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REGULAR MINUTES

Wednesday, January 19, 2022

ACTION MINUTES

1. **CALL TO ORDER:** The meeting was called to order by Chairman Raymond at 6:07 p.m.

2. **ROLL CALL: Via Phone**

Gisele Wurzburger, Board Clerk – Via Phone

Director John Chapman
Candi Bingham, General Manager
Director Anita Ebbinghausen
Director Roscoe Raymond
Director Eric Rewitzer

ABSENT: Candi Bingham, General Manager

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

4. **AGENDA:**

Motion by Board Member Rewitzer, seconded by Board Member Chapman and carried by a 5 to 0 vote to approve the Regular Agenda dated January 19, 2022 as presented. Motion passed by the following vote:

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

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

Representative for Account#47-018 was present to address the Board. Board Member Ebbinghausen stated that matter was on the Agenda for discussion Board Matters Item a. Account#47-018 Disputes Account Balance.

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

a. December 15, 2021 Regular Meeting.

Motion by Board Member Rewitzer, seconded by Board Member Chapman, and carried by a 4 to 0 vote to approve the Minutes dated December 15, 2021 as amended. Motion passed by the following vote:

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

7. **CONSENT ITEMS:**

a. Monthly Financial Statements - Period Ending December 31, 2021.

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

Due to the absence of General Manager Bingham no action taken; this item continued to the February Agenda.

b. Expenditure Report - Submitted Check Approval through December 31, 2021

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

Due to the absence of General Manager Bingham no action taken; this item continued to the February Agenda.

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

A. Monthly Operations Report.

The report included updates from AWA staff, construction, wastewater and water – see report for complete details for Regulatory Compliance Specialist, Wastewater, Water, Distribution and Electrical. Due to the absence of General Manager Bingham no action taken; this item continued to the February Agenda.

B. Monthly General Manager Report.

The Monthly General Manager Report included updates from the General Manager – see report for complete details. Due to the absence of General Manager Bingham no action taken; this item continued to the February Agenda.

9. BOARD MATTERS: Discussion/Action.

a. Account#47-018 Disputes Account Balance. Discussion/Action.

The customer with account 47-018 – River Pines Bible Church has not made a payment since September 2021. This payment came back as insufficient funds. The customer was notified of the insufficient payment and was made aware of the District's Bylaws that the District will not accept a person check for six months following a bad check. An individual taking over the responsibility of paying this account and the current balance of \$827.43 (which does not include late fees) would be attending the meeting in protest of the balance on the account because the building has not been used for about two years.

Chairman Raymond opened the public discussion. Representative for Account#47-018 was present to address the Board. Hearing no further comments from the public, Chairman Raymond closed the public discussion.

After considerable discussion, Chairman Raymond suggested the representative contact General Manager Bingham the District's Bylaws and the possibility of turning off their service and the reconnection fees to have the service reconnected at a later date.

Due to the absence of General Manager Bingham no action taken; this item continued to the February Agenda.

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

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

Nothing to report.

11. COMMITTEE COMMENTS/REPORTS: Continued Item.

Chairman Raymond reported he would be meeting with Amador County's Public Works, Sheriff Office and Fire Agency in an advisory committee and will report back to the Board on matters discussed.

12. FUTURE AGENDA TOPICS:

1. Monthly Financial Statements - Period Ending December 31, 2021.
2. Expenditure Report - Submitted Check Approval through December 31, 2021
3. Monthly Operations Report - Period Ending December 31, 2021.
4. Monthly General Manager Report - Period Ending December 31, 2021.
5. Account#47-018 Disputes Account Balance. Discussion/Action.

13. ADJOURNMENT: The meeting adjourned at 6:31 p.m. to the scheduled meeting on February 16, 2022.

River Pines Public Utility District
Profit & Loss by Class
December 2021

7a

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Administrative Income	0.00	249.87	249.87
Amador County Auditor's Warrant			
HO & Timber Tax	26.53	0.00	26.53
Secured Appointment	421.50	421.50	843.00
Total Amador County Auditor's Warrant	448.03	421.50	869.53
Base Fee Income			
Maintenance Fees	345.00	345.00	690.00
Sewer	16,181.00	0.00	16,181.00
Voluntary Lock-Off	105.00	105.00	210.00
Water	0.00	12,787.93	12,787.93
Total Base Fee Income	16,631.00	13,237.93	29,868.93
Town Hall Rental	30.00	30.00	60.00
Variable Income			
Call-Out	0.00	344.49	344.49
Service Connection Fee	65.72	65.78	131.50
Water - Usage	0.00	1,999.80	1,999.80
Total Variable Income	65.72	2,410.07	2,475.79
Total Income	17,174.75	16,349.37	33,524.12
Gross Profit	17,174.75	16,349.37	33,524.12
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	2,107.34	2,107.34	4,214.68
Office Staff	550.00	550.00	1,100.00
Total Contracted Expenses	2,807.34	2,807.34	5,614.68
Sewer Expenses			
Amador Water Agency			
After Hour On-Call	237.00	0.00	237.00
Routine Service	2,573.64	0.00	2,573.64
Total Amador Water Agency	2,810.64	0.00	2,810.64
SCADA Service	700.00	0.00	700.00
Sewer - Parts/Supplies	626.81	0.00	626.81
Telephone - Sewer	199.67	0.00	199.67
Total Sewer Expenses	4,337.12	0.00	4,337.12
Town Hall Expenses			
Supplies	75.41	75.41	150.82
Total Town Hall Expenses	75.41	75.41	150.82
Water/Distribution Expenses			
Amador Water Agency			
After Hour On-Call	0.00	474.00	474.00
Customer Service	0.00	34.47	34.47
Electrical Repairs	0.00	218.82	218.82
Emergency Call-Out	0.00	428.39	428.39
Meter Reading	0.00	392.52	392.52
Operation Repairs	0.00	111.99	111.99
Routine Service	0.00	1,091.27	1,091.27

River Pines Public Utility District
Profit & Loss by Class
December 2021

	Sewer	Water	TOTAL
Total Amador Water Agency	0.00	2,751.46	2,751.46
Chlorine	0.00	645.76	645.76
Customer Expense - Reimbursable	0.00	344.49	344.49
Parts/Supplies	0.00	52.37	52.37
Permit Fees	0.00	912.02	912.02
SCADA Service	0.00	300.00	300.00
Telephone - Water	0.00	195.28	195.28
Total Water/Distribution Expenses	0.00	5,201.38	5,201.38
64900 · Office Expenses			
Filing Fees	105.00	105.00	210.00
Membership Dues	765.00	765.00	1,530.00
Postage/Shipping	129.16	129.16	258.32
Software	25.49	25.50	50.99
Website Service	25.00	25.00	50.00
Total 64900 · Office Expenses	1,049.65	1,049.66	2,099.31
66700 · Professional Fees			
Legal Expenses	0.00	20.00	20.00
Total 66700 · Professional Fees	0.00	20.00	20.00
68600 · Utilities			
Propane	295.44	0.00	295.44
68100 · Telephone - Office	29.03	29.04	58.07
Total 68600 · Utilities	324.47	29.04	353.51
Total Expense	8,781.49	9,370.33	18,151.82
Net Ordinary Income	8,393.26	6,979.04	15,372.30
Other Income/Expense			
Other Income			
Wireless Site Lease	250.00	250.00	500.00
Total Other Income	250.00	250.00	500.00
Net Other Income	250.00	250.00	500.00
Net Income	8,643.26	7,229.04	15,872.30

River Pines Public Utility District
Profit & Loss by Class
January 2022

7b

	Sewer	Water	TOTAL
Ordinary Income/Expense			
Income			
Amador County Auditor's Warrant			
HO & Timber Tax	0.00	0.23	0.23
Secured Direct Charges	3,534.57	3,534.58	7,069.15
Unitary Tax	177.61	177.61	355.22
Total Amador County Auditor's Warrant	3,712.18	3,712.42	7,424.60
Base Fee Income			
Maintenance Fees	355.00	355.00	710.00
Sewer	16,098.25	0.00	16,098.25
Voluntary Lock-Off	105.00	105.00	210.00
Water	0.00	12,787.93	12,787.93
Total Base Fee Income	16,558.25	13,247.93	29,806.18
Variable Income			
Late Fees	350.12	378.77	728.89
Service Connection Fee	32.86	32.89	65.75
Water - Usage	0.00	2,231.29	2,231.29
Total Variable Income	382.98	2,642.95	3,025.93
Total Income	20,653.41	19,603.30	40,256.71
Gross Profit	20,653.41	19,603.30	40,256.71
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	2,104.36	2,104.38	4,208.74
Office Staff	562.50	562.50	1,125.00
Total Contracted Expenses	2,816.86	2,816.88	5,633.74
Sewer Expenses			
Amador Water Agency			
After Hour On-Call	250.00	0.00	250.00
Mandated State Reporting	78.64	0.00	78.64
Operation Repairs	732.76	0.00	732.76
Routine Service	2,709.87	0.00	2,709.87
Total Amador Water Agency	3,771.27	0.00	3,771.27
Electricity - Sewer	7,532.60	0.00	7,532.60
Repairs/Maintenance	73.29	0.00	73.29
SCADA Service	700.00	0.00	700.00
Sewer - Parts/Supplies	1,011.93	0.00	1,011.93
Telephone - Sewer	217.28	0.00	217.28
Testing - Sewer	124.00	0.00	124.00
Total Sewer Expenses	13,430.37	0.00	13,430.37
Water/Distribution Expenses			
Amador Water Agency			
After Hour On-Call	0.00	500.00	500.00
Customer Service	0.00	34.47	34.47
Mandatory State Reporting	0.00	117.95	117.95
Meter Reading	0.00	392.52	392.52
Rountine Service	0.00	1,774.92	1,774.92
Total Amador Water Agency	0.00	2,819.86	2,819.86
Electricity - Water	0.00	2,729.78	2,729.78

River Pines Public Utility District
Profit & Loss by Class
January 2022

	Sewer	Water	TOTAL
Permit Fees	0.00	7,069.00	7,069.00
SCADA Service	0.00	300.00	300.00
Telephone - Water	0.00	221.67	221.67
Water Testing	0.00	390.00	390.00
Total Water/Distribution Expenses	0.00	13,530.31	13,530.31
64900 · Office Expenses			
Postage/Shipping	16.89	16.91	33.80
Software	63.95	63.98	127.93
Supplies	83.46	83.47	166.93
Total 64900 · Office Expenses	164.30	164.36	328.66
66700 · Professional Fees			
Legal Expenses	0.00	20.00	20.00
Total 66700 · Professional Fees	0.00	20.00	20.00
68600 · Utilities			
Disposal	109.65	109.66	219.31
Electricity - Office	0.00	38.81	38.81
Electricity - Town Hall	38.80	0.00	38.80
Electricity - Street Lights	104.88	104.88	209.76
Propane	325.32	0.00	325.32
68100 · Telephone - Office	28.92	28.92	57.84
Total 68600 · Utilities	607.57	282.27	889.84
Total Expense	17,206.60	17,001.32	34,207.92
Net Ordinary Income	3,446.81	2,601.98	6,048.79
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			
Monitor Wells - Sewer	425.00	0.00	425.00
Total Other Expense	425.00	0.00	425.00
Net Other Income	-175.00	250.00	75.00
Net Income	3,271.81	2,851.98	6,123.79

River Pines Public Utility District
Account QuickReport-Board Meetings
As of December 31, 2021

Type	Date	Num	Name	Memo	Amount
Bank Accounts					
El Dorado Checking					
Deposit	12/01/2021			Deposit	597.89
Deposit	12/01/2021			Deposit	319.24
Check	12/01/2021	debit	Candi Bingham		-2,107.34
Check	12/02/2021	debit	GetStreamline	Website	-50.00
Check	12/02/2021	debit	Google Services		-36.00
Deposit	12/02/2021			Deposit	443.68
Deposit	12/03/2021			Deposit	453.85
Check	12/06/2021	debit	Adobe PDF		-14.99
Deposit	12/06/2021			Deposit	457.00
Bill Pmt -Check	12/07/2021	13684	Amador Water Agency	30018	-7,231.53
Bill Pmt -Check	12/07/2021	13685	Amerigas		-295.44
Bill Pmt -Check	12/07/2021	13686	Anita Ebbinghausen	Stipend - December 2021	-75.00
Bill Pmt -Check	12/07/2021	13687	Brent Stewart, P.E.		-1,000.00
Bill Pmt -Check	12/07/2021	13688	California Bank & Trust	1030264749	-890.00
Bill Pmt -Check	12/07/2021	13689	California Department of ...	Voucher #484181765; TIN 013-83...	-912.02
Bill Pmt -Check	12/07/2021	13690	California Special District...	Yearly Membership - 2022	-1,530.00
Bill Pmt -Check	12/07/2021	13691	Colantuono, Highsmith &...	Question re: prop 218 and grant fu...	-20.00
Bill Pmt -Check	12/07/2021	13692	Eric Rewitzer'	Stipend - December 2021	-75.00
Bill Pmt -Check	12/07/2021	13693	Gisele L. Wurzburger	Board Clerk - December 2021	-300.00
Bill Pmt -Check	12/07/2021	13694	John Chapman	Stipend - December 2021	-75.00
Bill Pmt -Check	12/07/2021	13695	Karla Christensen	Stipend - December 2021	-75.00
Bill Pmt -Check	12/07/2021	13696	Rocky Raymond	Stipend - December 2021	-75.00
Deposit	12/07/2021			Deposit	153.68
Deposit	12/07/2021			Deposit	942.10
Check	12/08/2021	debit	USPS		-8.70
Deposit	12/08/2021			Deposit	428.78
Deposit	12/09/2021			Deposit	1,745.36
Check	12/09/2021	debit	USPS	Postage Rolls	-240.92
Deposit	12/09/2021			Deposit	1,026.76
Deposit	12/13/2021			Deposit	617.06
Deposit	12/14/2021			Deposit	595.29
Deposit	12/15/2021			Deposit	160.00
Check	12/15/2021	debit	Candi Bingham		-2,107.34
Deposit	12/16/2021			Deposit	7,776.00
Deposit	12/16/2021			Deposit	8,578.75
Deposit	12/16/2021			Deposit	1,905.56
Deposit	12/16/2021			Deposit	294.21
Check	12/17/2021	debit	USPS		-8.70
Check	12/17/2021	debit	Redneck Lock N Key	Rekey Town Hall plus keys & Extra...	-150.82
Check	12/17/2021	debit	AT&T - Sewer	209 245-3984 701 9	-199.67
Check	12/17/2021	debit	AT&T - Water	209 245-4011 722 0	-195.28
Deposit	12/17/2021			Deposit	745.91
Check	12/17/2021	debit	Michelle Foyil	Office Staff - Contracted	-600.00
Deposit	12/20/2021			Deposit	492.26
Deposit	12/21/2021			Deposit	1,135.47
Deposit	12/21/2021			Deposit	151.21
Deposit	12/21/2021			Deposit	152.02

River Pines Public Utility District
Account QuickReport-Board Meetings
As of December 31, 2021

Type	Date	Num	Name	Memo	Amount
Check	12/21/2021	13698	Amador Co. Recorder	7 Liens Filed	-105.00
Check	12/21/2021	13697	Goin Postal	Notarize - 7 liens	-105.00
Deposit	12/22/2021			Deposit	1,980.94
Deposit	12/22/2021			Deposit	2,737.89
Deposit	12/23/2021			Deposit	1,509.47
Check	12/27/2021	debit	RingCentral	Office Phone	-58.07
Deposit	12/28/2021			Deposit	150.00
Check	12/30/2021	debit	Michelle Foyil	Office Staff	-500.00
Deposit	12/31/2021			Deposit	630.22
Total El Dorado Checking					17,138.78
Total Bank Accounts					17,138.78
TOTAL					17,138.78

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River Pines Public Utility District
Account QuickReport-Board Meetings
As of January 31, 2022

Type	Date	Num	Name	Memo	Amount
Bank Accounts					
El Dorado Checking					
Check	01/01/2022	debit	Candi Bingham		-2,104.37
Check	01/03/2022	eft	Google Services		-48.00
Deposit	01/03/2022			Deposit	602.97
Deposit	01/04/2022			Deposit	682.23
Deposit	01/04/2022			Deposit	452.27
Deposit	01/04/2022			Deposit	947.70
Check	01/05/2022	debit	PG&E - Street Lights	7368064062-7 - November/December	-209.76
Check	01/05/2022	debit	PG&E - Office/Town Hall	6898952032-2 - November/December	-77.61
Check	01/05/2022	debit	PG&E - Water 2	2458584137-2 - November/December	-1,637.82
Check	01/05/2022	debit	PG&E - Water	3357284549-4 - November/December	-1,091.96
Check	01/05/2022	debit	PG&E - Sewer	8721806002-5	-3,532.60
Bill Pmt -Check	01/05/2022	13722	Amador Water Agency	30018	-6,619.59
Bill Pmt -Check	01/05/2022	13723	Amerigas		-325.32
Bill Pmt -Check	01/05/2022	13724	Anita Ebbinghausen	Stipend - January 2022	-75.00
Bill Pmt -Check	01/05/2022	13725	Brent Stewart, P.E.	Alarm Monitoring	-1,000.00
Bill Pmt -Check	01/05/2022	13726	California Bank & Trust	1030264749	-890.00
Bill Pmt -Check	01/05/2022	13727	california Laboratory Services	November Testing	-514.00
Bill Pmt -Check	01/05/2022	13728	Colantuono, Highsmith & W...	Memorandum to State Resource Board	-20.00
Bill Pmt -Check	01/05/2022	13729	Eric Rewitzer'	Stipend - January 2022	-75.00
Bill Pmt -Check	01/05/2022	13730	Gisele L. Wurzburger	Board Clerk - January 2022	-300.00
Bill Pmt -Check	01/05/2022	13731	John Chapman	Stipend - January 2022	-75.00
Bill Pmt -Check	01/05/2022	13732	Karla Christensen	Stipend - January 2022	-75.00
Bill Pmt -Check	01/05/2022	13733	NV5, Inc.	Qtrly Reports	-425.00
Bill Pmt -Check	01/05/2022	13734	Pacific Water Resources	Slate Creek Lift Station Repair Parts	-983.47
Bill Pmt -Check	01/05/2022	13735	Rocky Raymond	Stipend - January 2022	-75.00
Bill Pmt -Check	01/05/2022	13736	Smith & Loveless Inc.		-73.29
Bill Pmt -Check	01/05/2022	13737	SWRCB		-7,069.00
Check	01/05/2022	debit	Aces Waste Services, Inc.	1175	-219.31
Deposit	01/05/2022			Deposit	160.00
Deposit	01/06/2022			Deposit	1,576.74
Check	01/06/2022	debit	USPS		-15.90
Check	01/06/2022	debit	Adobe PDF		-14.99
Deposit	01/06/2022			Deposit	1,288.59
Deposit	01/07/2022			Deposit	454.08
Deposit	01/08/2022			Deposit	2,536.66
Check	01/10/2022	debit	Malwarebytes		-24.95
Deposit	01/11/2022			Deposit	178.21
Deposit	01/11/2022			Deposit	183.93
Deposit	01/11/2022			Deposit	1,365.91
Check	01/12/2022	debit	USPS		-8.95
Deposit	01/12/2022			Deposit	305.40
Deposit	01/13/2022			Deposit	3,031.07
Deposit	01/13/2022			Deposit	440.42
Deposit	01/14/2022			Deposit	19,847.21
Check	01/14/2022	debit	Staples	Ink Cartridges	-166.93
Check	01/14/2022	debit	AT&T - Sewer	209 245-3984 701 9	-217.28
Check	01/14/2022	debit	AT&T - Water	209 245-4011 722 0	-221.67

River Pines Public Utility District
Account QuickReport-Board Meetings
As of January 31, 2022

Type	Date	Num	Name	Memo	Amount
Deposit	01/14/2022			Deposit	849.92
Check	01/15/2022	debit	Candi Bingham		-2,104.37
Check	01/18/2022	debit	Michelle Foyil	Office Staff	-600.00
Deposit	01/18/2022			Deposit	305.97
Deposit	01/18/2022			Deposit	160.23
Deposit	01/19/2022			Deposit	485.15
Deposit	01/20/2022			Deposit	4,033.50
Deposit	01/20/2022			Deposit	143.13
Deposit	01/21/2022			Deposit	2,819.05
Deposit	01/21/2022			Deposit	1,577.07
Check	01/24/2022	debit	Malwarebytes		-39.99
Check	01/24/2022	debit	USPS		-8.95
Deposit	01/24/2022			Deposit	1,111.80
Check	01/25/2022	debit	PG&E - Sewer	8721806002-5	-4,000.00
Deposit	01/25/2022			Deposit	844.47
Deposit	01/25/2022			Deposit	148.00
Deposit	01/25/2022			Deposit	2,372.34
Deposit	01/26/2022			Deposit	169.61
Deposit	01/27/2022			Deposit	3,602.47
Check	01/27/2022	debit	RingCentral		-57.84
Check	01/28/2022	debit	Michelle Foyil	Office Staff	-525.00
Deposit	01/28/2022			Deposit	1,393.60
Total El Dorado Checking					18,546.78
Total Bank Accounts					18,546.78
TOTAL					18,546.78

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River Pines Department Report

December 1 – December 31, 2021

Water Production/Sold

Well 2	199,000 gallons	Total Produced:	738,193 gallons
Well 3R:	352,400 gallons	Total Sold:	450,909 gallons
Well 6R:	186,793 gallons	Unaccounted Loss:	39%

Regulatory Compliance Specialist-

- Submitted November monthly water report
- Submitted November monthly wastewater reports and no spill report for CIWQS

Wastewater-

- Influent flow **1,159,900 gallons**. Effluent Discharged **522,800 gallons**.
- No power loss due to the recent storms.
- Checked and monitored the collection systems.

Water Treatment / Distribution –

- Wells 2/3R had power failures due to the winter storms which caused generator issues. These issues have been resolved and things are running smoothly at this time.

Staff Hours: Water hrs. 31 WW hrs. 21

Prepared by: Linda Nafus, Administrative Assistant II

Reviewed by: Rick Ferriera, Operations and Maintenance Manager

River Pines Department Report

January 1 – January 31, 2022

Water Production/Sold

Well 2: 267,100 gallons	Total Produced: 870,138 gallons
Well 3R: 466,100 gallons	Total Sold: 526,111 gallons
Well 6R: 136,938 gallons	Unaccounted Loss: 40%

Regulatory Compliance Specialist-

- Submitted December monthly water report
- Submitted December monthly wastewater reports and no spill report for CIWQS

Wastewater-

- Influent flow **1,162,900 gallons**. Effluent Discharged **498,600 gallons**.
- Dropped storage ponds as needed.
- Checked and monitored the collection systems.

Water Treatment / Distribution –

- Wells 2/3R continue to perform well with some but not significant aquifer drawdown. Water demand decrease with seasonal change is helping with this as well.
- Staff completed installation of new chlorine bulk tank at the River Pines maintenance building, tested all fittings and tank for leaks, and are currently waiting on shipment of chlorine. This will effectively self-sustain the water and wastewater systems in RP, ensuring proper chemical accountability and alleviating the previous confusing process of multiple systems utilizing chlorine from AWA WTP primary bulk tanks.

- Staff is awaiting the arrival of replacement filter cartridges for the 6R WTP facility and will schedule installation upon shipment.

Staff Hours: Water hrs. 45 WW hrs. 34.5

Prepared by: Linda Nafus, Administrative Assistant II

Reviewed by: Rick Ferriera, Operations and Engineering Manager



AGENDA ITEM – 8B

GENERAL MANAGER'S REPORT

For the Month of December 2021/January 2022

1. **Distribution Project** – contract funding from state still not sent to district's attorney. Still waiting to hear from project manager on status.
2. **Prop 68 Funding** – I have reached out to State Water Resource for funding options through Prop 68. There is \$350 million available. \$150 million in the spring and \$200 million in the fall. (Had a Zoom call on January 13, 2022).
3. **Federal Funding** – this is funds through USDA, FEMA, and a couple of other federal programs. Spoke with the representative by phone and she took all our information and is passing it on to the review board. I gave her projects from distribution lines, tanks, and town hall. After review, they will contact me for an appointment with another person.
4. **California Water Board COVID Relief Funds** – money received, applied to accounts, and deposited. I am now working on their requirements.
5. **CalFire Youth Camp** – are periodically showing up to clear spray fields. No set schedule.
6. **Water Shut-Off Notices** – will begin this month. The state is requiring more than just tagging the door and giving them 48-hour notice. They have to be sent Amortization form with the option to spread balance over a six-month period. If they do not get the form returned than the district can proceed with the 48-hour notices.
7. **Renewed Exempt Status with PG&E** – status needs to be confirmed and renewed every two years. PG&E exempt status exempts River Pines from rolling blackouts. I have been able to achieve this because the district's lift stations and grinders are along the Consumnes River. Status was reapproved.
8. **Renewed Water Resource Permit Fee Reduction** – based on being a disadvantaged community, we can pay 50% reduction on our yearly permit fees (i.e., one fee is \$7,486, we pay \$3,743). All fees are billed at a 50% reduction. Fee reduction must be renewed on a yearly basis.
9. Bank Deposits – myself and office staff
10. Monthly Billing & Monthly Late Notices

11. Monthly 48 Hour Notices
12. Agenda & Packets



AGENDA ITEM – 8B

GENERAL MANAGER’S REPORT

For the Month of January 2022/February 2022

1. **Distribution Project** – I forwarded an email to all Board members in January from the District’s state project manager. Apparently, she is working on other district’s funding because they have a more dire need. She will get back to ours in a couple of months (March/April). She also stated in the email that funding rules have changed and we may now qualify for 100% grant.
2. **Prop 68 Funding** – had a Zoom meeting regarding this funding. Apparently, there is a “Sigma Regulated” map for this funding and our District is not on it, therefore, we do not qualify.
3. **Federal Funding** – I have a Zoom meeting February 15th regarding this funding. This funding is for emergency water. I am aiming at our new tank or a new Well or whatever they have to offer. In the meeting I will be discussing with them our current distribution project and our Well situation.
4. **California Water Board COVID Relief Funds** – all the state requirements have been finished and filed (unless they add more).
5. **CalFire Youth Camp** – are periodically showing up to clear spray fields. No set schedule.
6. **Water Shut-Off Notices** – the district’s first water shut-offs are scheduled for March 14th. With all the different state steps we must take, it was delayed.
7. **USDA Funding** – I have been in contact with the district’s area coordinator with USDA for Town Hall upgrades/repairs funding. Because the District can use the Town Hall for emergency gathering, COVID vaccinations (which if anyone can keep this up, it would be great), and food bank etc. they are thinking we can get funding under the “emergency category.” I have started the application process.
8. **Renewed SAM** – for a District to receive ANY state or federal funding, the district must be registered in the SAM system. It used to be that registration was required every three years. It is now required to be done on a yearly basis. SAM has been renewed until February 2023.

9. **Chlorine Delivery** – the district now has its own chlorine storage. AWA installed a simple eyewash system (like we have in our operation buildings), and Sierra Chemical is now delivering. Our first delivery was 330 gallons for \$996.60 plus delivery fee. I will update you when I have an idea how long this will last so we can budget 😊.
10. **General Manager Visit** – I will be coming to River Pines April 4th through the 7th. I will be working on more training for office staff, giving Board members an operations tour and just checking on how things are going 😊.
11. Bank Deposits – myself and office staff
12. Monthly Billing & Monthly Late Notices
13. Monthly 48 Hour Notices
14. Agenda & Packets