

# RIVER PINES PUBLIC UTILITY DISTRICT



22900 Canyon Avenue, P.O. Box 70, River Pines, CA. 95675  
(209) 245-6723 Tel (209) 245-5710 Fax

[www.rppud.org](http://www.rppud.org)

## REGULAR MEETING AGENDA

Wednesday, April 12, 2017 - 5:30 P.M.

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**Please Note: All River Pines Public Utility District Board of Directors meetings are tape recorded.**

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need disability-related modifications or accommodations to participate in this meeting, please contact the District office at 209-245-6723.

Requests must be made as early as possible, and at least two full business days before the start of the meeting.

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1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **AGENDA:** Approval of agenda for this date; all off-agenda items must be approved by the Board (pursuant to §54954.2 of the Government Code.)
5. **PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:** Discussion items only, no action to be taken. Any person may address the Board now upon any subject within the jurisdiction of the Board; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. Please note - there is a **three (3) minute limit per topic**.
6. **MINUTES: Discussion / Approval.**
  - A. March 8, 2017 Regular Meeting
7. **MONTHLY FINANCIAL STATEMENTS** - Period Ending March 31, 2017
8. **EXPENDITURE REPORT: Discussion / Approval.** Submitted Check Approval through March 31, 2017.
9. **MONTHLY OPERATIONS REPORT: Discussion.** Any matter requiring action will be placed on an upcoming agenda for consideration.
  - A. Monthly Operations Report.
  - B. Monthly General Manager Report.
10. **BOARD MATTERS:** Discussion / Action / Direction to Staff.
  - A. Vote to Pursue Amador Water Agency to Take Over River Pines Public Utility District – Discussion and Action
  - B. Vote to Continue/Cancel District's Mandatory Trash Service – Discussion and Action
  - C. SCADA at Waste Plant – Discussion and Possible Action
  - D. Bylaws and Administrative Policies – Update and Possible Action
11. **BOARD OF DIRECTORS COMMENTS/REPORTS:** Discussion Only.

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

**12. COMMITTEE COMMENTS/REPORTS:** Continued Item.

**13. FUTURE AGENDA TOPICS:** This is an opportunity for Board Members and District Staff to request matters to be placed on upcoming agendas.

**14. ADJOURNMENT** – The next Regular Meeting May 10, 2017 at 5:30 p.m.

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**River Pines Public Utility District**  
**Profit & Loss by Class**  
**March 2017**

	Sewer	Water	TOTAL
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Base Fee Income</b>			
Sewer	10,325.48	0.00	10,325.48
Stanby	350.00	350.00	700.00
Voluntary Lock-Off	105.00	105.00	210.00
Water	0.00	10,604.09	10,604.09
<b>Total Base Fee Income</b>	10,780.48	11,059.09	21,839.57
Interest Income	0.84	0.20	1.04
Town Hall Rental	20.00	20.00	40.00
<b>Variable Income</b>			
Door Hanger Fee	0.00	59.50	59.50
Late Fees	160.34	160.34	320.68
Reconnection Fee	0.00	60.00	60.00
Service Connection Fee	65.72	65.78	131.50
Water - Usage	0.00	1,293.42	1,293.42
<b>Total Variable Income</b>	226.06	1,639.04	1,865.10
<b>Total Income</b>	11,027.38	12,718.33	23,745.71
<b>Gross Profit</b>	11,027.38	12,718.33	23,745.71
<b>Expense</b>			
<b>Board Members</b>			
Stipends	187.50	187.50	375.00
<b>Total Board Members</b>	187.50	187.50	375.00
<b>Contracted Expenses</b>			
Manager	2,416.66	2,416.68	4,833.34
<b>Total Contracted Expenses</b>	2,416.66	2,416.68	4,833.34
<b>Employees</b>			
Amador Water - Weekend Coverage	190.00	380.00	570.00
Amador Water -Vacation Coverag	1,311.44	0.00	1,311.44
Medical Insurance			
Field	463.89	463.89	927.78
<b>Total Medical Insurance</b>	463.89	463.89	927.78
<b>Payroll Expense</b>			
Field Payroll	2,699.61	2,664.44	5,364.05
Payroll Taxes - Employer's	206.52	206.53	413.05
<b>Total Payroll Expense</b>	2,906.13	2,870.97	5,777.10
<b>Total Employees</b>	4,871.46	3,714.86	8,586.32
<b>Sewer Expenses</b>			
Alarm Monitoring	700.00	0.00	700.00
Chemicals	584.94	0.00	584.94
Electricity - Sewer	2,174.51	0.00	2,174.51
Repairs/Maintenance	1,635.95	0.00	1,635.95
Sewage - Pump Service	490.00	0.00	490.00
Sewer - Parts/Supplies	186.50	0.00	186.50
Storm Damage/Repair	2,937.89	0.00	2,937.89
Telephone - Sewer	77.12	0.00	77.12
Testing - Sewer	1,008.00	0.00	1,008.00
<b>Total Sewer Expenses</b>	9,794.91	0.00	9,794.91
<b>Town Hall Expenses</b>			
Janitorial	120.00	120.00	240.00
Repairs/Maintenance	32.16	32.17	64.33
<b>Total Town Hall Expenses</b>	152.16	152.17	304.33

**River Pines Public Utility District**  
**Profit & Loss by Class**  
**March 2017**

	Sewer	Water	TOTAL
Void - Misprint	0.00	0.00	0.00
<b>Water Expenses</b>			
Alarm Monitoring	0.00	300.00	300.00
Amador Water Agency - Repairs	0.00	109.80	109.80
Electricity - Water	0.00	1,425.59	1,425.59
ICE - Sample Delivery	0.00	22.61	22.61
Sm. Tools	0.00	537.98	537.98
Supplies	0.00	19.99	19.99
Telephone - Water	0.00	78.19	78.19
<b>Total Water Expenses</b>	0.00	2,494.16	2,494.16
<b>60200 · Automobile Expense</b>			
District Vehicle - GPS	34.50	34.50	69.00
Gasoline	113.94	113.94	227.88
Repairs/Maintenance	5.00	5.00	10.00
<b>Total 60200 · Automobile Expense</b>	153.44	153.44	306.88
<b>64900 · Office Expenses</b>			
Membership Dues	8.12	0.00	8.12
Postage/Shipping	147.00	147.00	294.00
Software	57.48	57.50	114.98
Supplies	227.41	235.55	462.96
Website Service	25.00	25.00	50.00
61700 · Computer and Internet Expenses	75.00	75.00	150.00
<b>Total 64900 · Office Expenses</b>	540.01	540.05	1,080.06
<b>66700 · Professional Fees</b>			
Legal Fees	225.60	225.60	451.20
Security Service/Maintenance	280.00	280.00	560.00
<b>Total 66700 · Professional Fees</b>	505.60	505.60	1,011.20
<b>68600 · Utilities</b>			
Disposal	40.06	40.06	80.12
Electricity - Office	0.00	26.97	26.97
Electricity - Town Hall	26.97	0.00	26.97
Electricity - Street Lights	84.40	84.41	168.81
Internet	85.00	85.00	170.00
68100 · Telephone - Office	30.12	30.12	60.24
<b>Total 68600 · Utilities</b>	266.55	266.56	533.11
<b>Total Expense</b>	18,888.29	10,431.02	29,319.31
<b>Net Ordinary Income</b>	-7,860.91	2,287.31	-5,573.60
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Grant - SRAFPF(CAL FIRE)	31,685.91	31,685.91	63,371.82
Grant Income - DWSRF	0.00	6,631.00	6,631.00
Other Income	-6,000.00	0.00	-6,000.00
Wireless Site Lease	250.00	250.00	500.00
<b>Total Other Income</b>	25,935.91	38,566.91	64,502.82
<b>Other Expense</b>			
Curb Side Chipping (CalFire)	4,418.49	4,418.50	8,836.99
DWSRF Grant - Surveying	0.00	6,631.00	6,631.00
Forester - Erik Jensen(CalFire)	3,294.97	3,294.98	6,589.95
Mastication Project(CalFire)	14,581.62	14,581.62	29,163.24
<b>Total Other Expense</b>	22,295.08	28,926.10	51,221.18
<b>Net Other Income</b>	3,640.83	9,640.81	13,281.64
<b>Net Income</b>	<b>-4,220.08</b>	<b>11,928.12</b>	<b>7,708.04</b>

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

	Mar 31, 17
<b>ASSETS</b>	
<b>Current Assets</b>	
Checking/Savings	
Bank Accounts	
El Dorado Checking	16,383.99
El Dorado Checking-5866 SRAFPF	19,604.76
El Dorado Checking - 3101 Laif	1,985.64
El Dorado Savings - Deposits	29,781.75
El Dorado Savings - DWSRF 7714	92.00
Total Bank Accounts	67,848.14
California Bank & Trust - Water	18,151.85
Change Till	75.00
LAIF Investment Fund - Sewer	306,497.69
Total Checking/Savings	392,572.68
Accounts Receivable	
11000 - Accounts Receivable	85,149.42
Total Accounts Receivable	85,149.42
Other Current Assets	
12000 - Undeposited Funds	-5,240.47
Total Other Current Assets	-5,240.47
Total Current Assets	472,481.63
<b>Fixed Assets</b>	
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	103,508.65
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	1,650,950.53
Work In Progress - SRAFPF	28,253.57
Total Fixed Assets	663,296.10
<b>Other Assets</b>	
Utility Encroachment - Deposit	828.18
Total Other Assets	828.18
<b>TOTAL ASSETS</b>	<b>1,136,605.91</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
20000 - Accounts Payable	396.66
Total Accounts Payable	396.66
Other Current Liabilities	
Payroll Taxes	-6.67
Security Deposits - 50/50 W/S	4,833.15
Vacation Payable - 50/50 W/S	8,120.57
	12,947.05

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

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	<u>Mar 31, 17</u>
Total Other Current Liabilities	12,947.05
Total Current Liabilities	13,343.71
Long Term Liabilities	
Bank & Trust - Water	90,250.00
Deferred Grant Income	28,252.50
Total Long Term Liabilities	118,502.50
Total Liabilities	131,846.21
Equity	
32000 · Retained Earnings	984,632.75
Net Income	20,126.95
Total Equity	1,004,759.70
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,136,605.91</b>

# River Pines Public Utility District

## Account QuickReport-Board Meetings

As of March 31, 2017

Type	Date	Num	Name	Memo	Amount	Balance
<b>Bank Accounts</b>						
<b>El Dorado Checking</b>						
Deposit	02/28/2017			Interest		22,627.68
Deposit	03/01/2017			Deposit	0.41	22,627.68
Check	03/01/2017		USPS	Monthly Postage	122.13	22,628.09
Check	03/02/2017	debit	USPS	Violation Notice Postage	-147.00	22,750.22
Check	03/02/2017	debit	Microsoft Office 365	Year Subscription	-147.00	22,603.22
Deposit	03/03/2017			Deposit	-99.99	22,456.22
Deposit	03/06/2017			Deposit	239.93	22,356.23
Check	03/06/2017			Second Quarter Subscription - 2017	199.61	22,795.77
Check	03/07/2017			Subscription	-69.00	22,726.77
Bill Pmt -Check	03/08/2017	debit	Aces Waste Services, Inc.	1175	-14.99	22,711.78
Bill Pmt -Check	03/08/2017	debit	Amador Water Agency	30018	-80.12	22,631.66
Bill Pmt -Check	03/08/2017	12603	Amador Water Agency	Stipend - March 2017	-1,548.68	21,082.98
Bill Pmt -Check	03/08/2017	12604	Anita Ebberghausen	209 245-3984 701 9	-75.00	21,007.98
Bill Pmt -Check	03/08/2017	12605	AT&T - Sewer	March 2017 per contract	-77.12	20,930.86
Bill Pmt -Check	03/08/2017	12606	Candi Bingham	Stipend - March 2017	-2,416.67	18,514.19
Bill Pmt -Check	03/08/2017	12607	Cathy Landgraf	Reimbursement - District Tire Repair	-75.00	18,439.19
Bill Pmt -Check	03/08/2017	12608	Gregory Guina	Plot Line Adjustment Letter	-10.00	18,429.19
Bill Pmt -Check	03/08/2017	12609	Lemieux & O'Neill	Stipend - March 2017	-451.20	17,977.99
Bill Pmt -Check	03/08/2017	12610	Michael Gardner	Stipend - March 2017	-75.00	17,902.99
Bill Pmt -Check	03/08/2017	12611	Mt. Aukum Store	Gasoline/supplies - February 2017	-443.66	17,459.33
Bill Pmt -Check	03/08/2017	12612	PG&E - Water	3357284549-4	-478.80	16,980.53
Bill Pmt -Check	03/08/2017	12613	Ragg Mopp Janitorial	Town Hall - February 2017	-240.00	16,740.53
Bill Pmt -Check	03/08/2017	12614	Rene Walden-Qualls	Stipend - March 2017	-75.00	16,665.53
Bill Pmt -Check	03/08/2017	12615	Richard Miller	Stipend- March 2017	-75.00	16,590.53
Bill Pmt -Check	03/08/2017	12616	Staples	Paper, Pens, File Folders & Hand Sanitizer...	-152.08	16,438.45
Bill Pmt -Check	03/08/2017	12617	Void		0.00	16,438.45
Bill Pmt -Check	03/08/2017	12618	Amador Water Agency	30018	0.00	16,438.45
Bill Pmt -Check	03/08/2017	12619	AT&T - Water	209 245-4011 722 0	-570.00	15,868.45
Bill Pmt -Check	03/08/2017	12620	PG&E - Water 2	2458584137-2	-78.19	15,790.26
Bill Pmt -Check	03/08/2017	12621	PG&E - Office/Town Hall	6898952032-2	-946.79	14,843.47
Bill Pmt -Check	03/08/2017	12622	SEIU	Pay Period 3/10/17	-53.94	14,789.53
Bill Pmt -Check	03/08/2017	12623	Brent Stewart, P.E.	Alarm Monitoring - February 2017	-35.02	14,754.51
Check	03/08/2017	debit	Amazon	USB Wireless Adapter - Greg's Computer	-1,000.00	13,754.51
Deposit	03/08/2017			Deposit	-21.42	13,733.09
Deposit	03/08/2017			Deposit	128.19	13,861.28
Check	03/08/2017			March Wireless	453.96	14,315.24
Deposit	03/09/2017	eft	Rocky Ridge Wireless	Deposit	-170.00	14,145.24
Check	03/09/2017	debit	LMI PumpCatalog	LMI Metering Pump - Chlorine backup for ...	6,649.67	20,794.91
Deposit	03/09/2017			Deposit	-506.09	20,288.82
Check	03/09/2017	debit	Laif Account	Transfer Funds to LAIF Checking Account	451.87	20,740.69
Check	03/10/2017	eft	Gregory. Guina		-6,000.00	14,740.69
Check	03/10/2017	eft	Tax Impound - State		-1,921.73	12,818.96
Check	03/10/2017	eft	Tax Impound - Federal		-160.50	12,658.46
Deposit	03/10/2017				-782.85	11,875.61
Deposit	03/13/2017				143.00	12,018.61
Deposit	03/15/2017				285.63	12,304.24
Deposit	03/15/2017				137.69	12,441.93
Deposit	03/15/2017				239.67	12,681.60
Deposit	03/15/2017				134.35	12,815.95

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

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	03/16/2017			Deposit	7,246.74	20,062.69
Check	03/16/2017	debit	C. S.D.A.	Brown Act 2016 Update	-16.24	20,046.45
Deposit	03/16/2017			Deposit	232.05	20,278.50
Check	03/20/2017			Deposit	3,913.67	24,192.17
Deposit	03/21/2017	debit	Digital Deployment	Website	-50.00	24,142.17
Deposit	03/22/2017			Deposit	121.30	24,263.47
Deposit	03/22/2017			Deposit	737.32	25,000.79
Check	03/23/2017	eft	Gregory, Guina	Deposit	60.00	25,060.79
Check	03/24/2017	eft	Tax Impound - State		-1,927.86	23,132.93
Check	03/24/2017	eft	Tax Impound - Federal		-161.75	22,971.18
Check	03/27/2017	eft	RingCentral		-787.38	22,183.80
Bill Pmt -Check	03/28/2017	12624	Anthem Blue Cross	Office Phone	-60.24	22,123.56
Bill Pmt -Check	03/28/2017	12625	Candi Bingham	208217 - Greg Guina	-927.78	21,195.78
Bill Pmt -Check	03/28/2017	12626	Chem Quip	Service for April 1 - 2017	-2,416.67	18,779.11
Bill Pmt -Check	03/28/2017	12627	Computer Depot	Chlorine - Sewer Plant	-584.94	18,194.17
Bill Pmt -Check	03/28/2017	12628	Mission Electronics	Greg's Computer	-150.00	18,044.17
Bill Pmt -Check	03/28/2017	12629	Ragg Mopp Janitorial	November 2016 & March 2017	-560.00	17,484.17
Bill Pmt -Check	03/28/2017	12630	Sweet Pea Ventures, Inc.	7368064062-7	-168.81	17,315.36
Bill Pmt -Check	03/28/2017	12631	PG&E - Sewer	Services - March 2017	-270.00	17,045.36
Bill Pmt -Check	03/28/2017	12632	california Laboratory Ser...	Lift Stations	-490.00	16,555.36
Bill Pmt -Check	03/28/2017	12633		8721806002-5	-2,174.51	14,380.85
Deposit	03/29/2017			Testing for February 2017	-1,008.00	13,372.85
Check	03/30/2017	debit	Amazon	Deposit	129.96	13,502.81
Deposit	03/30/2017			3 Toner Cartridges - Office Printer	-301.33	13,201.48
Deposit	03/31/2017			Deposit	3,182.11	16,383.59
					0.40	16,383.99
Total El Dorado Checking					-6,243.69	16,383.99
Total Bank Accounts					-6,243.69	16,383.99
<b>TOTAL</b>					<b>-6,243.69</b>	<b>16,383.99</b>



# River Pines Public Utility District Operations Report

For Month of: March 2017

## Water System

<u>Water Production</u>	<u>SOURCE</u>	<u>Gallons</u>
	Well 2	561,100
	Well 3R	68,200
	Well 6R	66,267
<b>Total Produced</b>		695,567
<b>Total Metered/Sold</b>		468,210
<b>Net Loss</b>		32%

- Did Monthly report for California Dept. of health.
- Did meter reads for month
- Working with Jack Scroggs on identifying water meters to there proper address. As you may know some meters are in backyards, neighbors property and so on. With this new distribution, meter will be located in front of its corresponding address. This will cause a problem for some of our customers. I feel that these customers should be notified of the impact this will have on them, since they will have to connect to the meters new location. Also I feel it would be in the best interest of the public to have their input on the location of these meter boxes to minimal cost impact on them, but still achieve our plans of locating meter box in front of its corresponding address.
- Work on exercising valves & flushing fire hydrants around town
- Had a work order to replace a lockable shut off at a customer residence. The customer called in the request stating that they had turned off the service at the meter box on the PUD side so they could do some repairs on the houses plumbing, and the valve was not shutting of the water completely. I arrived at the location, dug up the meter box, removed the meter to replace the valve and found the valve to be working properly. No water was leaking from the shut off, so I reinstalled the meter checked for leaks and placed the meter on top and backfilled. As a reminder customer need to have their own shut off valve and are not allowed to shut off the valve on the PUDs side of the meter.
- I have submitted a request for the office to order a backup CL2 pump for well #2. I have supplied model number and cost.
- Replace water meter per work order on Circle Ave
- Nitrate & Nitrite test have been taken for Well #2, #3R & 6R. all results came back good.
- Been going around town investigating customers concerns of water running down roadways. Due past heavy rains, the mountain side is completely saturated and spring are coming to the surface, and will continue to do so for quite some time. To verify that this was not potable water I performed a test for total CL2, this test came up negative.

## Major or Significant Activities

### Wastewater System

#### Wastewater Flows

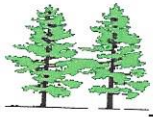
(Gal.)

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Influent Treated	696,900
Effluent Discharged	1,546,100

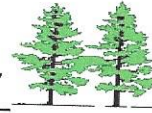
## Major or Significant Activities

- I had sweet pea come out to suck out lift stations
- Had a problem with phone lines to lift station alarm call out box. I contacted AT&T and placed a service order. They came out to find the problem was in the main service box up by the highway. Our backup call box located at well 6R had also been effected. Due the unreliable phone line at this location, the call out box has been relocated to rocky ridge central office, feeling this will a more reliable location also I have notified the office of the change, and suggested that phone service to well 6R be canceled since we have no use for it and it will cut cost.
- SCADA at the waste treatment plant is down. I notified Brent to look into it, Brent first checked the SCADA program to see if anything was wrong. After review he could find nothing wrong with the program, for some reason the network was not connecting the PLC. Brent and I went out to the waste plant to investigate further. upon Brent inspection he had found the company that had installed the security cameras had disconnected the input cable from the PLC to the network ,Brent was unable to fix the problem since the security company had installed new box that is loced. SCADA is still currently down and non operational , this problem need to be rectified ASAP.
- Pond levels have been brought down a little. At this time we are not discharging as we were in past months. If the dry weather continues I will be able lower the storage to a safe level.



## 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 the Month of: March/April 2017**

1. Received Title 22 Violation from state – plant operator missed Nitrate Test for Well 6R in March of 2016 – this is a yearly test. Had to notify all customers with a separate mailing
2. Submitted final forms for FEMA (storm) reimbursement – included sandbagging expense, Emigrant Trail damage, and Spring Lane damage
3. Closed Cal Fire Grant - Submitted final paperwork – see attached
4. Met with Roseanne Chamberlain, Executive Officer of LAFCO – see attached
5. Met with Jack Scroggs – surveyors have completed most of the field work. Working with Greg for water meter relocations. Trying to put all meters in front of each property.
6. Met with Gene Mancebo, General Manager at Amador Water Agency –
7. Submitted monthly payment request for DWSRF Grant – see attached
8. Weekly Bank Deposits
9. Monthly Service Billing
10. Monthly Late Notices
11. Monthly 48 Hour Notices
12. Minutes
13. Agenda & Packets

#### **Work in Progress:**

1. Working on Office Manual – required for anyone who works the office
2. Working on Capital Improvement Plan – required by state
3. Working on Maintenance Schedule

# INVOICE

**Grantee Name**  
 River Pines Public Utility District  
 22900 Canyon Avenue  
 River Pines, CA 95675

**Submit invoice and supporting documentation to:**  
 California Department of Forestry & Fire Protection (CAL FIRE)  
 ATTN: Patrick McDaniel  
 2840 Mt. Dunaher  
 Camino, CA 95709

**DATE:** April 4, 2017  
**INVOICE #:** 2017 #3

Grant Number: 5GS14173  
 Grant Period: 8/10/2015 to 3/15/2017  
 Project Name: River Pines

Forestry and Mastication

Invoice Period: 2/10/2017 to 3/13/2017  
 Payment Type:  Advance Request  Interim Payment  Final Payment

BUDGET ITEM	BUDGETED AMOUNT	CURRENT COST	EXPENDED TO DATE	MATCH TO DATE
Salaries and Wages				-
Employee Benefits				-
Contractual	178,813.00	25,193.98	146,003.03	-
Travel	1,120.00	184.80	1,120.00	-
Supplies				-
Equipment				-
Other				-
Indirect Cost 10%				-
<b>TOTAL</b>	179,933.00	\$ 25,378.78	\$ 147,123.03	\$ -
<b>Less Outstanding Advance</b>		\$ 44,983.25		
<b>Less Program Income</b>		\$ 3.58		
<b>CURRENT DUE</b>		<b>\$ (19,608.05)</b>		

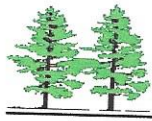
- Check all those that apply:
- Supporting documentation attached (required for Interim & Final Payment)
  - Project Progress Report (Interim) or Project Completion Report (Final)

Direct questions to: Erik Jensen  
 (530) 320-9499  
[jensenerik1973@gmail.com](mailto:jensenerik1973@gmail.com)

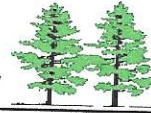
**CERTIFICATION:** I certify that I have the full authority to execute this payment request on behalf of the Grantee. I declare under penalty of perjury, under the laws of the State of California, that this request and accompanying documents for the above referenced grant is true and correct to the best of my knowledge, and represents actual allowable disbursements made for the work performed in accordance with the conditions of the grant.

Signature of Authorized Official: *[Signature]* Date: 4/4/2017 Printed Name: Candi Bingham Title: General Manager

CAL FIRE USE ONLY						
Payment approval signature (Unit/Field Staff)	Title		Date			
Payment approval signature (Program Manager)	Title		Date			
Payment approval signature (Grants Management Unit)	Title		Date			
CAL FIRE Coding:	FY	Index	Object	PCA	Amount	Vendor #



# RIVER PINES PUBLIC UTILITY DISTRICT



**MEETING DATE:** April 12, 2017  
**FROM:** Candi Bingham, General Manager  
**SUBJECT:** LAFCO Meeting  
**AGENDA TYPE:** Regular Meeting  
**ATTACHMENTS:** No

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**RECOMMENDATION:** Postpone waste service contract with Aces Waste Services

**BACKGROUND:** RPPUD has been researching extending its' latent powers with LAFCO to add mandatory disposal service to its' customers. In doing so, the District would sign a ten-year contract with Aces Waste Services and receive a franchise fee and free disposal service for its contract.

During a meeting with Roseanne Chamberlain, Executive Officer with Amador LAFCO, she informed me that it would cost the District \$750 plus mailing fees and LAFCOs time to exercise this latent power. She also informed me that LAFCO would have to hold a public meeting for the residents of River Pines. At this meeting, they would have the opportunity to ask questions, oppose the latent powers and vote. If a minimum of 25% of the residents voted no, then the District would not have the approval to require disposal service. Residents who voted would not need to be owners of the District, only residents and registered voters in Amador County.

**STATE OF CALIFORNIA  
STATE WATER RESOURCES CONTROL BOARD  
REQUEST FOR DISBURSEMENT**

<b>DISBURSEMENT REQUESTED FOR:</b>		(1) DATE:	04/06/17
<input type="checkbox"/> AGRICULTURAL DRAINAGE PROGRAM		(2) DISBURSEMENT REQUEST NO.	No. 4
<input type="checkbox"/> CLEAN WATER STATE REVOLVING FUND PROGRAM		(3) PROJECT NO.	0310006-002P
<input type="checkbox"/> DRINKING WATER STATE REVOLVING FUND PROGRAM		(4) AGREEMENT NO.	D16-02043
<input type="checkbox"/> SMALL COMMUNITY GROUNDWATER PROGRAM		(5) FISCAL PO NO.	
<input type="checkbox"/> SMALL COMMUNITY WASTEWATER PROGRAM		(6) PCA CODE(S)	19602
<input type="checkbox"/> SEAWATER INTRUSION CONTROL PROGRAM		(7) FISCAL SUB TASK NO.	
<input type="checkbox"/> WATER RECYCLING FUNDING PROGRAM			
<input type="checkbox"/> LEGAL ENTITY FORMATION ASSISTANCE (LEFA) PROGRAM			
<input type="checkbox"/> PROP 50 DW FUND			
<input type="checkbox"/> PROP 84 DW FUND			
<input checked="" type="checkbox"/> PROP 1 DW FUND			
<input type="checkbox"/> PROP 1 GW FUND			

<b>AGREEMENT/GRANT RECIPIENT:</b>	River Pines Public Utility District
<b>STREET/P. O. BOX:</b>	22900 Canyon Avenue
<b>CITY AND ZIP CODE:</b>	River Pines, CA 95675
<b>AUTHORIZED REPRESENTATIVE:</b>	Candi Bingham
	TITLE: General Manager

DESCRIPTION	AGREEMENT/ GRANT AMOUNT	(3) AMOUNT CLAIMED FOR PAYMENT TO DATE	(4) AMOUNT CLAIMED FOR PAYMENT THIS PERIOD	STATE USE ONLY		
				AMOUNT APPROVED FOR PAYMENT TO DATE	AMOUNT PREVIOUSLY PAID	APPROVED PAYMENT THIS REQUEST
Engineering and Design Services	\$388,750.00	\$159,027	\$159,027			
Environmental Documentation	\$500.00					
Administration and Management	\$5,000.00	\$1,165	\$1,165			
CEQA/NEPA (Contingency)	\$47,460.00	\$5,558	\$5,558			
<b>TOTAL</b>	<b>\$441,710.00</b>	<b>\$165,749.00</b>	<b>\$165,749.00</b>			

**COMMENTS:**

**RECIPIENT CERTIFICATION**

I certify that the costs shown under Costs Incurred to Date have been incurred and that these costs have been paid or will be paid within 30 days of receipt of the funds requested hereby. If such costs have not been paid within 30 days, funds received under this request will be returned to the State Water Resources Control Board (SWRCB). I certify that all prior funds received from this Finance Agreement/Grant have been disbursed within 30 days of receipt or have been returned to the SWRCB.

I certify that all amounts on this invoice are for costs incurred for the Project and represent only costs directly related to the Project Finance Agreement/Grant and within the approved scope of work. I also certify that overhead or indirect costs rates or surcharges (to account for a reasonable portion of the administrative costs of day-to-day operations such as rent, telephone, fax, copying, computer-related expenses, postage, electricity, human resources) do not exceed 25%. **Note:** If entity chooses to add a surcharge, this surcharge must be supportable and documented by direct costs related to the Project. These records can be requested at any time for auditing purposes to ensure costs are justified and directly related to the Project.

(6) Signature of the Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

**STATE USE ONLY: APPROVAL FOR PAYMENT**

All Quarterly Reports have been submitted to date.

Draft deliverables submitted for disbursement >70% of total financing amount (Grants only).

Final deliverables submitted for disbursement >90% of total financing amount (Grants only).

**Water Code 5103 Compliant**       Yes,  No,  N/A

Project Manager Signature _____	Project Manager Title _____	Date _____
Reviewer Signature _____	Payments Analyst Title _____	Date _____
Approval Signature _____	LGA Chief Title _____	Date _____

## WASTEWATER PLANT COMMUNICATION

March 27, 2017

Candi Bingham, Manager  
Members of the Board  
River Pines Public Utility District  
P.O. Box 70  
River Pines, CA 95675

Dear Ms. Bingham & Board Members,

Thank you for the opportunity to submit this proposal for the **Wastewater Treatment Plant Communication Extension**.

### **Background**

As you recall, the District overlooked my bid for a Security Camera system, and instead went with a different contractor for three times the price. When I objected, the Board told me that the District wanted their own communication system so SCADA and other District functions could eventually be hosted on its own system.

Your security system contractor seems to be unaware of the District's intent in purchasing its own communication system. They have objected to sharing the District's system, and claim it is only for the security system. Further, they disconnected the data cable we installed from the network box to the sprinkler controller at the Wastewater Treatment Plant, preventing the operator from being able to control the plant. They have also threatened to terminate the maintenance agreement if the District uses its communication system for any other purpose.

### **Recommendation**

Since the District owns the communication system, it would be the best use of its resources to share the communication link to the Wastewater Treatment Plant. If the exclusion is written into the maintenance agreement, the exclusion should be removed at no additional cost. If the contractor threatens to cancel the contract, Rocky Ridge Wireless will gladly maintain the camera system at the current rate, plus any costs to replace any illegal radio equipment with legal equipment.



**Alternative**

Rocky Ridge Wireless can extend its network out to the wastewater plant. This will require mounting a solar panel, charge controller, and battery on the District's tower, together with an inbound and outbound radio, and an inbound radio on the treatment plant building.

The installation cost is \$2,200. The monthly fee for the service will be \$70 for Rocky Ridge's B-1.5 service level, which includes business priority same-day on-site repair service and maintenance on the solar and radio equipment.

Delivery is 1-2 weeks after receipt of signed acceptance or Board resolution.

The Terms and Conditions listed on the following page are part of this contract.

Sincerely,



Brent Stewart, P.E.

ACCEPTANCE:

\_\_\_\_\_ Date: \_\_\_\_\_





### Terms and Conditions

1. **APPLICABILITY.** These terms and conditions shall apply to all contracts resulting from a signed proposal from Brent Stewart, P.E.. If Buyer objects to any of the terms and conditions, these objections must be submitted in writing and subsequently accepted in writing by an authorized representative of Brent Stewart, P.E..
2. **TITLE.** All programs, drawings and designs furnished by Brent Stewart, P.E. remain the property of Brent Stewart, P.E., unless stated otherwise. Buyer shall not disclose any information, programs, or documentation to others without the prior written consent of Brent Stewart, P.E..
3. **TERMS.** Unless stated otherwise, Net 10 days. Delinquent accounts are subject to a finance charge of 1.5% per month.
4. **CHANGES.** Buyer may, at any time, request a change in specifications or scheduling. If these changes result in increased costs, Brent Stewart, P.E. shall submit a proposal identifying price and schedule for the changes. Buyer's acceptance of proposal shall constitute a change in contract.
5. **DELAYS AND CANCELLATION.** If a delay or cancellation is requested by the Buyer, payment shall become due immediately for work already completed.
6. **WARRANTY.** Brent Stewart, P.E. warrants that drawings and designs shall be free from defects in workmanship for a period of one (1) year from shipment (or installation, if performed by Brent Stewart, P.E.). Service calls within the warranty period shall be billed at customary rates if, in the sole opinion of Brent Stewart, P.E., the problem did not originate from defects in design or programming supplied by Brent Stewart, P.E..
7. **LIMITATION OF LIABILITY.** Brent Stewart, P.E.'s maximum liability for any reason shall not exceed the contract price. Brent Stewart, P.E. takes every reasonable precaution to ensure accuracy of its designs. However, Brent Stewart, P.E. shall not be held liable for losses of any kind arising from errors or omissions.

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