

6a



REGULAR MINUTES
July 17, 2024
ACTION MINUTES

1. **CALL TO ORDER:** The meeting was called to order by Chairman Rewitzer at 6:02 p.m.

2. **ROLL CALL: Via Phone**

Director Karla Christensen
Director Anita Ebbinghausen
Director Roscoe Raymond
Director Eric Rewitzer

Candi Bingham, General Manager -Via Phone
Leslie Garrett, Office Manager
Gisele Wurzbürger, Board Clerk – Via Phone

ABSENT: Director John Chapman arrived 6:03 p.m.

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

4. **AGENDA:**

Motion by Vice-Chairman Raymond, seconded by Chairman Rewitzer and carried by a 5 to 0 vote to approve the Regular Agenda dated July 17, 2024, as presented.

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

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

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

a. May 15, 2024, Regular Meeting.

Motion by Vice-Chairman Raymond, seconded by Chairman Rewitzer and carried by a 5 to 0 vote to approve the Minutes dated May 15, 2024, 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 and Bank Accounts - Period Ending May 31, 2024.

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

b. Monthly Financial Statements and Bank Accounts - Period Ending June 30, 2024.

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

c. Expenditure Report - Submitted Check Approval through May 31, 2024.

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

d. Expenditure Report - Submitted Check Approval through June 30, 2024.

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

Motion by Chairman Rewitzer, seconded by Board Member Christensen and carried by a 5 to 0 vote to approve the Monthly Financial Statements and Expenditure Report – Period Ending May 31, 2024 and June 30, 2024. Motion passed by the following vote:

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

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

a. Monthly Operations Report.

May 1, thru May 31, 2024 Water Production/Sold Information:

Well 2 - 434,100 gallons Total Produced - 1,368,262 gallons
Well 3R – 636,300 gallons Total Sold – 657,173 gallons
Well 6R 297,862 gallons Unaccounted Loss - 52%
Staff Hours: Water 64.75 hours

May 1 thru May 31, 2024 Wastewater Production:

Influent flow: 1,273,200 gallons Effluent Discharged: 2,114,500 gallons
Staff Hours: Wastewater 62.50 hours

b. Monthly Operations Report.

June 1, thru June 30, 2024 Water Production/Sold Information:

Well 2 - 207,000 gallons Total Produced - 1,182,324 gallons
Well 3R – 268,300 gallons Total Sold – 885,456 gallons
Well 6R 707,024 gallons Unaccounted Loss - 25%
Staff Hours: Water 76.25 hours

June 1 thru June 30, 2024 Wastewater Production:

Influent flow: 1,054,800 gallons Effluent Discharged: 1,200,500 gallons
Staff Hours: Wastewater 36.5 hours

c. Monthly General Manager Report – Period Ending May/June 2024.

The Monthly General Manager Report included updates from the General Manager. The following items were discussed - see report for complete details.

1. Distribution Reimbursement
2. Well 2/3R

3. Three Ongoing Leaks
4. Customer Lien Letters
5. New Office Computer

d. Monthly General Manager Report – Period Ending June/July 2024.

The Monthly General Manager Report included updates from the General Manager. The following items were discussed - see report for complete details.

1. Distribution Reimbursement
2. Three Ongoing Leaks - Update
3. New Billing/Accounting Software
4. Account #91-019
5. Weekly Work Order Reports
6. FEMA Projects – Emigrant Road
7. Audit

9. BOARD MATTERS: Discussion/Action.

a. **Account #86-013 – Leak Service Charges from AWA. Discussion/Action.**

General Manager Bingham provided the supporting documentation regarding Account #86-013 – Leak Service Charges from AWA. She inquired if the customer was present to address their concerns on this matter.

Chairman Rewitzer stated they were not present. General Manager Bingham was surprised the customer was not present.

She reported since October 2023 this customer has multiple complaints and callouts for a leak up at a box next to their meter. AWA tested the water which came back positive for chlorine. AWA fixed the leak. Then in 2024 a sink hole developed in the customer's backyard. AWA made multiple trips to investigate the sink hole and leak by the meter and determined the situation was not caused by AWA. The customer was informed numerous times regarding who's responsible it was to make this repair. The customer stated their concern for their family and pet that would fall into the hole and threatened to sue the district for matter.

Staff was informed the sink hole was caused by PG&E. They drive into the backyard causing the ground to collapse. Under the ground was an old septic system. The customer was billed for 2 WO orders for the trips to their property. The total invoice was \$707.70 (\$495.75 labor/time and \$211.95 vehicle.

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

General Manager Bingham stated because this involves Public Funds the action would be - the customer be responsible for the invoice bill to River Pines or a one-time amortization.

After considerable discussion the following motion was made:

Motion by Board Member Ebbinghausen, seconded by Vice-Chairman Raymond and carried by a 5 to 0 vote to approve one-time amortization for Account #86-013 – Leak Service Charges in the amount of \$707.70. Motion passed by the following vote:

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

b. Review Distribution Project Bids. Discussion/Action.

General Manager Bingham provided the supporting documentation regarding Distribution Project Bids. She stated A “Mandatory Pre-Bid” meeting was held June 13th and 10 Companies showed up. The Distribution Project Bids were due no later than July 12th. KASL Engineer reported no bids were received. The Distribution Project Bids has been extended to July 23rd at 2:00 p.m. KASL Engineer had reported there might be a difficulty with companies wanting to bid if the State is requiring the bid to include both cement and steel tanks. Staff was informed the State has changed the requirement and will only require a cement tank.

Staff has asked if the State could include in the bid the cost to install the line from the customer’s meter to the house. She was informed the customers would have to sign a proof of income agreement. General Manager Bingham stated the customers may not want to submit that information. Board Member Ebbinghausen stated that it would be a privacy act and only General Manager would have access to this information.

KASL Engineer will put together a summary of the July 23rd Bid summary. The State has the final approval on the Bid selection. KASL Engineer will submit a letter to the State with the District’s recommendation. The District will have to hold a Special Meeting the last week in July or the first week in August.

No action was taken on this item.

c. AWA Charges to Customers. Discussion/Action.

General Manager Bingham stated based on the multitude of customer Work Orders that are NOT the District’s responsibility (i.e. leak on customer side, small lines, no pressure reducing valve), it is recommended the District to do the following:

1. Send a letter to all River Pines customers informing them if they report a leak or pressure problem and issue is not the error of the District, they will be responsible for the AWA cost. Also they should have pressure reducing valves, water shut off valves needed to shut off for repairs, size of their lines and pressure in the water system.
2. Add the AWA charge to the customer’s account and bill them separately with a copy of the Work Order from AWA.

General Manager Bingham has had numerous meetings with the AWA’s Operation Manager regarding the District’s billing. To keep costs to a minimum, they came up with the following procedure.

1. Before any Work Order is created for a customer, AWA will send the General Manager the information and wait for her approval, except in an emergency and weekends. To keep a paper trail the Office Manager will get complete details from the customer and forward them via email (no phone call or text message) to the General Manager for approval.
2. Upon General Manager approval of the Work Order, AWA will be notified to create the Work Order and send the Operator to investigate and repair if necessary.
3. Every Monday AWA will send the General Manager a “Closed Work Order Report” for review. This will allow the General Manager to keep track of all Work Orders. This report provides the customer, the complaint, and the resolution. This will allow the District Manager to determine if the customer needs to be invoiced for the service.

d. Budget 2024/2025. Discussion/Action.

e. General Manager Bingham provided the Profit & Loss Budget Overview July 2024 through June 2025 She reported based on last year’s expenses the percentages are different. She provided a breakdown of increases she felt were necessary and requested additional suggestions from the Board.

After considerable discussion it was recommended that the following items be continued to the August Agenda.

1. Budget 2024/2025 Suggested Revisions.
2. Rate Increase/Proposition 218 Procedure.

General Manager Bingham stated she would revise the Budget and also provide the Board with a copy of the last Rate Increase Information/Proposition 219 Procedures.

f. Approve Parcels for Tax Roll 2024/2025. Discussion/Action.

General Manager Bingham reported the Agreement for Direct Assessment Services, and the Annual Certification of Direct Assessment is done yearly and submitted to the Amador Tax Collector. This provides a list of six defaulted accounts in the amount of \$11,274. The Annual Certification of Direct Assessment is due August 10, 2024 which confirms the final assessment secured tax roll for 2024-2024 for River Pines Public Utility District. General Manager Bingham reported the last account in the amount of \$1686 has paid and the report has been revised to five defaulted accounts in the amount of \$9,588.

Chairman Rewitzer inquired what action the District takes to get the customers to pay their delinquent utility bills. General Manager Bingham stated staff places a lien on their property and if sold the Title Company collects the amount due to the District. The District submits the Direct Assessments on the Tax Roll on a yearly basis.

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

Motion by Chairman Rewitzer, seconded by Vice-Chairman Raymond, and carried by a 5 to 0 vote to Approve the Annual Certification of Direct Assessment in the amount of \$9,588 confirming the final assessment secured tax roll for 2024-2024 for River Pines Public Utility District. Motion passed by the following vote:

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

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

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

Board Member Christensen inquired if the two tables had been ordered. General Manager stated she would work on that.

11. COMMITTEE COMMENTS/REPORTS: Continued Item.

a. Water Rights Committee. Discussion/Possible Action.

Vice-Chairman Raymond reported the dam has not been taken down. He is currently trying to find leaks. Board Member Christensen requested he let her know when to take the dam down.

12. FUTURE AGENDA TOPICS:

1. Distribution Project Update. Discussion/Action
2. Budget 2024/2025 Suggested Revisions. Discussion/Action
3. Rate Increase/Proposition 218 Procedure. Discussion/Action

ADJOURNMENT: The meeting adjourned at 7:46 p.m. to the scheduled meeting on June 19, 2024.

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River Pines Public Utility District
Profit & Loss by Class
July 2024

	Sewer	Water	Unclassified	TOTAL
Ordinary Income/Expense				
Income				
Base Fee Income				
Maintenance Fees	325.00	325.00	0.00	650.00
Sewer	16,420.30	0.00	0.00	16,420.30
Voluntary Lock-Off	87.50	87.50	0.00	175.00
Water	0.00	13,099.65	0.00	13,099.65
Total Base Fee Income	<u>16,832.80</u>	<u>13,512.15</u>	<u>0.00</u>	<u>30,344.95</u>
Interest Income	0.00	4.92	0.00	4.92
Meter Damage	0.00	100.00	0.00	100.00
Variable Income				
Door Hanger Fee	0.00	80.00	0.00	80.00
Late Fees	239.08	246.71	0.00	485.79
Service Connection Fee	32.86	32.89	0.00	65.75
Water - Usage	0.00	6,747.50	0.00	6,747.50
Total Variable Income	<u>271.94</u>	<u>7,107.10</u>	<u>0.00</u>	<u>7,379.04</u>
Total Income	<u>17,104.74</u>	<u>20,724.17</u>	<u>0.00</u>	<u>37,828.91</u>
Gross Profit	17,104.74	20,724.17	0.00	37,828.91
Expense				
Board Members				
Salary	187.50	187.50	0.00	375.00
Total Board Members	<u>187.50</u>	<u>187.50</u>	<u>0.00</u>	<u>375.00</u>
Contracted Expenses				
Board Clerk	150.00	150.00	0.00	300.00
Manager	1,907.34	1,907.34	0.00	3,814.68
Total Contracted Expenses	<u>2,057.34</u>	<u>2,057.34</u>	<u>0.00</u>	<u>4,114.68</u>
Payroll				
Employee	907.12	907.14	0.00	1,814.26
Total Payroll	<u>907.12</u>	<u>907.14</u>	<u>0.00</u>	<u>1,814.26</u>
Sewer Expenses				
Amador Water Agency				
Operation Repairs	0.00	0.00	10,000.00	10,000.00
Total Amador Water Agency	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>10,000.00</u>
Chemicals	573.99	0.00	0.00	573.99
Permit/Fees	205.92	0.00	0.00	205.92
SCADA Service	700.00	0.00	0.00	700.00
Sewer - Parts/Supplies	46.91	0.00	0.00	46.91
Telephone - Sewer	461.90	0.00	0.00	461.90
Testing - Sewer	170.00	0.00	0.00	170.00
Total Sewer Expenses	<u>2,158.72</u>	<u>0.00</u>	<u>10,000.00</u>	<u>12,158.72</u>
Water/Distribution Expenses				
Amador Water Agency				
Operation Repairs	0.00	0.00	0.00	0.00
Total Amador Water Agency	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Chlorine	0.00	572.99	0.00	572.99
SCADA Service	0.00	300.00	0.00	300.00
Water Testing	0.00	2,674.00	0.00	2,674.00
Total Water/Distribution Expenses	<u>0.00</u>	<u>3,546.99</u>	<u>0.00</u>	<u>3,546.99</u>
63300 - Insurance Expense				
Insurance - Property/Liability	-231.50	-231.50	0.00	-463.00

River Pines Public Utility District
Profit & Loss by Class
July 2024

	<u>Sewer</u>	<u>Water</u>	<u>Unclassified</u>	<u>TOTAL</u>
Total 63300 · Insurance Expense	-231.50	-231.50	0.00	-463.00
64900 · Office Expenses				
Equipment	299.70	299.70	0.00	599.40
Filing Fees	22.50	22.50	0.00	45.00
Software	126.29	126.30	0.00	252.59
State Fees	25.00	25.00	0.00	50.00
Supplies	258.68	258.69	0.00	517.37
Website Service	31.50	31.50	0.00	63.00
61700 · Computer and Internet E...	300.00	300.00	0.00	600.00
Total 64900 · Office Expenses	1,063.67	1,063.69	0.00	2,127.36
68600 · Utilities				
Disposal	65.72	65.72	0.00	131.44
68100 · Telephone - Office	28.80	28.80	0.00	57.60
Total 68600 · Utilities	94.52	94.52	0.00	189.04
Total Expense	6,237.37	7,625.68	10,000.00	23,863.05
Net Ordinary Income	10,867.37	13,098.49	-10,000.00	13,965.86
Other Income/Expense				
Other Income				
Wireless Site Lease	250.00	250.00	0.00	500.00
Total Other Income	250.00	250.00	0.00	500.00
Net Other Income	250.00	250.00	0.00	500.00
Net Income	<u>11,117.37</u>	<u>13,348.49</u>	<u>-10,000.00</u>	<u>14,465.86</u>

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River Pines Public Utility District
Account QuickReport-Board Meetings
As of April 2, 2015

Type	Date	Num	Name	Memo	Amount
Bank Accounts					
El Dorado Checking					
Check	03/02/2015	11657	Anthem Blue Cross		-658.57
Bill Pmt -Check	03/05/2015	11658	Aces Waste Services, Inc.		-78.94
Bill Pmt -Check	03/05/2015	11659	Amador Water Agency	Customer #30018 0 January W...	-317.00
Bill Pmt -Check	03/05/2015	11660	Anthem Blue Cross	March 2015 - Health Premium	-648.57
Bill Pmt -Check	03/05/2015	11661	AT&T - Sewer	Sewer	-38.42
Bill Pmt -Check	03/05/2015	11662	Brent Stewart	Services for February	-625.00
Bill Pmt -Check	03/05/2015	11663	Mt. Aukum Store	February 2015 Charges	-258.56
Bill Pmt -Check	03/05/2015	11664	Personnel Concepts	Labor Law Poster/Cal Osha/Calif...	-243.18
Bill Pmt -Check	03/05/2015	11665	Petty Cash	Replenish Petty Cash to \$75.	-54.00
Bill Pmt -Check	03/05/2015	11666	Sierra Foothill Laboratory	Testing for February 2015	-1,047.00
Bill Pmt -Check	03/05/2015	11667	Tak Computer Services	Remove Add-on Popups on Gre...	-85.00
Bill Pmt -Check	03/05/2015	11668	AT&T - Sewer	Water	-63.03
Bill Pmt -Check	03/05/2015	11669	Brent Stewart	Services for March	-620.00
Bill Pmt -Check	03/05/2015	11670	Amador County Assessor	Property Report - Printed copy f...	-53.66
Bill Pmt -Check	03/05/2015	11671	River Pines Public Utility ...	Transfer Standby Funds to Savi...	-450.00
Deposit	03/06/2015			Deposit	4,727.20
Bill Pmt -Check	03/11/2015	11672	Anthem Blue Cross	Group #208217 April 2015	-648.57
Bill Pmt -Check	03/11/2015	11673	Brent Stewart	Remote Control Well 6R Chlorin...	-1,829.20
Bill Pmt -Check	03/11/2015	11674	Candi Bingham	March 2015 - Service Payment	-2,083.33
Bill Pmt -Check	03/11/2015	11675	Cathy Landgraf	March 2015 - Stipend	-75.00
Bill Pmt -Check	03/11/2015	11676	Debra Gedgate	Stipend - March 2015	-75.00
Bill Pmt -Check	03/11/2015	11677	Kristin Dekay	Stipend - March 2015	-75.00
Bill Pmt -Check	03/11/2015	11678	Lemieux & O'Neill	Services for February 2015	-199.00
Bill Pmt -Check	03/11/2015	11679	Michael Gardner	Stipend - March 2015	-75.00
Bill Pmt -Check	03/11/2015	11680	PG&E - Water	Office/Town Hall	-185.54
Bill Pmt -Check	03/11/2015	11681	Rene Walden-Qualls	Stipend - March 2015	-75.00
Bill Pmt -Check	03/11/2015	11682	PG&E - Water	sewer	-1,381.45
Check	03/12/2015	eft	Gregory Guina		-1,726.76
Check	03/12/2015	eft	Tax Impound		-207.41
Check	03/12/2015	eft	Tax Impound		-942.81
Deposit	03/12/2015			Deposit	6,614.92
Bill Pmt -Check	03/12/2015	11683	PG&E - Water	3357284549-4	-802.88
Deposit	03/19/2015			Deposit	7,544.09
Check	03/19/2015	debit	Vistaprint	Business Cards - Greg/Candi	-71.81
Bill Pmt -Check	03/24/2015	11684	Lemieux & O'Neill	January Service	-199.00
Bill Pmt -Check	03/24/2015	11685	PG&E - Street Lights	7368064062-7	-162.85
Bill Pmt -Check	03/24/2015	11686	Ragg Mopp Janitorial	Repair Town Hall Tiles	-150.00
Bill Pmt -Check	03/24/2015	11687	SEIU	Pay Period - 3/26/2015	-39.96
Bill Pmt -Check	03/24/2015	11688	Staples	Paper, Toner Cartridges, New R...	-317.51
Bill Pmt -Check	03/24/2015	11689	USPS	Billing Postage	-147.00
Check	03/26/2015	eft	Gregory Guina		-1,726.78
Check	03/26/2015	eft	Tax Impound		-207.40
Check	03/26/2015	eft	Tax Impound		-942.79
Bill Pmt -Check	03/26/2015	11690	California Bank & Trust	1030264749	-890.00
Bill Pmt -Check	03/26/2015	11691	Candi Bingham	Contract Payment - April 1, 2015	-2,083.33
Bill Pmt -Check	03/26/2015	11692	Gregory Guina	Health Insurance April 2015	-142.79
Bill Pmt -Check	03/26/2015	11693	SEIU	Pay Period 3/12-2015	-35.17
Bill Pmt -Check	03/26/2015	11694	State Compensation Ins...	Period 4/1/15-5/1/15	-477.92
Bill Pmt -Check	03/26/2015	11695	Gregory Guina	Phone Reimbursement - April 20...	-100.00
Deposit	03/30/2015			Deposit	3,593.14
Deposit	03/31/2015			Interest	0.30
Deposit	03/31/2015			Interest	0.36
Total El Dorado Checking					-837.18
Total Bank Accounts					-837.18
TOTAL					-837.18

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River Pines Department Report

July 2024

Water Production/Sold

Well 2:	465,190 gallons	Total Produced:	1,788,190 gallons
Well 3R:	536,100 gallons	Total Sold:	964,719 gallons
Well 6R:	786,900 gallons	Unaccounted Loss:	46%

Regulatory Compliance Specialist

- Sending weekly reports to General Manager of completed work orders
- June Monthly and 2nd quarter water and drought reporting
- June monthly and 2nd quarter wastewater reporting
- Completed No Spill Report

Wastewater

- Routine operation and maintenance
- Monitor Lift stations and make repairs as needed
- Arrange meetings with contractor that will be clearing spray fields
- Influent flow 976,300 gallons. Effluent Discharged 850,600 gallons.

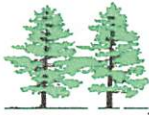
Water Treatment / Distribution

- Routine sampling and maintenance
- Staff responded to additional chlorine problems
- One (1) main line repair

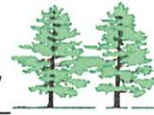
Staff Hours: 71.5 Water hrs. 27.5 Wastewater hrs.

Prepared by: Operations Department Staff

Reviewed by: Rick Ferriera, Operations and Engineering 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

AGENDA ITEM – 8b

GENERAL MANAGER’S REPORT

For the Month of July/August 2024

1. **Distribution Reimbursement** – have not yet received from the state \$16,983.83 reimbursement. Reimbursement will pay balance on Newterra.
2. **Fern Ongoing Leak –UPDATE:** resident keeps breaking the line causing damage. Customer has set up mouse traps all along the entrance gate. AWA cannot fix leak without Sheriff assistance. The Sheriff has been notified and was trying to get an arrest warrant. Ongoing...

1. Bank Deposits – Office Manager
2. Monthly Billing & Monthly Late Notices - GM
3. Monthly 48 Hour Notices – Office Manager
4. Agenda & Packets – Board Clerk and GM
5. Monitor Office Staff - GM
6. Liens and Releases – GM and Office Manager
7. Utility Demands – Office Manager



RIVER PINES
PUBLIC UTILITY DISTRICT

2900 Canyon Ave – P.O. Box 70 – River Pines, CA 95675
(209) 245-6723
rppud@riverpinespod.org

DATE: August 21, 2024
MEETING: Regular
Attachments: No
Subject: Distribution Project Update
Item: 9a

UPDATE: District only received 2 bids for the project. Mozingo Construction - \$14,932,400 and McGuire & Hester - \$19,608,974. The district's funding award was 7.5 million.

I forwarded the bids to the state. Our project manager spoke with his supervisor and said the state will not increase our awarded funds by those amounts. They stated that our district, for funding, is a level 7, which does not qualify for additional funding in those amounts. They are only funding districts with levels of 1-3. These levels are districts that have dangerous water levels and/or contamination. Fortunately/unfortunately, our district has never received any such testing.

The state is willing to accept and fund a reduced scope project. KASL engineering, AWA and I have been working together to put a new scope together to submit to the state. This new scope will include a new Circle tank since the property has been purchased and paid for by the state. As for the rest of the scope, we are looking at where the district is losing money. This seems to be mostly in the distribution system itself. There are repeated leaks, which results in treated water lose and cost for repair. There is much time spent searching lines which run every which way. There is also connections that are not being metered and meters that are very old and are not registering properly.

With the district rates not keeping up with cost and inflation, this seems to be where the funds need to be used.

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River Pines Public Utility District
Profit & Loss Budget Overview
 July 2024 through June 2025

	Sewer	Water	TOTAL
	Jul '24 - Jun 25	Jul '24 - Jun 25	Jul '24 - Jun 25
Ordinary Income/Expense			
Income			
Amador County Auditor's Warrant			
HO & Timber Tax	41.00	15.00	56.00
Homeowners Exemption	64.00	70.00	134.00
Secured Appointment	10,953.00	10,960.00	21,913.00
Secured Direct Charges	55.00	60.00	115.00
Secured Taxes	0.00	0.00	0.00
Tax Roll - Penalty/Interest	0.00	0.00	0.00
Unitary Tax	192.00	200.00	392.00
Unsecured Appointment	229.00	230.00	459.00
Total Amador County Auditor's Warrant	11,534.00	11,535.00	23,069.00
Base Fee Income			
Connection Impact Fee - Water		7,500.00	7,500.00
Maintenance Fees	3,555.00	3,600.00	7,155.00
Sewer	180,222.00		180,222.00
Voluntary Lock-Off	945.00	945.00	1,890.00
Water		142,600.00	142,600.00
Total Base Fee Income	184,722.00	154,645.00	339,367.00
Interest Income	0.00	3,100.00	3,100.00
Town Hall Rental	410.00	400.00	810.00
Variable Income			
Block Meter		200.00	200.00
Door Hanger Fee		600.00	600.00
Late Fees	3,587.00	3,900.00	7,487.00
Reconnection Fee		1,500.00	1,500.00
Returned Check Fee	0.00	29.00	29.00
Service Connection Fee	427.00	430.00	857.00
Water - Usage	0.00	40,000.00	40,000.00
Total Variable Income	4,014.00	46,659.00	50,673.00
Total Income	200,680.00	216,339.00	417,019.00
Gross Profit	200,680.00	216,339.00	417,019.00
Expense			
Bank Charges			
Loan Service Charge		180.00	180.00
Paymentus Fees	0.00	0.00	0.00
Tax Roll Fees	125.00	0.00	125.00
60400 - Bank Service Charges	0.00	15.00	15.00

River Pines Public Utility District
Profit & Loss Budget Overview
July 2024 through June 2025

	Sewer	Water	TOTAL
	Jul '24 - Jun 25	Jul '24 - Jun 25	Jul '24 - Jun 25
Total Bank Charges	125.00	195.00	320.00
Board Members			
Salary	1,875.00	1,875.00	3,750.00
Total Board Members	1,875.00	1,875.00	3,750.00
Contracted Expenses			
Board Clerk	1,800.00	1,500.00	3,300.00
Manager	22,888.08	22,888.00	45,776.08
Office Staff	0.00	0.00	0.00
Travel Expense	650.00	650.00	1,300.00
Total Contracted Expenses	25,338.08	25,038.00	50,376.08
Payroll			
Employee	12,480.00	12,480.00	24,960.00
Taxes	1,012.00	1,300.00	2,312.00
Total Payroll	13,492.00	13,780.00	27,272.00
Sewer Expenses			
Amador Water Agency			
After Hour On-Call	2,964.00		2,964.00
Electric Repairs	3,500.00		3,500.00
Emergency Call-Out	200.00		200.00
Mandated State Reporting	950.00		950.00
Operation Repairs	10,000.00		10,000.00
Routine Service	25,000.00		25,000.00
Total Amador Water Agency	42,614.00		42,614.00
Chemicals	2,000.00		2,000.00
Electricity - Sewer	77,000.00		77,000.00
Equipment Rental	0.00		0.00
Excavating	2,500.00		2,500.00
New Customer Install	0.00		0.00
P&O Study - Salt	350.00		350.00
Permit/Fees	450.00		450.00
Repairs/Maintenance	5,500.00		5,500.00
SCADA Service	8,400.00		8,400.00
Sewage - Pump Service	2,500.00		2,500.00
Sewer - Parts/Supplies	10,000.00		10,000.00
Storm Work - 2017	475.00		475.00
Telephone - Sewer	5,424.00		5,424.00
Testing - Sewer	3,500.00		3,500.00
Vehicle	4,500.00		4,500.00

River Pines Public Utility District
Profit & Loss Budget Overview
July 2024 through June 2025

	Sewer	Water	TOTAL
	Jul '24 - Jun 25	Jul '24 - Jun 25	Jul '24 - Jun 25
Total Sewer Expenses	165,213.00		165,213.00
Town Hall Expenses			
Janitorial	0.00		0.00
Repairs/Maintenance	300.00	300.00	600.00
Supplies	150.00	200.00	350.00
Total Town Hall Expenses	450.00	500.00	950.00
Void		0.00	0.00
Water/Distribution Expenses			
Amador Water Agency			
After Hour On-Call		5,928.00	5,928.00
Backflow Testing		358.31	358.31
Customer Service		2,950.00	2,950.00
Electrical Repairs		1,500.00	1,500.00
Emergency Call-Out		2,500.00	2,500.00
Large Equipment Use		1,500.00	1,500.00
Mandatory State Reporting		1,650.00	1,650.00
Meter Reading		3,100.00	3,100.00
Operation Repairs		9,500.00	9,500.00
Rountine Service		33,000.00	33,000.00
State Compliance Testing		14,000.00	14,000.00
Total Amador Water Agency		75,986.31	75,986.31
Chlorine		2,000.00	2,000.00
Electricity - Water		34,000.00	34,000.00
Parts/Supplies		25,000.00	25,000.00
Permit Fees		7,200.00	7,200.00
Repair/Maintenance		20,000.00	20,000.00
SCADA Service		3,600.00	3,600.00
Sm. Tools		3,660.40	3,660.40
Telephone - Water		0.00	0.00
Vehicle		3,500.00	3,500.00
Water Testing		4,250.00	4,250.00
Water/Distribution Expenses - Other		270.00	270.00
Total Water/Distribution Expenses		179,466.71	179,466.71
63300 · Insurance Expense			
Director's Liability	975.00	975.00	1,950.00
Insurance - Property/Liability	1,746.00	1,725.00	3,471.00
Worker's Compensation	550.00	1,145.87	1,695.87
Total 63300 · Insurance Expense	3,271.00	3,845.87	7,116.87
64900 · Office Expenses			

River Pines Public Utility District
Profit & Loss Budget Overview
July 2024 through June 2025

	Sewer	Water	TOTAL
	Jul '24 - Jun 25	Jul '24 - Jun 25	Jul '24 - Jun 25
Admin Cost - Tax Roll	0.00	0.00	0.00
Equipment	500.00	500.00	1,000.00
Filing Fees	100.00	60.00	160.00
Maintenace/Improvements	1,250.00	1,250.00	2,500.00
Membership Dues	1,020.00	1,200.00	2,220.00
Postage/Shipping	400.00	500.00	900.00
Printing	0.00		0.00
Shredding Service	0.00	0.00	0.00
Software	1,000.00	1,000.00	2,000.00
Supplies	800.00	600.00	1,400.00
Website Service	378.00	378.00	756.00
Total 64900 · Office Expenses	5,448.00	5,488.00	10,936.00
66700 · Professional Fees			
Legal Expenses	500.00	500.00	1,000.00
Security Service/Maintenance	1,500.00	1,500.00	3,000.00
Total 66700 · Professional Fees	2,000.00	2,000.00	4,000.00
68600 · Utilities			
Disposal	640.00	650.00	1,290.00
Electricity - Office		0.00	0.00
Electricity - Town Hall	200.00	200.00	400.00
Electricity - Street Lights	750.00	750.00	1,500.00
Propane	1,500.00		1,500.00
68100 · Telephone - Office	400.00	350.00	750.00
Total 68600 · Utilities	3,490.00	1,950.00	5,440.00
Total Expense	220,702.08	234,138.58	454,840.66
Net Ordinary Income	-20,022.08	-17,799.58	-37,821.66
Other Income/Expense			
Other Income			
Wireless Site Lease	2,500.00	2,500.00	5,000.00
Total Other Income	2,500.00	2,500.00	5,000.00
Other Expense			
Distribution Project		0.00	0.00
FEMA - Reimbursements	0.00	0.00	0.00
Monitor Wells - Sewer	3,500.00		3,500.00
Total Other Expense	3,500.00	0.00	3,500.00
Net Other Income	-1,000.00	2,500.00	1,500.00

**River Pines Public Utility District
Profit & Loss Budget Overview
July 2024 through June 2025**

	<u>Sewer</u>	<u>Water</u>	<u>TOTAL</u>
	<u>Jul '24 - Jun 25</u>	<u>Jul '24 - Jun 25</u>	<u>Jul '24 - Jun 25</u>
Net Income	<u>-21,022.08</u>	<u>-15,299.58</u>	<u>-36,321.66</u>

9c

Parcel Rates – Year 1 Increase – Beginning November 1, 2024 RPPUD Rate and Fee Schedule:

WATER RATES:

Residential Monthly Base Service Rate	\$68.50
Commercial Monthly Base Service Rate	\$68.50

WATER USAGE RATES:

1 - 3,000 gallons per month usage	\$4.74/K
3,001 - 5,000 gallons per month usage	\$7.50/K
5,001 - 7,000 gallons per month usage	\$10.50/K
7,001 - 9,000 gallons per month usage	\$15.50/K
9,001 - 999,999 gallons per month usage	\$25.50/K

Parcel Rates – Year 2 Increase – Beginning November 1, 2025 The proposed change to the RPPUD Rate and Fee Schedule:

WATER RATES:

	\$76.00
Residential Monthly Base Service Rate	\$76.00
Commercial Monthly Base Service Rate	

WATER USAGE RATES:

	\$5.00
1-3,000 gallons per month usage	\$8.50
3,001 – 5,000 gallons per month usage	\$11.50
5,001 – 7,000 gallons per month usage	\$16.50
7,001 – 9,000 gallons per month usage	\$26.50
9,001 – 999,999 gallons per month usage	

Parcel Rates – Year 3 Increase – Beginning November 1, 2026 The proposed change to the RPPUD Rate and Fee Schedule:

WATER RATES:

	\$83.60
Residential Monthly Base Service Rate	\$83.60
Commercial Monthly Base Service Rate	

WATER USAGE RATES:

	\$5.50/K
1 - 3,000 gallons per month usage	\$9.50/K
3,001 - 5,000 gallons per month usage	\$12.50/K
5,001 - 7,000 gallons per month usage	\$17.50/K
7,001 - 9,000 gallons per month usage	\$27.50/K
9,001 - 999,999 gallons per month usage	

Parcel Rates – Year 4 Increase – Beginning November 1, 2027 The proposed change to the RPPUD Rate and Fee Schedule:

WATER RATES:

	\$91.96
Residential Monthly Base Service Rate	

Commercial Monthly Base Service Rate \$91.96

WATER USAGE RATES:

1 - 3,000 gallons per month usage	\$6.00/K
3,001 - 5,000 gallons per month usage	\$10.50/K
5,001 - 7,000 gallons per month usage	\$13.50/K
7,001 - 9,000 gallons per month usage	\$18.50/K
9,001 - 999,999 gallons per month usage	\$28.50/K

Parcel Rates – Year 5 Increase – Beginning November 1, 2028 The proposed change to the RPPUD Rate and Fee Schedule:

WATER RATES:

Residential Monthly Base Service Rate	\$101.16
Commercial Monthly Base Service Rate	\$101.16

WATER USAGE RATES:

1 - 3,000 gallons per month usage	\$6.50/K
3,001 - 5,000 gallons per month usage	\$11.50/K
5,001 - 7,000 gallons per month usage	\$14.50/K
7,001 - 9,000 gallons per month usage	\$19.50/K
9,001 - 999,999 gallons per month usage	\$29.50/K

Parcel Rate Increase - Beginning November 1, 2024 - The proposed change to the RPPUD Rate and Fee Schedule:

SEWER RATES:

Residential Monthly Base Service Rate	\$89.75
Commercial Monthly Base Service Rate	\$101.45



RIVER PINES

PUBLIC UTILITY DISTRICT

2900 Canyon Ave – P.O. Box 70 – River Pines, CA 95675
(209) 245-6723
rppud@riverpinespud.org

DATE: August 21, 2024
MEETING: Regular
Attachments: No
Subject: Rate Increase
Item: 9c

Information: River Pines Public Utility District cannot continue to operate with the current rates versus current and increasing expenses. The District is currently \$90,000 in debt to AWA. PG&E rates keep climbing. State requirements keep changing and are becoming more costly. We have a very old water system and sewer system which is causing financial hardships.

Ten years ago, a rate study was conducted for River Pines. According to that rate study, ten years ago, rates were approximately \$10 behind what they should have been. There has been one successful rate increase in the 15 years I have been with the district and that rate increase was not even close to where the rate study stated we should be.

Our district's problem is, we have the same state requirements as every other district in the state with very few customers to cover this cost. When other districts have thousands of customers and we only have 215 water users that puts a heavy strain on the residents of River Pines; however, if we do not meet the state requirements, then we are hit with penalties and fines.

I have put together a five-year rate increase plan. How I computed these rates are as follows:

- Yearly loss per the current proposed budget for the first-year rate increase, then added 10% yearly for each year after (this is where I started on what we needed to make up).
- Yearly loss divided by 12 months to get the monthly shortfall divided by 215 water customers. This gave me the amount each customer needs to pay to cover our first-year shortfall (in the proposed budget).
- For the base rate I added 10% for each consecutive year rate increase.
- For the first tier I added \$1 for each year's rate increase (most customers fall within the first and second tier).

I also propose we do a sewer rate increase. With the monitoring wells and the increase purchase of pumps and motors, our current sewer rate cannot keep up with this ongoing cost. It seems we are constantly purchasing new motors and pumps, and this is due to the fact that the equipment is just not made like it used to be 😞.