

# Arrowbear Park County Water District

## REGULAR MEETING OF THE BOARD OF DIRECTORS

### AGENDA

DATE: December 15, 2022

TIME: 6:30 p.m. Open Session

APCWD BOARD OF DIRECTORS  
P.O. Box 4045  
Arrowbear Lake, CA 92382-4045

POSTING: This agenda was  
posted prior to 5:00 p.m. on  
December 9, 2022 per Policy #5020.40

MEETING LOCATION  
Arrowbear Park County Water District Office  
2365 Fir Drive  
Arrowbear Lake, CA 92382

#### OPEN SESSION

- A. CALL TO ORDER – Mark Bunyea, President
- B. PLEDGE OF ALLEGIANCE TO THE FLAG
- C. AGENDA POSTING CERTIFICATION
- D. SWEARING IN OF DIRECTORS ELECTED IN NOVEMBER 2022 ELECTION  
Caroline Rimmer, Secretary of the Board
- E. ROLL CALL
- F. CONSENT AGENDA

The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion, unless an item is withdrawn by a Board member for questions or discussion. Any person wishing to speak on the Consent or Open agenda may do so by raising their hand and being recognized by the President.

- A) Minutes of Regular Meeting, November, 17, 2022
- B) Summary of Bank Balances / Income & Expense Summary
- C) Expense & Budget Reports
- D) Vacation and Sick Leave Balances

- G. PUBLIC COMMENT

This portion of the agenda is reserved for the public to discuss matters of interest, within the District's jurisdiction, which are *not on the agenda*. For public comment on items not on the agenda, no action may be taken by the Board, except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. *A time limit of five minutes per individual will be allowed.* Visitors are reminded to please refrain from making comments or talking amongst themselves while the meeting is in progress. Public comments may be made when a Discussion/Action Item is being discussed, provided the visitor raises their hand *and* are recognized by the President.

**H. STAFF REPORTS**

- A) Water & Sewer Field Operations Supervisor Weber
  - 1. Monthly Report
- B) Interim Chief Lindley
  - 1. Calls for the previous month.
- C) Administrative Secretary for General Manager Huff (excused)
  - 1. Administrative Highlights.

**Excuse Staff not needed for Action Items**

**I. DISCUSSION / ACTION ITEMS**

- A) Board
  - 1. Discussion with motion to approve allocation of budgeted master plan surplus, unused, or over budgeted funds from FY 2021-2022 of -\$63,278.35 and FY 2021-2022 budget surplus funds of \$226,318.23 to unrestricted asset accounts specified in FY 2021-2022 Unrestricted Funds Allocation Report.  
Staff Recommendation: Approve Motion.
  - 2. Discussion with motion to appoint Interim Fire Chief Paul Lindley to Fire Chief and approve Employment Agreement for Fire Chief Paul Lindley, effective January 1, 2023 through December 31, 2023.  
Staff Recommendation: Approve Agreement.
  - 3. Discussion with motion as needed to amend Policy 5010.10, time and frequency of Regular Board Meetings.

**J. ANNOUNCEMENTS / REPORTS**

- A) President
- B) Board Members
- C) Staff

The next Regular Board Meeting will be January 19, 2023 at 6:30 p.m.

**K. ADJOURNMENT**

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Caroline Rimmer, Board Secretary at (909) 867-2704 at least 48 hours before the meeting, if possible.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 2365 Fir Dr., Arrowbear Lake, during normal business hours.

**NOT APPROVED**

**Arrowbear Park County Water District**  
Regular Meeting  
November 17, 2022  
6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held November 17, 2022, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

President Mark Bunyea  
Vice President Terisa Bonito  
Director Pat Oberlies  
Director Sheila Wymer  
Director Paul Miller

Directors who were absent:

None

Also present were the following:

General Manager Huff  
Secretary Rimmer  
Interim Chief Lindley  
Field Operations Supervisor Weber

Visitors present:

W. Hewlett  
S. Burt

Open Session

President Bunyea called the meeting to order. Director Oberlies led the recitation of the Pledge of Allegiance. President Bunyea certified the posting of the agenda. President Bunyea performed a roll call, Directors that were present: Directors Miller, Bonito, Bunyea, Oberlies, and Wymer. Directors that were absent: None

Approval of Consent Agenda:

Director Bonito made a motion to accept the consent agenda, second was by President Bunyea. Motion passed by unanimous vote.

Ayes: Miller, Bonito, Bunyea, Oberlies, and Wymer.

Nays: None

Abstain: None

Absent: None

Public Comments:

There were no public comments.

Staff Reports:

- A) Field Operations Supervisor Weber gave a field operations report on the monthly repairs and routine services performed in October.
- B) Interim Chief Lindley reported on the Fire Department calls for the month of October. There were a total of 9 calls, 9 were in the District, and 0 were out of the District. Interim Chief Lindley also reported that the Open House held 10/29/22 was successful and that Santa would be visiting the Fire Department, the date was still to be determined.
- C) General Manager Huff reported to the Board that staff implemented the Board approved rate changes, the EDU structure was reviewed with all commercial accounts, and meters

were being read. He also advised the Board that the copier needed to be replaced, that he had attended a pump training class, and then provided the latest election results. Regarding future agenda items, General Manager Huff suggested that in light of the community's desire to be frugal and that there had been very few items needing the Board's action at some of the recent Regular Board Meetings, the Board should consider an abbreviated Regular Board Meeting schedule. With general Board consensus, it was determined to have staff place an item on the next Regular Board Meeting agenda for a discussion regarding the frequency for Regular Board Meetings.

President Bunyea excused any individuals who were not required for the balance of the meeting.

#### DISCUSSION / ACTION ITEMS:

A) Board.

1. There was a discussion with a motion to approve Resolution #2022-11-17, the Appreciation of the Dedicated Service to the Arrowbear Park County Water District by Pat Oberlies, by Director Bonito and seconded by Director Miller and approved by a unanimous vote.

Ayes: Miller, Bonito, Bunyea, Oberlies, and Wymer

Nays: None

Abstain: None

Absent: None

#### Announcements:

- A) The President commented on the recent Board Training attended by the majority of the Board and thanked William Hewlett for running in the recent elections.
- B) The Board had no announcements.
- C) Staff reminded the Board of the annual potluck before the December meeting.

The next Regular Board Meeting will be December 15, 2022, at 6:30 PM.

#### Adjournment of Open Meeting

There being no further business, President Bunyea adjourned the meeting at 7:07 PM.

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Mark Bunyea, President

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Caroline V. Rimmer, Secretary

**SUMMARY OF BANK BALANCES**

11/1/2022 to 11/30/2022

	GENERAL ACCOUNTS	RESTRICTED ACCOUNTS
	First Foundation Bank	CALPers  OPEB
Account Beginning Balance	\$ 75,160.80	\$ 186,467.73
Total Cleared Deposits - 53	\$ 191,250.20	
Total Cleared Checks/Debits - 80	\$ (142,716.66)	
Interest earned (Investment Loss)	\$ 3.11	
Service Charge(s)	\$ -	
<b>Ending Balance</b>	<b>\$ 123,697.45</b>	<b>\$ 186,467.73</b>
Investment Accounts	LAIF GENERAL	CEPPT
Beginning Balance	\$ 831,294.94	\$ 16,250.46
Quarterly Interest		
Service Charge(s)		
Transfer From/To General Checking Account		
<b>Ending Balance</b>	<b>\$ 831,294.94</b>	<b>\$ 16,250.46</b>
<b>TOTALS</b>	<b>\$ 954,992.39</b>	<b>\$ 202,718.19</b>

**SUMMARY OF INCOME & EXPENSES**

	November 2022	YEAR TO DATE	BUDGET	REMAINING	%
TOTAL INCOME	\$ 182,343.93	\$ 550,072.54	\$1,465,800.00	\$ 915,727.46	37.53%
TOTAL OPERATING EXPENSES	\$ 119,340.62	\$ 620,158.41	\$1,363,958.05	\$ 743,799.64	45.47%
<b>NET SURPLUS / (DEFICIT)</b>	<b>\$ 63,003.31</b>	<b>\$ (70,085.87)</b>	<b>\$ 101,841.95</b>	<b>\$ 171,927.82</b>	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2022 Through 11/30/2022

<u>Vendor Name</u>	<u>Description</u>	<u>Expenses</u>	
Abila	Annual Renewal - Abila	<u>1,375.64</u>	
		<u>1,375.64</u>	Transaction Total
Total Abila		1,375.64	
Active 911	Active 911	<u>60.00</u>	
		<u>60.00</u>	Transaction Total
Total Active 911		60.00	
All Star Fire Equipment, Inc.	2020 HSGP (4) setsTurnouts	<u>12,458.44</u>	
		<u>12,458.44</u>	Transaction Total
Total All Star Fire Equipment, Inc.		12,458.44	
American Water Works	Annual Dues	<u>487.00</u>	
		<u>487.00</u>	Transaction Total
Total American Water Works		487.00	
AmeriChlor Services	Encina Proj.	<u>650.00</u>	
		<u>650.00</u>	Transaction Total
Total AmeriChlor Services		650.00	
Amerigas	Propane - FD	<u>2,316.75</u>	
		<u>2,316.75</u>	Transaction Total
Total Amerigas		2,316.75	
Bacon Wagner Excavating, Inc.	Encina Proj	<u>7,413.00</u>	
		<u>7,413.00</u>	Transaction Total
Total Bacon Wagner Excavating, I...		7,413.00	
Big Bear Disposal Inc	Port-a-Potty	<u>88.08</u>	
		<u>88.08</u>	Transaction Total
Total Big Bear Disposal Inc		88.08	
Blake Matthews	10/16/22 - 10/29/22 (3) Hard Shifts	300.00	
	10/30/22 - 11/12/22 (4) Hard Shifts	400.00	
	11/13/22 - 11/26/22 (3) Hard Shifts	<u>300.00</u>	
		<u>1,000.00</u>	Transaction Total
Total Blake Matthews		1,000.00	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2022 Through 11/30/2022

Vendor Name	Description	Expenses	
CalPERS	09/28/22 - 10/11/22 PERS	1,162.91	
	10/12/22 - 10/25/22 PERS Retirement	1,174.74	
	PERS 10/26/22 - 11/08/22	<u>1,202.35</u>	
		<u>3,540.00</u>	Transaction Total
Total CalPERS		3,540.00	
CalPERS Health Ins	Nov 2022 Health Premium	<u>9,814.30</u>	
		<u>9,814.30</u>	Transaction Total
Total CalPERS Health Ins		9,814.30	
Center Electric	SCADA System Trouble Shooting	<u>840.00</u>	
		<u>840.00</u>	Transaction Total
Total Center Electric		840.00	
Charter Cable	Nov 2022 Charter DO	177.96	
	Oct 2022 FD	<u>260.98</u>	
		<u>438.94</u>	Transaction Total
Total Charter Cable		438.94	
Costco	FD Petty Cash Disbursement - Facilities	70.01	
	Fuel	139.54	
	Office Supplies	90.34	
	Office Supplies / Safety Equip.	<u>160.65</u>	
		<u>460.54</u>	Transaction Total
Total Costco		460.54	
Dept of Forestry and Fire Protection	Actual Services	<u>3,464.39</u>	
		<u>3,464.39</u>	Transaction Total
Total Dept of Forestry and Fire Pr...		3,464.39	
Entenmann- Rovin Co.	Badge - FD	<u>149.74</u>	
		<u>149.74</u>	Transaction Total
Total Entenmann- Rovin Co.		149.74	
Eric Crider	10/30/22 - 11/12/22 (1) Hard Shift	<u>100.00</u>	
		<u>100.00</u>	Transaction Total
Total Eric Crider		100.00	
Eric Gomez	11/07/22 Noary Fees	<u>30.00</u>	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2022 Through 11/30/2022

Vendor Name	Description	Expenses	
		<u>30.00</u>	Transaction Total
Total Eric Gomez		30.00	
Freddie Rodriguez, Jr.	10/16/22 - 10/29/22 (1) Hard Shift	50.00	
	10/30/22 - 11/12/22 (2) Hard Shifts - Probationary	100.00	
	11/13/22 - 11/26/22 (2) Hard Shifts - Probationary	<u>100.00</u>	
		<u>250.00</u>	Transaction Total
Total Freddie Rodriguez, Jr.		250.00	
Frontier Communications	Nov 2022 Warehouse Phone	<u>100.53</u>	
		<u>100.53</u>	Transaction Total
Total Frontier Communications		100.53	
G & M Oil	Fuel - FD	<u>68.02</u>	
		<u>68.02</u>	Transaction Total
Total G & M Oil		68.02	
Godaddycom	FD	<u>47.88</u>	
		<u>47.88</u>	Transaction Total
Total Godaddycom		47.88	
Haim Ariel Harris	10/16/22 - 10/29/22 (2) Hard Shifts	100.00	
	10/30/22 - 11/12/22 (2) Hard Shifts - Probationary	100.00	
	11/13/22 - 11/26/22 (2) Hard Shifts - Probationary	<u>100.00</u>	
		<u>300.00</u>	Transaction Total
Total Haim Ariel Harris		300.00	
Halliday & Company, CPA's	Audit Services	<u>385.00</u>	
		<u>385.00</u>	Transaction Total
Total Halliday & Company, CPA's		385.00	
Hawkeye Equipement Rental	Fork Set for Loader	<u>2,030.87</u>	
		<u>2,030.87</u>	Transaction Total
Total Hawkeye Equipement Rental		2,030.87	
Heartland PR Co	11/02/22 PR	123.86	
	11/30/22 PR	123.86	
	PR 11/16/22	<u>123.86</u>	
		<u>371.58</u>	Transaction Total



**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2022 Through 11/30/2022

Vendor Name	Description	Expenses	
Total Heartland PR Co		371.58	
Home Depot	Facilities	<u>34.73</u>	
		34.73	Transaction Total
Total Home Depot		34.73	
Iconix Waterworks Inc	Encina Proj. / Repairs	167.02	
	Repairs	383.38	
	Routine Maint.	<u>47.41</u>	
		597.81	Transaction Total
Total Iconix Waterworks Inc		597.81	
Image Source	Copier	<u>113.31</u>	
		113.31	Transaction Total
Total Image Source		113.31	
Inland Water Works Supply Co	Repairs	<u>37.28</u>	
		37.28	Transaction Total
Total Inland Water Works Supply Co		37.28	
Invoice Cloud	Nov 2022 CC Processing Chgs - Inv. Cloud	<u>147.20</u>	
		147.20	Transaction Total
Total Invoice Cloud		147.20	
Jacob Sanchez	10/16/22 - 10/29/22 (3) Hard Shift	300.00	
	10/30/22 - 11/12/22 (2) Hard Shifts	200.00	
	11/13/22 - 11/26/22 (2) Hard Shifts	<u>200.00</u>	
		700.00	Transaction Total
Total Jacob Sanchez		700.00	
Josue Macuil	10/16/22 - 10/29/22 (2) Hard Shifts	200.00	
	11/13/22 - 11/26/22 (2) Hard Shifts	<u>200.00</u>	
		400.00	Transaction Total
Total Josue Macuil		400.00	
Keith Ortiz	11/13/22 - 11/26/22 (1) Avail Shift	<u>50.00</u>	
		50.00	Transaction Total
Total Keith Ortiz		50.00	
Managsorn Mekchai	10/30/22 - 11/12/22 (2) Hard Shifts	<u>200.00</u>	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2022 Through 11/30/2022

Vendor Name	Description	Expenses	
		200.00	Transaction Total
Total Managsorn Mekchai		200.00	
Max Taylor	10/16/22 - 10/29/22 (2) Hard Shifts	100.00	
	10/30/22 - 11/12/22 (3) Hard Shifts - Probationary	150.00	
	11/13/22 - 11/26/22 (2) Hard Shifts - Probationary	100.00	
		350.00	Transaction Total
Total Max Taylor		350.00	
Mesquit's Janitorial Supplies	Cleaning Supplies	70.62	
		70.62	Transaction Total
Total Mesquit's Janitorial Supplies		70.62	
Mountain News	Ad	97.06	
	Newspaper Sub.	49.95	
		147.01	Transaction Total
Total Mountain News		147.01	
Nathanael Kahlen	10/16/22 - 10/29/22 (4) Hard Shifts	400.00	
	10/30/22 - 11/12/22 (2) Hard Shifts	200.00	
	11/13/22 - 11/26/22 (2) Hard Shifts	200.00	
		800.00	Transaction Total
Total Nathanael Kahlen		800.00	
Nicholas Novelich	10/16/22 - 10/29/22 (5) Hard Shifts	450.00	
	10/30/22 - 11/12/22 (4) Hard Shifts	400.00	
	11/13/22 - 11/26/22 (5) Hard Shifts	500.00	
		1,350.00	Transaction Total
Total Nicholas Novelich		1,350.00	
Nielsen's Engine & Transmissions	Vehicle Maint. - FD	2,719.86	
		2,719.86	Transaction Total
Total Nielsen's Engine & Transmis...		2,719.86	
Office Depot	Office Supplies	52.41	
		52.41	Transaction Total
Total Office Depot		52.41	
Paya CC Processing	Nov 2022 CC Processing Chgs - Paya	602.70	
		602.70	Transaction Total

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2022 Through 11/30/2022

<u>Vendor Name</u>	<u>Description</u>	<u>Expenses</u>	
Total Paya CC Processing		602.70	
Rick Mesa	11/13/22 - 11/26/22 (1) Avail. Shift	<u>50.00</u>	
		50.00	Transaction Total
Total Rick Mesa		50.00	
Running Springs Water District	Nov 2022 WWTP Bill	<u>29,907.00</u>	
		29,907.00	Transaction Total
Total Running Springs Water District		29,907.00	
Ryan Brewart	10/16/22 - 10/29/22 (1) Hard Shift	50.00	
	10/30/22 - 11/12/22 (1) Hard Shift	100.00	
	11/13/22 - 11/26/22 (1) Hard Shift	<u>100.00</u>	
		250.00	Transaction Total
Total Ryan Brewart		250.00	
San Bernardino County Recorder-...	#0112 Release of Lien	20.00	
	#0281 Release Lien	20.00	
	#0570 Release of Lien	20.00	
	#0622 Release Lien	20.00	
	Release Lian #0049	<u>20.00</u>	
		100.00	Transaction Total
Total San Bernardino County Reco...		100.00	
Southern California Edison	Electric DO	118.74	
	Nov 2022 Pumps	<u>4,168.06</u>	
		4,286.80	Transaction Total
Total Southern California Edison		4,286.80	
Superior Automotive Warehouse	Sewer	6.45	
	Vehicle Maint.	<u>340.16</u>	
		346.61	Transaction Total
Total Superior Automotive Wareh...		346.61	
Susan Hale	Notary Fee	<u>15.00</u>	
		15.00	Transaction Total
Total Susan Hale		15.00	
The Gas Company	Gas - Cedar	289.67	
	Nov 2022 - Fir	<u>230.75</u>	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2022 Through 11/30/2022

Vendor Name	Description	Expenses	
		520.42	Transaction Total
Total The Gas Company		520.42	
The Standard Life Insurance Com...	Nov 2022 Dental Premium	566.92	
		566.92	Transaction Total
Total The Standard Life Insurance...		566.92	
Timothy Richard, Sr.	10/16/22 - 10/29/22 (1) Hard Shift	100.00	
		100.00	Transaction Total
Total Timothy Richard, Sr.		100.00	
Tyler Tran	09/18/22 - 10/01/22 (2) Hard Shifts	150.00	
	10/16/22 - 10/29/22 (4) Hard Shifts	400.00	
	10/30/22 - 11/12/22 (4) Hard Shifts	400.00	
	11/13/22 - 11/26/22 (5) Hard Shifts	500.00	
		1,450.00	Transaction Total
Total Tyler Tran		1,450.00	
Underground Service Alert of So Cal	Dig Alert	59.00	
	Dig Alerts	55.50	
		114.50	Transaction Total
Total Underground Service Alert o...		114.50	
Verizon Wireless	After Hrs Phone	83.44	
		83.44	Transaction Total
Total Verizon Wireless		83.44	
Village Hardware	Facilities	3.54	
	Repairs	40.71	
	Vehicle Maintenance	14.85	
		59.10	Transaction Total
Total Village Hardware		59.10	
Walmart	Office Equip.	11.83	
	Office Supplies	67.59	
		79.42	Transaction Total
Total Walmart		79.42	
WEX Bank	Fuel Nov 2022	1,233.31	
		1,233.31	Transaction Total

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2022 Through 11/30/2022

<u>Vendor Name</u>	<u>Description</u>	<u>Expenses</u>	
Total WEX Bank		1,233.31	
Zachary Hunt	10/30/22 - 11/12/22 (2) Hard Shift	200.00	
	11/13/22 - 11/26/22 (1) Hard Shift	<u>100.00</u>	
		300.00	Transaction Total
Total Zachary Hunt		300.00	
Zoom	Zoom	<u>14.99</u>	
		14.99	Transaction Total
Total Zoom		14.99	
Report Opening/Current Balance		<u>          </u>	
Report Transaction Totals		96,091.14	
Report Current Balances		<u>          </u>	

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Water

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4000	Sales And Fees	35,526.36	179,582.40	440,000.00	(260,417.60) (59.19)%
4010	Sales To Other Agencies	4,128.84	32,441.03	65,000.00	(32,558.97) (50.09)%
5000	Property Taxes	7,800.00	7,800.00	7,800.00	0.00 0.00%
5005	Standby Charges	13,396.43	14,969.71	34,000.00	(19,030.29) (55.97)%
5010	Interest Income	1.87	2,026.72	2,000.00	26.72 1.34%
5015	Late Charge Income	407.80	2,205.59	7,000.00	(4,794.41) (68.49)%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	(38.73)	386.85	(2,000.00)	2,386.85 (119.34)%
5035	Other Fees Charges	165.98	5,093.84	6,500.00	(1,406.16) (21.63)%
	<b>Total Income Categories</b>	<b>61,388.55</b>	<b>244,506.14</b>	<b>560,800.00</b>	<b>(316,293.86) (56.40)%</b>
<b>Expense Categories</b>					
6000	Salaries Wages Mgmt	7,938.84	29,108.86	75,059.71	45,950.85 61.22%
6005	Salaries Wages Office Reg	4,910.40	15,681.60	43,336.57	27,654.97 63.81%
6010	Salaries Wages Office Ot	0.00	0.00	660.90	660.90 100.00%
6015	Salaries Wages Field Reg	13,477.10	49,414.81	101,870.50	52,455.69 51.49%
6020	Salaries Wages Field Ot	1,953.66	6,628.01	12,121.61	5,493.60 45.32%
6035	Payroll Taxes	2,151.76	7,781.97	18,479.99	10,698.02 57.89%
6100	Benefits Retirement	2,133.18	9,259.62	18,810.30	9,550.68 50.77%
6105	Benefits Dental Insurance	340.15	1,701.29	4,081.82	2,380.53 58.32%
6110	Benefits Health Ins Active	2,995.41	20,253.61	46,358.00	26,104.39 56.31%
6115	Benefits Health Ins Retired	2,572.36	12,861.80	34,853.08	21,991.28 63.10%
6116	Benefits OPEB	0.00	0.00	9,000.00	9,000.00 100.00%
6118	CEPPT Trust	0.00	0.00	12,000.00	12,000.00 100.00%
6120	Training	0.00	0.00	900.00	900.00 100.00%
6200	Director Fees	0.00	1,450.31	8,519.28	7,068.97 82.98%
6205	Director Training Conference	0.00	0.00	120.00	120.00 100.00%
6210	Board Misc	8.99	44.20	240.00	195.80 81.58%
6300	Prof Svcs Legal	0.00	1,787.76	1,800.00	12.24 0.68%
6305	Prof Svcs Accounting	825.38	825.38	1,680.00	854.62 50.87%
6310	Prof Svcs Engineering	0.00	0.00	250.00	250.00 100.00%
6315	Prof Svcs Audit	128.34	666.67	11,560.00	10,893.33 94.23%
6320	Prof Svcs Dues Membership Fees	566.97	3,619.12	5,160.00	1,540.88 29.86%
6325	Prof Svcs Bank Fees Charges	586.02	4,116.72	5,920.00	1,803.28 30.46%
6330	Prof Svcs Regulatory Fees	0.00	794.33	4,400.00	3,605.67 81.95%
6335	Prof Svcs Testing Lab	0.00	1,398.74	4,500.00	3,101.26 68.92%
6340	Prof Svcs Computer Network	0.00	0.00	1,370.00	1,370.00 100.00%
6345	Prof Svcs Misc	115.49	758.57	1,080.00	321.43 29.76%
6400	Office Supplies	142.75	543.47	720.00	176.53 24.52%
6405	Office Printing	67.99	851.42	960.00	108.58 11.31%
6410	Office Postage	0.00	2,378.10	4,680.00	2,301.90 49.19%
6415	Office Software Computer	0.00	18.13	240.00	221.87 92.45%
6420	Office Equipment/Furniture	7.10	35.12	240.00	204.88 85.37%
6425	Office Misc	0.00	20.78	120.00	99.22 82.68%
6500	Insurance Workers Comp	0.00	19,042.19	20,870.69	1,828.50 8.76%
6505	Insurance Property Liability Vehicle	0.00	13,468.12	22,800.00	9,331.88 40.93%
6600	Vehicle Maintenance	204.10	283.40	4,200.00	3,916.60 93.25%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Water

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6605 Vehicle Fuel	496.28	3,491.21	6,600.00	3,108.79	47.10%
6700 Utility Phone Internet	367.16	1,461.60	3,500.00	2,038.40	58.24%
6705 Utility Gas	312.25	535.75	2,880.00	2,344.25	81.40%
6710 Utility Electric Facilities	71.24	405.47	1,080.00	674.53	62.46%
6715 Utility Electric Pumping	3,279.71	15,052.10	30,000.00	14,947.90	49.83%
6720 Utility Security	0.00	370.74	768.00	397.26	51.73%
6800 Operations Routine Maint	47.41	1,383.32	4,200.00	2,816.68	67.06%
6805 Operations Repairs	1,301.37	6,405.62	6,500.00	94.38	1.45%
6810 Operations Inspecting/Testing	0.00	173.21	400.00	226.79	56.70%
6815 Operations Facilities	73.69	765.97	1,200.00	434.03	36.17%
6820 Operations Tools Equipment	0.00	2,383.65	1,200.00	(1,183.65)	(98.64)%
6825 Operations Uniforms	0.00	147.76	720.00	572.24	79.48%
6830 Operations Safety Equipment	100.51	223.68	900.00	676.32	75.15%
6837 Water Standby Purchase	0.00	2,323.00	2,323.00	0.00	0.00%
Total Expense Categories	<u>47,175.61</u>	<u>239,917.18</u>	<u>541,233.45</u>	<u>301,316.27</u>	<u>55.67%</u>
Net Surplus/(Deficit)	<u>14,212.94</u>	<u>4,588.96</u>	<u>19,566.55</u>	<u>(14,977.59)</u>	<u>(76.55)%</u>
Master Plan Expenses					
0059 Hwy 18 Pipeline	0.00	0.00	301,090.74	301,090.74	100.00%
0060 Encina Dr.	8,143.00	8,747.87	13,358.00	4,610.13	34.51%
0062 Pine Ridge	0.00	0.00	18,500.00	18,500.00	100.00%
0064 Tractor Forklifts	1,320.07	1,320.07	1,300.00	(20.07)	(1.54)%
0065 PortaJohn	0.00	0.00	1,820.00	1,820.00	100.00%
Total Master Plan Expenses	<u>9,463.07</u>	<u>10,067.94</u>	<u>336,068.74</u>	<u>326,000.80</u>	<u>97.00%</u>

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Sewer

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4000	Sales And Fees	40,727.35	201,514.19	470,000.00	(268,485.81) (57.12)%
5000	Property Taxes	5,200.00	5,200.00	5,200.00	0.00 0.00%
5005	Standby Charges	27,743.96	31,142.20	68,000.00	(36,857.80) (54.20)%
5010	Interest Income	0.78	1,162.68	1,600.00	(437.32) (27.33)%
5015	Late Charge Income	540.58	2,923.73	6,500.00	(3,576.27) (55.02)%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	0.00	1,066.37	(1,800.00)	2,866.37 (159.24)%
5035	Other Fees Charges	220.02	4,299.97	6,500.00	(2,200.03) (33.85)%
	Total Income Categories	<u>74,432.69</u>	<u>247,309.14</u>	<u>556,500.00</u>	<u>(309,190.86) (55.56)%</u>
<b>Expense Categories</b>					
6000	Salaries Wages Mgmt	4,330.28	15,877.56	31,274.88	15,397.32 49.23%
6005	Salaries Wages Office Reg	2,678.40	8,553.60	18,056.90	9,503.30 52.63%
6010	Salaries Wages Office Ot	0.00	0.00	275.37	275.37 100.00%
6015	Salaries Wages Field Reg	7,256.50	26,608.38	67,913.66	41,305.28 60.82%
6020	Salaries Wages Field Ot	1,051.70	3,568.16	8,081.07	4,512.91 55.85%
6035	Payroll Taxes	1,165.42	4,214.88	9,880.10	5,665.22 57.34%
6100	Benefits Retirement	1,155.11	5,007.03	12,540.20	7,533.17 60.07%
6105	Benefits Dental Insurance	184.65	922.71	2,215.78	1,293.07 58.36%
6110	Benefits Health Ins Active	1,625.32	10,967.80	25,279.48	14,311.68 56.61%
6115	Benefits Health Ins Retired	1,403.10	7,015.50	14,522.12	7,506.62 51.69%
6116	Benefits OPEB	0.00	0.00	6,000.00	6,000.00 100.00%
6118	CEPPT Trust	0.00	0.00	5,000.00	5,000.00 100.00%
6120	Training	0.00	0.00	200.00	200.00 100.00%
6200	Director Fees	0.00	791.09	3,549.70	2,758.61 77.71%
6205	Director Training Conference	0.00	0.00	50.00	50.00 100.00%
6210	Board Misc	3.75	19.50	100.00	80.50 80.50%
6300	Prof Svcs Legal	0.00	1,191.84	750.00	(441.84) (58.91)%
6305	Prof Svcs Accounting	343.91	343.91	700.00	356.09 50.87%
6310	Prof Svcs Engineering	0.00	0.00	200.00	200.00 100.00%
6315	Prof Svcs Audit	128.33	666.66	11,220.00	10,553.34 94.06%
6320	Prof Svcs Dues Membership Fees	62.49	1,448.73	2,650.00	1,201.27 45.33%
6325	Prof Svcs Bank Fees Charges	552.72	4,071.77	4,680.00	608.23 13.00%
6330	Prof Svcs Regulatory Fees	0.00	944.80	3,000.00	2,055.20 68.51%
6340	Prof Svcs Computer Network	0.00	623.40	1,150.00	526.60 45.79%
6345	Prof Svcs Misc	96.07	447.44	720.00	272.56 37.86%
6400	Office Supplies	59.49	273.12	300.00	26.88 8.96%
6405	Office Printing	28.33	122.42	400.00	277.58 69.39%
6410	Office Postage	0.00	1,280.82	3,120.00	1,839.18 58.95%
6415	Office Software Computer	0.00	12.09	100.00	87.91 87.91%
6420	Office Equipment/Furniture	4.73	16.41	100.00	83.59 83.59%
6425	Office Misc	0.00	13.85	50.00	36.15 72.30%
6500	Insurance Workers Comp	0.00	10,303.81	12,112.72	1,808.91 14.93%
6505	Insurance Property Liability Vehicle	0.00	13,415.63	15,200.00	1,784.37 11.74%
6600	Vehicle Maintenance	136.06	188.92	2,800.00	2,611.08 93.25%
6605	Vehicle Fuel	330.86	2,224.49	4,400.00	2,175.51 49.44%
6700	Utility Phone Internet	218.08	822.29	1,750.00	927.71 53.01%



## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

Sewer -

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6705 Utility Gas	173.56	289.94	1,900.00	1,610.06	84.74%
6710 Utility Electric Facilities	47.50	257.58	450.00	192.42	42.76%
6715 Utility Electric Pumping	489.04	3,532.22	8,500.00	4,967.78	58.44%
6720 Utility Security	0.00	201.26	439.00	237.74	54.15%
6800 Operations Routine Maint	0.00	0.00	500.00	500.00	100.00%
6805 Operations Repairs	0.00	75.91	500.00	424.09	84.82%
6810 Operations Inspecting/Testing	0.00	0.00	17,000.00	17,000.00	100.00%
6815 Operations Facilities	49.12	211.67	800.00	588.33	73.54%
6820 Operations Tools Equipment	6.45	252.40	1,000.00	747.60	74.76%
6825 Operations Uniforms	0.00	66.72	480.00	413.28	86.10%
6830 Operations Safety Equipment	67.16	141.21	600.00	458.79	76.47%
6835 Operations Treatment	<u>18,987.00</u>	<u>94,935.00</u>	<u>200,000.00</u>	<u>105,065.00</u>	<u>52.53%</u>
Total Expense Categories	<u>42,635.13</u>	<u>221,922.52</u>	<u>502,510.98</u>	<u>280,588.46</u>	<u>55.84%</u>
Net Surplus/(Deficit)	<u>31,797.56</u>	<u>25,386.62</u>	<u>53,989.02</u>	<u>(28,602.40)</u>	<u>(52.98)%</u>
Master Plan Expenses					
0044 RS Treatment Plant	10,920.00	54,600.00	123,370.00	68,770.00	55.74%
0064 Tractor Forklifts	710.80	710.80	700.00	(10.80)	(1.54)%
0065 PortaJohn	<u>0.00</u>	<u>0.00</u>	<u>980.00</u>	<u>980.00</u>	<u>100.00%</u>
Total Master Plan Expenses	<u>11,630.80</u>	<u>55,310.80</u>	<u>125,050.00</u>	<u>69,739.20</u>	<u>55.77%</u>

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

Fire

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4020	Paid Call From Other Agencies	0.00	0.00	24,000.00	(24,000.00) (100.00)%
5000	Property Taxes	46,522.23	52,606.46	292,000.00	(239,393.54) (81.98)%
5010	Interest Income	0.46	1,150.80	2,000.00	(849.20) (42.46)%
5020	Grant Income	0.00	0.00	30,000.00	(30,000.00) (100.00)%
5035	Other Fees Charges	0.00	4,500.00	500.00	4,000.00 800.00%
	<b>Total Income Categories</b>	<u>46,522.69</u>	<u>58,257.26</u>	<u>348,500.00</u>	<u>(290,242.74) (83.28)%</u>
<b>Expense Categories</b>					
6000	Salaries Wages Mgmt	7,617.07	27,929.14	66,014.93	38,085.79 57.69%
6005	Salaries Wages Office Reg	1,339.20	4,276.80	10,834.14	6,557.34 60.52%
6010	Salaries Wages Office Ot	0.00	0.00	165.22	165.22 100.00%
6025	Salaries Wages Coverage	7,650.00	26,525.00	72,800.00	46,275.00 63.56%
6035	Payroll Taxes	681.46	2,480.33	6,054.52	3,574.19 59.03%
6100	Benefits Retirement	251.71	30,531.54	31,923.05	1,391.51 4.36%
6105	Benefits Dental Insurance	42.12	210.60	505.44	294.84 58.33%
6110	Benefits Health Ins Active	483.66	2,418.30	5,625.85	3,207.55 57.01%
6115	Benefits Health Ins Retired	701.54	3,507.74	8,713.27	5,205.53 59.74%
6118	CEPPT Trust	0.00	0.00	3,000.00	3,000.00 100.00%
6120	Training	0.00	247.00	3,000.00	2,753.00 91.77%
6200	Director Fees	0.00	395.55	2,129.82	1,734.27 81.43%
6205	Director Training Conference	0.00	0.00	30.00	30.00 100.00%
6210	Board Misc	2.25	11.25	60.00	48.75 81.25%
6300	Prof Svcs Legal	0.00	110.00	750.00	640.00 85.33%
6305	Prof Svcs Accounting	206.35	206.35	420.00	213.65 50.87%
6315	Prof Svcs Audit	128.33	666.67	11,220.00	10,553.33 94.06%
6320	Prof Svcs Dues Membership Fees	67.49	904.55	2,500.00	1,595.45 63.82%
6325	Prof Svcs Bank Fees Charges	60.65	285.80	650.00	364.20 56.03%
6340	Prof Svcs Computer Network	0.00	0.00	645.00	645.00 100.00%
6345	Prof Svcs Misc	0.00	2,079.53	4,900.00	2,820.47 57.56%
6400	Office Supplies	88.10	148.85	955.00	806.15 84.41%
6405	Office Printing	16.99	73.45	340.00	266.55 78.40%
6410	Office Postage	0.00	12.81	0.00	(12.81) 0.00%
6415	Office Software Computer	47.88	215.52	2,260.00	2,044.48 90.46%
6420	Office Equipment/Furniture	0.00	7.00	750.00	743.00 99.07%
6425	Office Misc	0.00	0.00	180.00	180.00 100.00%
6500	Insurance Workers Comp	0.00	16,419.88	19,221.36	2,801.48 14.57%
6505	Insurance Property Liability Vehicle	0.00	16,021.50	15,999.00	(22.50) (0.14)%
6600	Vehicle Maintenance	2,804.72	4,777.00	2,500.00	(2,277.00) (91.08)%
6605	Vehicle Fuel	613.73	2,087.52	5,000.00	2,912.48 58.25%
6700	Utility Phone Internet	287.67	1,271.35	4,750.00	3,478.65 73.23%
6705	Utility Gas	2,351.36	2,385.48	8,920.00	6,534.52 73.26%
6710	Utility Electric Facilities	399.31	2,251.41	2,090.00	(161.41) (7.72)%
6720	Utility Security	0.00	273.88	741.00	467.12 63.04%
6800	Operations Routine Maint	0.00	0.00	250.00	250.00 100.00%
6810	Operations Inspecting/Testing	0.00	2,658.99	2,000.00	(658.99) (32.95)%
6815	Operations Facilities	74.16	700.93	2,500.00	1,799.07 71.96%
6820	Operations Tools Equipment	0.00	0.00	2,500.00	2,500.00 100.00%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

Fire

From 11/1/2022 Through 11/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6825 Operations Uniforms	149.74	2,389.57	3,000.00	610.43	20.35%
6830 Operations Safety Equipment	0.00	0.00	2,000.00	2,000.00	100.00%
6840 Operations Medical Supplies	0.00	373.03	3,000.00	2,626.97	87.57%
6845 Operations Dispatching	3,464.39	3,464.39	5,316.00	1,851.61	34.83%
6850 Operations Fire Prevention Weed Abatement	0.00	0.00	4,000.00	4,000.00	100.00%
Total Expense Categories	<u>29,529.88</u>	<u>158,318.71</u>	<u>320,213.60</u>	<u>161,894.89</u>	<u>50.56%</u>
Net Surplus/(Deficit)	<u>16,992.81</u>	<u>(100,061.45)</u>	<u>28,286.40</u>	<u>(128,347.85)</u>	<u>(453.74)%</u>
 Master Plan Expenses					
0003 2016 Engine Lease Payments	0.00	0.00	48,528.01	48,528.01	100.00%
0012 Turnouts	12,458.44	15,573.05	9,000.00	(6,573.05)	(73.03)%
0013 Radios	0.00	0.00	35,000.00	35,000.00	100.00%
0063 Station Modifications	<u>0.00</u>	<u>1,123.81</u>	<u>9,000.00</u>	<u>7,876.19</u>	<u>87.51%</u>
Total Master Plan Expenses	<u>12,458.44</u>	<u>16,696.86</u>	<u>101,528.01</u>	<u>84,831.15</u>	<u>83.55%</u>

**Status Report of Employee's Accumulated Days of Sick Leave & Vacation**  
**Month of November 2022**

Payroll End Dates: 11/12/22 11/26/22 11/12/22 11/26/22 11/12/22 11/26/22 11/12/22 11/26/22 11/12/22 11/26/22

	SICK TIME (HRS)						VACATION TIME (HRS)						COMP TIME (HRS)						
	Start	Earned #1	Earned #2	Used #1	Used #2	Accrued	Start	Earned #1	Earned #2	Used #1	Used #2	Accrued	Start	Earned #1	Earned #2	Used #1	Used #2	Accrued	
Norm	472.63	3.69	3.69			480.01	81.25	4.62	4.62			90.49							Norm
Jason	444.25	3.69	3.69			451.63	200.54	5.23	5.23			211.00	40.045	6.750	0.750	21.000		26.545	Jason
Caroline	153.39	3.69	3.69	4.00		156.77	64.65	4.62	4.62			73.89	33.625		1.875	2.000		33.500	Caroline
Matt	12.38	3.69	3.69		19.00	0.76	56.25	3.08	3.08	25.50	15.00	21.91	6.000		3.000	6.000		3.000	Matt
MV	6.41	3.69	3.69		8.00	5.79	20.58	3.08	3.08	0.25	8.00	18.49	5.705				0.750	4.955	MV

Notes:

**SICK ACCRUAL CAP IS 500 HOURS**

**VACATION ACCRUAL CAP IS 240 HOURS**

**COMP TIME ACCRUAL CAP IS 40 HOURS**



# November 2022

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
		Novelich	Brewart	Matthews	Mathews	Kahlen
			Sanchez	Rodriguez		Mekchai
		Tran	Tran			Taylor
6	7	8	9	10	11	12
	Crider	Harris		Sanchez	Hunt	Hunt
	Taylor		Tran	Tran	Matthews	Matthews
		Novelich	Novelich		Rodriguez	
13	14	15	16	17	18	19
	Taylor	Harris		Sanchez	Brewart	Macuil
		Novelich	Novelich		Matthews	Matthews
		Tran	Tran	Tran	Rodriguez	
20	21	22	23	24	25	26
	Ortiz	Harris		Hunt	Rodriguez	Macuil
	Taylor	Novelich	Novelich		Sanchez	Matthews
			Tran	Tran		
27	28	29	30			
	Taylor	Harris	Harris			
	Brewart	Novelich	Novelich	Sanchez		
	Ortiz		Tran	Tran		

# MONTHLY MAINTENANCE AND REPAIR REPORT

November 2022

#	DATE	METER #	ADDRESS	SVC	NOTES
1	11/01/22	0979	Elko	6	Clamp installed
2	11/04/22	0822	Garlock	3	Leaking valve
3	11/01/22	0979	Falcon	6	Clamp installed
4	11/01/22	0979	Scola	6	Installed new service line
5	11/01/22	0979	Scola	6	Installed new curb stop
6	11/01/22	0978	Sewer restriction	8	Restriction in 6" pipe
7	11/02/22	0479	Tulip	7	New owner, no water
8	11/07/22	0834	Richmond	1	
9	11/09/22	0943	Tucker Field	1	Off for the Winter
10	11/10/22	0898	Hilltop	2	
11	11/11/22	0408	Donner	1	After hours chg
12	11/11/22	0389	Lookout	1	After hours chg
13	11/14/22	0298	Birch	2	Replaced broken meter box
14	11/16/22	0130	Blue Jay	7	Fire suppression system turned back on
15	11/16/22	0979	Badger	6	Install section of poly service line
16	11/18/22	0737	Cedar	2	Spin when reading meters
17	11/21/22	0524	Deer Lick	1	
18	11/22/22	0872	Willow	4	
19	11/14/22	0979	Robin Spur	6	New service line installed

SVC	DESCRIPTION	CALLS	ADDITIONAL INFORMATION
1	Customer requested turn off/on	5	New Owners. 9
2	District initiated shut off (leak, etc.)	3	Liens filed 0
3	District equipment repair	1	Liens Released 2
4	Meter reads/re-reads	1	Total Liens 5
5	Main Repairs	0	Shut off notices 44
6	Service Line Repairs	6	Non-payment shut offs 7
7	Customer Inquiry Requiring Investigation	2	Turn on after shut off 8
8	Sewer Issues/Repairs	1	Meters replaced 0
	<b>Total Calls</b>	<b>19</b>	

## Arrowbear Park County Water District Member, Board of Directors (Vote for 2)

Precincts Reported: 2 of 2 (100.00%)

	<b>Mail Ballot</b>	<b>Designated Mail Ballot</b>	<b>Polling Place</b>	<b>Provisional</b>		<b>Total</b>
Times Cast	227	0	48	3	278 / 519	53.56%
Undervotes	147	0	26	3		176
Overvotes	0	0	0	0		0
<b>Candidate</b>	<b>Party</b>	<b>Mail Ballot</b>	<b>Designated Mail Ballot</b>	<b>Polling Place</b>	<b>Provisional</b>	<b>Total</b>
SETH BURT		100	0	21	0	121    31.84%
CRAIG CARPENTER		57	0	11	1	69    18.16%
PAUL ANDREW MILLER		124	0	30	1	155    40.79%
WILLIAM ERIC HEWLETT		18	0	7	1	26    6.84%
WILLIAM KING		8	0	1	0	9    2.37%
Total Votes		307	0	70	3	380



# FY 2021-2022 Unrestricted Funds Allocation

## 2021-2022 Master Plan / Replacement Unused or (Overbudget) Funds

	Est. 6/30/22	Act. 6/30/22		
Water			<b>From/To Acct. #</b>	<b>To Acct.</b>
- Deerlick Drive	\$ (6,794.69)	\$ (6,794.69)	1-3120	Unrestricted Replacement - Sys. - W
- Encina Drive	\$ 8,000.00	\$ 13,358.88	1-3120	Unrestricted Replacement - Sys. - W
- Willow Ln area	\$ 10,000.00	\$ 7,617.14	1-3120	Unrestricted Replacement - Sys. - W
- Pine Ridge	\$ 18,500.00	\$ 18,500.00	1-3120	Unrestricted Replacement - Sys. - W
- Hwy 18 Project Engineering	\$ 4,000.00	\$ 6,090.74	1-3120	Unrestricted Replacement - Sys. - W
Sewer				
- RS Treatment Plant	\$ (103,400.00)	\$ (89,430.00)	2-3140	Unrestricted Capital Improvement - S
Fire				
- Weatherization	\$ 270.00	\$ 270.00	3-3110	Unrestricted Replacement - Fac. - F
- Turnouts	\$ 3,702.00	\$ 3,702.00	3-3115	Unrestricted Replacement - Equip. - F
- SCBA's	\$ (16,592.42)	\$ (16,592.42)	3-3115	Unrestricted Replacement - Equip. - F
- Engine Lease	\$ -	\$ -	3-3100	Unrestricted Replacement - Veh. - F
<b>Total</b>	<b>\$ (82,315.11)</b>	<b>\$ (63,278.35)</b>		

## 2021-2022 Budget Surplus Funds Allocation

	Est. 6/30/22	Act. 6/30/22	<b>To Acct. #</b>	<b>To Acct.</b>
Water	\$ 70,000.00	\$ 60,016.61	1-3120	Unrestricted Replacement - Sys. - W
Sewer	\$ 110,000.00	\$ 60,407.30	2-3140	Unrestricted Capital Improvement - S
Fire	\$ 50,000.00	\$ 50,000.00	3-3115	Unrestricted Replacement - Equip. - F
Fire	\$ 90,000.00	\$ 55,894.32	3-3125	Unrestricted Reserve - F
<b>Total</b>	<b>\$ 320,000.00</b>	<b>\$ 226,318.23</b>		

## 2022-2023 Master Plan / Replacement Funds Allocation

			<b>From Acct. #</b>	<b>From Acct.</b>
Water				
- Tractor Forks	\$ 1,300.00		1-3115	Unrestricted Replacement - Equip. - W
- PortaJohn	\$ 1,820.00		1-3115	Unrestricted Replacement - Equip. - W
- Encina Drive	\$ 13,358.88		1-3120	Unrestricted Replacement - Sys. - W
- Pine Ridge	\$ 18,500.00		1-3120	Unrestricted Replacement - Sys. - W
- Hwy 18 Project Engineering	\$ 45,000.00		1-3120	Unrestricted Replacement - Sys. - W
- Hwy 18 Project	\$ 256,090.74		1-3120	Unrestricted Replacement - Sys. - W
Sewer				
- Tractor Forks	\$ 700.00		2-3115	Unrestricted Replacement - Equip. - S
- PortaJohn	\$ 980.00		2-3115	Unrestricted Replacement - Equip. - S
- RS Treatment Plant	\$ 123,370.00		2-3140	Unrestricted Capital Improvement - S
Fire				
- Station Modification (A/C-Qtrs.)	\$ 9,000.00		3-3110	Unrestricted Replacement - Fac. - F
- Radios	\$ 35,000.00		3-3115	Unrestricted Replacement - Equip. - F
- Turnouts	\$ 9,000.00		3-3115	Unrestricted Replacement - Equip. - F
- Engine Lease	\$ 48,528.01		3-3100	Unrestricted Replacement - Veh. - F
<b>Total</b>	<b>\$ 562,647.63</b>			

## Reserve Allocations as of 7/1/2022

Includes: Budget surplus allocations and MP surpluses/deficits for FY 21-22  
 Reductions for Master Plan allocations for FY 22-23

UNRESTRICTED NET ASSET ACCOUNTS				WATER	SEWER	FIRE	DISTRICT		
3100	W	Unrestricted Replacement	Vehicles	Water	\$ 6,339.82			\$ 6,339.82	
	S	Unrestricted Replacement	Vehicles	Sewer		\$ 7,401.91		\$ 7,401.91	
	F	Unrestricted Replacement	Vehicles	Fire			\$ 50,457.27	\$ 50,457.27	
3110	W	Unrestricted Replacement	Facilities	Water	\$ 11,112.45			\$ 11,112.45	
	S	Unrestricted Replacement	Facilities	Sewer		\$ 21,225.76		\$ 21,225.76	
	F	Unrestricted Replacement	Facilities	Fire			\$ 27,934.98	\$ 27,934.98	
3115	W	Unrestricted Replacement	Equipment	Water	\$ 1,599.09			\$ 1,599.09	
	S	Unrestricted Replacement	Equipment	Sewer		\$ 6,633.26		\$ 6,633.26	
	F	Unrestricted Replacement	Equipment	Fire			\$ 36,792.78	\$ 36,792.78	
3120	W	Unrestricted Replacement	System	Water	\$ 33,469.67			\$ 33,469.67	
	S	Unrestricted Replacement	System	Sewer		\$ 25,729.95		\$ 25,729.95	
	F	Unrestricted Replacement	System	Fire			\$ -	\$ -	
3125	W	Unrestricted Reserve		Water	\$ 53,165.67			\$ 53,165.67	Target (25% AOE) \$ 340,989.51
	S	Unrestricted Reserve		Sewer		\$ 24,214.60		\$ 24,214.60	TOTAL RESERVE \$ 343,015.71
	F	Unrestricted Reserve		Fire			\$ 110,762.10	\$ 110,762.10	SURPLUS(DEFICIT) \$ 2,026.20
3130	W	Unrestricted General Fund		Water	\$ 16,287.06			\$ 16,287.06	
	S	Unrestricted General Fund		Sewer		\$ 30,000.00		\$ 30,000.00	
	F	Unrestricted General Fund		Fire			\$ 108,586.28	\$ 108,586.28	
3135	W	Unrestricted Unfunded Liabilities		Water	\$ 7,926.81			\$ 7,926.81	
	S	Unrestricted Unfunded Liabilities		Sewer		\$ -		\$ -	
	F	Unrestricted Unfunded Liabilities		Fire			\$ 11,987.08	\$ 11,987.08	
3140	W	Unrestricted Capital Improvement		Water	\$ -			\$ -	
	S	Unrestricted Capital Improvement		Sewer		\$ 18,198.90		\$ 18,198.90	
	F	Unrestricted Capital Improvement		Fire			\$ -	\$ -	
<b>UNRESTRICTED TOTALS</b>					<b>\$ 129,900.57</b>	<b>\$ 133,404.38</b>	<b>\$ 346,520.49</b>	<b>\$ 609,825.44</b>	

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Water

From 6/1/2022 Through 6/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4000	Sales And Fees	21,413.37	418,440.52	440,000.00	(21,559.48) (4.90)%
4010	Sales To Other Agencies	5,940.07	55,259.51	62,000.00	(6,740.49) (10.87)%
5005	Standby Charges	387.78	39,332.60	36,000.00	3,332.60 9.26%
5010	Interest Income	417.90	1,846.71	6,000.00	(4,153.29) (69.22)%
5015	Late Charge Income	306.33	5,232.78	5,000.00	232.78 4.66%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	0.88	(8,482.17)	(800.00)	(7,682.17) 960.27%
5035	Other Fees Charges	183.04	2,171.59	7,000.00	(4,828.41) (68.98)%
	<b>Total Income Categories</b>	<b>28,649.37</b>	<b>513,801.54</b>	<b>555,700.00</b>	<b>(41,898.46) (7.54)%</b>
<b>Expense Categories</b>					
6000	Salaries Wages Mgmt	1,107.26	61,522.28	65,427.05	3,904.77 5.97%
6005	Salaries Wages Office Reg	2,788.63	33,468.94	33,221.50	(247.44) (0.74)%
6010	Salaries Wages Office Ot	0.00	0.00	718.58	718.58 100.00%
6015	Salaries Wages Field Reg	(41,935.82)	60,256.27	104,546.75	44,290.48 42.36%
6020	Salaries Wages Field Ot	452.08	15,640.70	13,137.79	(2,502.91) (19.05)%
6035	Payroll Taxes	1,502.78	17,468.50	17,201.86	(266.64) (1.55)%
6100	Benefits Retirement	2,023.85	19,100.25	18,826.53	(273.72) (1.45)%
6105	Benefits Dental Insurance	340.42	4,073.17	4,614.34	541.17 11.73%
6110	Benefits Health Ins Active	0.00	48,869.60	46,470.60	(2,399.00) (5.16)%
6115	Benefits Health Ins Retired	0.00	26,928.02	32,284.81	5,356.79 16.59%
6116	Benefits OPEB	0.00	7,500.00	7,500.00	0.00 0.00%
6118	CEPPT Trust	0.00	11,000.00	0.00	(11,000.00) 0.00%
6120	Training	0.00	583.21	500.00	(83.21) (16.64)%
6200	Director Fees	2,565.92	7,099.41	7,809.30	709.89 9.09%
6205	Director Training Conference	0.00	57.75	110.00	52.25 47.50%
6210	Board Misc	8.24	254.63	176.00	(78.63) (44.68)%
6300	Prof Svcs Legal	486.42	2,009.46	1,650.00	(359.46) (21.79)%
6305	Prof Svcs Accounting	0.00	1,807.23	1,540.00	(267.23) (17.35)%
6310	Prof Svcs Engineering	0.00	0.00	250.00	250.00 100.00%
6315	Prof Svcs Audit	3,239.17	11,499.92	12,920.00	1,420.08 10.99%
6320	Prof Svcs Dues Membership Fees	10.00	3,999.11	5,000.00	1,000.89 20.02%
6325	Prof Svcs Bank Fees Charges	531.06	6,502.65	5,340.00	(1,162.65) (21.77)%
6330	Prof Svcs Regulatory Fees	0.00	10,236.85	5,400.00	(4,836.85) (89.57)%
6335	Prof Svcs Testing Lab	169.00	4,541.60	5,000.00	458.40 9.17%
6340	Prof Svcs Computer Network	0.00	627.24	440.00	(187.24) (42.55)%
6345	Prof Svcs Misc	26.45	965.15	990.00	24.85 2.51%
6400	Office Supplies	27.89	594.09	825.00	230.91 27.99%
6405	Office Printing	106.42	675.01	880.00	204.99 23.29%
6410	Office Postage	0.00	4,111.02	3,800.00	(311.02) (8.18)%
6415	Office Software Computer	0.00	348.38	220.00	(128.38) (58.35)%
6420	Office Equipment/Furniture	0.00	167.47	220.00	52.53 23.88%
6425	Office Misc	0.00	31.36	110.00	78.64 71.49%
6500	Insurance Workers Comp	679.21	14,014.45	14,136.13	121.68 0.86%
6505	Insurance Property Liability Vehicle	(13,378.12)	15,529.38	10,784.00	(4,745.38) (44.00)%
6600	Vehicle Maintenance	(1,514.00)	(276.21)	3,500.00	3,776.21 107.89%
6605	Vehicle Fuel	(1,304.53)	5,578.34	4,000.00	(1,578.34) (39.46)%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Water

From 6/1/2022 Through 6/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6700 Utility Phone Internet	294.22	3,418.93	2,600.00	(818.93)	(31.50)%
6705 Utility Gas	52.86	2,002.62	2,740.00	737.38	26.91%
6710 Utility Electric Facilities	75.50	887.80	770.00	(117.80)	(15.30)%
6715 Utility Electric Pumping	2,676.71	31,317.42	24,000.00	(7,317.42)	(30.49)%
6720 Utility Security	0.00	622.74	512.00	(110.74)	(21.63)%
6800 Operations Routine Maint	2,928.64	6,697.49	3,000.00	(3,697.49)	(123.25)%
6805 Operations Repairs	0.00	5,837.81	5,000.00	(837.81)	(16.76)%
6810 Operations Inspecting/Testing	75.00	358.00	400.00	42.00	10.50%
6815 Operations Facilities	73.02	1,650.01	1,000.00	(650.01)	(65.00)%
6820 Operations Tools Equipment	0.00	1,232.26	1,000.00	(232.26)	(23.23)%
6825 Operations Uniforms	123.93	766.77	600.00	(166.77)	(27.80)%
6830 Operations Safety Equipment	0.00	36.85	900.00	863.15	95.91%
6837 Water Standby Purchase	0.00	2,171.00	2,323.00	152.00	6.54%
Total Expense Categories	<u>(35,767.79)</u>	<u>453,784.93</u>	<u>474,395.24</u>	<u>20,610.31</u>	<u>4.34%</u>
Net Surplus/(Deficit)	<u>64,417.16</u>	<u>60,016.61</u>	<u>81,304.76</u>	<u>(21,288.15)</u>	<u>(26.18)%</u>
Master Plan Expenses					
0057 Deer Lick	(38,425.55)	0.00	31,630.86	31,630.86	100.00%
0059 Hwy 18 Pipeline	(33,909.26)	0.00	40,000.00	40,000.00	100.00%
0060 Encina Dr.	(16,561.99)	0.00	33,583.00	33,583.00	100.00%
0061 Willow Ln.	(10,247.53)	0.00	26,121.00	26,121.00	100.00%
0062 Pine Ridge	0.00	0.00	18,500.00	18,500.00	100.00%
Total Master Plan Expenses	<u>(99,144.33)</u>	<u>0.00</u>	<u>149,834.86</u>	<u>149,834.86</u>	<u>100.00%</u>

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Sewer

From 6/1/2022 Through 6/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4000	26,823.21	468,180.52	470,000.00	(1,819.48)	(0.39)%
5005	1,020.27	78,654.65	72,000.00	6,654.65	9.24%
5010	227.95	1,007.30	4,000.00	(2,992.70)	(74.82)%
5015	405.92	6,936.30	6,500.00	436.30	6.71%
5020	0.00	0.00	500.00	(500.00)	(100.00)%
5030	103.00	(3,009.75)	(1,000.00)	(2,009.75)	200.97%
5035	2,242.32	7,716.72	7,500.00	216.72	2.89%
	<u>30,822.67</u>	<u>559,485.74</u>	<u>559,500.00</u>	<u>(14.26)</u>	<u>(0.00)%</u>
<b>Expense Categories</b>					
6000	2,605.23	35,538.80	35,687.48	148.68	0.42%
6005	1,521.53	18,257.41	18,120.82	(136.59)	(0.75)%
6010	0.00	0.00	391.95	391.95	100.00%
6015	(11,311.89)	45,252.31	56,294.40	11,042.09	19.61%
6020	243.72	8,419.43	7,074.19	(1,345.24)	(19.02)%
6035	814.90	9,479.01	9,319.87	(159.14)	(1.71)%
6100	1,095.80	10,336.96	10,137.36	(199.60)	(1.97)%
6105	184.38	2,059.04	2,496.98	437.94	17.54%
6110	0.00	26,458.52	25,166.88	(1,291.64)	(5.13)%
6115	0.00	14,687.96	17,609.90	2,921.94	16.59%
6116	0.00	7,500.00	7,500.00	0.00	0.00%
6118	0.00	6,000.00	0.00	(6,000.00)	0.00%
6120	0.00	19.78	200.00	180.22	90.11%
6200	1,399.59	4,107.52	4,259.62	152.10	3.57%
6205	0.00	31.50	60.00	28.50	47.50%
6210	4.50	138.98	96.00	(42.98)	(44.77)%
6300	644.78	1,474.46	900.00	(574.46)	(63.83)%
6305	0.00	1,488.79	840.00	(648.79)	(77.24)%
6310	0.00	0.00	200.00	200.00	100.00%
6315	2,901.67	10,661.78	12,540.00	1,878.22	14.98%
6320	10.00	2,441.78	2,810.00	368.22	13.10%
6325	593.44	6,564.20	3,840.00	(2,724.20)	(70.94)%
6330	0.00	(2,422.95)	1,500.00	3,922.95	261.53%
6340	0.00	1,288.24	240.00	(1,048.24)	(436.77)%
6345	26.45	476.54	540.00	63.46	11.75%
6400	15.21	323.50	450.00	126.50	28.11%
6405	58.05	368.19	480.00	111.81	23.29%
6410	0.00	2,251.53	3,800.00	1,548.47	40.75%
6415	0.00	190.02	120.00	(70.02)	(58.35)%
6420	0.00	91.35	120.00	28.65	23.88%
6425	0.00	16.88	60.00	43.12	71.87%
6500	367.29	7,578.56	7,667.90	89.34	1.17%
6505	(13,378.13)	15,491.87	10,784.00	(4,707.87)	(43.66)%
6600	0.00	666.49	3,500.00	2,833.51	80.96%
6605	384.72	4,090.88	4,000.00	(90.88)	(2.27)%
6700	159.12	1,849.67	2,200.00	350.33	15.92%
6705	28.70	1,084.34	2,040.00	955.66	46.85%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Sewer

From 6/1/2022 Through 6/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining	
6710	Utility Electric Facilities	40.66	478.06	420.00	(58.06)	(13.82)%
6715	Utility Electric Pumping	781.83	7,167.30	6,400.00	(767.30)	(11.99)%
6720	Utility Security	0.00	337.76	372.00	34.24	9.20%
6800	Operations Routine Maint	0.00	375.88	500.00	124.12	24.82%
6805	Operations Repairs	0.00	58.24	500.00	441.76	88.35%
6810	Operations Inspecting/Testing	0.00	14,463.50	15,000.00	536.50	3.58%
6815	Operations Facilities	39.44	716.92	800.00	83.08	10.38%
6820	Operations Tools Equipment	0.00	559.30	1,000.00	440.70	44.07%
6825	Operations Uniforms	66.73	413.29	600.00	186.71	31.12%
6830	Operations Safety Equipment	0.00	19.85	900.00	880.15	97.79%
6835	Operations Treatment	<u>32,951.00</u>	<u>230,225.00</u>	<u>180,000.00</u>	<u>(50,225.00)</u>	<u>(27.90)%</u>
	Total Expense Categories	<u>22,248.72</u>	<u>499,078.44</u>	<u>459,539.35</u>	<u>(39,539.09)</u>	<u>(8.60)%</u>
	Net Surplus/(Deficit)	<u>8,573.95</u>	<u>60,407.30</u>	<u>99,960.65</u>	<u>(39,553.35)</u>	<u>(39.57)%</u>
	Master Plan Expenses					
0044	RS Treatment Plant	<u>(153,670.00)</u>	<u>0.00</u>	<u>64,240.00</u>	<u>64,240.00</u>	<u>100.00%</u>
	Total Master Plan Expenses	<u>(153,670.00)</u>	<u>0.00</u>	<u>64,240.00</u>	<u>64,240.00</u>	<u>100.00%</u>

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Fire

From 6/1/2022 Through 6/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining	
<b>Income Categories</b>						
4020	Paid Call From Other Agencies	0.00	51,957.57	10,000.00	41,957.57	419.58%
5000	Property Taxes	4,595.75	314,571.12	295,000.00	19,571.12	6.63%
5010	Interest Income	113.97	503.63	2,000.00	(1,496.37)	(74.82)%
5020	Grant Income	0.00	24,570.00	12,000.00	12,570.00	104.75%
5035	Other Fees Charges	0.00	195.95	500.00	(304.05)	(60.81)%
	<b>Total Income Categories</b>	<u>4,709.72</u>	<u>391,798.27</u>	<u>319,500.00</u>	<u>72,298.27</u>	<u>22.63%</u>
<b>Expense Categories</b>						
6000	Salaries Wages Mgmt	4,511.04	62,729.59	62,843.74	114.15	0.18%
6005	Salaries Wages Office Reg	760.62	9,126.83	9,060.41	(66.42)	(0.73)%
6010	Salaries Wages Office Ot	0.00	0.00	195.98	195.98	100.00%
6025	Salaries Wages Coverage	4,925.00	34,955.00	49,400.00	14,445.00	29.24%
6030	Salaries Wages Paid Call	(907.63)	22,506.07	4,000.00	(18,506.07)	(462.65)%
6035	Payroll Taxes	395.86	6,347.12	5,678.59	(668.53)	(11.77)%
6100	Benefits Retirement	236.13	24,819.32	24,852.02	32.70	0.13%
6105	Benefits Dental Insurance	42.12	487.35	481.32	(6.03)	(1.25)%
6110	Benefits Health Ins Active	0.00	5,651.08	5,625.85	(25.23)	(0.45)%
6115	Benefits Health Ins Retired	0.00	7,344.00	8,804.95	1,460.95	16.59%
6118	CEPPT Trust	0.00	3,000.00	0.00	(3,000.00)	0.00%
6120	Training	0.00	2,051.05	2,000.00	(51.05)	(2.55)%
6200	Director Fees	699.80	1,977.69	2,129.81	152.12	7.14%
6205	Director Training Conference	0.00	15.75	30.00	14.25	47.50%
6210	Board Misc	2.25	69.49	48.00	(21.49)	(44.77)%
6300	Prof Svcs Legal	0.00	1,541.68	450.00	(1,091.68)	(242.60)%
6305	Prof Svcs Accounting	0.00	1,297.72	420.00	(877.72)	(208.98)%
6315	Prof Svcs Audit	2,699.16	10,158.90	12,540.00	2,381.10	18.99%
6320	Prof Svcs Dues Membership Fees	30.00	2,097.86	2,500.00	402.14	16.09%
6325	Prof Svcs Bank Fees Charges	37.33	718.64	1,020.00	301.36	29.55%
6330	Prof Svcs Regulatory Fees	0.00	84.63	0.00	(84.63)	0.00%
6340	Prof Svcs Computer Network	0.00	40.50	585.00	544.50	93.08%
6345	Prof Svcs Misc	460.00	2,309.82	2,170.00	(139.82)	(6.44)%
6400	Office Supplies	49.54	1,197.52	1,000.00	(197.52)	(19.75)%
6405	Office Printing	29.02	184.06	340.00	155.94	45.86%
6415	Office Software Computer	0.00	2,712.39	660.00	(2,052.39)	(310.97)%
6420	Office Equipment/Furniture	0.00	957.00	750.00	(207.00)	(27.60)%
6425	Office Misc	0.00	0.00	180.00	180.00	100.00%
6500	Insurance Workers Comp	594.97	11,289.54	9,603.89	(1,685.65)	(17.55)%
6505	Insurance Property Liability Vehicle	0.00	12,554.50	10,049.00	(2,505.50)	(24.93)%
6600	Vehicle Maintenance	77.26	1,770.43	2,500.00	729.57	29.18%
6605	Vehicle Fuel	1,450.77	7,699.91	2,500.00	(5,199.91)	(208.00)%
6700	Utility Phone Internet	311.76	3,856.97	4,000.00	143.03	3.58%
6705	Utility Gas	8.76	11,535.33	8,920.00	(2,615.33)	(29.32)%
6710	Utility Electric Facilities	262.88	3,219.42	2,030.00	(1,189.42)	(58.59)%
6720	Utility Security	0.00	752.82	644.00	(108.82)	(16.90)%
6800	Operations Routine Maint	13.36	13.36	250.00	236.64	94.66%
6810	Operations Inspecting/Testing	1,650.00	1,650.00	4,000.00	2,350.00	58.75%
6815	Operations Facilities	95.84	7,337.36	1,500.00	(5,837.36)	(389.16)%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Fire

From 6/1/2022 Through 6/30/2022

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining	
6820	Operations Tools Equipment	0.00	875.33	2,500.00	1,624.67	64.99%
6825	Operations Uniforms	0.00	3,927.62	3,000.00	(927.62)	(30.92)%
6830	Operations Safety Equipment	0.00	2,018.13	800.00	(1,218.13)	(152.27)%
6840	Operations Medical Supplies	0.00	1,705.59	3,000.00	1,294.41	43.15%
6845	Operations Dispatching	0.00	0.00	5,316.00	5,316.00	100.00%
6850	Operations Fire Prevention Weed Abatement	0.00	4,325.64	4,000.00	(325.64)	(8.14)%
7100	Interest Expense	<u>6,990.94</u>	<u>6,990.94</u>	<u>0.00</u>	<u>(6,990.94)</u>	<u>0.00%</u>
	Total Expense Categories	<u>25,426.78</u>	<u>285,903.95</u>	<u>262,378.56</u>	<u>(23,525.39)</u>	<u>(8.97)%</u>
	Net Surplus/(Deficit)	<u>(20,717.06)</u>	<u>105,894.32</u>	<u>57,121.44</u>	<u>48,772.88</u>	<u>85.38%</u>
	<b>Master Plan Expenses</b>					
0003	2016 Engine Lease Payments	(48,528.01)	0.00	48,528.01	48,528.01	100.00%
0011	Scba	(16,592.42)	0.00	0.00	0.00	0.00%
0012	Turnouts	0.00	0.00	3,702.00	3,702.00	100.00%
0058	Fire Station Weatherization	<u>(4,149.44)</u>	<u>0.00</u>	<u>4,419.44</u>	<u>4,419.44</u>	<u>100.00%</u>
	Total Master Plan Expenses	<u>(69,269.87)</u>	<u>0.00</u>	<u>56,649.45</u>	<u>56,649.45</u>	<u>100.00%</u>



## EMPLOYMENT AGREEMENT

**THIS EMPLOYMENT AGREEMENT** is effective as of January 1, 2023, between the **ARROWBEAR PARK COUNTY WATER DISTRICT**, a public agency and controlling entity for the **ARROWBEAR LAKE FIRE DEPARTMENT**, (“**APCWD/ALFD**”), and **Mr. Paul L. Lindley**, an individual (“**PART-TIME EMPLOYEE**”). **APCWD/ALFD** and **PART-TIME EMPLOYEE** are sometimes collectively referred to herein as the “**PARTIES**.”

### AGREEMENT

In consideration of the mutual promises and conditions in this Agreement, the **PARTIES** agree as follows:

1. **Duties and Authority.** **APCWD/ALFD** shall employ **PART-TIME EMPLOYEE** as the Part-time Fire Chief of **ARROWBEAR LAKE FIRE DEPARTMENT**, with full power and authority to perform all of the duties set forth in applicable law, **APCWD/ALFD** ordinances, resolutions and/or pursuant to actions of the Board of Directors taken from time-to-time, and shall include any and all existing and hereafter adopted applicable laws, rules, regulations, and guidelines of **APCWD/ALFD**, the State of California, and/or other agencies having jurisdiction within or over **APCWD/ALFD**. **PART-TIME EMPLOYEE’S** qualifications and duties are enumerated in the **ALFD** Standard Operating Policy Handbook, Policy #2870 and are incorporated into this agreement. Duties shall include, but shall not be limited to, supervising **ALFD** personnel, attending to **ALFD** financial matters, attending meetings of the Board of Directors, supervising the administration of operations of **ALFD**, and managing and conducting business of **ALFD**, subject to policies set by the Board of Directors. In addition, **PART-TIME EMPLOYEE** shall perform any special duties assigned or delegated to him by the **APCWD** General Manager and **APCWD** Board of Directors.

2. **Restrictions on Outside Employment and Business Activities.** During this employment, **PART-TIME EMPLOYEE** shall comply with the **APCWD** Policy #2240 governing Outside Employment and Policy #1020 Conflict of Interest and shall not, without **APCWD’s** prior written consent, render to others, services of any kind for compensation or engage in any other business activity that would interfere with the performance of his duties under this Agreement. Exception is granted for **PART-TIME EMPLOYEE’S** current employment as of the date of this agreement provided the current employment does not create a conflict of interest.

3. **Term of Employment.** Subject to negotiated extensions or earlier termination as provided for in this Agreement, **PART-TIME EMPLOYEE** shall be employed for a one-year term beginning on January 1, 2023 and ending on December 31, 2023.

4. **Extension of Term of Employment.** The term of employment provided for in Paragraph 3 above may be extended by mutual agreement of the **PARTIES**. Negotiations to extend the term of this Agreement shall commence at the request of either **PARTY** made on or before the beginning of the third (3rd) month prior to the termination date provided for in Paragraph 3.

Negotiations shall commence as soon as possible after such request, and shall be completed no less than 30 days before expiration of the Agreement. Negotiations shall be conducted by the **PARTIES** in good faith, and each **PARTY** shall deal with the other fairly. Neither **PARTY** shall make arbitrary or capricious demands during negotiations. The **PARTIES** acknowledge and agree that, despite their best efforts, mutual agreements to extend the term of the Agreement may not be achieved. In such event, this Agreement shall terminate on the date provided for in Paragraph 3 above.

5. **Place of Employment.** Unless the **PARTIES** agree otherwise in writing, during the employment term **PART-TIME EMPLOYEE** shall perform the services he is required to perform under this Agreement at **APCWD/ALFD'S** offices, located in Arrowbear Lake, California; provided, however, that **APCWD/ALFD** may, from time-to-time, require **PART-TIME EMPLOYEE** to travel temporarily to other locations attending meetings and/or classes and represent the **APCWD/ALFD** to improve/maintain relationships and partnerships for the benefit of **APCWD/ALFD**.

6. **Salary.** **APCWD/ALFD** shall pay a basic salary to **PART-TIME EMPLOYEE** at the rate of \$31,500.00 per year, payable in bi-weekly installments of \$1,211.54 to be paid on **APCWD/ALFD'S** biweekly pay period cycles, and subject to appropriate withholdings. Should this Agreement be terminated other than on the first work day of a month, the monthly compensation shall be prorated for that month.

Salary and compensation is governed by Policy #2150.60.1. *Board Approved Part-time Fire Chief. A part-time (less than 980 hours per calendar year), contract, salaried, Fire Chief, appointed by the General Manager will be compensated at 35% of the of the Board Approved Salary Range minimum monthly salary for Fire Chief. The Part-time Fire Chief will not be eligible for additional compensation for District coverage or for unreimbursed paid call firefighting. The Part-time Fire Chief will be eligible for additional compensation for calls and drills as well as 100% of the compensation reimbursed to the Fire Department from outside agencies. Time spent in outside agency service must fall within the maximum total allowable hours of the part-time position (less than 980 hours per calendar year). The Part-time Fire Chief will receive an additional 35% increase to his monthly salary for any full month in which he/she functions as the sole Fire Department Management (Part-time Battalion Chief position is not filled). This additional compensation will be reduced by ten (10) percentage points every six (6) months.*

The basic salary payable to **PART-TIME EMPLOYEE** under this paragraph (the "Basic Salary") shall be subject to a cost-of-living increase as provided in **APCWD/ALFD'S** Policy Handbook, Policy 2150.25.1.

a. **PART-TIME EMPLOYEE** may, at his option, require that such portion of said salary as he may designate be put into tax-sheltered investments as deferred income.

b. The parties have agreed to utilize the partial exemption contained in Section 7(k) of the Fair Labor Standards Act. Therefore, **PART-TIME EMPLOYEE** shall only be paid overtime if he works more than 212 hours in a 28-day period. The 28-day period shall begin on January 1, 2022. **PART-TIME EMPLOYEE** must have approval from the General Manager prior to working more than 212 hours in a 28-day period. It is the parties'

intent that **PART-TIME EMPLOYEE'S** salary is meant to compensate him for up to 37 hours of work in each bi-weekly pay period. **PART-TIME EMPLOYEE** must have approval from the General Manager prior to working more than 37 hours in the bi-weekly pay period. Additional time (over the compensated 37 hours) spent with Fire Department is done as voluntary service with no expectation of additional compensation.

c. In accordance with the requirements of Government Code Section 53243, any salary paid to **PART-TIME EMPLOYEE** shall be fully reimbursed to **APCWD** if **PART-TIME EMPLOYEE** is convicted of a crime involving an abuse of his position.

7. **Hours of Work and Reporting.** As a part-time, salaried employee, **PART-TIME EMPLOYEE'S** salary is compensation for up to 962 hours of work per year. **PART-TIME EMPLOYEE** is granted the discretion of determining when he/she performs the work; provided the work, duties, goals, and responsibilities of **ALFD** are being met as determined by the General Manager and the **APCWD** Board of Directors. **PART-TIME EMPLOYEE** shall submit a bi-weekly timecard to the District Office, documenting the hours worked (up to the allowable 37 hours per bi-weekly pay period) as well as the sick leave hours taken. The timecard will be submitted on the Monday following the end of the bi-weekly pay period.

8. **Additional Benefits.** During the employment term, the part-time, salaried **PART-TIME EMPLOYEE** **shall not** be entitled to receive additional benefits of employment available to **APCWD/ALFD'S** full-time employees. **PART-TIME EMPLOYEE** shall only be entitled to benefits explicitly set forth in this Agreement.

a. **PART-TIME EMPLOYEE** **shall** be entitled to three (3) days of compensated sick leave in each contract year, to be taken, as necessary throughout the year. Such sick leave will not accrue from contract year to contract year. Compensated sick leave has no accrued cash value.

9. **Expenses.** During the employment term, **APCWD/ALFD** shall reimburse **PART-TIME EMPLOYEE** for reasonable out-of-pocket expenses incurred in connection with **APCWD/ALFD'S** business, including travel expenses, food, and lodging while away from home, subject to such policies as **APCWD/ALFD** may from time-to-time reasonably establish for its employees. **PART-TIME EMPLOYEE** shall also be entitled to reasonable reimbursement for attendance at conventions, conferences, annual meetings and seminars which are appropriate to the goals of **APCWD/ALFD**; provided there is prior General Manager or Board approval. All reimbursement of expenses shall be made on the basis of itemized statements to which shall be attached actual bills, receipts, or other evidence of approved expenditures. **PART-TIME EMPLOYEE** shall not be reimbursed for any expenses in excess of those authorized by this Agreement unless approved in advance by the General Manager or the Board of Directors of **APCWD**, in writing.

10. **Automobile Allowance.** During the employment term, **APCWD/ALFD** shall furnish to **PART-TIME EMPLOYEE** a motor vehicle owned by **APCWD/ALFD** during the course business for the purpose of conducting official department business and the purpose of responding to major and catastrophic incidents for mitigation. **PART-TIME EMPLOYEE'S** use of **APCWD/ALFD** vehicles shall conform to **APCWD/ALFD'S** policies governing the use of

vehicles. In the event **PART-TIME EMPLOYEE** uses his personal vehicle on **APCWD/ALFD** business, **APCWD/ALFD** shall reimburse **PART-TIME EMPLOYEE** at the then-current IRS rate for reimbursement of mileage.

11. **Uniform Allowance.** During the employment term, **APCWD/ALFD** will provide to **PART-TIME EMPLOYEE** an annual \$300.00 uniform allowance.

12. **Indemnification by APCWD/ALFD.** **APCWD/ALFD** shall defend, as required by applicable law and with counsel of **APCWD/ALFD'S** choice, and indemnify and hold **PART-TIME EMPLOYEE** harmless against any and all expenses, reasonable attorneys' fees, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with any and all claims, liabilities, losses, demands, actions, obligations or causes of action, whether in tort or contract arising out of an act or omission occurring within the scope of **PART-TIME EMPLOYEE'S** employment as an **PART-TIME EMPLOYEE** of **APCWD/ALFD**. The provisions of this Paragraph shall survive the termination of this Agreement.

Funds provided to **PART-TIME EMPLOYEE** for the legal criminal defense of **PART-TIME EMPLOYEE** shall be reimbursed to **APCWD/ALFD** if **PART-TIME EMPLOYEE** is convicted of a crime involving an abuse of his position, as required by Government Code Section 53243.1.

13. **Termination of Agreement.**

a. **Termination for Cause.** **APCWD/ALFD** may terminate this Agreement at any time if **PART-TIME EMPLOYEE** commits any material act of dishonesty; discloses confidential information; is guilty of gross carelessness; has conducted themselves in a manner unbecoming of a chief officer; or unjustifiably neglects his duties under this Agreement and where any of these acts has a direct, substantial, and adverse effect on **APCWD/ALFD'S** finances, financial ability or position; or has a direct, substantial, and adverse effect on **APCWD/ALFD'S** reputation.

b. **Termination on Resignation.** **PART-TIME EMPLOYEE** may terminate this Agreement by giving **APCWD/ALFD** at least 90 days' (or more if possible) prior written notice of resignation.

c. **Termination on Disability.** If, at the end of any calendar month during the initial term or any renewal term of this Agreement, **PART-TIME EMPLOYEE** is and has been unable for four (4) consecutive full calendar months then ending (including sick leave), or for eighty percent (80%) or more of the normal working days during the six (6) consecutive full calendar months then ending (including sick leave), due to mental or physical illness or injury, to perform his duties under this Agreement in his normal and regular manner, this Agreement shall then be terminated. **APCWD/ALFD** has advised **PART-TIME EMPLOYEE** that it currently maintains disability insurance for its employees, including **PART-TIME EMPLOYEE**. During the term of this Agreement, **APCWD/ALFD** shall maintain disability insurance covering **PART-TIME EMPLOYEE** on terms and conditions no less favorable than the terms and conditions in effect at the date

of this Agreement. If and to the extent that **PART-TIME EMPLOYEE** receives payments in respect of such disability insurance during the period in which **APCWD/ALFD** is obligated to make payments concerning disability compensation, **APCWD/ALFD** shall be relieved of the obligation to make such payments to **PART-TIME EMPLOYEE** to the extent of the amounts so received by **PART-TIME EMPLOYEE**, but, except as so qualified, **APCWD/ALFD'S** obligations to make such payments shall continue in full.

d. **Termination on Death.** If **PART-TIME EMPLOYEE** dies during the initial term or during any renewal term of this Agreement, this Agreement shall be terminated on the last day of the calendar month of his death.

e. **Dissolution of the District or Department.** This Agreement may be terminated by any voluntary or involuntary dissolution of **APCWD/ALFD** for any reason. In the event **APCWD/ALFD** joins a JPA or contracts services with another fire services agency, **APCWD/ALFD** will endeavor to negotiate a comparable employment agreement for a comparable position.

#### 14. **Miscellaneous Provisions.**

a. **Integration.** This Agreement contains the entire agreement between the **PARTIES** and supersedes all prior oral and written agreements, understandings, commitments, and practices between the **PARTIES**, including all prior employment agreements, whether or not fully performed by **PART-TIME EMPLOYEE** before the date of this Agreement. No amendments to this Agreement may be made except by a writing signed by the **PARTIES**.

b. **Severability.** If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect. If any provision is held invalid or unenforceable with respect to particular circumstances it shall nevertheless remain in full force and effect in all other circumstances.

c. **Evaluation of Performance.** **APCWD/ALFD** may, by and through its General Manager, evaluate the performance of **PART-TIME EMPLOYEE**. Such evaluations may be used as a basis for determining extension of the agreement. Each evaluation may establish performance goals and objectives, as appropriate.

d. **Arbitration.** Any dispute which may arise by and between **APCWD/ALFD** and **PART-TIME EMPLOYEE** shall be submitted to binding arbitration. Arbitration shall be conducted by the Judicial Arbitration and Mediation Services, Inc. ("JAMS"), in accordance with its rules that are in effect at the time of the commencement of the arbitration proceeding, and as set forth in this Paragraph.

**PART-TIME EMPLOYEE** and **APCWD/ALFD** agree that arbitration shall be the exclusive forum for resolving these disputes; provided, however, that either party may request provisional relief from a court of competent jurisdiction, as provided in California Code of Civil Procedure Section 1281.81. **PART-TIME EMPLOYEE** and

**APCWD/ALFD** agree to submit any covered claim to binding arbitration pursuant to the provisions of the Federal Arbitration Act, 9 U.S.C. section 1, et seq. (or any successor or replacement statutes).

Claims must be filed within one year of the date the dispute first arose, or within one year of the termination of employment, whichever occurs first; provided, however, that if the **PART-TIME EMPLOYEE'S** or **APCWD/ALFD'S** claim arises under a statute providing for a longer time to file a claim, that statute shall govern. Failure to timely file a claim shall constitute waiver of any right to raise said claim in any forum. Any demand for arbitration must be in writing.

Arbitration shall be conducted before a single arbitrator. The arbitrator must decide each and every dispute in accordance with the laws of the State of California, and all other applicable laws.

Following a hearing conducted by the arbitrator, in a manner to be determined as mutually agreed to by the parties and/or by the arbitrator, the arbitrator shall issue a written opinion and award which shall be signed and dated. The arbitrator's opinion and award shall decide all issues submitted and shall set forth the legal principles supporting each part of the opinion. The arbitrator shall be permitted to award only those remedies in law or equity which are requested by the parties and which the arbitrator determines to be supported by the credible, relevant evidence. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The award of the arbitrator shall be binding, final and unappealable.

**PART-TIME EMPLOYEE** and **APCWD/ALFD** shall each bear their own costs for legal representation at any such arbitration. The cost of the arbitrator and other incidental costs of arbitration that would not be incurred in a court proceeding shall be borne by **APCWD/ALFD**.

Discovery may be conducted in the arbitration proceeding pursuant to Section 1283.05 of the Code of Civil Procedure.

The **PART-TIME EMPLOYEE** and **APCWD/ALFD** hereby agree that this arbitration section shall survive the termination of the **PART-TIME EMPLOYEE'S** employment.

Both the **PART-TIME EMPLOYEE** and **APCWD/ALFD** understand that by using arbitration to resolve disputes they are giving up any right that they may have to a judge or jury trial with regard to all issues concerning employment, except as specifically provided herein.

Unless the **PARTIES** stipulate to the contrary, prior to the appointment of the arbitrator all disputes shall first be submitted to non-binding mediation, conducted by JAMS, in accordance with its rules and procedures for such mediation. This Arbitration Agreement shall not apply to claims for workers' compensation or unemployment insurance benefits.

e. **Agreement is Binding.** This Agreement shall be binding upon and inure to the benefit of **APCWD/ALFD**, its successors and assigns, and shall be binding upon **PART-TIME EMPLOYEE**, his administrators, executors, legatees, heirs, and assigns.

f. **Assignment.** **PART-TIME EMPLOYEE** may not assign or otherwise encumber this Agreement in whole or part. Any such attempted assignment or encumbrance shall be void.

g. **Notices.** Any notice to **APCWD/ALFD** required or permitted under this Agreement shall be given in writing to **APCWD/ALFD**, either by personal delivery, or by certified mail, return receipt requested, postage prepaid, to the Board of Directors of **APCWD/ALFD** at its then principal place of business. Any such notice to **PART-TIME EMPLOYEE** shall be given in a like manner and, if mailed, shall be addressed to **PART-TIME EMPLOYEE** at his home address then shown in **APCWD/ALFD'S** files. For the purpose of determining compliance with any time limit in this Agreement, a Notice shall be deemed to have been duly given (a) on the date of personal delivery, or (b) on the second business day after mailing, if mailed to the **PARTY** to whom the notice is to be given in the manner provided in this Section.

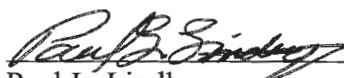
h. **Waiver.** The failure of either **PARTY** to insist on strict compliance with any of the terms, covenants or conditions of this Agreement by the other **PARTY** shall not be deemed a waiver of that term, covenant or condition, nor shall any waiver or relinquishment of any right or power for all or any other times.

**IN WITNESS WHEREOF**, the **PARTIES** have executed this Agreement to be effective on the day and year first above written.

**ARROWBEAR PARK COUNTY WATER DISTRICT**

By

\_\_\_\_\_  
President, Board of Directors

  
\_\_\_\_\_  
Paul L. Lindley

# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

**POLICY TITLE:** Board Meetings  
**POLICY NUMBER:** 5010

**5010.10** Regular meetings of the Board of Directors shall be held on the third **Thursday** of *each calendar month (1)* at 6:30 P.M. in the District Office, 2365 Fir Dr. The date, time and place of regular Board meetings shall be reconsidered annually at the annual organizational meeting of the Board.

**5010.20** Special meetings (non-emergency) of the Board of Directors may be called by *motion and a majority vote of the Board of Directors at a regular meeting of the Board of Directors.(2)*

**5010.21** All Directors, the General Manager, District Counsel and [other desired staff] shall be notified of the special Board meeting and the purpose or purposes for which it is called. Said notification shall be in writing, delivered to them at least twenty-four (24) hours prior to the meeting.

**5010.22** Newspapers of general circulation in the District, radio stations and television stations, organizations, and property owners who have requested notice of special meetings in accordance with the Ralph M. Brown Act (California Government Code §54950 through §54926) shall be notified by a mailing unless the special meeting is called less than one week in advance, in which case notice, including business to be transacted, will be given by telephone during business hours as soon after the meeting is scheduled as practicable.

**5010.23** An agenda shall be prepared as specified for regular Board meetings in Policy #5020 and shall be delivered with the notice of the special meeting to those specified above.

**5010.24** Only those items of business listed in the call for the special meeting shall be considered by the Board at any special meeting.

**5010.30** Special Meetings (emergency). In the event of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities, the Board of Directors may hold an emergency special meeting without complying with the twenty-four (24) hour notice required in 5010.21, above. An emergency situation means a crippling disaster which severely impairs public health, safety, or both, as determined by the General Manager, Board President or Vice President in the President's absence.

**5010.31** Newspapers of general circulation in the District, radio stations and television stations which have requested notice of special meetings in accordance with the Ralph M. Brown Act (California Government Code §54950 through §54926) shall be notified by at least one (1) hour prior to the emergency special meeting. In the event that telephone services are not functioning, the notice requirement of one hour is waived, but



# ARROWBEAR PARK COUNTY WATER DISTRICT

## Policy Handbook

the General Manager, or his/her designee, shall notify such newspapers, radio stations, or television stations of the fact of the holding of the emergency special meeting, and of any action taken by the Board, as soon after the meeting as possible.

**5010.32** No closed session may be held during an emergency special meeting, and all other rules governing special meetings shall be observed with the exception of the twenty-four (24) hour notice. The minutes of the emergency special meeting, a list of persons the General Manager or designee notified or attempted to notify, a copy of the roll call vote(s), and any actions taken at such meeting shall be posted for a minimum of ten (10) days in the District office as soon after the meeting as possible.

**5010.40** Adjourned Meeting. A majority vote by the Board of Directors may terminate any Board meeting at any place in the agenda to any time and place specified in the order of adjournment, except that if no Directors are present at any regular or adjourned regular meeting, the General Manager may declare the meeting adjourned to a stated time and place, and he/she shall cause a written notice of adjournment to be given to those specified in 5010.22 above.

**5010.50** Annual Organizational Meeting The Board of Directors shall hold an annual organizational meeting at its regular meeting in January. At this meeting the Board will elect a President, Vice President and Clerk from among its members to serve during the coming calendar year, and will appoint the Administrative Secretary as the Board's Secretary and Treasurer.

**5010.60** The Chairperson of the meetings described herein shall determine the order in which agenda items shall be considered for discussion and/or action by the Board.

**5010.70** The Chairperson and the General Manager shall insure that appropriate information is available for the audience at meetings of the Board of Directors, and that physical facilities for said meetings are functional and appropriate.

*(1) December Board Meeting exclusion approved by motion at the Jan. 17, 2019 Regular Board Meeting. December Board Meeting exclusion removed by motion at the Feb. 20, 2020 Regular Board Meeting.*

*(2) Amended to only allow for calling of a special meeting by Board majority. 7/21/2022*