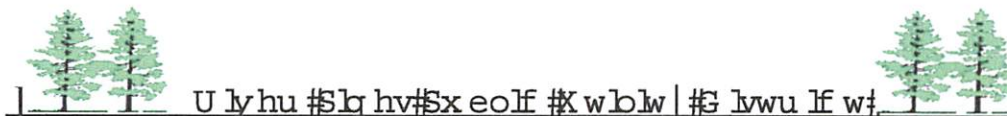


6a



REGULAR MINUTES
September 16, 2023
ACTION MINUTES

1. **CALL TO ORDER:** The meeting was called to order by Vice-Chairman Rewitzer at 6:00 p.m.

2. **ROLL CALL: Via Phone**

Director John Chapman
Director Karla Christensen
Director Anita Ebbinghausen
Director Eric Rewitzer

Candi Bingham, General Manager -Via Phone
Leslie Garrett, Office Manager
Gisele Wurzbarger, Board Clerk – Via Phone

ABSENT: Director Roscoe Raymond

3. **PLEDGE OF ALLEGIANCE:** Vice-Chairman Rewitzer led the Pledge of Allegiance.

4. **AGENDA:**

Motion by Board Member Christensen, seconded Board Member Chapman and carried by a 4 to 0 vote to approve the Regular Agenda dated September 16, 2023, as submitted.

AYES: Chapman, Christensen, Ebbinghausen, Rewitzer
NOES: None
ABSTAIN: None
ABSENT: Raymond

5. **PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:**

Ken Deaver, Amador Water Agency District 5 Board of Directors was present to introduce himself to the Board of Directors.

Manager Bingham reported she will contact Rick Ferriera, AWA Operations Manager, with the update status on the Water Distribution Project.

6. **MINUTES: Discussion / Approval.**

a. August 16, 2023, Regular Meeting.

Motion by Board Member Ebbinghausen, seconded by Board Member Christensen, and carried by a 4 to 0 vote to approve the Minutes dated August 16, 2023 as approved. Motion passed by the following vote:

AYES: Chapman, Christensen, Ebbinghausen, Rewitzer
NOES: None
ABSTAIN: None
ABSENT: Raymond

7. CONSENT ITEMS:

- a. Monthly Financial Statements - Period Ending August 31, 2023.

Vice-Chairman Rewitzer opened the public discussion. Hearing no comments from the public, Vice-Chairman Rewitzer closed the public discussion.

- b. Expenditure Report - Submitted Check Approval through August 31, 2023.

Vice-Chairman Rewitzer opened the public discussion. Hearing no comments from the public, Vice-Chairman Rewitzer closed the public discussion.

Motion by Board Member Christensen, seconded by Vice-Chairman Rewitzer and carried by a 4 to 0 vote to approve the Monthly Financial Statements and Expenditure Report - Period Ending August 31, 2023. Motion passed by the following vote:

- AYES:** Chapman, Christensen, Ebbinghausen, Rewitzer
- NOES:** None
- ABSTAIN:** None
- ABSENT:** Raymond

8. MONTHLY OPERATIONS REPORT: Discussion. Any matter requiring action will be placed on an upcoming agenda for consideration.

- a. Monthly Operations Report.

August 1 thru August 31, 2023 Water Production/Sold Information:

Well 2 - 369,200 gallons Total Produced - 1,532,017 gallons
Well 3R - 608,100 gallons Total Sold - 1,057,940 gallons
Well 6R - 554,717 gallons Unaccounted Loss - 31%
Staff Hours: Water 59.5 hours

August 1 thru August 31, 2023 Wastewater Production:

Influent flow: 965,450 gallons Effluent Discharged: 233,200 gallons
Staff Hours: Wastewater 46 hours

- b. Monthly General Manager Report - Period Ending July 2023.

The Monthly General Manager Report included updates from the General Manager - see report for complete details.

General Manager Bingham reported it was brought to the District's attention there is an account on Rocky Lane that had water running, however this account has been shut off since 2018. Staff contacted Amador County Sheriff's Office and a sheriff's report was taken. She noted Amador Water Agency's meter reader doesn't read locked off accounts.

After considerable discussion staff was directed to contact Amador Water Agency to request the meter reader be more vigilant and read all meters regardless.

Manager Bingham provided an updated timeline of the Water Distribution Project. She reported Legal Counsel is reviewing the contract and all resolutions and will submit a letter to the State. Once this letter has been forwarded to the State the project can be put out for Bid.

9. BOARD MATTERS: Discussion/Action.

a. Resolution 2023-03 Increase Water Shut Off Fee. Discussion/Action

General Manager Bingham stated in the 14 years working for the District the Water Shut Off Fee on 48-hour notices has been \$60.00. The RPPUD Rate and Fee Schedule were evaluated, and it was determined that the Reconnection Fee and After-Hour Reconnection Fee be increased to meet financial requirements of the District. Cumulative increases in the cost of providing professional services to meet customers health, safety and needs After-Hours, has impacted the District's financial requirements.

The recommendation submitted:

After-Hour Reconnection Fee - \$200.00 (any time after 4:00 p.m. on weekdays and anytime on Saturday or Sunday and Holidays)

Hour Reconnection Fee \$150.00 (Monday – Friday 8:00 a.m. to 4:00 p.m.)

Board Member Ebbinghausen stated if Resolution 2023-03 Increase Water Shut Off Fee is approved the increase needs to be put on the monthly billing.

Vice-Chairman Rewitzer opened the public discussion. Hearing no comments from the public, Vice-Chairman Rewitzer closed the public discussion.

Vice-Chairman Rewitzer inquired if the Board needs to continue this item being that Chairman Raymond was absent. General Manager Bingham stated the Board can move forward and if approved she would revise the Resolution to reflect Vice-Chairman signature.

Motion by Vice-Chairman Rewitzer, seconded by Boad Member Ebbinghausen and carried by a 4 to 0 vote to approve Resolution 2023-03 Increase Water Shut Off Fee. Motion passed by the following vote:

AYES: Chapman, Christensen, Ebbinghausen, Rewitzer

NOES: None

ABSTAIN: None

ABSENT: Raymond

b. LAIF Funds Withdraw. Discussion/Action.

General Manager Bingham reported the sewer system was installed in the mid 1980's and there have been little to no upgrades or replacements. The District needs to purchase a new hoist, another pump, motors for the grinders, backup motors and pumps for the ponds, a new roof on the building at the sewer pond and billing from AWA's electrician for installing the generators, putting together the mixers and the electrical completed for those as well.

Board Member Christensen inquired if the FEMA funds could be used for the building at the sewer pond. General Manager Bingham stated the FEMA funds could not be used for that roof.

Vice-Chairman Rewitzer opened the public discussion. Hearing no comments from the public, Vice-Chairman Rewitzer closed the public discussion.

Motion by Board Member Ebbinghausen, seconded by Board Member Christensen and carried by a 3 to 1 vote to approve LAIF Funds Withdraw in the amount of \$55,000. Motion passed by the following vote:

AYES: Christensen, Ebbinghausen, Rewitzer
NOES: Chapman
ABSTAIN: None
ABSENT: Raymond

10. BOARD OF DIRECTORS COMMENTS/REPORTS: Discussion Only.

- a. Capital Improvements and general repairs necessary at the District. Continued Item.

11. COMMITTEE COMMENTS/REPORTS: Continued Item.

- a. Solar Panel Committee. Discussion/Possible Action.

Motion by Vice-Chairman Rewitzer, seconded by Board Member Ebbinghausen and carried by a 3 to 1 vote to approve removing Solar Panel Committee from the Agenda until there was additional constructive discussion. Motion passed by the following vote:

AYES: Chapman, Christensen, Rewitzer
NOES: None
ABSTAIN: Ebbinghausen
ABSENT: Raymond

- b. Water Rights Committee. Discussion/Possible Action

Board Member Christensen stated the river is starting to dry up and the dam can be taken down by October 1st or sooner depending on the rainfall.

12. FUTURE AGENDA TOPICS:

ADJOURNMENT: The meeting adjourned at 7:06 p.m. to the scheduled meeting on October 18, 2023.

7a

River Pines Public Utility District
Profit & Loss by Class
September 2023

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Base Fee Income			
Maintenance Fees	325.00	325.00	650.00
Sewer	16,545.11	0.00	16,545.11
Voluntary Lock-Off	87.50	87.50	175.00
Water	0.00	13,142.11	13,142.11
Total Base Fee Income	16,957.61	13,554.61	30,512.22
Interest Income	0.00	14.32	14.32
Meter Damage	0.00	200.00	200.00
Repair Labor	0.00	250.00	250.00
Variable Income			
Door Hanger Fee	0.00	110.00	110.00
Late Fees	497.92	587.20	1,085.12
Reconnection Fee	0.00	60.00	60.00
Service Connection Fee	98.58	98.67	197.25
Water - Usage	0.00	5,163.20	5,163.20
Total Variable Income	596.50	6,019.07	6,615.57
Total Income	17,554.11	20,038.00	37,592.11
Gross Profit	17,554.11	20,038.00	37,592.11
Expense			
Bank Charges			
Loan Service Charge	0.00	45.00	45.00
Total Bank Charges	0.00	45.00	45.00
Board Members			
Salary	187.50	187.50	375.00
Total Board Members	187.50	187.50	375.00
Contracted Expenses			
Board Clerk	150.00	150.00	300.00
Manager	2,107.34	2,107.34	4,214.68
Total Contracted Expenses	2,257.34	2,257.34	4,514.68
Payroll			
Taxes	22.73	22.73	45.46
Total Payroll	22.73	22.73	45.46
Sewer Expenses			
Chemicals	66.51	0.00	66.51
Electricity - Sewer	4,616.09	0.00	4,616.09
Repairs/Maintenance	2,265.33	0.00	2,265.33
SCADA Service	700.00	0.00	700.00
Testing - Sewer	202.00	0.00	202.00
Total Sewer Expenses	7,849.93	0.00	7,849.93
Water/Distribution Expenses			
Electricity - Water	0.00	2,262.74	2,262.74
Parts/Supplies	0.00	2,813.36	2,813.36
SCADA Service	0.00	300.00	300.00
Telephone - Water	0.00	82.82	82.82
Water Testing	0.00	407.00	407.00
Total Water/Distribution Expenses	0.00	5,865.92	5,865.92
64900 - Office Expenses			
Equipment	104.50	104.50	209.00
Software	49.49	49.50	98.99
Supplies	98.02	98.03	196.05

River Pines Public Utility District
Profit & Loss by Class
September 2023

	<u>Sewer</u>	<u>Water</u>	<u>TOTAL</u>
Website Service	31.50	31.50	63.00
Total 64900 · Office Expenses	283.51	283.53	567.04
68600 · Utilities			
Disposal	60.31	60.31	120.62
Electricity - Office	0.00	24.08	24.08
Electricity - Town Hall	24.08	0.00	24.08
Electricity - Street Lights	61.05	61.05	122.10
68100 · Telephone - Office	29.09	29.10	58.19
Total 68600 · Utilities	174.53	174.54	349.07
Total Expense	10,775.54	8,836.56	19,612.10
Net Ordinary Income	6,778.57	11,201.44	17,980.01
Other Income/Expense			
Other Income			
Wireless Site Lease	250.00	250.00	500.00
Total Other Income	250.00	250.00	500.00
Other Expense			
DWSRF Expenses	0.00	500.00	500.00
Monitor Wells - Sewer	387.00	0.00	387.00
Total Other Expense	387.00	500.00	887.00
Net Other Income	-137.00	-250.00	-387.00
Net Income	<u>6,641.57</u>	<u>10,951.44</u>	<u>17,593.01</u>

7b

River Pines Public Utility District
Profit & Loss by Class
October 2023

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Base Fee Income			
Maintenance Fees	325.00	325.00	650.00
Sewer	16,594.75	0.00	16,594.75
Voluntary Lock-Off	87.50	87.50	175.00
Water	0.00	13,148.87	13,148.87
Total Base Fee Income	17,007.25	13,561.37	30,568.62
Town Hall Rental	30.00	30.00	60.00
Variable Income			
Late Fees	324.62	333.49	658.11
Service Connection Fee	32.86	32.89	65.75
Water - Usage	0.00	3,532.38	3,532.38
Total Variable Income	357.48	3,898.76	4,256.24
Total Income	17,394.73	17,490.13	34,884.86
Gross Profit	17,394.73	17,490.13	34,884.86
Expense			
Bank Charges			
60400 - Bank Service Charges	6.00	6.00	12.00
Total Bank Charges	6.00	6.00	12.00
Board Members			
Salary	187.50	187.50	375.00
Total Board Members	187.50	187.50	375.00
Contracted Expenses			
Manager	2,107.34	2,107.34	4,214.68
Total Contracted Expenses	2,107.34	2,107.34	4,214.68
Payroll			
Employee	865.94	865.95	1,731.89
Taxes	889.98	889.99	1,779.97
Total Payroll	1,755.92	1,755.94	3,511.86
Sewer Expenses			
Amador Water Agency			
After Hour On-Call	241.00	0.00	241.00
Operation Repairs	2,749.92	0.00	2,749.92
Routine Service	6,614.73	0.00	6,614.73
Total Amador Water Agency	9,605.65	0.00	9,605.65
Chemicals	1,418.64	0.00	1,418.64
Electricity - Sewer	5,298.29	0.00	5,298.29
Equipment Rental	3,649.30	0.00	3,649.30
Repairs/Maintenance	198.00	0.00	198.00
SCADA Service	700.00	0.00	700.00
Sewer - Parts/Supplies	3,578.68	0.00	3,578.68
Testing - Sewer	202.00	0.00	202.00
Vehicle	716.27	0.00	716.27
Total Sewer Expenses	25,366.83	0.00	25,366.83
Water/Distribution Expenses			
Amador Water Agency			
After Hour On-Call	0.00	956.00	956.00
Customer Service	0.00	56.44	56.44
Electrical Repairs	0.00	1,344.57	1,344.57
Mandatory State Reporting	0.00	674.07	674.07
Meter Reading	0.00	600.01	600.01

River Pines Public Utility District
Profit & Loss by Class
October 2023

	<u>Sewer</u>	<u>Water</u>	<u>TOTAL</u>
Routine Service	<u>0.00</u>	<u>9,260.14</u>	<u>9,260.14</u>
Total Amador Water Agency	0.00	12,891.23	12,891.23
Chlorine	0.00	1,418.65	1,418.65
Electricity - Water	0.00	3,261.54	3,261.54
Parts/Supplies	0.00	2,928.99	2,928.99
SCADA Service	0.00	300.00	300.00
Telephone - Water	0.00	211.01	211.01
Vehicle	0.00	1,234.61	1,234.61
Water Testing	<u>0.00</u>	<u>207.00</u>	<u>207.00</u>
Total Water/Distribution Expenses	0.00	22,453.03	22,453.03
64900 · Office Expenses			
Equipment	209.00	209.00	418.00
Filing Fees	46.50	46.50	93.00
Membership Dues	1,020.00	1,020.00	2,040.00
Software	49.49	49.50	98.99
Website Service	<u>31.50</u>	<u>31.50</u>	<u>63.00</u>
Total 64900 · Office Expenses	1,356.49	1,356.50	2,712.99
66700 · Professional Fees			
Security Service/Maintenance	<u>214.50</u>	<u>214.50</u>	<u>429.00</u>
Total 66700 · Professional Fees	214.50	214.50	429.00
68600 · Utilities			
Disposal	60.32	60.32	120.64
Electricity - Office	0.00	43.75	43.75
Electricity - Town Hall	43.75	0.00	43.75
Electricity - Street Lights	61.30	61.30	122.60
68100 · Telephone - Office	<u>40.75</u>	<u>40.77</u>	<u>81.52</u>
Total 68600 · Utilities	<u>206.12</u>	<u>206.14</u>	<u>412.26</u>
Total Expense	<u>31,200.70</u>	<u>28,286.95</u>	<u>59,487.65</u>
Net Ordinary Income	-13,805.97	-10,796.82	-24,602.79
Other Income/Expense			
Other Income			
Wireless Site Lease	<u>250.00</u>	<u>250.00</u>	<u>500.00</u>
Total Other Income	250.00	250.00	500.00
Other Expense			
Distribution Project	<u>0.00</u>	<u>860.00</u>	<u>860.00</u>
Total Other Expense	0.00	860.00	860.00
Net Other Income	<u>250.00</u>	<u>-610.00</u>	<u>-360.00</u>
Net Income	<u><u>-13,555.97</u></u>	<u><u>-11,406.82</u></u>	<u><u>-24,962.79</u></u>

7c

River Pines Public Utility District
Account QuickReport-Board Meetings
As of September 30, 2023

Type	Date	Num	Name	Memo	Amount
Bank Accounts					
El Dorado Checking					
Deposit	09/01/2023			Deposit	436.08
Check	09/05/2023	debit	Google Services		-54.00
Check	09/05/2023	debit	Aces Waste Services, Inc.	1175	-120.62
Deposit	09/05/2023			Deposit	809.02
Deposit	09/05/2023			Deposit	1,007.01
Deposit	09/05/2023			Deposit	310.74
Check	09/06/2023	debit	RJPro		-209.00
Check	09/06/2023	debit	GetStreamline		-63.00
Check	09/06/2023	debit	Adobe PDF		-19.99
Check	09/06/2023	debit	Candi Bingham		-2,107.34
Deposit	09/06/2023			Deposit	162.10
Deposit	09/07/2023			Deposit	6,464.69
Check	09/08/2023	debit	Tax Impound		-45.46
Deposit	09/08/2023			Deposit	1,279.77
Deposit	09/11/2023			Deposit	528.08
Check	09/12/2023	debit	PG&E - Sewer	8721806002-5	-4,616.09
Check	09/12/2023	debit	PG&E - Water	3357284549-4	-1,644.95
Check	09/12/2023	debit	PG&E - Water 2	2458584137-2	-617.79
Check	09/12/2023	debit	PG&E - Office/Town Hall	6898952032-2	-48.16
Check	09/12/2023	debit	PG&E - Street Lights	7368064062-7	-122.10
Deposit	09/12/2023			Deposit	353.64
Deposit	09/12/2023			Deposit	195.34
Deposit	09/12/2023			Deposit	742.64
Deposit	09/13/2023			Deposit	774.70
Deposit	09/14/2023			Deposit	6,302.99
Deposit	09/14/2023			Deposit	845.24
Check	09/15/2023	debit	AT&T - Water	209 245-4011 722 0	-82.82
Check	09/15/2023	debit	Candi Bingham		-2,107.34
Deposit	09/15/2023			Deposit	843.94
Check	09/18/2023	debit	AGP Propane		-66.51
Deposit	09/18/2023			Deposit	300.16
Check	09/19/2023	debit	Hach Company		-2,813.36
Deposit	09/19/2023			Deposit	767.23
Deposit	09/19/2023			Deposit	311.09
Deposit	09/19/2023			Deposit	451.08
Bill Pmt -Check	09/20/2023	14186	Anita Ebbinghausen	Wage - Septemeber 2023	-75.00
Bill Pmt -Check	09/20/2023	14187	Ashworth Appraisal Servi...	Circle Tank Appraisal	-500.00
Bill Pmt -Check	09/20/2023	14188	Brent Stewart, P.E.	Alarm Monitoring	-1,000.00
Bill Pmt -Check	09/20/2023	14189	California Bank & Trust	1030264749	-890.00
Bill Pmt -Check	09/20/2023	14190	california Laboratory Serv...	Water/Sewer Testing	-996.00
Bill Pmt -Check	09/20/2023	14191	Database Systems Corp.		-25.00
Bill Pmt -Check	09/20/2023	14192	Eric Rewitzer'	Wage - September 2023	-75.00
Bill Pmt -Check	09/20/2023	14193	Gisele L. Wurzburger	Board Clerk - September Meeting	-300.00
Bill Pmt -Check	09/20/2023	14194	John Chapman	Wage - September 2023	-75.00
Bill Pmt -Check	09/20/2023	14195	Kamps Propane	14544 Emigrant Trail	-1,189.09
Bill Pmt -Check	09/20/2023	14196	Karla Christensen	Wage - September 2023	-75.00
Bill Pmt -Check	09/20/2023	14197	Rocky Raymond	Wage - September 2023	-75.00
Bill Pmt -Check	09/20/2023	14198	Staples		-196.05
Bill Pmt -Check	09/20/2023	14199	Kamps Propane	15047 Shenandoah Road	-116.72
Bill Pmt -Check	09/20/2023	14200	Kamps Propane	23017 Horseshoe Lan	-959.52
Deposit	09/20/2023			Deposit	968.13
Deposit	09/21/2023			Deposit	6,238.97
Deposit	09/21/2023			Deposit	946.14
Deposit	09/22/2023			Deposit	2,460.15
Deposit	09/25/2023			Deposit	1,128.94
Deposit	09/26/2023			Deposit	387.54
Deposit	09/26/2023			Deposit	211.77
Check	09/27/2023	debit	RingCentral		-58.19
Deposit	09/27/2023			Deposit	360.20
Deposit	09/28/2023			Deposit	1,380.17
Deposit	09/28/2023			Deposit	200.00
Deposit	09/29/2023			Deposit	500.00
Total El Dorado Checking					16,323.45
Total Bank Accounts					16,323.45

River Pines Public Utility District
Account QuickReport-Board Meetings
As of September 30, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
TOTAL					<u>16,323.45</u>

7d

River Pines Public Utility District
Account QuickReport-Board Meetings
 As of October 31, 2023

Type	Date	Num	Name	Memo	Amount
Bank Accounts					
El Dorado Checking					
Check	10/02/2023		Google Services		-54.00
Check	10/02/2023				-12.00
Deposit	10/02/2023			Deposit	902.69
Deposit	10/03/2023			Deposit	459.77
Deposit	10/03/2023			Deposit	365.94
Deposit	10/03/2023			Deposit	248.32
Check	10/04/2023		GetStreamline		-63.00
Check	10/04/2023		RJPro		-209.00
Check	10/04/2023		RJPro		-209.00
Check	10/04/2023		Aces Waste Services, Inc.	1175	-120.64
Deposit	10/04/2023			Deposit	348.86
Deposit	10/05/2023			Deposit	3,605.12
Check	10/05/2023	14105	Amador Co. Recorder	Liens and Removals	-48.00
Check	10/05/2023	14109	Goin Postal	Liens	-45.00
Deposit	10/05/2023			Deposit	299.04
Check	10/06/2023		Adobe PDF		-19.99
Check	10/06/2023		Tax Impound		-44.54
Check	10/06/2023		Leslie Garrett		-884.30
Deposit	10/06/2023			Deposit	169.58
Deposit	10/10/2023			Deposit	820.29
Deposit	10/10/2023			Deposit	300.00
Deposit	10/10/2023			Deposit	846.71
Deposit	10/10/2023			Deposit	544.84
Deposit	10/11/2023			Deposit	1,709.49
Deposit	10/12/2023			Deposit	4,339.56
Deposit	10/12/2023			Deposit	475.79
Check	10/13/2023		SuperBreakers	Update Breakers for new Mixers	-2,052.22
Check	10/13/2023		PG&E - Sewer	8721806002-5	-5,298.29
Check	10/13/2023		PG&E - Water	3357284549-4	-2,243.76
Check	10/13/2023		PG&E - Water 2	2458584137-2	-1,017.78
Check	10/13/2023		PG&E - Office/Town Hall	6898952032-2	-87.50
Check	10/13/2023		PG&E - Street Lights	7368064062-7	-122.60
Deposit	10/13/2023			Deposit	1,641.24
Check	10/16/2023		AT&T - Water	209 245-4011 722 0	-211.01
Check	10/16/2023		Candl Bingham		-2,107.34
Deposit	10/16/2023			Deposit	522.87
Deposit	10/17/2023			Deposit	472.61
Deposit	10/17/2023			Deposit	643.87
Bill Pmt -Check	10/18/2023	14201	Anita Ebbinghausen	Wage - October 2023	-75.00
Bill Pmt -Check	10/18/2023	14202	BayCity Electric Works	Acc#RIV07	-1,350.11
Bill Pmt -Check	10/18/2023	14203	Brent Stewart, P.E.	Alarm Monitoring	-1,000.00
Bill Pmt -Check	10/18/2023	14204	C.S.D.A.	Renewal & purchase of Employe...	-2,040.00
Bill Pmt -Check	10/18/2023	14205	California Bank & Trust	1030264749	-890.00
Bill Pmt -Check	10/18/2023	14206	california Laboratory Serv...	Testing	-409.00
Bill Pmt -Check	10/18/2023	14207	Colantuono, Highsmith & ...	Opinion Letter for State - Distrib...	-860.00
Bill Pmt -Check	10/18/2023	14208	Database Systems Corp.		-25.00
Bill Pmt -Check	10/18/2023	14209	EDD	Letter ID:L1034210384 Acco...	-1,735.43
Bill Pmt -Check	10/18/2023	14210	Eric Rewitzer'	Wage - October 2023	-75.00
Bill Pmt -Check	10/18/2023	14211	Hach Company	Portable Turbidimeter & Chlorine...	-2,813.36
Bill Pmt -Check	10/18/2023	14212	John Chapman	Wage - October 2023	-75.00
Bill Pmt -Check	10/18/2023	14213	Kamps Propane	23017 Horseshoe - New Tank In...	-198.00
Bill Pmt -Check	10/18/2023	14214	Karla Christensen	Wage - October 2023	-75.00
Bill Pmt -Check	10/18/2023	14215	Mission IT Solutions	UPS Battery Backup	-429.00
Bill Pmt -Check	10/18/2023	14216	Rocky Raymond	Wage - October 2023	-75.00
Bill Pmt -Check	10/18/2023	14217	Amador Water Agency	30018	-11,031.30
Bill Pmt -Check	10/18/2023	14218	Amador Water Agency	30018	-17,345.53
Bill Pmt -Check	10/18/2023	14219	Rocky Raymond	Reimbursement - New Lock on ...	-12.21
Bill Pmt -Check	10/18/2023	14220	Sierra Chemical Company	Tank Refill	-1,507.65
Check	10/18/2023		Sierra Chemical Company		-1,329.64
Check	10/18/2023		Leslie Garrett		-847.59
Deposit	10/18/2023			Deposit	165.00
Deposit	10/19/2023			Deposit	7,102.34
Deposit	10/19/2023			Deposit	540.62
Deposit	10/20/2023			Deposit	329.63
Deposit	10/23/2023			Deposit	629.46
Deposit	10/24/2023			Deposit	1,554.00

River Pines Public Utility District
Account QuickReport-Board Meetings
As of October 31, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Deposit	10/24/2023			Deposit	184.08
Deposit	10/24/2023			Deposit	573.78
Deposit	10/24/2023			Deposit	1,956.56
Deposit	10/25/2023			Deposit	837.47
Deposit	10/26/2023			Deposit	900.51
Check	10/27/2023	debit	RingCentral		-58.53
Check	10/27/2023	debit	RingCentral		-22.99
Deposit	10/30/2023			Deposit	302.00
Deposit	10/30/2023			Deposit	522.90
Total El Dorado Checking					-24,815.37
Total Bank Accounts					-24,815.37
TOTAL					-24,815.37

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River Pines Department Report

September 2023

Water Production/Sold

Well 2:	310,300 gallons	Total Produced:	974,326 gallons
Well 3R:	475,500 gallons	Total Sold:	824,000 gallons
Well 6R:	188,526 gallons	Unaccounted Loss:	15%

Regulatory Compliance Specialist

- Monthly water and wastewater reporting

Wastewater

- Installed three (3) new mixers on Ponds
- Cleared weeds in all ditches, around ponds, and road access
- Influent flow XXXX gallons. Effluent Discharged XXXXX gallons.

Water Treatment / Distribution

- Routine sampling and maintenance

Electrical

- Start-up testing and commissioning was completed for the new generator at Horseshoe lift station
- Staff assisted with the installation of three (3) new pond mixers

Staff Hours: 94.5 Water hrs. 179.25 Wastewater hrs.

Prepared by: Operations Department Staff

Reviewed by: Rick Ferreira, Operations and Engineering Manager

River Pines Department Report

October 2023

Water Production/Sold

Well 2:	286,800 gallons	Total Produced:	934,800 gallons
Well 3R:	443,600 gallons	Total Sold:	634,250 gallons
Well 6R:	204,400 gallons	Unaccounted Loss:	32%

Regulatory Compliance Specialist

- Monthly water and wastewater reporting

Wastewater

- Routine operation and maintenance
- Influent flow 1,032,800 gallons. Effluent Discharged 495,900 gallons.

Water Treatment / Distribution

- Routine sampling and maintenance
- Repaired one (1) leak

Staff Hours: 46.75 Water hrs. 47 Wastewater hrs.

Prepared by: Operations Department Staff

Reviewed by: Rick Ferreira, Operations and Engineering Manager



RIVER PINES PUBLIC UTILITY DISTRICT



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22900 Canyon Ave., PO BOX 70, River Pines, CA 95675
Phone: (209) 245-6723 Fax: (209) 245-5710 Email: RPPUD@RPPUD.org

AGENDA ITEM – ~~8b~~

GENERAL MANAGER'S REPORT

For the Month of September/October 2023

1. Generators – the rental was returned a little over a month ago. Horseshoe generator is completely installed and operating. Emigrant generator is almost completely prepped for installation and should be installed within the next week or so. At that time, I will register it with the county and pay the fees.

2. Distribution Grant Update – the state has rejected our legal counsel's opinion letter. It did not meet their satisfaction for the District's access to the Circle tank. After requesting Leslie research, the county records and Toma Survey researching the county records, it has come to our attention that the District does NOT have a satisfactory access easement document recorded with the county. I have requested that our legal counsel draw up a deed to give the District access through the Lambs two properties that are required to access both tanks and District property. It will be submitted to the Lambs for signature and the District can be recorded with the county.

3. Electrical for the New Mixers – the new mixers required some electrical changes and new breakers. All have been purchased and installed. All three mixers are in operation and working great.

4. Transducer Update – Office manager has been trying to get two more estimates for installation. She is having difficulties getting calls back or any interest. Since this is a critical item, we will have to settle for whomever we receive the estimates from.

5. Sewer Pond Mixers – ordered the last three mixers. Still waiting for them to be shipped.

6. Leaks & Meter Installs – AWA construction department is overloaded, and they get a meter installed or moved as a customer has requested. It has been sublet out to Shenandoah Excavating.

7. Abandoned Vehicles – Code Enforcement will charge the district \$175.00 to tow any abandoned vehicles on District property (or we have to call and have them towed and pay). Measure J did not pass so this is the consequence.

1. Bank Deposits – office staff
2. Monthly Billing & Monthly Late Notices
3. Monthly 48 Hour Notices – Training Office Manager how to do
4. Agenda & Packets
5. Monitor Office Staff
6. Liens and Releases

9a

FAIR POLITICAL PRACTICES COMMISSION

2022 Conflict of Interest Code Biennial Notice Instructions for Local Agencies

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700).

By July 1, 2022: The code reviewing body must notify agencies and special districts within its jurisdiction to review their conflict of interest codes.

By October 3, 2022: The biennial notice must be filed with the agency's code reviewing body.

The FPPC has prepared a 2022 Local Agency Biennial Notice form for local agencies to complete or send to agencies within its jurisdiction to complete before submitting to the code reviewing body. The City Council is the code reviewing body for city agencies. The County Board of Supervisors is the code reviewing body for county agencies and any other local government agency whose jurisdiction is determined to be solely within the county (e.g., school districts, including certain charter schools). The FPPC is the code reviewing body for any agency with jurisdiction in **more than one county** and will contact them.

The Local Agency Biennial Notice is not forwarded to the FPPC.

If amendments to an agency's conflict of interest code are necessary, the amended code must be forwarded to the code reviewing body for approval within 90 days. An agency's amended code is not effective until it has been approved by the code reviewing body.

If you answer yes, to any of the questions below, your agency's code probably needs to be amended.

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the last code was approved?
- Have any positions been eliminated or re-named since the last code was approved?
- Have any new positions been added since the last code was approved?
- Have there been any substantial changes in duties or responsibilities for any positions since the last code was approved?

If you have any questions or are still not sure if you should amend your agency's conflict of interest code, please contact the FPPC. Additional information including an online webinar regarding how to amend a conflict of interest code is available on [FPPC's website](#).