

River Pines Public Utility District
Balance Sheet
As of July 31, 2018

AGENDA - 7A

Jul 31, 18

ASSETS

Current Assets

Checking/Savings

Bank Accounts

El Dorado Checking	14,151.94
El Dorado Checking-5866 FEMA	0.16
El Dorado Checking - 3101 Laif	813.14
El Dorado Savings-9447 Capital	3,010.21
El Dorado Savings - Deposits	34,261.58
El Dorado Savings - DWSRF 7714	1,869.63

Total Bank Accounts 54,106.66

California Bank & Trust - Water 17,891.13

Change Till 75.00

LAIF Investment Fund - Sewer 299,634.66

Total Checking/Savings 371,707.45

Accounts Receivable

11000 · Accounts Receivable 68,019.35

11200 · Allowance for Doubtful Accounts -37,000.00

Total Accounts Receivable 31,019.35

Other Current Assets

12000 · Undeposited Funds 1,593.40

Total Other Current Assets 1,593.40

Total Current Assets 404,320.20

Fixed Assets

Accumulated Depreciation -1,086,420.00

Fixed Assets

Building - Sewer 5,789.94

Building - Water 80,441.78

Equipment - Sewer 40,043.81

Equipment - Water 95,780.92

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 1,643,696.77

Work In Progress - DWSRF 430,756.67

Total Fixed Assets 988,033.44

Other Assets

Utility Encroachment - Deposit 828.18

Total Other Assets 828.18

TOTAL ASSETS **1,393,181.82**

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 2,282.33

Total Accounts Payable 2,282.33

Other Current Liabilities

Payroll Taxes -5,361.90

River Pines Public Utility District
Balance Sheet
As of July 31, 2018

	Jul 31, 18
Security Deposits - 50/50 W/S	3,933.15
Total Other Current Liabilities	-1,428.75
Total Current Liabilities	853.58
Long Term Liabilities	
Bank & Trust - Water	76,000.00
Deferred Grant Income	421,511.00
Total Long Term Liabilities	497,511.00
Total Liabilities	498,364.58
Equity	
32000 · Retained Earnings	901,421.67
Net Income	-6,604.43
Total Equity	894,817.24
TOTAL LIABILITIES & EQUITY	1,393,181.82

River Pines Public Utility District
Profit & Loss by Class
July 2018

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Base Fee Income			
Sewer	10,031.43	0.00	10,031.43
Stanby	325.00	325.00	650.00
Voluntary Lock-Off	140.00	140.00	280.00
Water	0.00	11,673.29	11,673.29
Total Base Fee Income	10,496.43	12,138.29	22,634.72
Interest Income	0.84	0.53	1.37
Town Hall Rental	10.00	10.00	20.00
Variable Income			
Late Fees	170.91	170.91	341.82
Water - Usage	0.00	5,755.40	5,755.40
Total Variable Income	170.91	5,926.31	6,097.22
Total Income	10,678.18	18,075.13	28,753.31
Gross Profit	10,678.18	18,075.13	28,753.31
Expense			
Board Members			
Stipends	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	4,833.33	2,416.68	7,250.01
Total Contracted Expenses	4,983.33	2,566.68	7,550.01
Sewer Expenses			
Alarm Monitoring	700.00	0.00	700.00
Amador Water - After Hour Cover	244.00	0.00	244.00
Amador Water - Routine Service	2,642.74	0.00	2,642.74
Amador Water Agency-State Repor	32.60	0.00	32.60
Amador Water Agency - Repairs	142.68	0.00	142.68
Amador Water Agency Maintenance	774.97	0.00	774.97
Electricity - Sewer	2,905.67	0.00	2,905.67
Sewer - Parts/Supplies	1,409.73	0.00	1,409.73
Testing - Sewer	136.00	0.00	136.00
Total Sewer Expenses	8,988.39	0.00	8,988.39
Town Hall Expenses			
Janitorial	120.00	120.00	240.00
Supplies	-13.08	-13.09	-26.17
Total Town Hall Expenses	106.92	106.91	213.83
Water Expenses			
Alarm Monitoring	0.00	300.00	300.00
Amador Water - After Hour Cover	0.00	488.00	488.00
Amador Water Agency-Meter Read	0.00	390.53	390.53
Amador Water Agency-Prev. Maint	0.00	246.47	246.47
Amador Water Agency-Routine	0.00	516.65	516.65
Amador Water Agency-State Repor	0.00	260.83	260.83
Amador Water Agency - Customers	0.00	496.26	496.26
Amador Water Agency - Repairs	0.00	287.43	287.43
Chlorine	0.00	545.07	545.07
Electricity - Water	0.00	1,384.57	1,384.57
Supplies	0.00	2,900.10	2,900.10
Water Testing	0.00	235.00	235.00
Total Water Expenses	0.00	8,050.91	8,050.91
63300 - Insurance Expense			

River Pines Public Utility District
Profit & Loss by Class
July 2018

	<u>Sewer</u>	<u>Water</u>	<u>TOTAL</u>
Insurance - Property/Liability	3,104.50	3,104.50	6,209.00
Total 63300 · Insurance Expense	3,104.50	3,104.50	6,209.00
64900 · Office Expenses			
Postage/Shipping	0.50	0.50	1.00
Software	19.99	20.00	39.99
Supplies	10.31	10.31	20.62
Website Service	0.00	0.00	0.00
61700 · Computer and Internet Expenses	49.99	50.00	99.99
Total 64900 · Office Expenses	80.79	80.81	161.60
66700 · Professional Fees			
LAFCO - Annexation	0.00	3,700.00	3,700.00
Security Service/Maintenance	140.00	140.00	280.00
Total 66700 · Professional Fees	140.00	3,840.00	3,980.00
68600 · Utilities			
Disposal	40.81	40.81	81.62
Electricity - Office	0.00	23.42	23.42
Electricity - Town Hall	23.42	0.00	23.42
Electricity - Street Lights	69.82	69.83	139.65
68100 · Telephone - Office	30.44	30.45	60.89
Total 68600 · Utilities	164.49	164.51	329.00
Total Expense	17,755.92	18,101.82	35,857.74
Net Ordinary Income	-7,077.74	-26.69	-7,104.43
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			
FEMA WORK			
Equipment Rental	0.00	0.00	0.00
Labor	-278.10	278.10	0.00
Supplies	0.00	0.00	0.00
Total FEMA WORK	-278.10	278.10	0.00
Total Other Expense	-278.10	278.10	0.00
Net Other Income	528.10	-28.10	500.00
Net Income	-6,549.64	-54.79	-6,604.43

River Pines Public Utility District Account QuickReport-Board Meetings As of July 31, 2018

AGENDA-7B

Type	Date	Num	Name	Memo	Amount	Balance
Bank Accounts						
El Dorado Checking	06/30/2018					24,324.75
Deposit	07/02/2018			Interest	0.48	24,324.75
Deposit	07/02/2018			Deposit	184.00	24,325.23
Check	07/02/2018		Google Services	Email Account	-25.00	24,509.23
Deposit	07/03/2018			Deposit	256.60	24,740.83
Deposit	07/05/2018			Deposit	401.69	25,142.52
Check	07/05/2018		Herold & Mielenz, Inc.		-4,256.34	20,886.18
General Journal	07/06/2018	debit	Mt. Aukum Store	Reverse of GJE 66 -- For CHK debit v...	26.17	20,912.35
General Journal	07/06/2018	66R	Digital Deployment	Reverse of GJE 67 -- For CHK eft void...	50.00	20,962.35
General Journal	07/06/2018	67R	Harland Clarke	Reverse of GJE 68 -- For CHK debit v...	53.56	21,015.91
General Journal	07/06/2018	68R		Deposit	318.50	21,334.41
Deposit	07/06/2018			Deposit	140.96	21,475.37
Deposit	07/09/2018		Adobe PDF		-14.99	21,460.38
Check	07/09/2018			Deposit	139.00	21,599.38
Deposit	07/10/2018		Dell Services	Computer Virus	-99.99	21,499.39
Check	07/10/2018	debit		Deposit	781.02	22,280.41
Deposit	07/11/2018		Candi Bingham	July Services	-2,416.67	19,863.74
Check	07/11/2018	eft		Deposit	4,366.09	24,229.83
Check	07/11/2018			Deposit	209.19	24,439.02
Deposit	07/13/2018			Deposit	-81.62	24,357.40
Bill Pmt -Check	07/16/2018	13064	Aces Waste Services, Inc.	1175	-10,172.10	14,185.30
Bill Pmt -Check	07/16/2018	13065	Amador Water Agency	30018	-240.00	13,945.30
Bill Pmt -Check	07/16/2018	13066	Angelica Hernandez	Town Hall - July 2018	-75.00	13,870.30
Bill Pmt -Check	07/16/2018	13067	Anita Ebbinghausen	Stipend - August 2018	-1,000.00	12,870.30
Bill Pmt -Check	07/16/2018	13068	Brent Stewart, P.E.		-850.00	12,020.30
Bill Pmt -Check	07/16/2018	13069	California Bank & Trust	1030264749	5,811.30	17,831.60
Bill Pmt -Check	07/16/2018	13070	Cutler-Segerstrom	Account #14601	-6,209.00	11,622.60
Bill Pmt -Check	07/16/2018	13071	Gisele L. Wurzbarger	Board Clerk - August 2018	-300.00	11,322.60
Bill Pmt -Check	07/16/2018	13072	Herold & Mielenz, Inc.	Aerator Motor - Sewer	-1,624.96	9,697.64
Bill Pmt -Check	07/16/2018	13073	Mark Etter	Stipend - August 2018	-75.00	9,622.64
Bill Pmt -Check	07/16/2018	13074	Patrick Henry	Stipend - August 2018	-958.53	8,664.11
Bill Pmt -Check	07/16/2018	13075	PG&E - Water 2	2458584137-2	-75.00	8,589.11
Bill Pmt -Check	07/16/2018	13076	Richard Miller	Stipend - August 2018	-75.00	8,514.11
Bill Pmt -Check	07/16/2018	13077	Rocky Raymond	Stipend - August 2018	-75.00	8,439.11
Bill Pmt -Check	07/16/2018	13078	Staples	Stipend - August 2018	-75.00	8,364.11
Bill Pmt -Check	07/16/2018	13079	PG&E - Office/Town Hall	Portable Harddrive - Board Recordings	-74.18	8,289.93
Bill Pmt -Check	07/16/2018	13080	PG&E - Water	6898952032-2	-46.84	8,243.09
Bill Pmt -Check	07/16/2018	13081	California Bank & Trust	3357284549-4	-426.04	7,817.05
Bill Pmt -Check	07/16/2018	13082	california Laboratory Ser...	1030264749	-120.00	7,697.05
Bill Pmt -Check	07/16/2018	13083	Mission IT Solutions	June Testing - 2018	-371.00	7,326.05
Deposit	07/17/2018			Security Camera s	-280.00	7,046.05
Check	07/18/2018	debit	PG&E - Sewer	Deposit	365.65	7,411.70
Bill Pmt -Check	07/18/2018	13084	KASL Consulting Engin...	8721806002-5	-2,905.67	4,506.03
Deposit	07/18/2018			Deposit	142.25	4,648.28
Deposit	07/18/2018		Digital Deployment	Deposit	238.19	4,886.47
Check	07/18/2018	debit		Website Hosting	-50.00	4,599.83
Check	07/19/2018	debit	PG&E - Street Lights	7368064062-7	-139.65	4,460.18
Deposit	07/20/2018			Deposit	14,814.02	19,274.20
Deposit	07/20/2018			Deposit	624.20	19,898.40

River Pines Public Utility District
Account QuickReport-Board Meetings
 As of July 31, 2018

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	07/23/2018			Deposit	131.06	10,829.80
Deposit	07/24/2018			Deposit	966.19	11,795.99
Deposit	07/24/2018			Deposit	570.07	12,366.06
Check	07/24/2018				-1.00	12,365.06
Deposit	07/25/2018	debit	USPS	Deposit	2,684.36	15,049.42
Deposit	07/25/2018			Deposit	142.06	15,191.48
Deposit	07/25/2018			Deposit	323.98	15,515.46
Deposit	07/25/2018			Deposit	574.92	16,090.38
Deposit	07/25/2018			Deposit	538.59	16,628.97
Deposit	07/26/2018			Deposit	-60.89	16,568.08
Check	07/27/2018	eft	RingCentral	Office Phone	-2,416.67	14,151.41
Check	07/28/2018	eft	Candi Bingham	August Services	0.53	14,151.94
Deposit	07/31/2018			Interest		
Total EI Dorado Checking					-10,172.81	14,151.94
Total Bank Accounts					-10,172.81	14,151.94
TOTAL					-10,172.81	14,151.94

River Pines July Dept. Report

June Water Production/Sold

Well 2: 779,700 gallons

Total Produced: 1,485,465 gallons

Well 3R: 687,500 gallons

Total Sold: 1,004,090 gallons

Well 6R: 18,265 gallons

Total Loss: 32%

Operations Manager-

- Continued to work with RP General Manager to facilitate work requests such as; check for leaks, weed abatement and flushing.

Regulatory Compliance Specialist-

- Completed June monthly reporting for water and wastewater. Including No Spill Report to CIWQS.

Wastewater-

- Influent flow 1,194,300 gallons. Effluent Discharged: 373,800 gallons.
- Continued to empty storage pond by October 1st.
- Continued to monitor collection system.

Water-

- Completed all regulatory sampling.
- Chlorine injection tubing failed causing a temporary shutdown to repair.
- Repaired a leak on the sidewall of the finish water tank at Well 6R. At that time it was discovered that the bottom ring has 2 more small leaks. Need to investigate further as we may have to drain the tank and apply an internal sealant.

Distribution-

- Service line repair at Oak Ave. (1 gpm)

Prepared by: Andrea Hinton, Regulatory Specialist

Reviewed by: Damon Wyckoff, Operations Manager



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

GENERAL MANAGER'S REPORT For Water/Wastewater Operations August 2018

WATER:

- **Routine Well and Plant Checks**
- **Weekly water samples and testing**
- **Meter Reads**
- **48 Hour Door Tags**
- **Water Shut-offs for non-payment**
- **Unlock meters**
- **Weekly/Monthly hydrant flushes**
- **Leak on Oak Avenue**

SEWER:

- **Routine Sewer checks**
- **Weekly Lift Station cleaning and checks**
- **Weed Eating**
- **Monthly Sewer Samples/Testing**
- **Replace motor for Aerator in pond #1**
- **Wash down, scrape floats of grease and check alarms at lift stations**
- **Dispose of headworks screenings**
- **Deliver new chlorine barrels**



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 – 8B

GENERAL MANAGER'S REPORT

For the Month of: July 2018

1. Assisted Auditors in the 2017/2018 District Audit. Reports will be mailed and distributed to each Board member, posted on District website and in the office for review.
2. Camera's were down due to electrical box at Circle Tank. AWA repaired, cameras were immediately put back into operation
3. Spoke with Supervisors at Amador Water regarding District's chlorine purchases. Noticed many empty barrels sitting around, which used to be turned in for deposit refund. AWA has worked it out to purchase chlorine in bulk and will now refill current barrels. This will reduce chlorine cost by allowing the purchase of chlorine at wholesale/bulk
4. Cleaned District shop. Shop is ready for backup supply purchases and organization.
5. Acquired multiple estimates for Maps/Description for the three lots on the Amador side for LAFCO. On Agenda for Board decision.
6. Working on acquiring estimates for Sewer pond liner replacement.
7. Contacted Steve at Cal.Net – they are still working on master contract agreement with AWA. Is supposed to be scheduling drones in August during my visit. Drones will give Cal.Net a better understanding what is needed for internet in River Pines.
8. Contacted Environmental Health regarding accounts with no water. Basically, nothing they/we can do unless a sewage odor develops.
9. Contacted Environmental Health regarding property asking for sewer to be disconnected. If there is plumbing to the structure, sewer needs to stay in place. If customer chooses to remove plumbing, District can permanently plug sewer connection with concrete.
10. Working on Grant through USDA for Town Hall repairs.
11. State is currently reviewing District's Construction application for the distribution project.
12. Asked AWA to compile a list of new equipment/supplies/parts that have been purchased/replaced by District. Putting together a record book to

keep track for future purchase and/or depreciation/expense purposes for
Audit.

13. Weekly Bank Deposits
14. Monthly Service Billing
15. Monthly Late Notices
16. Monthly 48 Hour Notices
17. Updated Website
18. Agenda & Packets

Will be in the River Pines Office – August 20th through August 24th.

Sewer Rate Increase
OPTION 1

2018/2019 Budget Arrears

Customers

-12,491

195

Monthly Increase = \$64.06

Current Rate = \$57.75

New Rate = \$121.80

Increase Over:

3 Year

4 Year

Year 1 Year 2 Year 3

Year 1 Year 2 Year 3 Year 4

New Rate:

\$79.10 \$100.45 \$121.80

\$73.77 \$89.79 \$105.81 \$121.80

OPTION 2

2018/2019 Repairs half of Budget Arrears

Customers

-2,569

195

Monthly Increase = \$13.17

Current Rate = \$57.75

New Rate = \$70.92

Increase Over:

3 Year

4 Year

Year 1 Year 2 Year 3

Year 1 Year 2 Year 3 Year 4

New Rate:

\$62.14 \$66.53 \$70.92

\$61.04 \$64.33 \$67.62 \$70.92

OPTION 3

AVERAGE FROM ABOVE:

Customers

195

Monthly Increase = \$96.36

Current Rate = \$57.75

New Rate = \$154.11

Increase Over:

<u>3 Year</u>		
<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
89.87	121.99	\$154.11

<u>4 Year</u>			
<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>
81.84	105.93	130.02	154.11

AGENDA - 9C

July 18, 2018



Ms. Candi Bingham
General Manager
River Pines Public Utility District
RPPUD@riverpinespubd.org

Subject: RPPUD LAFCO Annexation, Amador County Parcels

7777 Greenback Lane
Suite 104
Citrus Heights, CA
95610

Tel. 916 / 722-1800
Fax 916 / 722-4595

Principal:
John C. Scroggs

Candi:

Per your request, in accordance with the Amador LAFCO checklist provided and as directed by Steve Zanetta, the Amador County Surveyor, we propose to prepare the RPPUD LAFCO Annexation Map and Legal Description to include Amador County APN 014-100-001 in the RPPUD service area for a proposed fee of \$3975. The scope of this work would be similar to the LAFCO Annexation Map and metes and bounds legal descriptions that we recently prepared for the proposed RPPUD LAFCO annexation of the EL Dorado County Parcels. All courses will be numbered and listed and will be coordinated with the APN 014-100-001 LAFCO Annexation Map.

Similarly, we propose to prepare the RPPUD LAFCO Annexation Map and Legal Description to include Amador County APN 014-030-036 and APN 014-030-039 in the RPPUD service area for a proposed fee of \$5775. The scope of work for the preparation of this LAFCO Annexation Map and Legal Descriptions will be similar to the scope described above for Amador County APN 014-100-001.

Please note that the above proposed fees do not include map checking deposits required by the Amador Surveyor. Steve Zanetta required a \$200 deposit for checking the El Dorado County LAFCO Annexation Map. Similar deposits will be required for these Amador County LAFCO Map submittals.

Please advise us if the proposed LAFCO Annexation Map preparation fees are acceptable. We will proceed with your authorization. Thank you for this opportunity to be of service.

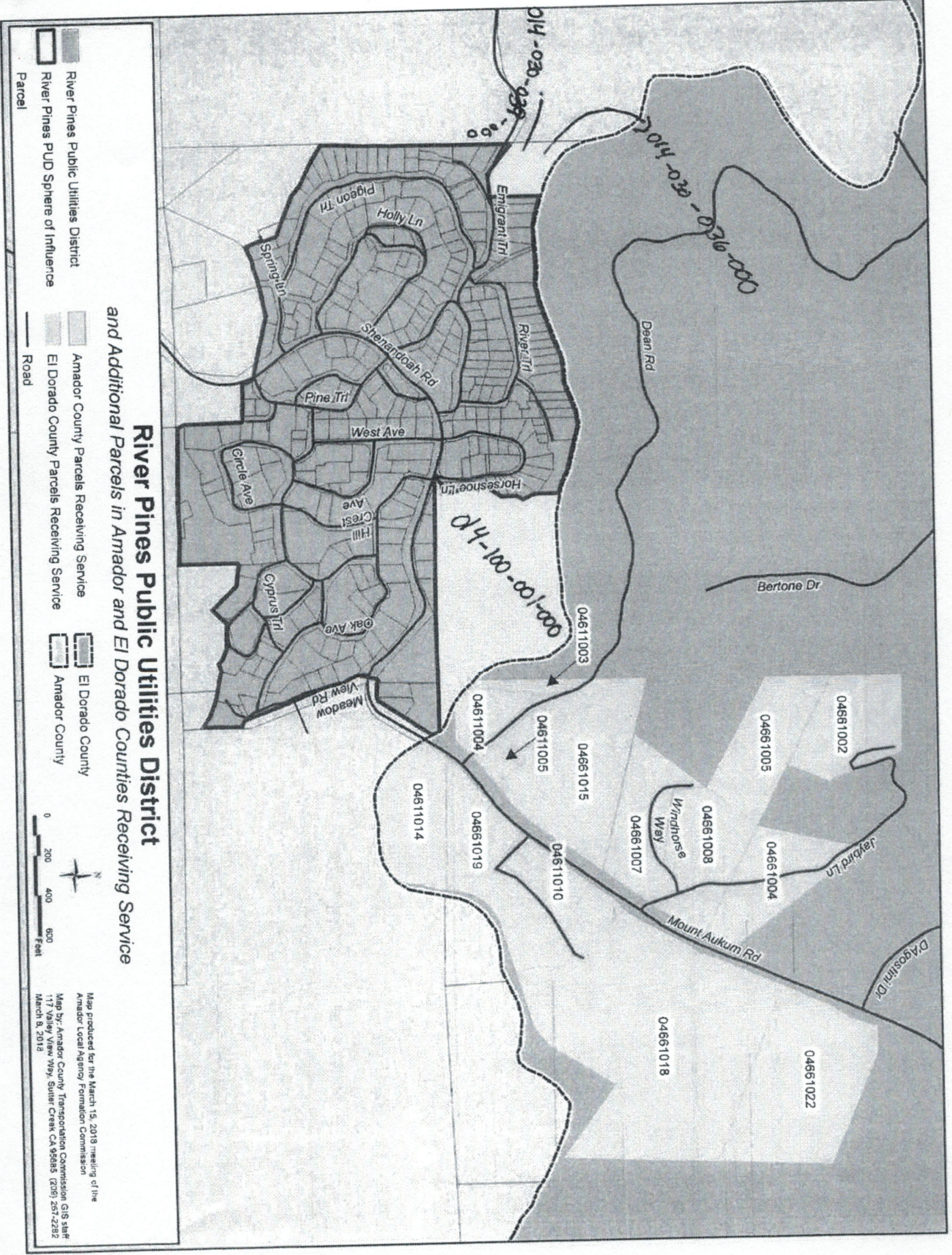
Very Truly Yours,

KASL Consulting Engineers

A handwritten signature in black ink, appearing to read "John C. Scroggs", written over the typed name.

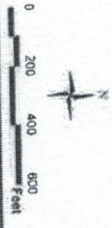
John C. Scroggs

CIVIL
WATER RESOURCES
SURVEYING



**River Pines Public Utilities District
and Additional Parcels in Amador and El Dorado Counties Receiving Service**

- River Pines Public Utilities District
- River Pines PUD Sphere of Influence
- Parcel
- Amador County Parcels Receiving Service
- El Dorado County Parcels Receiving Service
- El Dorado County
- Amador County
- Road



Map produced for the March 15, 2018 meeting of the
Amador Local Agency Formation Commission
Map by: Amador County Transportation Commission GIS Staff
177 N. Main Street, Suite 200, Colusa, CA 95925 (209) 257-2282
March 8, 2018



9C

Candi Bingham <rppud@riverpinespod.org>

LAFCO Map & Legal Description

Matt Toma <mtoma@jacksonca.net>
To: rppud@riverpinespod.org

Mon, Jul 30, 2018 at 5:24 PM

Hi Candi,

After doing some research on this and knowing just how old that portion of River Pines is from a land surveying perspective, the following is a proposal to prepare and submit to LAFCO an annexation map and legal description:

• LAFCO Map:	\$ 4800.00
• Legal Description:	<u>\$ 1520.00</u>
Total	\$ 6320.00

The above price does not include any county fees, title reports, or other outside fees that may be associated with this project.

This does not include any type of field survey for these parcels as boundary data will be from existing county records for these parcels.

Hope all's well and please feel free to contact us with any questions,

Matt Toma
 Project Manager
 Toma & Associates, Inc.
 Surveying-Engineering-Planning
 41 Summit Street
 Jackson, CA 95642
 Office: 209-223-0156
 Mobile: 209-969-0203

See Attached page



Candi Bingham <rppud@riverpinespod.org>

LAFCO Map & Legal Description

Matt Toma <mtoma@jacksonca.net>
To: Candi Bingham <rppud@riverpinespod.org>

Tue, Jul 31, 2018 at 11:32 AM

If we do have to send the field crew out to do survey work you could be looking at an estimated added cost of \$2000-\$3000 but hopefully that won't necessary.

Thanks,

Matt

From: Candi Bingham [mailto:rppud@riverpinespod.org]
Sent: Tuesday, July 31, 2018 9:39 AM
To: Matt Toma <mtoma@jacksonca.net>
Subject: Re: LAFCO Map & Legal Description

[Quoted text hidden]

RESOLUTION NO. 2018-11-VOID

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIVER PINES PUBLIC UTILITY DISTRICT APPROVING AND CONFIRMING THE FINAL ASSESSMENT SECURED TAX ROLL FOR 2018-2019 FOR RIVER PINES PUBLIC UTILITY DISTRICT LOCATED IN RIVER PINES, CALIFORNIA

WHEREAS, a final Assessment Secured Tax Roll for 2018-2019 (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 genized notice of the date, time and place of presentation to the Board of the Tax Roll was posted as July 11, 2018 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 THEREORE, 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 2018-2019 in the total amount \$12,216.
2. A copy of said Tax Roll is attached hereto, identified as the document Final Assessment Secured Tax Roll for 2018-2019 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 THEREORE, 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 2018-2019 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 11th of July, 2018, by the following vote:

AYES:

NOES: None
ABSENT: None
ABSTAIN: None

River Pines Public Utility District

Rick Miller, Chairman

ATTEST:

Gisele Wurzbarger, Board Clerk

RESOLUTION NO. 2018-12

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RIVER PINES PUBLIC UTILITY DISTRICT APPROVING AND CONFIRMING THE FINAL ASSESSMENT SECURED TAX ROLL FOR 2018-2019 FOR RIVER PINES PUBLIC UTILITY DISTRICT LOCATED IN RIVER PINES, CALIFORNIA

WHEREAS, a final Assessment Secured Tax Roll for 2018-2019 (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 genized notice of the date, time and place of presentation to the Board of the Tax Roll was posted as July 11, 2018 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 THEREORE, 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 2018-2019 in the total amount \$12,216.
2. A copy of said Tax Roll is attached hereto, identified as the document Final Assessment Secured Tax Roll for 2018-2019 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 THEREORE 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 2018-2019 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 11th of July 2018, by the following vote:

AYES:

None

NOES:

None

ABSENT:

None

ABSTAIN:

River Pines Public Utility District

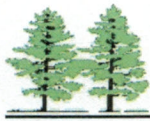
Rick Miller, Chairman

ATTEST:

Gisele Wurzbarger, Board Clerk

River Pines Public Utility District
Direct Charges (Assessments) Secured Tax Roll 2018/2019

014-063-001-000	1516	66500	RPDW
014-066-005-000	308	66500	RPDW
014-092-005-000	110	66500	RPDW
014-043-026-000	3116	66500	RPDW
014-043-008-000	132	66500	RPDW
014-043-009-000	132	66500	RPDW
014-061-008-000	1020	66500	RPDW
014-047-003-000	832	66500	RPDW
014-091-012-000	1784	66500	RPDW
014-043-027-000	1806	66500	RPDW
014-046-028-000	184	66500	RPDW
014-046-029-000	256	66500	RPDW
014-061-008-000	1020	66500	RPDW



97

MEETING DATE: August 8, 2018
FROM: Candi Bingham, General Manager
SUBJECT: Standby (Maintenance) Fees
AGENDA TYPE: Regular Meeting
ATTACHMENTS: Yes

RECOMMENDATION: Adopt a new Ordinance to resolve the indefinite charging of the \$10/mo. Standby (Maintenance) Fees. Transfer funds from “Trust” account to “Capital Improvement” account. Recommended Ordinance Attached

Change “Standby Fees” back to “Maintenance Fee”

BACKGROUND: In 1990 Ordinance 90-001 was passed which created the \$10/mo. “Maintenance Fee” to unmetered lots which, if were paid on time, would allow those customers to pay a \$3,500 impact fee opposed to a \$4,500 impact fee.

In 1992 Ordinance 92-007 was passed which specified what the “Maintenance Fee” could be used for and added exemptions to who would have to pay the fee.

It states – to be used for planning & construction of physical improvements repairs and replacement of equipment and facilities in water system. Improvements include development and construction of new sources of water supply, water treatment facilities, water storage facilities, and water transmission and distribution facilities.

Exemptions to fee –

- Parcels not buildable as set forth in county codes.
- Property owner will be responsible to request in writing a fee waiver form
- Final decision will be reserved by the Board. Property owner must obtain written confirmation from County Building Department that such parcel is unbuildable.

In 1992 Ordinance 92-009 was passed stating that the “Maintenance Fee” be placed into a Maintenance Fund Account to be used for the above mentioned in Ordinance 92-007. Ordinance 92-009 also stated the following:

- fee to terminate when parcel is built upon and equipped with regular meter service. All fees shall be credited, up to a maximum of \$1,000 toward impact fee of \$7,500.
- A property owner who owns parcels that abut the parcel on which his or her “owner occupied” residence is located, and is on metered service, may submit a request for deferment if buildable, of the fee on no more then one parcel, for privacy, any fee so deferred shall become a lien on the parcel and will be payable from escrow upon sale. The property owner will be sent a notice of fees accrued to date once yearly.
- All property owner’s who have been paying maintenance fee since May 1985 Resolution (I have no record of Resolution) and Ordinance 90-001 dated July 26, 1990 shall have the total up to \$1,000 credited to their account and will not be billed for the fees until the credit has been exhausted. Any outstanding credit at time of construction and start of metered service, shall be deducted from the \$7,500 impact fee.

- All Maintenance Fees under this Ordinance that become past due shall be reported to the County of Amador for proper legal action to be added to the tax rolls for the current year.

DISCUSSION:

1. Changing the Standby Fees back to Maintenance Fee allows the funds to be used for maintenance. If they are kept as Standby Fees, then they will need to remain in the “trust” account. If that is the case, then I recommend only collecting Standby Fees up to \$1,000 and may only be applied to impact fees and transferable if property sells
2. If changed to Maintenance Fees, then collect and deposit funds into Capital Improvement account and charge until property is developed and metered. Give customer choice, once \$1,000 accumulated, to credit account and not pay until exhausted, or save for impact fee. Not transferable if property sells.

BUDGET IMPACT: The following:

1. Approx. \$30,000 increase in Capital Improvement account
2. Thirty customers have \$1,000 credit (\$30,000). If all 30 choose to have their \$1,000 credit applied to their account, then the District will not receive \$3,600/yr. for 8.3 years

STANDBY/MAINTENANCE ACCOUNTS

The following accounts have paid the Maintenance/Standby fee since August 2007. I only went back ten (10) years since it takes 8.33 years to accumulate \$1,000.

1. 73-008	30.46-028
2. 71-010	31.46-029
3. 71-011	32.53-005
4. 52-011	33.61-013
5. 46-010	34.61-015
6. 51-001	35.52-005
7. 42-020	
8. 42-011	
9. 62-012	
10.52-006	
11.97-001	
12.92-001	
13.73-007	
14.53-003	
15.53-012	
16.43-023	
17.97-006	
18.91-007	
19.92-008	
20.85-001	
21.42-028	
22.42-026	
23.41-003	
24.41-004	
25.62-008	
26.67-004	
27.62-007	
28.43-020	
29.52-003	



Robert W. Johnson
an accountancy corporation

AGENDA 9G

6234 Birdcage Street, Citrus Heights, California 95610 | robertwjohncpagroup@gmail.com | 916.723.2555
www.bob-johnson-cpa.com

July 20, 2018

Board of Directors
River Pines Public Utility District
P.O. Box 70
River Pines, CA 95675

Dear Board Members:

We recently completed our three-year audit contract through June 30, 2018 for your District. We appreciated the opportunity to work with your staff.

Therefore, this letter proposes a new three-year audit contract. A number of our special district clients prefer to retain our services on a contract basis. This permits a district to budget accordingly and also permits us to schedule our staff in advance.

Our estimate (maximum fees) for your audits is:

Year ended June 30, 2019	\$3,900
Year ended June 30, 2020	3,950
Year ended June 30, 2021	4,000

Please let us know the Board's wishes. If everything is in order, please sign and return the second copy of this letter.

Sincerely,

Robert W. Johnson, CPA

RWJ:jn

Approved Contract	
By:	_____
Title:	_____
Date:	_____

River Pines Public Utility District
Profit & Loss Budget Overview
 July 2018 through June 2019

AGENDA 9H

	Sewer	Water	TOTAL
	Jul '18 - Jun 19	Jul '18 - Jun 19	Jul '18 - Jun 19
Ordinary Income/Expense			
Income			
Amador County Auditor's Warrant			
HO & Timber Tax	36.00	24.00	60.00
Homeowners Exemption	60.00	60.00	120.00
Secured Appointment	3,096.00	3,240.00	6,336.00
Secured Direct Charges		192.00	192.00
Secured Taxes	3,192.00	3,192.00	6,384.00
Unitary Tax	240.00	252.00	492.00
Unsecured Appointment	108.00	96.00	204.00
Total Amador County Auditor's Warrant	<u>6,732.00</u>	<u>7,056.00</u>	<u>13,788.00</u>
Base Fee Income			
Sewer	118,488.00		118,488.00
Stanby	4,944.00	4,944.00	9,888.00
Voluntary Lock-Off	1,176.00	1,176.00	2,352.00
Water		126,156.00	126,156.00
Total Base Fee Income	<u>124,608.00</u>	<u>132,276.00</u>	<u>256,884.00</u>
Interest Income	1,980.00	384.00	2,364.00
Town Hall Rental	240.00	240.00	480.00
Variable Income			
Broken Locks		0.00	0.00
Door Hanger Fee		1,308.00	1,308.00
Late Fees	2,544.00	2,652.00	5,196.00
Reconnection Fee		1,080.00	1,080.00
Returned Check Fee	0.00	0.00	0.00
Service Connection Fee	192.00	204.00	396.00
Water - Usage		30,876.00	30,876.00
Total Variable Income	<u>2,736.00</u>	<u>36,120.00</u>	<u>38,856.00</u>
Total Income	<u>136,296.00</u>	<u>176,076.00</u>	<u>312,372.00</u>
Gross Profit	136,296.00	176,076.00	312,372.00
Expense			
Bank Charges			
Loan Service Charge		180.00	180.00
Tax Roll Fees	204.00	204.00	408.00
60400 - Bank Service Charges	84.00	84.00	168.00
Total Bank Charges	<u>288.00</u>	<u>468.00</u>	<u>756.00</u>
Board Members			
Stipends	2,256.00	2,250.00	4,506.00
Total Board Members	<u>2,256.00</u>	<u>2,250.00</u>	<u>4,506.00</u>
Contracted Expenses			
Manager	29,004.00	29,004.00	58,008.00
Total Contracted Expenses	<u>29,004.00</u>	<u>29,004.00</u>	<u>58,008.00</u>
Depreciation Expense			
Sewer	14,652.00		14,652.00
Water		26,320.00	26,320.00
Total Depreciation Expense	<u>14,652.00</u>	<u>26,320.00</u>	<u>40,972.00</u>
Employees			
Amador Water -Vacation Coverag	0.00	0.00	0.00
District Sub-Contractor	0.00	0.00	0.00
Medical Insurance			
Field	0.00	0.00	0.00

River Pines Public Utility District
Profit & Loss Budget Overview
 July 2018 through June 2019

	Sewer	Water	TOTAL
	Jul '18 - Jun 19	Jul '18 - Jun 19	Jul '18 - Jun 19
Total Medical Insurance	0.00	0.00	0.00
Payroll Expense			
Field Payroll	0.00	0.00	0.00
Payroll Taxes - Employer's	0.00	0.00	0.00
Total Payroll Expense	0.00	0.00	0.00
Reimbursements			
Phone	0.00	0.00	0.00
Total Reimbursements	0.00	0.00	0.00
Retirement - Field	0.00	0.00	0.00
Total Employees	0.00	0.00	0.00
Sewer Expenses			
Alarm Monitoring	8,400.00		8,400.00
Amador Water - After Hour Cover	2,964.00	0.00	2,964.00
Amador Water - Routine Service	19,548.00		19,548.00
Amador Water Agency-State Repor	252.00		252.00
Amador Water Agency - Electric	1,500.00		1,500.00
Amador Water Agency - Repairs	12,000.00		12,000.00
Chemicals	494.94		494.94
Consulting - Engineer	0.00		0.00
Electricity - Sewer	32,268.00		32,268.00
Excavating	0.00		0.00
Jetting	0.00		0.00
Permit/Fees	80.60		80.60
Repairs/Maintenance	5,784.05		5,784.05
Sewage - Pump Service	490.00		490.00
Sewer - Parts/Supplies	581.68		581.68
Sm. Tools	0.00		0.00
Storm Damage/Repair	0.00		0.00
Storm Work - 2017	0.00		0.00
Telephone - Sewer	936.00		936.00
Testing - Sewer	1,260.72		1,260.72
Total Sewer Expenses	86,559.99	0.00	86,559.99
Town Hall Expenses			
Janitorial	1,440.00	1,440.00	2,880.00
Repairs/Maintenance	120.31	0.00	120.31
Supplies	72.00	86.52	158.52
Total Town Hall Expenses	1,632.31	1,526.52	3,158.83
Void		0.00	0.00
Water Expenses			
Alarm Monitoring		3,600.00	3,600.00
Amador Water - After Hour Cover		5,928.00	5,928.00
Amador Water Agency-Electrical		6,264.00	6,264.00
Amador Water Agency-Meter Read		3,516.00	3,516.00
Amador Water Agency-Routine		21,060.00	21,060.00
Amador Water Agency-State Repor		912.00	912.00
Amador Water Agency - Engineer		0.00	0.00
Amador Water Agency - Prog/Plan		504.00	504.00
Amador Water Agency - Repairs		10,080.00	10,080.00
Certification Fees	33.32	0.00	33.32
Chlorine		1,495.56	1,495.56
Electricity - Water		18,024.00	18,024.00
Excavating		0.00	0.00
Permit Fees		6,612.60	6,612.60
Repair/Maintenance		1,379.87	1,379.87
Sm. Tools		984.72	984.72
Supplies		1,760.31	1,760.31

River Pines Public Utility District
Profit & Loss Budget Overview
 July 2018 through June 2019

	Sewer	Water	TOTAL
	Jul '18 - Jun 19	Jul '18 - Jun 19	Jul '18 - Jun 19
Telephone - Water		976.44	976.44
Water Testing		7,292.40	7,292.40
Total Water Expenses	33.32	90,389.90	90,423.22
63300 · Insurance Expense			
Insurance - Property/Liability	2,768.64	1,928.16	4,696.80
Workers' Compensation	0.00	0.00	0.00
Total 63300 · Insurance Expense	2,768.64	1,928.16	4,696.80
64900 · Office Expenses			
License/Certifications		252.00	252.00
Maintenace/Improvements	0.00	0.00	0.00
Membership Dues	624.00	624.00	1,248.00
Postage/Shipping	900.00	900.00	1,800.00
Printing	148.32	432.60	580.92
Software	168.00	173.04	341.04
Supplies	988.80	1,025.88	2,014.68
Website Service	300.00	300.00	600.00
61700 · Computer and Internet Expenses	75.00	0.00	75.00
Total 64900 · Office Expenses	3,204.12	3,707.52	6,911.64
66700 · Professional Fees			
Legal Fees	1,200.00	1,194.00	2,394.00
Property Surveying	0.00	0.00	0.00
Security Service/Maintenance	1,680.00	1,680.00	3,360.00
Yearly Audit	1,860.00	1,848.00	3,708.00
Total 66700 · Professional Fees	4,740.00	4,722.00	9,462.00
68600 · Utilities			
Disposal	506.76	506.76	1,013.52
Electricity - Office	315.00	309.00	624.00
Electricity - Town Hall	352.80	346.08	698.88
Electricity - Street Lights	1,058.40	1,050.60	2,109.00
Internet	1,020.00	1,020.00	2,040.00
68100 · Telephone - Office	395.52	370.80	766.32
Total 68600 · Utilities	3,648.48	3,603.24	7,251.72
Total Expense	148,786.86	163,919.34	312,706.20
Net Ordinary Income	-12,490.86	12,156.66	-334.20
Other Income/Expense			
Other Income			
Grant - SRAFPF(CAL FIRE)	0.00	0.00	0.00
Grant Income - DWSRF		0.00	0.00
Other Income	0.00	0.00	0.00
Wireless Site Lease	3,000.00	3,000.00	6,000.00
Total Other Income	3,000.00	3,000.00	6,000.00
Other Expense			
Bad Debt - Sewer	18,500.00		18,500.00
Bad Debt - Water		18,500.00	18,500.00
DWSRF - Environmental Study		0.00	0.00
DWSRF Grant - Surveying		0.00	0.00
Mastication Project(CalFire)	0.00	0.00	0.00
Write-Off Accounts	3,231.18	3,231.19	6,462.37
Total Other Expense	21,731.18	21,731.19	43,462.37
Net Other Income	-18,731.18	-18,731.19	-37,462.37
Net Income	-31,222.04	-6,574.53	-37,796.57