributed to the Board for discussion or consideration at the next scheduled Board meeting. These Records will be maintained at the Authority’s administrative office and posted on the Authority’s website. Records discussed during a public meeting but not previously available will be made available before the commencement of discussion at such meeting or as soon thereafter as practicable. No charge will be imposed for the inspection of these Records, but the Authority may impose a copy charge if a copy of the Record is requested.
- 2.8 The Authority’s Board Clerk (or designee selected by the General Manager) will maintain a record of requests for inspection that are denied and the reasons for the denial.

3. Records Retention, Storage, and Disposal

- 3.1 Government Code sections 60200 through 60203 govern the retention and destruction of the Records of special districts. However, specific state and federal statutes may require longer retention periods. The criteria used to determine the length of time to retain Records includes statutory requirements, purpose, function and use of the Record, information content, and uniqueness (i.e., whether the information exists elsewhere).
- 3.2 **Records retention schedule.** The Authority will retain, store and dispose of its records in accordance with the following schedule, adopted by the Board by Resolution No. 2024-12 in accordance with Government Code sections 12236 and 60201, subdivision (b)(2), and the requirements and procedures set forth in this Policy:

Legend: **R** = Legally required retention period

<u>Title</u>	<u>Retention Period</u>	<u>Notes/Comments</u>
Administration:		
General Correspondence	3 Years	
Policy and Procedures	5 Years After Cancellation	
Formation/Accreditation	Permanent	R
Oaths of Office or appointment of Directors	Term of Office + 7 Years	R
Filings with Secretary of State	Permanent	R

Work Orders/Time Sheets	3 Years	
Form 700 Statements of Economic Interests	7 Years After Filing	R
Form 801 Gifts to Authority	7 Years After Filing	R
Form 470 Annual Financial Disclosure Statements	7 Years After Filing	R
Board of Directors:		
Agendas	3 Years	
Meeting Notices	3 Years	
Board Meeting Minutes	Permanent	R
Ordinances and Resolutions	Permanent	R
Conflict of Interest Code	Current + 3 Years	R
Board Policies and Procedures	Current + 3 Years	R
Ethics Code	Current + 3 Years	R
Proofs of Completion of Directors' and Designated Employees' Ethics Training	5 Years	R
Committees:		
Agendas	3 Years	
Meeting Notices	3 Years	
Meeting Minutes	Permanent	R
Staff Reports	3 Years	
Contracts:		
Agreements and Contracts	7 Years Following the End of Contract	R
Requests for Proposal and Requests for Qualifications	Contract Termination + 5 Years	
Responses to Requests for Proposal and Requests for Qualifications	Contract Termination + 5 Years 2 Years for all Unaccepted Proposals	
Capital Improvements:		
Capital Improvement Contracts	7 Years Following the end of Contract	R
Accepted Bid Documents	5 Years	
As-Built Plans/Documents	7 Years Following the end of Contract	
Unaccepted Construction Bids and Proposals	2 Years	
Financial		Grant expenses must be kept until Annual Audit is complete
Accounts Payable:		
Correspondence	3 Years	
A/P Ledger/Distribution Journal	3 Years	
Cash Disbursements	3 Years	

Payroll/Stipend Payments	3 Years	R
Petty Cash Reports	3 Years	R
Expense Reports	3 Years	R
Invoices	3 Years	R
Purchases Orders	3 Years	R
Warrants	3 Years	R
Accounts Receivable:		
A/R Register	3 Years	
Aged Trial Balance	3 Years	
Invoices	3 Years	
Audit Reporting:		
Correspondence	3 Years	
Reports	3 Years	
State Controllers Report	Permanent	R
Work Papers	3 Years	
Banking:		
Correspondence	3 Years	
Bank Confirmations	3 Years	
Bank Reconciliations	3 Years	
Bank Statements	3 Years	
Canceled and Voided Checks	3 Years	
Deposit Slips	3 Years	
Signature Authorization	3 Years	
Financial Reporting:		
Correspondence	7 Years	
Reports and Studies	7 Years	
Charts of Accounts	7 Years	
Treasurer's Reports	7 Years	
Accountant Reports	7 Years	
Ledgers:		
Account Analysis	Audit + 2 Years	
Balance Sheets	Audit + 2 Years	
General Ledger	Audit + 2 Years	
Journal Entries	Audit + 2 Years	
Annual Budgets	2 Years	
Issuance of Indebtedness	4 Years After Repayment	R
Bond Insurance:		
Trust Indentures	4 Years After Repayment	R
Funds Management Agreement	4 Years After Repayment	R
Other Permanent Bond Records	4 Years After Repayment	R
Canceled Checks for Bond Interest Payments/Redemption	10 Years	
Securities:		
Acquisition of Securities	3 Years	
Broker/Bank Receipts	3 Years	
Periodic Statements	3 Years	

Personal Property:		
Inventory	4 Years	
Maintenance and Inspection Logs	4 Years	
Computer Licenses and Documentation	Until Expiration/Obsolescence	
Insurance:		
Memoranda of Coverage	Expiration + 5 Years	
Insurance Policies	Expiration + 5 Years	
Endorsements	Expiration + 5 Years	
Certificates of Insurance	Expiration + 5 Years	
Coverage options	Expiration + 5 Years	
Surety/Fidelity Bonds	Expiration + 5 Years	
Required to be Maintained by the Insurer	10 Years	
Legal:		
General Correspondence	3 Years	
Attorney Correspondence	3 Years	
Claims and Claims Records	2 Years After Close of Claim	R
Minor's Claims	2 Years from Age 18	R
Litigation	2 Years After Litigation Concludes	R
Opinions	7 Years	R
Memberships:		
Membership Records	7 Years	
Program Participation Agreements	10 Years	
Appointment Resolutions/Letters	7 Years	
Personnel:		
Personnel Files	Permanent	R
Amount of Compensation Paid to Officers and Employees	7 Years After Date of Payment	R
Reimbursements, Advances and Credit Card Payment Records for Officer and Employee Travel and Other Authority-Related Expenses	7 Years After Date of Payment	R
Job Descriptions	Current + 2 Years	R
Positions Advertisements	Current + 4 Years	
Call Reports and Resumes	Current + 4 Years	
Employment Agreements	Expiration/Termination + 4 Years	
Job Applications and Resume	1 Year	
Position Advertisements	1 Year	
Employment Testing Results	1 Year	
OSHA Logs and Records	5 Years	
Safety and Training Records	Employment + 4 Years	

Drug and Alcohol Test Results	5 Years	
DE 34-New Employee Report	4 Years	
I9-Employment Eligibility	3 Years After Hire or 1 Year After Termination, Whichever is Later	
Real Property/Water Rights:		
Deeds and other Documents Related to Real Property Interests, and Water Rights	Permanent	R
Eminent Domain	Permanent	R
Annexation and Detachment	Permanent	R
Water Rights Reports	5 Years	
Tax-Related:		
Auditor's Assessed Valuation Certificates	5 Years	R
Authority Tax Collection Information	5 Years	R
Miscellaneous:		
Other Records the Board Determines to be of Significant and Lasting Historical, Administrative, Financial, Legal, or Research Value	Permanent	R
Records Not Prepared or Received nor Required to be Maintained Pursuant to State or Federal Law	2 Years	
Other Records Prepared or Received Pursuant to State or Federal Law, but not Expressly Required to be Maintained	3 Years	
Board Meeting Tape Recordings	After Approval of Minutes by Board or 30 Days, Whichever is Later, if Authority Chooses to Record	R
Records Relating to Authority's Hydroelectric Power Generation Not Otherwise Addressed Above	Per FERC or NERC/WECC requirements or 5 years	

3.3 **Temporary retention of certain records.** The Authority will not destroy or dispose of any Record in the following circumstances (except for the destruction of duplicates), regardless of any different policy or schedule as to any identified Record or Records specified in the schedule set forth above in section 3.2:

3.3.1 Records that relate to any pending claim, administrative proceeding, or litigation. Unless otherwise required to retain a record for a different period, such Records may be destroyed five years after denial of the claim or five

years after completion of the administrative proceeding or litigation;

- 3.3.2 Records that are the subject of any pending request made under the California Public Records Act. Such records may be destroyed two years after the final response to the request, or after any longer period if required by law;
 - 3.3.3 An unaccepted bid or proposal for the construction or installation of any building, structure, or other public work. Such records may be destroyed two years after the submittal of the bid or proposal;
 - 3.3.4 Record relating to any pending construction that the Authority has not accepted or as to which a stop notice claim legally may be presented;
 - 3.3.5 Record relating to any non-discharged Authority debt; and
 - 3.3.6 Any document that has not yet fulfilled the administrative, fiscal, or legal purpose for which it was created or received by the Authority.
- 3.4 **Record Storage**. All Records referenced in this Policy will be maintained at the Authority's administrative office located at 1168 Booster Way, Angels Camp, California 95222 and/or such other repository that the Authority's custodian of records may designate from time to time. All Records requests should be directed to the Authority's Administrative Office at the location stated above.
- 3.5 **Records Disposal**. The General Manager or their designee may destroy and discard, by any permanent method that protects the confidentiality of any privileged or confidential information contained therein, any Record after the expiration of the applicable retention period described in the above records retention schedule.
- 3.6 **Process of Destruction and Disposal**
- 3.6.1 Records not containing information of a confidential or proprietary nature may be disposed of or destroyed by means of recycling, other waste removal service, shredding or other reasonable method of disposal or destruction. Records containing confidential or proprietary information must be shredded or otherwise permanently destroyed. Records recorded on electronic or magnetic media may be erased and the media reused or discarded.
 - 3.6.2 Authority Records may be destroyed by Authority staff or a licensed, bonded and insured document destruction service. If Authority staff destroys Records, the staff member destroying the Records will prepare and sign a certificate of destruction describing the Records destroyed and date. If the Authority uses a document destruction service, it will obtain a certificate of destruction from the document destruction service following destruction of the Records. All certificates of destruction will be filed in an Authority Records disposal log.

4. Management and Retention of Electronic Mail

- 4.1 The Authority email system is intended as a medium of communication and is not intended or designed for the long-term storage or maintenance of Records. In order for the email system to function as designed, employees must regularly delete electronic data (emails and attachments) from the email system. The email system should not be used as a long- term storage medium.
- 4.2 The following types of email messages (sent and received) and attachments generally are not considered Records and should not be retained in the ordinary course of business: routine messages comparable to telephone communications; scheduling related messages; general information (e.g., announcements, solicitations, professional listservs); informal communication among staff or consultants; informal notes and personal messages; and, personal messages that are not work/Authority-related. Employees should regularly monitor their email files (included Inbox, Sent, Received and Deleted folders) and delete from the email system the emails described in this subsection.
- 4.3 Email messages (sent and received) and attachments that contain information relating to the conduct of the Authority's business and that are deemed a Record and not deleted pursuant to subsection 4.2 above will be converted to an appropriate electronic format (PDF) or other digital storage format and retained in accordance with this Policy, and then deleted from the email system.
- 4.4 Employees will regularly monitor and manage their email files and folders in accordance with this Policy. An email should not be retained in the Authority email system for more than 180 days from the date the email is sent or received.

5. Policy Review

The Board Clerk will ensure that this Policy is reviewed at least every two years.

Version History

Date	Version#	Description
December 10, 2024	001	Adopted



Item 8E

[Return to Agenda](#)

UTICA WATER AND POWER AUTHORITY

Date: December 10, 2024
To: Joel Metzger, General Manager
From: Stacie Walker, Administrative Specialist
Re: 2024 Annual Maintenance Outage Report

Water Conveyance:

During the 2024 Annual Fall Maintenance Outage, extensive maintenance and upgrades were completed on the Utica and Angels canal systems. Shotcrete overlay was applied to improve canal sections, completing 54 yards (600 feet) on the Upper Utica Canal near Hunters Reservoir, 32 yards (300 feet) on the Upper Angels Canal at Stephens Ranch, 27 yards (300 feet) on the Lower Utica Canal above Murphys Forebay, and an additional 27 yards (300 feet) on the Murphys Forebay spillway channel.

Flume repairs included 64 feet on Angels Flume 4 (File Flume) located on the cliff above Murphys Grade Road, 100 feet on Angels Flume 1 at the outlet end where the water runs under the road, and additional structural upgrades, vegetation removal, and inspections along Angles Flume 1.

Additionally, waste gates were upgraded with new boards, concrete patching, and rust-hole repairs on siphon pipes. General canal maintenance focused on sealing cracks, clearing vegetation with CAL FIRE crews, and removing hazardous trees, improving system reliability and access. Finally, two new irrigation connections were installed.

Hydropower:

The 25 KW generator at Hunter Dam was extensively repaired, including engine, rotor, and stator replacements, and returned to operation. Hydraulic accumulator function at Murphys Powerhouse was substantially improved along with annual maintenance, inspections, and battery load testing. Wastegate 24 at Murphys Forebay was successfully integrated into SCADA for remote operation. Ross Reservoir's micro hydro system was restored after belt replacement which allowed SCADA to come back online restoring functionality for remote monitoring and operations. Repairs at Angels Forebay resolved a headgate malfunction, and maintenance at Angels Powerhouse included needle packing and TSV gate and keyway repairs, runner inspections, and battery load testing.