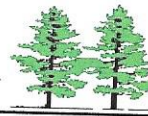


RIVER PINES PUBLIC UTILITY DISTRICT



Wednesday, May 10, 2017
ACTION MINUTES

AGENDA ITEM 6A

1. **CALL TO ORDER:** The meeting was called to order by Chairman Landgraf at 5:30 p.m.

2. **ROLL CALL/MEMBERS PRESENT:**

Director Cathy Landgraf
Director Rene' Walden-Qualls
Director Anita Ebbinghausen
Director Michael Gardner
Director Richard Miller

Candi Bingham, General Manager

3. **PLEDGE OF ALLEGIANCE:** Chairman Landgraf led the Pledge of Allegiance.

4. **AGENDA:**

M/S Ebbinghausen/Gardner to approve Agenda as follows:

Motion carried 5-0 with the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller.
NOES: None.
ABSTAIN: None.
ABSENT: None

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

1. Various residents stated that they did not come to the Board Meeting because of the flyers that were distributed. Various residents also stated that the flyers spoke mis-truths and created trash in our streets.
2. Mark Etter asked the Board if it would be possible for the water testing results to be available on the District's website.
3. Charles Roll commented that the residents of River Pines fear that their water will be sold if Amador Water Agency should acquire the District – Board members stated that the water is not “our” water. The State of California issues a permit to the River Pines Public Utility District so that water can be available to the residents of River Pines.

6. **MINUTES:** M/S Gardner/Ebbinghausen approve minutes as follows:

Motion carried 5-0 with the mentioned change as follows:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller.
NOES: None.
ABSTAIN: None.
ABSENT: None

7. **Monthly Financial Report:** M/S Walden-Qualls/Gardner as submitted with the following vote:

Motion Carried 5-0 with the following Vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller
NOES: None
ABSTAIN: None
ABSENT: None

8. EXPENDITURE REPORT: M/S Walden-Qualls/Ebbinghausen approve with following vote:

Motion carried 5-0 with the following vote:

AYES: Landgraf, Ebbinghausen, Gardner, Walden-Qualls, Miller.
NOES: None.
ABSTAIN: None.
ABSENT: None.

9. MONTHLY OPERATIONS REPORT.

A. Monthly Operations Report – See Report.

Members of the Board instructed the GM to ask Amador Water Agency if they could report the water produced, water sold and net loss as part of the Operations Report.

B. Monthly General Manager Report – See Report

10. BOARD MATTERS:

A. **Augie Gonzaga would like the Board to discuss change of ownership without Grant Deed and waive balance on account – Discussion and possible action**

Board unanimously agreed that a payment for half the balance be made and an Amortization for the \$1,300 balance be paid at \$108.33/mo. for one year

B. **File Claim with liability insurance for personnel matters – Discussion and Possible Action.**

It was moved by Miller, seconded by Gardner and unanimously carried to file a claim with the Districts insurance for assistance with District's personnel matters.

C. **Update on Amador Water Agency Acquiring RPPUD – Discussion and Possible Action**

GM reported that Amador Water Agency agreed to move forward with researching the possibility to acquire the District. GM also stated that LAFCO would have to approve and it would go through a Proposition 218, which LAFCO would conduct.

D. **Land Use and Water Usage to River Pines Garden Club – Discussion and Possible Action**

Board of Directors instructed the GM to acquire information regarding insurance requirements to rule a decision. Continue to next meeting.

E. **Well 6R – Replacement of Sonic Level Transmitter – Discussion and Possible Action**

It was moved by Gardner, seconded by Miller and unanimously carried to replace the Sonic Level Transmitter with the estimated cost of \$702.85.

F. **Wastewater Violation – Water code section 13267 – Water Balance Report – Discussion and Possible Action**

It was moved by Gardner, seconded by Ebbinghausen and unanimously carried to hire Jesse Shaw to conduct the mandatory Water Balance Report for the cost of \$8,000

G. **Replace Submersible Pump for Sewer Pond – Discussion and Possible Action**

It was moved by Gardner, seconded by Walden-Qualls and unanimously carried to replace the pump in the sewer pond with the same type of submersible pump that has been used. Board approved the cost of \$3,500 for project.

H. **Transfer \$15,000 from Laif Funds – Discussion and Possible Action**

It was moved by Ebbinghausen, seconded by Miller and unanimously carried to transfer \$12,000 from the District's Laif Funds to cover the cost of the Water Balance Report and Submersible Pump.

- I. **SCADA to Waste Plant – Brent Stewart's previous estimate and payment-Discussion and possible action.**

Board of Directors asked to carry to next meeting – pending additional information.

- J. **Leon Weber would like his properties changed from Volunteer Lock-Off to Standby billing – Discussion and Possible Action**

It was moved by Ebbinghausen, seconded by Miller and unanimously carried to continue billing Weber's properties as they have been billed, base rates. Resident from River Pines stated that someone lives in one of the structures on and off. Both structures have sewer available.

- K. **Adjust Board Meeting Time – discussion and possible action**

It was moved by Miller, seconded by Ebbinghausen and unanimously carried to keep the monthly meetings to 5:30 p.m.

- L. **District Policy for Unmetered Water – Discussion and Possible Action**

It was moved by Walden-Qualls, seconded by Ebbinghausen and unanimously carried to proceed with implementation of Policy created by Director Walden-Qualls.

- M. **Bylaws and Administrative Policies – Update and Possible Action**

Director Walden-Qualls discussed work in progress on Bylaws

11. BOARD OF DIRECTORS COMMENTS/REPORTS:

- A. Capital Improvements and general repairs necessary at the District. Continued Item.
None now

12. COMMITTEE COMMENTS/REPORTS: None.

13. FUTURE AGENDA TOPICS:

14. ADJOURNMENT: The meeting adjourned at 8:55 p.m.

Respectively submitted,
Candi Bingham, Acting Board Clerk

River Pines Public Utility District
Profit & Loss by Class
 May 2017

AGENDA ITEM 7

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Amador County Auditor's Warrant			
Homeowners Exemption	28.79	28.79	57.58
Secured Taxes	2,790.02	2,790.02	5,580.04
Unitary Tax	120.83	122.32	243.15
Total Amador County Auditor's Warrant	2,939.64	2,941.13	5,880.77
Base Fee Income			
Sewer	10,137.20	0.00	10,137.20
Stanby	591.18	591.19	1,182.37
Voluntary Lock-Off	-926.70	-988.69	-1,915.39
Water	0.00	10,617.44	10,617.44
Total Base Fee Income	9,801.68	10,219.94	20,021.62
Interest Income	0.73	1.53	2.26
Town Hall Rental	12.50	12.50	25.00
Variable Income			
Door Hanger Fee	0.00	68.00	68.00
Late Fees	278.07	284.07	562.14
Reconnection Fee	0.00	60.00	60.00
Returned Check Fee	43.50	72.50	116.00
Water - Usage	0.00	2,467.00	2,467.00
Total Variable Income	321.57	2,951.57	3,273.14
Total Income	13,076.12	16,126.67	29,202.79
Gross Profit	13,076.12	16,126.67	29,202.79
Expense			
Bank Charges			
Tax Roll Fees	204.36	204.37	408.73
60400 - Bank Service Charges	21.18	21.18	42.36
Total Bank Charges	225.54	225.55	451.09
Board Members			
Stipends	187.50	187.50	375.00
Total Board Members	187.50	187.50	375.00
Contracted Expenses			
Manager	2,416.66	2,416.68	4,833.34
Total Contracted Expenses	2,416.66	2,416.68	4,833.34
Employees			
Amador Water - Weekend Coverage	60.00	60.00	120.00
Payroll Expense			
Field Payroll	-4,060.29	-4,060.28	-8,120.57
Total Payroll Expense	-4,060.29	-4,060.28	-8,120.57
Total Employees	-4,000.29	-4,000.28	-8,000.57
Sewer Expenses			
Alarm Monitoring	700.00	0.00	700.00
Amador Water Agency - Repairs	530.74	0.00	530.74
Electricity - Sewer	2,606.99	0.00	2,606.99
Sewer - Parts/Supplies	31.29	0.00	31.29
Telephone - Sewer	157.26	0.00	157.26
Testing - Sewer	65.00	0.00	65.00
Total Sewer Expenses	4,091.28	0.00	4,091.28
Town Hall Expenses			
Janitorial	225.00	225.00	450.00

River Pines Public Utility District
Profit & Loss by Class
May 2017

	Sewer	Water	TOTAL
Total Town Hall Expenses	225.00	225.00	450.00
Void - Misprint	0.00	0.00	0.00
Water Expenses			
Alarm Monitoring	0.00	300.00	300.00
Amador Water Agency - Repairs	0.00	167.65	167.65
Electricity - Water	0.00	1,423.02	1,423.02
Permit Fees	0.00	1,314.00	1,314.00
Repair/Maintenance	0.00	350.00	350.00
Telephone - Water	0.00	161.92	161.92
Water Testing	0.00	468.00	468.00
Total Water Expenses	0.00	4,184.59	4,184.59
60200 · Automobile Expense			
District Vehicle - GPS	34.50	34.50	69.00
Gasoline	14.00	14.00	28.00
Total 60200 · Automobile Expense	48.50	48.50	97.00
64900 · Office Expenses			
Printing	49.24	49.24	98.48
Software	7.49	7.50	14.99
Website Service	25.00	25.00	50.00
Total 64900 · Office Expenses	81.73	81.74	163.47
66700 · Professional Fees			
Legal Fees	99.50	99.50	199.00
Security Service/Maintenance	280.00	280.00	560.00
Total 66700 · Professional Fees	379.50	379.50	759.00
68600 · Utilities			
Disposal	40.06	40.06	80.12
Electricity - Office	0.00	26.00	26.00
Electricity - Town Hall	26.00	0.00	26.00
Electricity - Street Lights	169.29	169.31	338.60
Internet	85.00	85.00	170.00
68100 · Telephone - Office	30.03	30.03	60.06
Total 68600 · Utilities	350.38	350.40	700.78
Total Expense	4,005.80	4,099.18	8,104.98
Net Ordinary Income	9,070.32	12,027.49	21,097.81
Other Income/Expense			
Other Income			
Grant Income - DWSRF	0.00	52,232.00	52,232.00
Wireless Site Lease	0.00	500.00	500.00
Total Other Income	0.00	52,732.00	52,732.00
Other Expense			
DWSRF - Environmental Study	0.00	6,152.50	6,152.50
DWSRF Grant - Surveying	0.00	47,029.78	47,029.78
Write-Off Accounts	3,231.18	3,231.19	6,462.37
Total Other Expense	3,231.18	56,413.47	59,644.65
Net Other Income	-3,231.18	-3,681.47	-6,912.65
Net Income	5,839.14	8,346.02	14,185.16

River Pines Public Utility District
Balance Sheet
As of May 31, 2017

	May 31, 17
ASSETS	
Current Assets	
Checking/Savings	
Bank Accounts	
El Dorado Checking	39,102.89
El Dorado Checking-5866 SRAFPF	0.46
El Dorado Checking - 3101 Laif	915.64
El Dorado Savings - Deposits	30,643.24
El Dorado Savings - DWSRF 7714	76.72
Total Bank Accounts	70,738.95
California Bank & Trust - Water	20,779.33
Change Till	75.00
LAIF Investment Fund - Sewer	306,497.69
Total Checking/Savings	398,090.97
Accounts Receivable	
11000 · Accounts Receivable	69,232.51
Total Accounts Receivable	69,232.51
Other Current Assets	
12000 · Undeposited Funds	-5,053.03
Total Other Current Assets	-5,053.03
Total Current Assets	462,270.45
Fixed Assets	
Accumulated Depreciation	-1,015,908.00
Fixed Assets	
Building - Sewer	3,139.93
Building - Water	80,441.78
Equipment - Sewer	42,219.85
Equipment - Water	104,650.92
Land - Sewer	1,952.12
Land - Water	13,310.51
Office Equipment - Sewer	4,676.99
Office Equipment - Water	5,115.26
System - Sewer	603,941.83
System - Water	792,643.61
Total Fixed Assets	1,652,092.80
Work In Progress - SRAFPF	28,253.57
Total Fixed Assets	664,438.37
Other Assets	
Utility Encroachment - Deposit	828.18
Total Other Assets	828.18
TOTAL ASSETS	1,127,537.00
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-333.34
Total Accounts Payable	-333.34
Other Current Liabilities	
Payroll Taxes	-6.67
Security Deposits - 50/50 W/S	4,833.15
	4,833.15

River Pines Public Utility District
Balance Sheet
As of May 31, 2017

	May 31, 17
Total Other Current Liabilities	4,826.48
Total Current Liabilities	4,493.14
Long Term Liabilities	
Bank & Trust - Water	90,250.00
Deferred Grant Income	28,252.50
Total Long Term Liabilities	118,502.50
Total Liabilities	122,995.64
Equity	
32000 · Retained Earnings	984,632.75
Net Income	19,908.61
Total Equity	1,004,541.36
TOTAL LIABILITIES & EQUITY	1,127,537.00

River Pines Public Utility District
Account QuickReport-Board Meetings
 As of May 31, 2017

AGENDA ITEM 8

Type	Date	Num	Name	Memo	Amount	Balance
Bank Accounts						
El Dorado Checking						
Deposit	04/30/2017					19,373.83
Bill Pmt -Check	05/01/2017	12664	AT&T - Water	Interest	0.32	19,373.83
Bill Pmt -Check	05/01/2017	12665	Cardi Bingham	209 245-4011 722 0	-77.70	19,374.15
Bill Pmt -Check	05/01/2017	12666	PG&E - Street Lights	Services - May 1 2017	-2,416.67	19,296.45
Bill Pmt -Check	05/01/2017	12667	Regg Mopp Janitorial	7368064062-7	-169.29	16,710.49
Bill Pmt -Check	05/01/2017	12668	State Water Resources Cont...	Town Hall Services - April 2017	-240.00	16,470.49
Bill Pmt -Check	05/01/2017	12669	Anita Ebbinghausen	Invoice No. SM-1008358 - Community Wate...	-1,314.00	15,156.49
Bill Pmt -Check	05/01/2017	12670	AT&T - Sewer	Stipend - May 2017	-75.00	15,081.49
Bill Pmt -Check	05/01/2017	12671	California Bank & Trust	209 245-3984 701 9	-75.36	15,006.13
Bill Pmt -Check	05/01/2017	12672	Cathy Landgraf	1030264749	-890.00	14,116.13
Bill Pmt -Check	05/01/2017	12673	Michael Gardner	Stipend - May 2017	-75.00	14,041.13
Bill Pmt -Check	05/01/2017	12674	Mission IT Solutions	Stipend - May 2017	-75.00	13,966.13
Bill Pmt -Check	05/01/2017	12675	Rene Walden-Qualls	April & May 2017 - Security Camera Mainten...	-560.00	13,406.13
Bill Pmt -Check	05/01/2017	12676	Richard Miller	Stipend - May 2017	-75.00	13,331.13
Bill Pmt -Check	05/01/2017	12677	Amador Water Agency	Stipend - May 2017	-75.00	13,256.13
Bill Pmt -Check	05/01/2017	12678	Amador Water Agency	30018	-120.00	13,136.13
Check	05/01/2017	12679	Void	30018	-698.39	12,437.74
Check	05/03/2017		Rocky Ridge Wireless	misprint	0.00	12,437.74
Deposit	05/04/2017			Internet Service - April 2017	-170.00	12,267.74
Deposit	05/05/2017			Deposit	401.65	12,669.39
Deposit	05/05/2017			Deposit	16,231.07	28,900.46
Deposit	05/08/2017			Deposit	255.02	29,155.48
Check	05/08/2017			Deposit	547.48	29,702.96
Bill Pmt -Check	05/10/2017	12680	Adobe PDF	1175	-14.99	29,687.97
Bill Pmt -Check	05/10/2017	12681	Acce Waste Services, Inc.	Monitoring - April 2017	-80.12	29,607.85
Bill Pmt -Check	05/10/2017	12682	Brent Stewart, P.E.	Testing - April 2017	-1,000.00	28,607.85
Bill Pmt -Check	05/10/2017	12683	california Laboratory Services	Services for May 2017	-533.00	28,074.85
Bill Pmt -Check	05/10/2017	12684	Candi Bingham	8721806002-5	-2,416.67	25,658.18
Bill Pmt -Check	05/10/2017	12685	PG&E - Sewer	2458584137-2	-2,606.99	23,051.19
Bill Pmt -Check	05/10/2017	12686	PG&E - Water 2	3357284549-4	-927.48	22,123.71
Bill Pmt -Check	05/10/2017	12687	PG&E - Water	6898952032-2	-465.54	21,628.17
Check	05/10/2017	12688	Raymond, Neil & Rocky	42-014	-52.00	21,576.17
Deposit	05/11/2017			Deposit	-62.00	21,514.17
Deposit	05/11/2017			Deposit	7,192.51	28,706.68
Deposit	05/12/2017			Deposit	458.01	29,164.69
Bill Pmt -Check	05/15/2017	12689	M.D. Prock Backflow Service	Backflow Testing - 2017	137.41	29,302.10
Bill Pmt -Check	05/15/2017	12690	Mt. Aukum Store	April 2017 - Expenses	-350.00	28,952.10
Bill Pmt -Check	05/15/2017	12691	Olivarez Madrugua Lemieux O...	Legal Services for April 2017	-59.29	28,892.81
Check	05/15/2017	12692	Void	Misprint	-199.00	28,693.81
Deposit	05/15/2017			Deposit	0.00	28,693.81
Deposit	05/16/2017			Deposit	121.32	28,815.13
Deposit	05/17/2017			Deposit	66.25	28,881.38
Check	05/17/2017	debit	Digital Deployment	Deposit	2,867.06	31,698.44
Deposit	05/18/2017			Deposit	-50.00	32,433.30
Deposit	05/19/2017			Deposit	734.86	32,963.30
Invoice	05/20/2017	66243	Duffany, Kim'	Bank Fee for Non-Sufficient Funds.	530.00	32,963.30
Invoice	05/20/2017	66243	Duffany, Kim'	Bank Fee for Non-Sufficient Funds.	-5.00	32,958.30
Invoice	05/20/2017	66243	Duffany, Kim'	Bank Fee for Non-Sufficient Funds.	-5.00	32,953.30

River Pines Public Utility District

Account QuickReport-Board Meetings

As of May 31, 2017

Type	Date	Num	Name	Memo	Amount	Balance
Invoice	05/20/2017	66243	Duffany, Kim'	Returned Check	-150.00	32,803.30
Invoice	05/20/2017	66243	Duffany, Kim'	Returned Check	-150.00	32,653.30
Invoice	05/22/2017	65871	Spitzer, Sarah	Bank Fee for Non-Sufficient Funds.	-5.00	32,648.30
Invoice	05/22/2017	65871	Spitzer, Sarah	Bank Fee for Non-Sufficient Funds.	-5.00	32,643.30
Invoice	05/22/2017	65871	Spitzer, Sarah	Returned Check	-57.75	32,585.55
Invoice	05/22/2017	65871	Spitzer, Sarah	Returned Check	-68.44	32,517.11
Invoice	05/22/2017	65873	Cardenas, Natalie	Bank Fee for Non-Sufficient Funds.	-5.00	32,512.11
Invoice	05/22/2017	65873	Cardenas, Natalie	Bank Fee for Non-Sufficient Funds.	-5.00	32,507.11
Invoice	05/22/2017	65873	Cardenas, Natalie	Returned Check	-57.75	32,449.36
Deposit	05/22/2017			Returned Check	-86.96	32,362.40
Deposit	05/24/2017			Deposit	125.21	32,487.61
Deposit	05/25/2017			Deposit	78.08	32,565.69
Deposit	05/25/2017			Deposit	10,367.69	42,933.38
Invoice	05/27/2017	66151	Hall, Kenneth Alan	Bank Fee for Non-Sufficient Funds.	1,283.64	44,217.02
Invoice	05/27/2017	66151	Hall, Kenneth Alan	Bank Fee for Non-Sufficient Funds.	-5.00	44,212.02
Invoice	05/27/2017	66151	Hall, Kenneth Alan	Returned Check	-300.00	44,207.02
Invoice	05/27/2017	66151	Hall, Kenneth Alan	Returned Check	-300.00	43,907.02
Check	05/30/2017	eft	RingCentral	Returned Check	-300.00	43,607.02
Check	05/30/2017	eft	GPS Tracking		-60.06	43,546.96
Bill Pmt -Check	05/31/2017	12693	AT&T - Water	209 245-4011 722 0	-69.00	43,477.96
Bill Pmt -Check	05/31/2017	12694	California Bank & Trust	1030264749	-84.22	43,393.74
Bill Pmt -Check	05/31/2017	12695	Candl Bingham	Services - June 2017	-890.00	42,503.74
Bill Pmt -Check	05/31/2017	12696	County of Amador	Tax Collector - Tax Roll 2016-17	-2,416.67	40,087.07
Bill Pmt -Check	05/31/2017	12697	PG&E - Street Lights	Tax Collector - Tax Roll 2016-17	-382.73	39,704.34
Bill Pmt -Check	05/31/2017	12698	Ragg Mopp Janitorial	7368064062-7	-169.31	39,535.03
Bill Pmt -Check	05/31/2017	12699	Staples	Town Hall Services for May 2017	-210.00	39,325.03
Bill Pmt -Check	05/31/2017	12700	AT&T - Sewer	Printing - Agenda Packets - May Board Meet...	-98.48	39,226.55
Check	05/31/2017	debit	Paymentus	209 245-3984 701 9	-81.90	39,144.65
Deposit	05/31/2017			NSF	-42.36	39,102.29
				Interest	0.60	39,102.89
Total El Dorado Checking						39,102.89
Total Bank Accounts						39,102.89
TOTAL						39,102.89

Operations Report

Covering May 1 – May 26, 2017

River Pines:

Production for May:

- Well 6R = 40,276 gal
- Wells 2 and 3R = 897,000 gal
- Total = 937,276 gal

Gallons Sold:

- 671,210 gal

Difference:

- 28.4%

1. Operations Manager
 - a. Assisted River Pines PUD in initiating Regional Board's requested corrective action stemming from failures during the February storms
 - b. Continued to develop a facilities report of River Pines PUD's infrastructure
2. Admin Assist III
 - a. Completed Water and Wastewater monthly reporting
 - b. Completed Long Term 2 enhanced Surface Water Rule testing schedule
 - c. Assisted Jesse Shaw, District's consultant engineer, with data for the water modeling.
3. Electrical
 - a. Inspected River Pine's water and wastewater treatment plants and lift stations to complete an Asset report
 - b. Lift Station C switch failed. Replaced with AWA inventory
4. Water
 - a. Completing the daily, weekly and monthly operations of the 3 wells and all water and distribution sampling.
 - b. Prepping operational needs report for Operations Manager
5. Wastewater
 - a. Completing all daily routines and sampling
 - b. Made repairs and adjustments to Slate Creek Lift Station

Prepared by: **Damon Wyckoff, Operations Manager**

**River Pines Public Utility District
Alarm Monitoring Summary – May 2017**

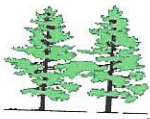
Station Alarm	Date & Time	Reason
Well 2 Alarm	05/02/2017 09:06 AM	Low Chlorine *
Circle Tank Level Alarm	05/10/2017 01:37 PM	See Note 1
Slate Creek LS Alarm	05/18/2017 12:43 PM	See Note 2 *
Slate Creek LS Alarm	05/19/2017 09:04 AM	See Note 2 *

* Multiple alarms

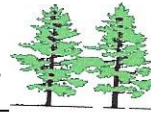
Communication > 30 min.	Date & Time	Reason
Wastewater Plant	05/25/2017 all day	Router disconnected @ Office

NOTES:

1. Operator forgot to turn Well 2 back on after running Well 6R.
2. On May 4, 2017, Slate Creek Lift Station Pump #2 stopped working. I notified Jerry Goshorn at AWA, and sent electrical drawings to assist in troubleshooting. On May 11, AWA attempted repairs. More repairs were made on May 14, and Pump 2 worked for a day. More work was done on May 18, and on May 19, AWA was able to get the pump working consistently.



RIVER PINES PUBLIC UTILITY DISTRICT



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

AGENDA ITEM – 9B

GENERAL MANAGER'S REPORT

For the Month of: May/June 2017

1. Continue to assist Amador Water Agency in completing District's violation request from the State.
2. Amador Water Agency completed all the meter reads. They can complete in one (1) day.
3. Amador Water Agency will be completing mandatory Lead and Copper Water Samplings for 2017 in July
4. Sonic Transducer for Well 6R has been purchased. Will be installed this month
5. Jesse Shaw and Amador Water Agency working with Kenny Croyle at State Water Resources Board to change the District's allowable disbursements in the spray fields. This will allow for keeping the sewer ponds to a minimum level, especially before November of each when it is required for ponds to be at minimum level
6. Received 50% plans from KASL Engineering on Rehabilitation Project. Per Gene Mancebo's suggestion, working with Amador Fire Protection District to assure of proper locations of new fire hydrants
7. Subcontracted to have District's property and facilities weed wacked. They also removed all the sandbags from the waste plant and properly disposed. Expense will be submitted to Fema for storm reimbursement
8. Lien Release filed at county assessor's office in the amount of \$13,856.
9. Received \$13,851.27 for accounts submitted to the Tax Roll
10. Submitted monthly payment request for DWSRF Grant
11. Received approval from State Water Resource Board to begin the Construction Application for the Rehabilitation Project. District must have an Income Survey completed to have a chance at qualifying for 100% grant funding; otherwise, will be 20-30-year loan at 1.7% interest.
12. Received four (4) non-sufficient fund payments in May. Two of the payments received have been blocked and can longer make online payments. District was charged \$42.36 for these payment returns. Charge has been billed to customers

13. Completing 2016 Consumer Confidence Report – must be mailed no later than July 1, 2017
14. In contact with District Auditor to schedule 2016-year end audit.
15. Hung 48 Hour Door Hangers
16. Weekly Bank Deposits
17. Monthly Service Billing
18. Monthly Late Notices
19. Monthly 48 Hour Notices
20. Minutes
21. Agenda & Packets

Work in Progress:

1. Working on 2017-2018 District Budget
2. Working on Office Manual – required for anyone who works the office
3. Working on Capital Improvement Plan – required by state

AGENDA ITEM 10D

River Pines Public Utility District
Direct Charges (Assessments) Secured Tax Roll 2017/2018

014-063-001-000	1899.83	66500	RPDW
014-086-010-000	250.6	66500	RPDW
014-092-009-000	145.28	66500	RPDW
014-092-005-000	145.28	66500	RPDW
014-061-006-000	194.34	66500	RPDW
014-043-008-000	132	66500	RPDW
014-043-009-000	132	66500	RPDW
014-053-001-000	1865.69	66500	RPDW
014-043-027-000	2720.36	66500	RPDW
014-041-008-000	2278.23	66500	RPDW
014-041-009-000	2278.23	66500	RPDW
014-043-012-000	2257.33	66500	RPDW
014-043-010-000	2257.33	66500	RPDW
	16556.5		

OFFICE OF

AUDITOR-CONTROLLER

810 COURT STREET, JACKSON, CA 95642 TELEPHONE (209) 223-6357 FAX (209) 223-6721

TACY ONETO ROUEN, AUDITOR-CONTROLLER



DIRECT CHARGE CERTIFICATION LETTER

Stacy Powrozek, Auditor's Office

Date: May 10, 2017

Re: Direct Charges 2017-2018 Tax Roll (Govt Code Section 29142/29304)

R & T CODE/GOV'T CODE ALLOWING DIRECT CHARGE ON TAX ROLL

By the placement of the district's direct charges on the current tax roll, the district hereby agrees that it has read and understood the requirements and fees for the direct charges and agrees to the terms stated therein for all direct charges submitted.

CERTIFICATION OF ASSESSMENT

The (Agency/District) hereby certifies that the direct charge(s) (see below) to be placed on the 2017-2018 secured property tax bill by the (Agency/District) meets the requirements of Proposition 218 that added Articles XIIC and XIID to the State Constitution.

The (Agency/District) agrees to defend, indemnify, and hold harmless the County of Amador, the Board of Supervisors, the Auditor-Controller, its officers and employees, from litigation over whether the requirements of Proposition 218 were met with respect to such charge(s).

If any judgement is entered against any indemnified party as a result of not meeting the requirements of Proposition 218 for such charge(s), the (Agency/District) agrees that the County may offset the amount of any judgement paid by an indemnified party from any monies collected by County on (Agency/District's) behalf, including property taxes, special taxes, fees, or assessments.

209-245-6723

Signature/City Council/Board of Director

(Ph # on Tax Bill)

Date

Candi Bingham
Agency/District /Contact Person

\$ 16,556.50
Total \$

13
Parcel Ct

OFFICE OF

AUDITOR-CONTROLLER

810 COURT STREET, JACKSON, CA 95642 TELEPHONE (209) 223-6357 FAX (209) 223-6721



TACY ONETO ROUEN, AUDITOR-CONTROLLER

DIRECT CHARGE INFORMATION SHEET

To: Cities/Districts
From: Stacy Powrozek, Auditor's Office
Date: May 10, 2017
Re: Direct Charges (Assessments) Secured Tax Roll 2017-2018

The Auditor's office is requesting that anyone who will be adding direct charges to the 2017-2018 secured tax roll; do so by e-mail

Necessary Format:

1.) EXCEL FILES ONLY

2.) Fields to Include...NO EXCEPTIONS

- A.) Current 12 digit assessor parcel number (format text, left aligned)
- B.) Even dollar/cent amount (divisible by (2); general alignment: no commas)
- C.) District's Tax/Roll Code (5 digit/4 digit/code; assigned by auditor; format text, left alignment)...FOUR COLUMNS ONLY!!

Example: 018-300-002-000 98.48 76000 AFPD (OR)
 018300002000 98.48 76000 AFPD

3.) **Cost Recovery Amount: \$ 2.00 per parcel...Correction Charge \$25.00 per parcel/year...Any new assessment one-time set-up charge \$250.00.**

This document must be "signed and returned" along with the "direct charge certification letter" and a copy of the "resolution approving assessments" before any assessments will be added to the tax roll.

Due Date: On or before **August 10, 2017**

(CA Code 26911)

Questions: Call Stacy Powrozek (209) 223-6362/ E-mail spowrozek@amadorgov.org

River Pines Public Utility District
City/Districts

Candi Bingham
Signature

RESOLUTION NO. 2017-01 AGENDA ITEM 10E

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
RIVER PINES PUBLIC UTILITY DISTRICT APPROVING AND CONFIRMING
THE FINAL ASSESSMENT SECURED TAX ROLL FOR 2017-2018 FOR
RIVER PINES PUBLIC UTILITY DISTRICT LOCATED IN RIVER PINES, CALIFORNIA**

WHEREAS, a final Assessment Secured Tax Roll for 2017-2018 (Tax Roll) listing defaulted accounts for properties located within the River Pines Public Utility District (the District), Amador County, California is presented to the River Pines Public Utility District Board of Directors (the Board) pursuant to Public Utilities Code §16472; and

WHEREAS, a notice of the date, time and place of presentation to the Board of the Tax Roll was posted as June 14, 2017 at 5:30 p.m. at the River Pines Town Hall at a Regular Meeting of the Board and written notice was mailed to all defaulted accounts; and

WHEREAS, at the date, time and place designated in said notice, the said Tax Roll with each property identified by Assessor's Parcel Number (APN) and each property account's default amount was presented for approval to the Board; and

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the River Pines Public Utility District as follows:

1. The Board does hereby approve the final Assessment Secured Tax Roll for 2017-2018 in the total amount \$16,556.50.
2. A copy of said Tax Roll is attached hereto, identified as the document Final Assessment Secured Tax Roll for 2017-2018 and incorporated herein by reference.
3. If any section, subsection, sentence, clause or phrase in this Resolution or the application thereof to any person or circumstances is for any reason held invalid, the validity of the remainder of this Resolution or the application of such provisions to other persons or circumstances shall not be affected thereby. The Board of Directors hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, or phrases of the application thereof to any person or circumstance by held invalid.

NOW THEREFORE, BE IT ACTED, that the Board directs the District General Manager to submit to the Amador County Auditor-Controller the final Assessment Secured Tax Roll for 2017-2018 along with the signed Direct Charge Certification Letter pursuant to Government Code §26911.

The foregoing resolution was duly passed and adopted by the Board of Directors of the River Pines Public Utility District at a Regular Meeting on the 14th of June, 2017, by the following vote:

AYES: Landgraf, Gardner, Walden-Qualls,
Ebbinghausen, Miller
NOES: None
ABSENT: None
ABSTAIN: None

River Pines Public Utility District

ATTEST:

Cathy Landgraf, Chairman

Candi Bingham, Acting Board Clerk



AGENDA ITEM 10G



RIVER PINES PUBLIC UTILITY DISTRICT

22900 Canyon Ave. • P.O. Box 70 • River Pines, CA 95675

(209) 245-6723 • (209) 245-5710 FAX

rppud@rppud.org

RESOLUTION NO. 2017-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIVER PINES PUBLIC UTILITY DISTRICT ESTABLISHING A SAVINGS ACCOUNT FOR THE DEPOSIT OF VOLUNTARY LOCK-OFF FEES AND ANY OTHER FUNDS TO BE DETERMINED BY THE BOARD OF DIRECTORS TO BE USED FOR CAPITAL IMPROVEMENTS

WHEREAS, the Board of Directors of the River Pines Public Utility District (RPPUD) desires To establish a savings account for the deposit of Voluntary Lock-Off fees from District customers and any funds delegated for the use of Capital Improvements.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the River Pines Public Utility District as follows:

1. A savings account shall be established with El Dorado Savings Bank
2. Voluntary Lock-Off fees shall be deposited into said account on a monthly basis
3. Delegated Funds approved in District's yearly Operating Budget shall be deposited into said account on basis determined by Board of Directors.
4. Voluntary Lock-Off and approved delegated funds shall be withdrawn in accordance with RPPUD Resolutions, Ordinances, Bylaws, Rules and Procedures.
5. If any section, subsection, sentence, clause or phrase in the Resolution or the application thereof to any person or circumstances is for any reason held invalid, the validity of the remainder of this Resolution or the application of such provisions to other persons or circumstances shall not be affected thereby. The Board of Directors hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, or phrases of the application thereof to any person or circumstance by held invalid.

The foregoing resolution was duly passed and adopted by the Board of Directors of the River Pines Public Utility District at a Regular meeting on June 14, 2017 by the following vote:

AYES:	Cathy Landgraf, Michael Gardner, Rick Miller, Anita Ebbinghausen, Rene' Walden-Qualls
NOES:	None
ABSENT:	None
ABSTAIN:	None

ATTEST:

Candi Bingham, Acting Board Clerk

River Pines Public Utility District

Cathy Landgraf, Chairman