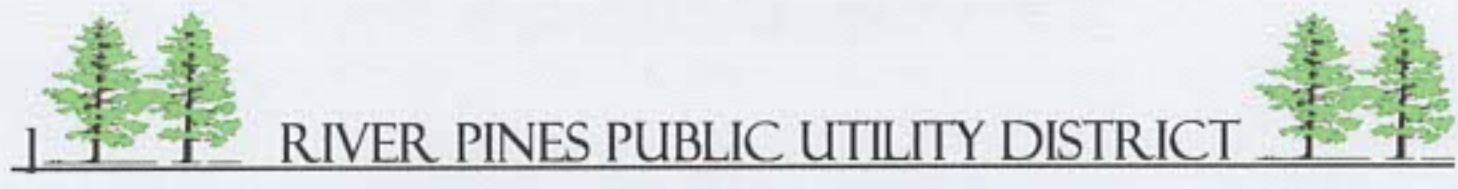


6a



REGULAR MINUTES

**Wednesday, July 15, 2020
ACTION MINUTES**

**In Compliance with Executive Department State of California
Executive Order N-29-20**

**Join Hangouts Meet: meet.google.com/xhx-btmk-dxr
Join by Phone: +1 617-675-4444 PINL 889-632-292-5758#**

1. CALL TO ORDER: The meeting was called to order by Chairman Henry at 6:00 p.m.

2. ROLL CALL: Via Phone

- Director Roscoe Raymond
- Director Anita Ebbinghausen
- Director Patrick Henry
- Director John Chapman
- Director Karla Christensen

Candi Bingham, General Manager
Gisele Wurzburger, Board Clerk

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

4. AGENDA:

Motion by Board Member Ebbinghausen, seconded by Vice-Chairman Christensen, and carried by a 5 to 0 vote to approve the Regular Agenda dated July 15, 2020 as presented. Motion passed by the following vote:

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

5. PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:

Vice-Chairman Christensen inquired if staff had received the new estimate for A-TEEM SCADA Contract. General Manager Bingham stated she would report on this item during the General Manager's Report.

6. MINUTES: Discussion / Approval.

A. June 17, 2020 Regular Meeting.

General Manager Bingham provided an update on the A-TEEM SCADA Contract, radio purchase, 10-year license and an additional phone line.

Chairman Henry requested an item be placed on the agenda regarding the new pump's warranty that was installed by Fred Waters Well Drilling. He wants staff to research if this warranty can be extended.

General Manager Bingham reported she hoped to be in the office in August. Waiting on Coronavirus Home Order update.

Chairman Henry opened the public discussion. Hearing no comments from the public, Chairman Henry closed the public discussion.

9. BOARD MATTERS: Discussion/Action.

a. River Access. Discussion/Action.

General Manager Bingham reported during the month of June, the tubs located in the Consumnes River were flooded with out of town individuals. Facebook and the District phones received an abundance of questions regarding the RPPUD's responsibility in keeping the people from accessing the river. Some of the concerns were regarding trespassing on private property, signage, trash and COVID-10 being transmitted.

Tonight's discussion is to determine the District's responsibility to fence and post signs keeping people from trespassing. The District's lift stations are fenced and already protected. The District hold the recreational permit, which allows the water to be dammed for swimming. However, the District has NOT exercised its' recreational powers through LAFCO to oversee the use of the river.

Chairman Henry opened the public discussion. The following individuals were present for this item: Serenity Nelson, Carolyn Adamson, Tina Jarvis, Dena ??, Nick McLean and Denise Callisterio. Leon Weber III spoke about his concerns regarding this item and noted for the record there would be a meeting to further discuss this matter Saturday in the park. Hearing no further comments from the public, Chairman Henry closed the public discussion.

Board Member Ebbinghausen noted for the record that any signage posted in the District has to be a Board decision and requested an item on the agenda to discuss District Signage Requirements in the District.

After considerable discussion on the District's responsibility for the River Access, the Board requested an item on the agenda to appoint a new committee called "River Access Dam Committee". The action will be to appoint two Board Members and several members of the public to service on this committee.

b. 2020/2021 Budget. Discussion/Action.

General Manager Bingham provided the Profit & Loss Budget Overview July 2020 through June 2021.

Chairman Henry and Board Member Chapman did not receive a copy of the Profit & Loss Budget Overview July 2020 through June 2021 prior to the meeting. General Manager Bingham suggested this item be continued to the next meeting.

Chairman Henry opened the public discussion. Hearing no further comments from the public, Chairman Henry closed the public discussion.

After considerable discussion amongst the Board, the following motion was made:

11. CO Motion by Board Member Raymond, seconded by Vice-Chairman Christensen, and carried by a 5 to 0 vote to continue the approval of the 2020/2021 Budget to the August meeting. Motion passed by the following vote:

AYES: Chapman, Christensen, Ebbinghausen, Henry, Raymond

NOES: None

ABSTAIN: None

ABSENT: None

c. Well 3R Well Driller Update. Discussion/Action.

No written report was submitted on this item. General Manager Bingham stated this item was discussed during the General Manager's Report and had nothing further to discussion.

Chairman Henry opened the public discussion. Hearing no further comments from the public, Chairman Henry closed the public discussion.

No action taken at this time.

d. Community Clean Up Committee. Discussion.

No written report was submitted on this item. General Manager Bingham reported CalFire was still trying to access the culver. No update from CalFire on clearing the culvert. She felt the District will have to table this until fire season is over.

Chairman Henry opened the public discussion. Hearing no comments from the public, Chairman Henry closed the public discussion.

Chairman Henry suggested the District hire someone to perform this cleanup.

Chairman Henry and Board Member Chapman stated they would meet to discuss what type of cleanup would be required. Vice-Chairman Christensen stated she would provide them with additional information that she had already obtained for the Community Clean Up Committee.

After considerable discussion amongst the Board, the following motion was made:

Motion by Chairman Henry, seconded by Board Member Raymond, and carried by a 5 to 0 vote to hire someone to perform the culvert cleanup in an amount not to exceed \$800.00. Motion passed by the following vote:

AYES: Chapman, Christensen, Ebbinghausen, Henry, Raymond

NOES: None

ABSTAIN: None

ABSENT: None

General Manager Bingham requested a proper invoice be submitted for District records.

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

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

No action taken.

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River Pines Public Utility District
Profit & Loss by Class
 July 2020

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Base Fee Income			
Maintenance Fees	345.00	335.00	680.00
Sewer	15,711.66	0.00	15,711.66
Voluntary Lock-Off	140.00	140.00	280.00
Water	0.00	12,619.42	12,619.42
Total Base Fee Income	16,196.66	13,094.42	29,291.08
Interest Income	0.00	0.36	0.36
Town Hall Rental	10.00	10.00	20.00
Variable Income			
Service Connection Fee	32.86	32.89	65.75
Water - Usage	0.00	6,950.67	6,950.67
Total Variable Income	32.86	6,983.56	7,016.42
Total Income	16,239.52	20,088.34	36,327.86
Gross Profit	16,239.52	20,088.34	36,327.86
Expense			
Bank Charges			
Paymentus Fees	100.30	132.75	233.05
Total Bank Charges	100.30	132.75	233.05
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	2,416.66	2,416.68	4,833.34
Total Contracted Expenses	2,566.66	2,566.68	5,133.34
Sewer Expenses			
Amador Water Agency			
After Hour On-Call	234.00	0.00	234.00
Mandated State Reporting	36.33	0.00	36.33
Operation Repairs	1,122.82	0.00	1,122.82
Routine Service	3,510.13	0.00	3,510.13
Total Amador Water Agency	4,903.28	0.00	4,903.28
SCADA Service	1,400.00	0.00	1,400.00
Sewer - Parts/Supplies	92.38	0.00	92.38
Telephone - Sewer	192.50	0.00	192.50
Testing - Sewer	70.00	0.00	70.00
Total Sewer Expenses	6,658.16	0.00	6,658.16
Water/Distribution Expenses			
Amador Water Agency			
After Hour On-Call	0.00	468.00	468.00
Customer Service	0.00	120.76	120.76
Mandatory State Reporting	0.00	363.38	363.38
Meter Reading	0.00	295.93	295.93
Routine Service	0.00	3,203.40	3,203.40
Total Amador Water Agency	0.00	4,451.47	4,451.47
Parts/Supplies	0.00	63.12	63.12
SCADA Service	0.00	600.00	600.00
Telephone - Water	0.00	148.88	148.88
Water Testing	0.00	1,655.00	1,655.00

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River Pines Public Utility District
Profit & Loss by Class
August 2020

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Amador County Auditor's Warrant Secured Appointment	0.00	999.22	999.22
Total Amador County Auditor's Warrant	0.00	999.22	999.22
Base Fee Income			
Maintenance Fees	335.00	335.00	670.00
Sewer	16,263.75	0.00	16,263.75
Voluntary Lock-Off	140.00	140.00	280.00
Water	0.00	12,740.18	12,740.18
Total Base Fee Income	16,738.75	13,215.18	29,953.93
Interest Income	0.00	0.34	0.34
Variable Income			
Late Fees	203.45	236.58	440.03
Water - Usage	0.00	6,526.76	6,526.76
Total Variable Income	203.45	6,763.34	6,966.79
Total Income	16,942.20	20,978.08	37,920.28
Gross Profit	16,942.20	20,978.08	37,920.28
Expense			
Bank Charges			
Paymentus Fees	109.15	115.05	224.20
Total Bank Charges	109.15	115.05	224.20
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	2,416.66	2,416.68	4,833.34
Total Contracted Expenses	2,566.66	2,566.68	5,133.34
Sewer Expenses			
Amador Water Agency			
After Hour On-Call	250.00	0.00	250.00
Mandated State Reporting	36.33	0.00	36.33
Routine Service	3,393.87	0.00	3,393.87
Total Amador Water Agency	3,680.20	0.00	3,680.20
Electricity - Sewer	11,294.61	0.00	11,294.61
SCADA Service	1,400.00	0.00	1,400.00
Sewer - Parts/Supplies	105.00	0.00	105.00
Telephone - Sewer	153.95	0.00	153.95
Testing - Sewer	124.00	0.00	124.00
Total Sewer Expenses	16,757.76	0.00	16,757.76
Water/Distribution Expenses			
Amador Water Agency			
After Hour On-Call	0.00	500.00	500.00
Customer Service	0.00	52.38	52.38
Electrical Repairs	0.00	708.71	708.71
Mandatory State Reporting	0.00	72.68	72.68
Routine Service	0.00	3,202.12	3,202.12
Total Amador Water Agency	0.00	4,535.89	4,535.89
Electricity - Water	0.00	4,991.67	4,991.67
Parts/Supplies	0.00	809.13	809.13

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River Pines Public Utility District
 Account QuickReport-Board Meetings
 As of August 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Bank Accounts						
EI Dorado Checking						
Check	07/01/2020					16,145.30
Deposit	07/01/2020	debit	Candi Bingham	Deposit	-2,416.67	16,145.30
Check	07/02/2020	debit	Cutler-Segerstrom	Deposit	431.00	13,728.63
Deposit	07/02/2020			District Email	-1,952.37	14,159.63
Check	07/03/2020	eft	Google Services	Deposit	1,367.47	12,207.26
Deposit	07/03/2020			Software	-36.00	13,574.73
Deposit	07/06/2020	eft	Adobe PDF	Deposit	473.92	13,538.73
Check	07/07/2020	debit	USPS	Deposit	351.04	14,012.65
Check	07/07/2020	debit	Amazon	Software	-14.99	14,363.69
Deposit	07/07/2020			Supplies	-7.75	14,348.70
Deposit	07/08/2020			Deposit	-135.36	14,205.59
Deposit	07/08/2020			Deposit	618.82	14,824.41
Deposit	07/08/2020			Deposit	5,238.88	20,063.29
Deposit	07/08/2020			Deposit	932.84	20,996.13
Deposit	07/09/2020			Deposit	1,047.96	22,044.09
Bill Pmt -Check	07/10/2020	13485	Amador Water Age...	30018	-9,510.25	12,533.84
Bill Pmt -Check	07/10/2020	13486	Anita Ebbinghausen	July 2020 - Stipend	-75.00	12,458.84
Bill Pmt -Check	07/10/2020	13487	Brent Stewart, P.E.	October 2019 & June 2020	-2,000.00	10,458.84
Bill Pmt -Check	07/10/2020	13488	California Bank & T...	1030264749	-890.00	9,568.84
Bill Pmt -Check	07/10/2020	13489	california Laborator...	State Mandate Testing of Metals...	-1,725.00	7,843.84
Bill Pmt -Check	07/10/2020	13490	Fred Waters Well D...	Balance for Well 3R replacement	-4,937.50	2,906.34
Bill Pmt -Check	07/10/2020	13491	Gisele L. Wurzburger	July Board Clerk	-300.00	2,606.34
Bill Pmt -Check	07/10/2020	13492	John Chapman	July 2020 - Stipend	-75.00	2,531.34
Bill Pmt -Check	07/10/2020	13493	Karla Christensen	July 2020 - Stipend	-75.00	2,456.34
Bill Pmt -Check	07/10/2020	13494	NV5, Inc.	Quarterly Monitoring Well	-1,530.25	926.09
Bill Pmt -Check	07/10/2020	13495	Patrick Henry	July 2020 - Stipend	-75.00	851.09
Bill Pmt -Check	07/10/2020	13496	Rocky Raymond	July 2020 - Stipend	-75.00	776.09
Bill Pmt -Check	07/10/2020	13497	sierra Foothill Fire ...	Yearly maintenance of all Exting...	-161.58	614.51
Bill Pmt -Check	07/10/2020	13498	Staples	Envelopes	-42.37	572.14
Deposit	07/10/2020			Deposit	447.50	1,019.64
Check	07/13/2020	debit	USPS	Postage	-23.25	996.39
Deposit	07/13/2020			Deposit	959.63	1,956.02
Check	07/14/2020	debit	Candi Bingham	Deposit	-2,416.67	-460.65
Deposit	07/14/2020			Deposit	408.76	-51.89
Deposit	07/14/2020			Deposit	448.36	396.47
Deposit	07/14/2020			Deposit	165.02	561.49
Check	07/15/2020	debit	USPS	209 245-3984 701 9	-7.75	553.74
Check	07/15/2020	debit	AT&T - Sewer	209 245-4011 722 0	-192.50	361.24
Check	07/15/2020	debit	AT&T - Water	Post Box Rental	-148.88	212.36
Check	07/15/2020	debit	USPS	Deposit	-73.00	139.36
Deposit	07/15/2020			Deposit	238.96	378.32
Deposit	07/16/2020			Deposit	5,393.93	5,772.25
Check	07/16/2020	debit	Mission IT Solutions	Security License	-600.00	5,172.25
Deposit	07/16/2020			Deposit	1,218.00	6,390.25
Deposit	07/16/2020			Deposit	145.78	6,536.03
Deposit	07/17/2020			Deposit	158.70	6,694.73
Deposit	07/20/2020			Deposit	1,562.77	8,257.50
Deposit	07/21/2020			Deposit	475.57	8,733.07

River Pines Public Utility District
Account QuickReport-Board Meetings
As of August 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Deposit	07/21/2020			Deposit	669.89	9,402.96
Deposit	07/21/2020			Deposit	910.25	10,313.21
Deposit	07/22/2020			Deposit	2,362.02	12,675.23
Deposit	07/23/2020			Deposit	1,115.86	13,791.09
Check	07/24/2020	debit	USPS		-7.75	13,783.34
Check	07/24/2020	debit	USPS		-7.75	13,775.59
Deposit	07/27/2020			Deposit	4,993.54	18,769.13
Check	07/27/2020		RingCentral	Office Phone	-58.24	18,710.89
Deposit	07/28/2020	eft		Deposit	315.56	19,026.45
Deposit	07/28/2020			Deposit	300.00	19,326.45
Deposit	07/28/2020			Deposit	210.00	19,536.45
Deposit	07/29/2020			Deposit	323.26	19,859.71
Deposit	07/30/2020			Deposit	715.60	20,575.31
Deposit	07/31/2020			Interest	0.36	20,575.67
Deposit	07/31/2020			Deposit	300.00	20,875.67
Check	08/01/2020	eft	Candi Bingham	GM Services	-2,416.67	18,459.00
Check	08/03/2020	eft	Google Services	Email Accounts	-36.00	18,423.00
Check	08/03/2020	debit	Amazon	Envelopes	-84.75	18,338.25
Deposit	08/03/2020			Deposit	486.44	18,824.69
Deposit	08/04/2020			Deposit	803.31	19,628.00
Deposit	08/05/2020			Deposit	788.67	20,416.67
Deposit	08/06/2020			Deposit	853.19	21,269.86
Check	08/07/2020	eft	Adobe PDF		-14.99	21,254.87
Deposit	08/07/2020			Deposit	1,099.22	22,354.09
Check	08/10/2020	debit	USPS	Postage	-7.75	22,346.34
Deposit	08/10/2020			Deposit	150.68	22,497.02
Deposit	08/11/2020			Deposit	11,098.54	33,595.56
Deposit	08/11/2020			Deposit	414.54	34,010.10
Deposit	08/11/2020			Deposit	418.89	34,428.99
Deposit	08/11/2020			Deposit	517.50	34,946.49
Deposit	08/12/2020			Deposit	98.83	35,045.32
Deposit	08/13/2020			Deposit	6,275.55	41,320.87
Bill Pmt -Check	08/13/2020	13499	Aces Waste Servic...	1175	-91.66	41,229.21
Bill Pmt -Check	08/13/2020	13500	Amador Water Age...	30018	-9,050.03	32,179.18
Bill Pmt -Check	08/13/2020	13501	Anita Ebbinghausen	August Stipend 2020	-75.00	32,104.18
Bill Pmt -Check	08/13/2020	13502	Brent Stewart, P.E.	And Invoice 3411	-2,000.00	30,104.18
Bill Pmt -Check	08/13/2020	13503	California Bank & T...	1030264749	-890.00	29,214.18
Bill Pmt -Check	08/13/2020	13504	california Laborator...	Testing for July 2020	-1,815.00	27,399.18
Bill Pmt -Check	08/13/2020	13505	Gisele L. Wurzburger	Board Clerk	-300.00	27,099.18
Bill Pmt -Check	08/13/2020	13506	John Chapman	August Stipend 2020	-75.00	27,024.18
Bill Pmt -Check	08/13/2020	13507	Karla Christensen	August Stipend 2020	-75.00	26,949.18
Bill Pmt -Check	08/13/2020	13508	Leavitt United	General Liability Policy	-2,739.00	24,210.18
Bill Pmt -Check	08/13/2020	13509	Mt. Aukum Store	Operation Supplies	-80.19	24,129.99
Bill Pmt -Check	08/13/2020	13510	Patrick Henry	August Stipend 2020	-75.00	24,054.99
Bill Pmt -Check	08/13/2020	13511	Rocky Raymond	August Stipend 2020	-75.00	23,979.99
Bill Pmt -Check	08/13/2020	13512	Staples	August Stipend 2020	-161.13	23,818.86
Deposit	08/13/2020			Deposit	1,879.03	25,697.89
Check	08/13/2020	debit	AT&T - Sewer	209 245-3984 701 9	-153.95	25,543.94
Check	08/13/2020	debit	AT&T - Water	209 245-4011 722 0	-149.54	25,394.40

River Pines Public Utility District
Account QuickReport-Board Meetings
As of August 31, 2020

Type	Date	Num	Name	Memo	Amount	Balance
Check	08/13/2020	debit	Candi Bingham		-2,416.67	22,977.73
Deposit	08/13/2020				154.32	23,132.05
Check	08/14/2020	debit	USPS		-7.75	23,124.30
Check	08/14/2020	debit	USPS		-7.75	23,116.55
Deposit	08/14/2020				456.00	23,572.55
Deposit	08/17/2020				401.07	23,973.62
Deposit	08/18/2020				1,158.79	25,132.41
Deposit	08/18/2020				297.57	25,429.98
Check	08/19/2020	debit	USPS		-7.75	25,422.23
Deposit	08/19/2020				901.15	26,323.38
Deposit	08/20/2020				6,825.32	33,148.70
Invoice	08/20/2020	79220	McLean, Gretchen	Bank Fee for Non-Sufficient Fun...	-10.00	33,138.70
Invoice	08/20/2020	79220	McLean, Gretchen	Returned Check	-60.38	33,078.32
Invoice	08/20/2020	79220	McLean, Gretchen	Returned Check	-82.75	32,995.57
Invoice	08/20/2020	79220	McLean, Gretchen	Returned Check	-83.38	32,912.19
Deposit	08/20/2020				297.96	33,210.15
Deposit	08/21/2020				1,106.84	34,316.99
Deposit	08/24/2020				2,461.09	36,778.08
Check	08/25/2020	debit	USPS		-220.00	36,558.08
Deposit	08/25/2020				223.33	36,781.41
Deposit	08/25/2020				987.10	37,768.51
Check	08/26/2020	debit	PG&E - Water 2	2458584137-2 - July/Aug	-2,500.00	35,268.51
Check	08/26/2020	debit	PG&E - Sewer	8721806002-5 - June ,July & Au...	-8,500.00	26,768.51
Check	08/26/2020	debit	PG&E - Water	3357284549-4 - July/August	-950.22	25,818.29
Check	08/26/2020	debit	PG&E - Street Lights	7368064062-7 - July/August	-467.15	25,351.14
Check	08/26/2020	debit	PG&E - Sewer	8721806002-5 - June	-2,794.61	22,556.53
Check	08/26/2020	debit	PG&E - Water 2	2458584137-2 - June	-1,541.45	21,015.08
Deposit	08/26/2020				314.61	21,329.69
Check	08/27/2020	eft	RingCentral	Office Phone	-58.24	21,271.45
Deposit	08/27/2020				332.64	21,604.09
Deposit	08/31/2020				0.34	21,604.43
Total EI Dorado Checking						21,604.43
Total Bank Accounts						21,604.43
TOTAL						21,604.43

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River Pines Department Report

July 1 – July 31, 2020

Water Production/Sold

Well 2 981,400 gallons	Total Produced: 1,387,435 gallons
Well 3R: 264,800 gallons	Total Sold: 1,165,358 gallons
Well 6R: 141,235 gallons	Unaccounted Loss: -16%*

Regulatory Compliance Specialist-

- Prepared list and bottles for lead and copper testing
- Completed monthly and 2nd quarter reporting for water
- Completed monthly reporting for wastewater and 2nd quarter monitoring well report

Wastewater-

- Influent flow 1,261,800 gallons. Effluent Discharged 545,600 gallons.
- Cleaned complete vacuum system on all lift stations, replaced parts as needed
- Installed new off float for irrigation pumps
- Monitored collection system
- Continued to empty storage ponds

Water-

- Staff worked with contractor to disconnect failed well pump 3R, pulled transducer and pump, replaced pump and reinstalled, disinfected and sampled well and placed it back in service.
- Staff worked to prepare well 6R Water Treatment Plant for emergency "auto" operation while 3R was out of service for approximately three weeks.
- Staff cut and cleared large oak branch which fell near the Jaybird Pump Station Building. Relayed to the Electrical Department the need to replace the exterior light which was damaged from tree falling.

Electrical –

- Staff assisted with the installation of a new well pump for 3R at River Pines
- Salvaged Generator from River Pines - bench tested the voltage regulator board and verified it is working. The generator was tested and it does run and generates power. Do to the overall poor condition of the unit, recommend it be used for only non-critical service

Staff Hours: 108.5 hrs. Water 35 hrs. WW

*Unaccounted water loss is atypical. Could be that the master meter at Well 6R is under registering. It has not been calibrated.

Prepared by: Linda Nafus, Administrative Assistant II

Reviewed by: Rick Ferriera, Operations and Maintenance Manager

River Pines Department Report

August 1 – August 31, 2020

Water Production/Sold

Well 2 322,659 gallons	Total Produced: 843,009 gallons
Well 3R: 54,743 gallons	Total Sold: 1,085,804 gallons
Well 6R: 465,607 gallons	Unaccounted Loss:* - 22%

Regulatory Compliance Specialist-

- Lead and copper monitoring has been completed. Report sent to Division of Drinking Water. 90th percentile for lead was Non Detect and for copper 330 ug/L (copper maximum contamination level (MCL) is 1300ug/L).
- Water and wastewater reporting for month of July completed
- Updates and status on Well 3R to General Manager throughout the month

Wastewater-

- Influent flow 1,221,100 gallons. Effluent Discharged 696,900 gallons.
- Removed debris from Slate Creek Lift Station.
- Continue to monitor collection system.
- The storage pond is 99% empty

Water-

- Staff continues to operate the 6R Plant in order to supplement wells 2 and 3R throughout peak high demand.
- Staff disinfected, flushed and sampled Well 2 again after receiving another positive coliform sample result. After additional disinfection and flushing, received a negative coliform test.

Staff Hours: 97.5 Water 44.50 WW

- Unaccounted water loss is atypical. Could be that the master meter at Well 6R is under registering. It has not been calibrated in some time. As this has happened two months in a row, will have Water Dept look into the discrepancy.

Prepared by: Linda Nafus, Administrative Assistant II

Reviewed by: Rick Ferriera, Operations and Maintenance Manager



AGENDA ITEM – 8B

GENERAL MANAGER'S REPORT

For the Month of August/September 2020

1. **Well 2/3R.** Continued to have positive coliform tests, so had to keep taking offline and retesting. Currently for the past couple of weeks, no more positive tests, however, Well 6R is having to be online more often to help take pressure off Well 2. AWA does not seem to be concerned at this regarding the aquifer. Monday, September 14, Well 3R went into alarm. The VFD seem to only be supplying enough pressure to pump water intermittently. AWA's electrician was scheduled to research it out.
2. **Well 6R.** The meter seems to not be accurately reporting water supplied. Needs to be calibrated. I have asked AWA to get this done.
3. **State Grant Contract.** Received notice that the District's contract is complete for the \$5,000,000. It is in review and then will be sent to me for signature. We were not expected to receive it before late fall or early January. I have been in touch with Kasl Engineering regarding the Bid Contract. Jack is reviewing the original contract to make sure it is up to date so the project can be put to bid as soon as I receive the contract.
4. **USDA Funding.** Still working with Tonja, however, their priority has shifted to emergency funding for COVID.
5. **Amador County Department of Transportation/Public Works.** Richard Vela has received the plans for the District's distribution project. He will be reviewing the project and giving he District an estimate on the cost of the Encroachment Permit (this is needed since the county roads will be torn up to install new lines, etc.). This cost will be covered by the grant.
6. **Water Rights Reporting.** Filed the reports for all three of the District's water permits. These are electronic reports and must be filed yearly to report the amount of water that is diverted by the District.
7. **Government Compensation Report for California 2019.** Completed and filed with the state. This is a mandatory report that is required on a yearly basis. This reports all employee wages and all government wages/stipends etc. (Board members are included).
8. **Assessors Property List for RP.** Requested and received the yearly assessors list from the county assessor's office. I request this on a yearly

basis (August when it is updated) to keep account ownerships current for billing purposes.

9. Bank Deposits

10. Monthly Billing & Monthly Late Notices

11. Monthly 48 Hour Notices

12. Updated Website

13. Agenda & Packets

River Pines Public Utility District
Profit & Loss Budget Overview
 July 2020 through June 2021

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	Sewer	Water	TOTAL
	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21
Ordinary Income/Expense			
Income			
Amador County Auditor's Warrant	0.00	0.00	0.00
Direct Charges - Tax Roll	25.91	0.00	25.91
HO & Timber Tax	56.07	90.00	146.07
Homeowners Exemption	0.00	0.00	0.00
Secured Appointment	4,006.00	4,150.00	8,156.00
Secured Taxes	140.00	140.00	280.00
Unitary Tax	91.13	92.00	183.13
Unsecured Appointment			
Total Amador County Auditor's Warrant	4,319.11	4,472.00	8,791.11
Base Fee Income			
Maintenance Fees	3,860.04	3,860.00	7,720.04
Sewer	170,709.96		170,709.96
Voluntary Lock-Off	1,749.96	1,750.00	3,499.96
Water		145,000.00	145,000.00
Total Base Fee Income	176,319.96	150,610.00	326,929.96
Interest Income	1,600.00	17.00	1,617.00
Town Hall Rental	115.00	115.00	230.00
Variable Income			
Broken Locks		0.00	0.00
Call-Out		0.00	0.00
Door Hanger Fee		560.00	560.00
Late Fees	3,046.00	3,071.00	6,117.00
Reconnection Fee		800.00	800.00
Returned Check Fee	14.50	0.00	14.50
Service Connection Fee	230.00	230.00	460.00
Water - Usage	0.00	35,000.00	35,000.00
Total Variable Income	3,290.50	39,661.00	42,951.50
Total Income	185,644.57	194,875.00	380,519.57
Gross Profit	185,644.57	194,875.00	380,519.57
Expense			
Bank Charges			
Loan Service Charge		90.00	90.00
Paymentus Fees	304.00	0.00	304.00
Tax Roll Fees	229.00	229.00	458.00
60400 - Bank Service Charges	16.00	10.00	26.00
Total Bank Charges	549.00	329.00	878.00

River Pines Public Utility District
Profit & Loss Budget Overview
 July 2020 through June 2021

	Sewer	Water	TOTAL
	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21
Board Members			
Elections	271.00		271.00
Stipends	2,100.00	2,100.00	4,200.00
Total Board Members	2,371.00	2,100.00	4,471.00
Contracted Expenses			
Board Clerk	1,500.00	1,500.00	3,000.00
Manager	29,000.00	29,000.00	58,000.00
Total Contracted Expenses	30,500.00	30,500.00	61,000.00
Depreciation Expense			
Sewer	16,050.00		16,050.00
Water		27,244.00	27,244.00
Total Depreciation Expense	16,050.00	27,244.00	43,294.00
Sewer Expenses			
Amador Water Agency			
After Hour On-Call	2,928.00		2,928.00
Electric Repairs	436.00		436.00
Emergency Call-Out	5,248.00		5,248.00
Mandated State Reporting	622.00		622.00
Operation Repairs	5,175.00		5,175.00
Routine Service	24,396.00		24,396.00
Total Amador Water Agency	38,805.00		38,805.00
Amador Water Agency Maintenance			
Chemicals	0.00		0.00
Consulting - Engineer	3,600.00		3,600.00
Electricity - Sewer	0.00		0.00
Equipment Rental	27,000.00		27,000.00
Permit/Fees	1,000.00		1,000.00
Repairs/Maintenance	75.00		75.00
SCADA Service	8,000.00		8,000.00
Sewage - Pump Service	0.00		0.00
Sewer - Parts/Supplies	2,500.00		2,500.00
Sm. Tools	8,000.00		8,000.00
Telephone - Sewer	0.00		0.00
Testing - Sewer	1,500.00		1,500.00
Testing - Sewer	2,500.00		2,500.00
Total Sewer Expenses	92,980.00		92,980.00
Town Hall Expenses			
Janitorial	450.00	240.00	690.00
Repairs/Maintenance	21.57	0.00	21.57

River Pines Public Utility District
Profit & Loss Budget Overview
 July 2020 through June 2021

	Sewer		Water		TOTAL	
	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21
Supplies	25.00		25.00		50.00	
Total Town Hall Expenses	496.57		265.00		761.57	
Water/Distribution Expenses						
Amador Water Agency						
After Hour On-Call			5,856.00		5,856.00	
Customer Service			2,500.00		2,500.00	
Electrical Repairs			500.00		500.00	
Emergency Call-Out Engineer			600.00		600.00	
Fire Assistance			0.00		0.00	
Large Equipment Use			0.00		0.00	
Mandatory State Reporting			600.00		600.00	
Meter Reading			3,850.00		3,850.00	
Operation Repairs			9,500.00		9,500.00	
Routine Service			20,500.00		20,500.00	
Total Amador Water Agency			43,906.00		43,906.00	
Amador Water Agency-Prev. Maint			0.00		0.00	
Amador Water Agency - Prog/Plan			0.00		0.00	
Chlorine			500.00		500.00	
Consulting - Engineer			0.00		0.00	
Customer Expense - Reimbursable			0.00		0.00	
Electricity - Water			10,000.00		10,000.00	
Parts/Supplies			25,000.00		25,000.00	
Permit Fees			6,000.00		6,000.00	
Repair/Maintenance			5,200.00		5,200.00	
SCADA Service			0.00		0.00	
Telephone - Water			1,600.00		1,600.00	
Water Testing			3,100.00		3,100.00	
Water/Distribution Expenses - Other			0.00		0.00	
Total Water/Distribution Expenses			95,306.00		95,306.00	
60200 - Automobile Expense						
John Deere - Tractor	0.00		0.00		0.00	
Total 60200 - Automobile Expense	0.00		0.00		0.00	
63300 - Insurance Expense						
Insurance - Property/Liability	4,000.00		3,900.00		7,900.00	
Workers' Compensation	0.00		0.00		0.00	
Total 63300 - Insurance Expense	4,000.00		3,900.00		7,900.00	
64900 - Office Expenses						

River Pines Public Utility District
Profit & Loss Budget Overview
 July 2020 through June 2021

	Sewer		Water		TOTAL	
	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21
Admin Cost - Tax Roll	0.00		0.00		0.00	
Equipment	250.00		500.00		750.00	
Filing Fees	25.00		36.00		61.00	
Membership Dues	175.00		175.00		350.00	
Postage/Shipping	650.00		850.00		1,500.00	
Printing	0.00		80.00		80.00	
Software	650.00		700.00		1,350.00	
Supplies	1,100.00		1,100.00		2,200.00	
Training	0.00		0.00		0.00	
Website Service	300.00		300.00		600.00	
61700 - Computer and Internet Expenses	950.00		0.00		950.00	
Total 64900 - Office Expenses	4,100.00		3,741.00		7,841.00	
66700 - Professional Fees						
Legal Expenses	750.00		1,200.00		1,950.00	
Security Service/Maintenance	350.00		350.00		700.00	
Yearly Audit	1,950.00		1,950.00		3,900.00	
Total 66700 - Professional Fees	3,050.00		3,500.00		6,550.00	
68600 - Utilities						
Disposal	560.00		560.00		1,120.00	
Electricity - Office	35.00		35.00		70.00	
Electricity - Town Hall	35.00		0.00		35.00	
Electricity - Street Lights	580.00		600.00		1,180.00	
Internet	0.00		0.00		0.00	
Propane	1,950.00		0.00		1,950.00	
68100 - Telephone - Office	350.00		360.00		710.00	
Total 68600 - Utilities	3,510.00		1,555.00		5,065.00	
Total Expense	157,606.57		168,440.00		326,046.57	
Net Ordinary Income	28,038.00		26,435.00		54,473.00	
Other Income/Expense						
Other Income						
FEMA - 2017 Storm Funds	0.00		0.00		0.00	
FEMA - Reimbursement	0.00				0.00	
Grant Income - DWSRF			0.00		0.00	
Misc. Income			0.00		0.00	
Sale - District Vehicle	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						

River Pines Public Utility District
Profit & Loss Budget Overview
 July 2020 through June 2021

	Sewer	Water	TOTAL
	Jul '20 - Jun 21	Jul '20 - Jun 21	Jul '20 - Jun 21
DWSRF - Environmental Study		0.00	0.00
DWSRF Grant - Surveying		0.00	0.00
FEMA WORK			
Equipment Rental	0.00		0.00
Labor	0.00		0.00
Supplies	0.00		0.00
Total FEMA WORK	0.00		0.00
Total Other Expense	0.00	0.00	0.00
Net Other Income	3,000.00	3,000.00	6,000.00
Net Income	31,038.00	29,435.00	60,473.00