

Arrowbear Park County Water District

REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

DATE: Sept 21, 2023

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
September 15, 2023 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 – Terisa Bonito, President
- B. PLEDGE OF ALLEGIANCE TO THE FLAG
- C. AGENDA POSTING CERTIFICATION
- D. ROLL CALL
- E. 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.

- F. STATEMENT REGARDING THE PURPOSE OF THE CLOSED SESSION

Closed session pursuant to Government Code section 54957
Public employee discipline/dismissal/release

- G. CLOSED SESSION

Closed session pursuant to Government Code section 54957
Public employee discipline/dismissal/release

- H. ADJOURNMENT OF CLOSED SESSION

- I. OPEN SESSION

- J. PUBLIC ANNOUNCEMENT OF ACTION TAKEN (IF ANY) IN CLOSED SESSION

K. 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are expected to be routine and non-controversial and will be acted on at one time without discussion, unless an item is withdrawn by a Board member for questions or discussion.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, August 17, 2023.
- B) Summary of Bank Balances / Income & Expense Summary.
- C) Expense & Budget Reports.
- D) Vacation and Sick Leave Balances.

L. STAFF REPORTS

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

Excuse Staff not needed for Action Items

M. DISCUSSION / ACTION ITEMS

- A) Fire Department
 - 1. Discussion with motion to approve revisions and additions to the Fire Department's Standard Operating Procedures (SOP).
Staff Recommendation: Approve Motion.
 - 2. Discussion with motion to designate brush patrol skid kit as surplus and dispose of to the highest offer.
Staff Recommendation: Approve Motion.
- B) Board
 - 1. Discussion with motion to amend Policy #3035.10, Financial & Accounting – Authorized Signers.
Staff Recommendation: Approve Motion.
 - 2. Discussion with motion to approve Resolution 2023-9-21B appointing Field Operations Supervisor Weber, Secretary Rimmer, and the (2) current Board Members, Directors Miller and Bunyea as signers on District bank accounts.
Staff Recommendation: Approve Motion.
 - 3. Discussion with motion to adjust calendar year 2024 Health Care Benefit premium ceilings (the employer contribution) for each employee or annuitant up to a maximum of \$917.00 per month with respect to employee or annuitant enrolled for self alone, \$1,616.00 per month for employee or annuitant enrolled for self and one family member, and \$2,103.00 per month for employee or annuitant enrolled for self and two or more family members and amend Policy 2110.20 to reflect the new

amounts and approve Resolution 2023-9-21A fixing these amounts under the PEMHCA.

Staff Recommendation: Approve

3. Discussion with motion to accept resignation of President Bonito.
4. Discussion with motion to fill Board seat vacancy by appointment or election.
5. Discussion with motion to elect a new Board President and Vice-President as needed if Vice President office is vacated by election to President.
6. Discussion with motion to approve Resolution #2023-9-21 in Appreciation of the Dedicated Service to the Arrowbear Park County Water District by President Terisa Bonito.

N. ANNOUNCEMENTS / REPORTS

A) President

B) Board Members

C) Staff

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

O. 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

August 17, 2023

6:30 PM

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held July 20, 2023, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

President Terisa Bonito
Vice-President Mark Bunyea
Director Seth Burt
Director Paul Miller
Director Sheila Wymer

Directors who were absent:

None

Also present were the following:

General Manager Huff
Incoming General Manager Magaña
Secretary Rimmer
Field Operations Supervisor Weber
Chief Lindley

Visitors present:

O. Rendelman R. Bonito
K. Weber P. Oberlies
C. Miller T. Fernandez
L. Stinson

Open Session

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

Public Comments:

There were no public comments.

Approval of Consent Agenda:

Director Wymer made a motion to accept the consent agenda, second was by Director Miller. Motion passed by unanimous vote.

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

Nays: None

Abstain: None

Absent: None

Staff Reports:

- A) Field Operations Supervisor Weber reported on the monthly maintenance issues for the month of July, reported that the Technicians completed the weed abatement and fence at the CLAWA station that the Technicians began the marking for the Highway Project, and Tim Fernandez passed his D-1.
- B) Chief Lindley reviewed the calls for the month of July, that 12 Fire Fighter's attended Fire Control 3 classes, thanked Director Wymer for providing lunch for the department, and thanked the Board for approving the Station Modifications for the Department.

- C) General Manager Huff reported that the Audit was underway, that the District received the FY 2022-2023 final reconciliation from Running Springs Water District and an approximate \$118,000 adjustment credit that will be applied to July, August, September and part of October 2023, and that the District was on track with the Highway Project. General Manager Huff then introduced the incoming General Manager, Benjamin Magana, who spoke to the Board about himself. General Manager Huff concluded his report by thanking the Board for his tenure.

Discussion / Action Items:

A) Board

1. There was a discussion regarding adding an Action Item not on the Posted Agenda. The Board voted unanimously to add the Action Item: Adopting Resolution 2023-8-17A by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

2. There was a discussion regarding Resolution 2023-8-17A, authorizing an agreement with Umpqua Bank commercial credit card program, a motion was by Director Wymer, seconded by Director Miller, to authorize an agreement with Umpqua Bank for a commercial credit card and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

B) Fire Department

3. There was a discussion regarding Resolution #2023-8-17, Approving the Department of Forestry and Fire Protection Agreement #7GF23002 and authoring Chief Lindley as the Signatory. Motion to Resolution 2023-8-17 was made by Director Wymer, seconded by Director Miller, and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

4. There was a discussion regarding Fire Dispatch RFP's, using either ConFire JPA or CalFire BDU. Motion to utilize CalFire BDU was made by Director Miller, seconded by President Bonito, and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

5. There was a discussion regarding allocating reserve funds from 3-3125 Unrestricted Reserves in the amount of \$15,000.00 to 3-8000 Replacement - Vehicles for purchasing a Brush Patrol utility bed/box with pump and tank. Motion to allocate \$15,000.00 from Unrestricted Reserves for a Brush Patrol utility bed/box with pump and tank was made by President Bonito, seconded by Director Wymer, and approved by a unanimous vote.

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

Nays: None
Abstain: None
Absent: None

C) Board

6. There was a discussion and a motion to approve the General Manger Employment Agreement with Benjamin Magana, Jr. The motion to approve the General Manger Employment Agreement with Benjamin Magana, Jr. was made by Director Burt, seconded by President Bonito, and approved by a unanimous vote

Ayes: Miller, Wymer, Bonito, Bunyea, and Burt
Nays: None
Abstain: None
Absent: None

7. There was a discussion with a Motion to approve a new policy #2175 Mentoring Program. The motion to approve policy #2175 Mentoring Program was made by Director Miller, seconded by Director Burt, and approved by a unanimous vote

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller
Nays: None
Abstain: None
Absent: None

8. There was a discussion with a Motion to equalize the upper pay range of Administrative Secretary III and Field Operations Supervisor to upper pay range of the salary schedule of the Administrative Secretary III, currently at \$52.07. The motion to equalize the upper pay range of Administrative Secretary III and Field Operations Supervisor to upper pay range of the salary schedule of the Administrative Secretary III, currently at \$52.07 was made by Director Wymer, seconded by Director Miller, and approved by a unanimous vote

Ayes: Burt, Bunyea, Bonito, Wymer, and Miller
Nays: None
Abstain: None
Absent: None

9. There was a discussion with a Motion to allocate reserve funds from 1-3115 Unrestricted Replacement – Equipment in the amount of \$3,500.00 to 1-8010 Replacement Equipment to purchase a hydrant flow testing equipment. The motion to allocate reserve funds from 1-3115 Unrestricted Replacement – Equipment in the amount of \$3,500.00 to 1-8010 Replacement Equipment to purchase a hydrant flow testing equipment was made by Director Wymer, seconded by president Bonito, and approved by a unanimous vote

Ayes: Burt, Bunyea,, Bonito, Wymer, and Miller.
Nays: None
Abstain: None
Absent: None

Announcements:

- A) The President announced she was resigning after the September 21, 2023 meeting.
B) Director Burt announced a Fire and Safety meeting scheduled for September 11 at 9:00 AM at the Fire Department. Vice President Bunyea recognized General Manager Huff as did President Bonito.

C) Staff had no announcements.

The next Regular Board Meeting will be September 21, 2023, at 6:30 PM.

Adjournment of Open Meeting

There being no further business, President Bonito adjourned the meeting at 7:46 PM.

Terisa Bonito, President

Caroline V. Rimmer, Secretary

SUMMARY OF BANK BALANCES

8/1/2023 to 8/31/2023

	GENERAL ACCOUNTS	RESTRICTED ACCOUNTS
	First Foundation Bank	CALPers OPEB
Account Beginning Balance	\$ 93,744.97	\$ 208,548.97
5Total Cleared Deposits - 62	\$ 174,025.11	\$ 15,000.00
Total Cleared Checks/Debits - 69	\$ (103,831.30)	
Interest earned (Investment Loss)	\$ 3.16	\$ 6,060.78
Service Charge(s)	\$ -	\$ (45.78)
Ending Balance	\$ 163,941.94	\$ 229,563.97
Investment Accounts	LAIF GENERAL	CEPPT
Beginning Balance	\$ 797,278.40	\$ 17,860.40
Quarterly Interest		\$ 965.26
Service Charge(s)		\$ (14.78)
Transfer From/To General Checking Account	\$ (75,000.00)	\$ 20,000.00
Ending Balance	\$ 722,278.40	\$ 38,810.88
TOTALS	\$ 886,220.34	\$ 268,374.85

SUMMARY OF INCOME & EXPENSES

	August 2023	YEAR TO DATE	BUDGET	REMAINING	%
TOTAL INCOME	\$ 98,501.15	\$ 211,199.23	\$1,465,800.00	\$ 1,254,600.77	14.41%
TOTAL OPERATING EXPENSES	\$ 90,140.13	\$ 259,376.35	\$1,363,958.05	\$ 1,104,581.70	19.02%
NET SURPLUS / (DEFICIT)	\$ 8,361.02	\$ (48,177.12)	\$ 101,841.95	\$ 150,019.07	

Arrowbear Park County Water District

Vendor Activity

From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Expenses	
2 Hot Activewear	FD Uniform	<u>745.82</u>	
		<u>745.82</u>	Transaction Total
Total 2 Hot Activewear		745.82	
Active 911	Active 911 - FD	<u>75.00</u>	
		<u>75.00</u>	Transaction Total
Total Active 911		75.00	
Amazon	Aug 2023 FD Chgs Misc	72.16	
	Kneepads	92.06	
	Staion Improvements FD	546.24	
	Station Modifications FD	<u>226.16</u>	
		<u>936.62</u>	Transaction Total
Total Amazon		936.62	
AQMD	Annual Ren Fees - Cedar	504.91	
	Annual Ren Fees - Dry Creek	504.91	
	Emissions Fees - Cedar	<u>160.35</u>	
		<u>1,170.17</u>	Transaction Total
Total AQMD		1,170.17	
AutoZone	Vehicle Maint. - FD	<u>131.95</u>	
		<u>131.95</u>	Transaction Total
Total AutoZone		131.95	
Benjamin Magana	EE REIM Reloaction 2	343.50	
	EE REIM Reloaction 3	3,800.00	
	Relocation Costs	<u>458.00</u>	
		<u>4,601.50</u>	Transaction Total
Total Benjamin Magana		4,601.50	
Best Buy	Cables for Printer - FD	204.70	
	Printer - FD	<u>706.86</u>	
		<u>911.56</u>	Transaction Total
Total Best Buy		911.56	
Black Smoke Apparel	Accountability Tags - FD	<u>195.26</u>	
		<u>195.26</u>	Transaction Total
Total Black Smoke Apparel		195.26	

Arrowbear Park County Water District

Vendor Activity

From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Expenses	
Blake Matthews	07/23/23 - 08/05/23 (4) Hard Shifts	350.00	
	08/06/23 - 08/19/23 (2) Hard Shifts	<u>250.00</u>	
		600.00	Transaction Total
Total Blake Matthews		600.00	
Bound Tree Medical, LLC	Medical Supplies FD	<u>65.58</u>	
		65.58	Transaction Total
Total Bound Tree Medical, LLC		65.58	
CalPERS	07/19/23 - 08/01/23 PERS	1,310.40	
	08/02/23 - 08/15/23 PERS	<u>1,582.01</u>	
		2,892.41	Transaction Total
Total CalPERS		2,892.41	
CalPERS Financial Reporting and A...	2023 GASB Reporting Services Fee	<u>1,050.00</u>	
		1,050.00	Transaction Total
Total CalPERS Financial Reporting ...		1,050.00	
CalPERS Health Ins	August 2023 Health Premium	<u>11,942.79</u>	
		11,942.79	Transaction Total
Total CalPERS Health Ins		11,942.79	
Carparts.com	Fender Flares for Command Vehicle - FD	<u>399.26</u>	
		399.26	Transaction Total
Total Carparts.com		399.26	
Charter Cable	Cable - FD	149.98	
	Cable DO - Aug 2023	<u>177.96</u>	
		327.94	Transaction Total
Total Charter Cable		327.94	
Chevron - Hesperia	Fuel - FD	<u>75.31</u>	
		75.31	Transaction Total
Total Chevron - Hesperia		75.31	
Costco	Annual Costco Renewal - N. Huff	120.00	
	Costco Card - B. Magana	120.00	
	Fuel DO	43.90	
	Laptop - GM	<u>471.16</u>	

Arrowbear Park County Water District

Vendor Activity

From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Expenses	
	Office Supplies	28.94	
		<u>784.00</u>	Transaction Total
Total Costco		784.00	
County of San Bernardino	Trash	29.97	
		<u>29.97</u>	Transaction Total
Total County of San Bernardino		29.97	
De Lage Landen Financial Services...	Copier Lease	65.61	
		<u>65.61</u>	Transaction Total
Total De Lage Landen Financial Se...		65.61	
Ebay	Cable for new laptop	3.22	
	Replacement parts for weed whacker	81.11	
		<u>84.33</u>	Transaction Total
Total Ebay		84.33	
El Dorado Fire Dept	FD Registration	200.00	
		<u>200.00</u>	Transaction Total
Total El Dorado Fire Dept		200.00	
Frank's Fence & Supply Co.	Fence Repairs at CLAWA	853.90	
		<u>853.90</u>	Transaction Total
Total Frank's Fence & Supply Co.		853.90	
Freddie Rodriguez, Jr.	07/23/23 - 08/05/23 (2) Hard Shifts	225.00	
	08/06/23 - 08/19/23 (3) Hard Shifts	312.50	
		<u>537.50</u>	Transaction Total
Total Freddie Rodriguez, Jr.		537.50	
Frontier Communications	Aug Warehouse Phone	111.06	
		<u>111.06</u>	Transaction Total
Total Frontier Communications		111.06	
G & M Oil	Fuel - FD	137.78	
		<u>137.78</u>	Transaction Total
Total G & M Oil		137.78	

Arrowbear Park County Water District

Vendor Activity

From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Expenses	
Heartland PR Co	08/09/23 PR	120.51	
	08/23/23 PR	<u>123.86</u>	
		<u>244.37</u>	Transaction Total
Total Heartland PR Co		244.37	
Hedrick Fire Protection	Hydrant Test	<u>550.00</u>	
		<u>550.00</u>	Transaction Total
Total Hedrick Fire Protection		550.00	
Hydro Flow Products	Fire Flow Testing Equip. DO	<u>3,462.00</u>	
		<u>3,462.00</u>	Transaction Total
Total Hydro Flow Products		3,462.00	
Iconix Waterworks Inc	Repairs DO	<u>79.32</u>	
		<u>79.32</u>	Transaction Total
Total Iconix Waterworks Inc		79.32	
Indeed, Inc.	Job Placement Chgs	<u>180.00</u>	
		<u>180.00</u>	Transaction Total
Total Indeed, Inc.		180.00	
Inhome Furniture Gallery	Chairs - FD	<u>812.36</u>	
		<u>812.36</u>	Transaction Total
Total Inhome Furniture Gallery		812.36	
Invoice Cloud	Aug 2023 CC Processing Chgs - Invoice Cloud	<u>188.40</u>	
		<u>188.40</u>	Transaction Total
Total Invoice Cloud		188.40	
Jacob Sanchez	07/23/23 - 08/05/23 (1) Hard Shifts	<u>150.00</u>	
		<u>150.00</u>	Transaction Total
Total Jacob Sanchez		150.00	
Joseph Carpenter	07/23/23 - 08/05/23 (3) Hard Shifts - Probationary	150.00	
	08/06/23 - 08/19/23 (2) Hard Shifts - Probationary	<u>100.00</u>	
		<u>250.00</u>	Transaction Total
Total Joseph Carpenter		250.00	

Arrowbear Park County Water District

Vendor Activity

From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Expenses	
Josue Macuil	07/23/23 - 08/05/23 (1) Hard Shift	150.00	
	08/06/23 - 08/19/23 (2) Hard Shifts	<u>300.00</u>	
		<u>450.00</u>	Transaction Total
Total Josue Macuil		450.00	
Land Use Services Department	Utility Work Auth. Permit	<u>225.97</u>	
		<u>225.97</u>	Transaction Total
Total Land Use Services Department		225.97	
Lloyd Pest Control	Pest Control FD	<u>80.00</u>	
		<u>80.00</u>	Transaction Total
Total Lloyd Pest Control		80.00	
Logan Stinson	Reimb for Uniform	69.93	
	Reimburse for WTPO1	<u>222.25</u>	
		<u>292.18</u>	Transaction Total
Total Logan Stinson		292.18	
Macwest Services	Completion of FD modifications	<u>1,712.00</u>	
		<u>1,712.00</u>	Transaction Total
Total Macwest Services		1,712.00	
Managsorn Mekchai	07/23/23 - 08/05/23 (4) Hard Shifts	425.00	
	08/06/23 - 08/19/23 (2) Hard Shifts	<u>200.00</u>	
		<u>625.00</u>	Transaction Total
Total Managsorn Mekchai		625.00	
Max Taylor	07/23/23 - 08/05/23 (4) Hard Shifts	350.00	
	08/06/23 - 08/19/23 (2) Hard Shifts	<u>200.00</u>	
		<u>550.00</u>	Transaction Total
Total Max Taylor		550.00	
McKesson Medical-Surgical	Medical Supplies - FD	<u>37.78</u>	
		<u>37.78</u>	Transaction Total
Total McKesson Medical-Surgical		37.78	
Nicholas Novelich	07/23/23 - 08/05/23 (4) Hard Shifts	600.00	
	08/06/23 - 08/19/23 (4) Hard Shifts	<u>600.00</u>	

Arrowbear Park County Water District

Vendor Activity

From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Expenses	
		<u>1,200.00</u>	Transaction Total
Total Nicholas Novelich		1,200.00	
Paya CC Processing	Aug 2023 CC Processing Chg Paya	<u>716.17</u>	
		<u>716.17</u>	Transaction Total
Total Paya CC Processing		716.17	
Pro-Ware, LLC	Assset Keeper Renewal	<u>549.00</u>	
		<u>549.00</u>	Transaction Total
Total Pro-Ware, LLC		549.00	
Queensboro Shirt Co	Uniforms - GM	<u>471.41</u>	
		<u>471.41</u>	Transaction Total
Total Queensboro Shirt Co		471.41	
Ryan Brewart	08/06/23 - 08/19/23 (1) Hard Shift	<u>150.00</u>	
		<u>150.00</u>	Transaction Total
Total Ryan Brewart		150.00	
Ryan Dorsett	08/06/23 - 08/19/23 (3) Avail. Shifts	<u>75.00</u>	
		<u>75.00</u>	Transaction Total
Total Ryan Dorsett		75.00	
Southern California Edison	Aug 2023 - Pumps	4,764.38	
	Aug 2023 DO	<u>192.35</u>	
		<u>4,956.73</u>	Transaction Total
Total Southern California Edison		4,956.73	
Starlight Photography	GM/Staff Pictures	<u>426.60</u>	
		<u>426.60</u>	Transaction Total
Total Starlight Photography		426.60	
Superior Automotive Warehouse	Veh. Maint FD	60.49	
	Veh. Maint. - DO	<u>10.76</u>	
		<u>71.25</u>	Transaction Total
Total Superior Automotive Wareho...		71.25	
SWRCB-DWOCP	T. Fernandez - D1	<u>70.00</u>	

Arrowbear Park County Water District

Vendor Activity

From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Expenses	
		<u>70.00</u>	Transaction Total
Total SWRCB-DWOCP		70.00	
Tad Marshall DC	Physical - B. Magana	45.00	
	Physical - D. Ball	<u>135.00</u>	
		<u>180.00</u>	Transaction Total
Total Tad Marshall DC		180.00	
Technical Duplicator Services, Inc.	Chgs for Toner	22.77	
	Copier	<u>36.09</u>	
		<u>58.86</u>	Transaction Total
Total Technical Duplicator Service...		58.86	
The Gas Company	Aug - Fir	41.24	
	Gas - Cedar	<u>26.87</u>	
		<u>68.11</u>	Transaction Total
Total The Gas Company		68.11	
The Standard Life Insurance Com...	Dental Premium Aug 2023	<u>595.74</u>	
		<u>595.74</u>	Transaction Total
Total The Standard Life Insurance...		595.74	
Timothy Fernandez, Jr.	Reimburse for Water Dist. Grade 1	50.00	
	Uniform Reimb	<u>54.35</u>	
		<u>104.35</u>	Transaction Total
Total Timothy Fernandez, Jr.		104.35	
Total Compensation Systems Inc	GASB 75 - 1st Installment	<u>1,485.00</u>	
		<u>1,485.00</u>	Transaction Total
Total Total Compensation Systems...		1,485.00	
Turnout Maintenance Company, LLC	FD Turnout Maint.	<u>356.40</u>	
		<u>356.40</u>	Transaction Total
Total Turnout Maintenance Compa...		356.40	
Underground Service Alert of So Cal	Dig Alert - Aug 2023	<u>48.50</u>	
		<u>48.50</u>	Transaction Total
Total Underground Service Alert of...		48.50	

Arrowbear Park County Water District

Vendor Activity

From 8/1/2023 Through 8/31/2023

Vendor Name	Description	Expenses	
Verizon Wireless	After Hours Cell - DO	84.35	
		<u>84.35</u>	Transaction Total
Total Verizon Wireless		84.35	
Village Hardware	Serv. line repairs	12.91	
	Water Treatment Plant Repairs	50.07	
		<u>62.98</u>	Transaction Total
Total Village Hardware		62.98	
Visual Edge IT	FINAL PAYMENT FOR ACCT# IMS-AP15	99.82	
		<u>99.82</u>	Transaction Total
Total Visual Edge IT		99.82	
WEX Bank	Fuel - Aug 2023	1,605.29	
		<u>1,605.29</u>	Transaction Total
Total WEX Bank		1,605.29	
Zachary Kim	07/23/23 - 08/05/23 (4) Hard Shifts	200.00	
	08/06/23 - 08/19/23 (4) Hard Shifts	500.00	
		<u>700.00</u>	Transaction Total
Total Zachary Kim		700.00	
Zoom	Zoom Aug - 2023	15.99	
		<u>15.99</u>	Transaction Total
Total Zoom		15.99	
Zoro	Safety Equip.	311.92	
		<u>311.92</u>	Transaction Total
Total Zoro		311.92	
Report Opening/Current Balance			
Report Transaction Totals		53,278.17	
Report Current Balances			

Arrowbear Park County Water District

Statement of Revenues and Expenditures

Water

From 8/1/2023 Through 8/31/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
Income Categories					
4000	Sales And Fees	43,885.44	86,590.59	524,000.00	(437,409.41) (83.48)%
4010	Sales To Other Agencies	7,739.77	14,656.68	65,000.00	(50,343.32) (77.45)%
5000	Property Taxes	0.00	0.00	7,800.00	(7,800.00) (100.00)%
5005	Standby Charges	0.00	2,046.94	37,000.00	(34,953.06) (94.47)%
5010	Interest Income	1.90	3,729.86	3,600.00	129.86 3.61%
5015	Late Charge Income	485.27	949.76	7,000.00	(6,050.24) (86.43)%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	(68.13)	(75.75)	(500.00)	424.25 (84.85)%
5035	Other Fees Charges	670.39	838.09	6,500.00	(5,661.91) (87.11)%
	Total Income Categories	<u>52,714.64</u>	<u>108,736.17</u>	<u>650,900.00</u>	<u>(542,163.83) (83.29)%</u>
Expense Categories					
6000	Salaries Wages Mgmt	10,348.79	15,905.99	80,777.64	64,871.65 80.31%
6005	Salaries Wages Office Reg	3,437.28	6,874.95	49,660.88	42,785.93 86.16%
6010	Salaries Wages Office Ot	0.00	0.00	858.76	858.76 100.00%
6015	Salaries Wages Field Reg	9,867.52	18,808.40	109,811.04	91,002.64 82.87%
6020	Salaries Wages Field Ot	1,230.18	2,462.02	12,290.22	9,828.20 79.97%
6035	Payroll Taxes	1,688.68	3,151.33	20,066.69	16,915.36 84.30%
6100	Benefits Retirement	1,736.76	3,284.67	19,516.44	16,231.77 83.17%
6105	Benefits Dental Insurance	357.44	714.88	4,289.33	3,574.45 83.33%
6110	Benefits Health Ins Active	4,307.49	8,614.98	52,806.06	44,191.08 83.69%
6115	Benefits Health Ins Retired	2,650.19	5,300.38	35,907.69	30,607.31 85.24%
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	183.35	183.35	900.00	716.65 79.63%
6200	Director Fees	0.00	0.00	8,911.14	8,911.14 100.00%
6205	Director Training Conference	0.00	0.00	120.00	120.00 100.00%
6210	Board Misc	9.59	37.88	240.00	202.12 84.22%
6300	Prof Svcs Legal	0.00	2,803.21	1,800.00	(1,003.21) (55.73)%
6305	Prof Svcs Accounting	0.00	0.00	1,680.00	1,680.00 100.00%
6310	Prof Svcs Engineering	0.00	0.00	250.00	250.00 100.00%
6315	Prof Svcs Audit	891.00	891.00	11,560.00	10,669.00 92.29%
6320	Prof Svcs Dues Membership Fees	0.00	500.66	5,160.00	4,659.34 90.30%
6325	Prof Svcs Bank Fees Charges	700.54	1,547.60	5,920.00	4,372.40 73.86%
6330	Prof Svcs Regulatory Fees	870.84	960.84	4,400.00	3,439.16 78.16%
6335	Prof Svcs Testing Lab	0.00	704.00	4,500.00	3,796.00 84.36%
6340	Prof Svcs Computer Network	230.80	230.80	1,370.00	1,139.20 83.15%
6345	Prof Svcs Misc	1,045.21	1,052.41	1,080.00	27.59 2.55%
6400	Office Supplies	71.19	78.93	720.00	641.07 89.04%
6405	Office Printing	134.57	195.59	960.00	764.41 79.63%
6410	Office Postage	0.00	92.55	4,680.00	4,587.45 98.02%
6415	Office Software Computer	329.40	329.40	240.00	(89.40) (37.25)%
6420	Office Equipment/Furniture	0.00	0.00	240.00	240.00 100.00%
6425	Office Misc	0.00	0.00	120.00	120.00 100.00%
6500	Insurance Workers Comp	0.00	17,142.53	18,122.92	980.39 5.41%
6505	Insurance Property Liability Vehicle	0.00	0.00	24,600.00	24,600.00 100.00%
6600	Vehicle Maintenance	6.46	352.78	3,300.00	2,947.22 89.31%

Arrowbear Park County Water District

Statement of Revenues and Expenditures

Water

From 8/1/2023 Through 8/31/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining	
6605	Vehicle Fuel	487.91	778.98	6,600.00	5,821.02	88.20%
6700	Utility Phone Internet	313.43	612.47	3,500.00	2,887.53	82.50%
6705	Utility Gas	40.86	92.94	2,880.00	2,787.06	96.77%
6710	Utility Electric Facilities	115.41	224.75	1,080.00	855.25	79.19%
6715	Utility Electric Pumping	3,190.08	6,587.80	30,000.00	23,412.20	78.04%
6720	Utility Security	0.00	126.00	768.00	642.00	83.59%
6800	Operations Routine Maint	0.00	274.79	3,000.00	2,725.21	90.84%
6805	Operations Repairs	142.30	185.94	6,500.00	6,314.06	97.14%
6810	Operations Inspecting/Testing	0.00	204.00	400.00	196.00	49.00%
6815	Operations Facilities	17.98	17.98	1,000.00	982.02	98.20%
6820	Operations Tools Equipment	48.67	74.12	2,000.00	1,925.88	96.29%
6825	Operations Uniforms	357.42	562.37	720.00	157.63	21.89%
6830	Operations Safety Equipment	242.71	273.63	900.00	626.37	69.60%
6837	Water Standby Purchase	0.00	2,463.00	2,463.00	0.00	0.00%
	Total Expense Categories	<u>45,054.05</u>	<u>104,699.90</u>	<u>569,669.81</u>	<u>464,969.91</u>	<u>81.62%</u>
	Net Surplus/(Deficit)	<u>7,660.59</u>	<u>4,036.27</u>	<u>81,230.19</u>	<u>(77,193.92)</u>	<u>(95.03)%</u>
Master Plan Expenses						
0059	Hwy 18 Pipeline	0.00	0.00	420,000.00	420,000.00	100.00%
0062	Pine Ridge	0.00	0.00	18,500.00	18,500.00	100.00%
0066	Snowblower	0.00	300.00	0.00	(300.00)	0.00%
0070	Dewatering Pump	0.00	0.00	2,000.00	2,000.00	100.00%
0072	23-24 Main Repl Equip	0.00	0.00	3,000.00	3,000.00	100.00%
0073	Pump Sta Fence	853.90	882.18	3,200.00	2,317.82	72.43%
0075	Water Equip. Lease	0.00	0.00	12,440.05	12,440.05	100.00%
0076	Hydrant Testing Equip.	3,462.00	3,462.00	0.00	(3,462.00)	0.00%
	Total Master Plan Expenses	<u>4,315.90</u>	<u>4,644.18</u>	<u>459,140.05</u>	<u>454,495.87</u>	<u>98.99%</u>

Arrowbear Park County Water District

Statement of Revenues and Expenditures

Sewer

From 8/1/2023 Through 8/31/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
Income Categories					
4000	Sales And Fees	44,007.68	88,015.36	532,000.00	(443,984.64) (83.46)%
5000	Property Taxes	0.00	0.00	5,200.00	(5,200.00) (100.00)%
5005	Standby Charges	0.00	4,009.10	75,000.00	(70,990.90) (94.65)%
5010	Interest Income	0.79	1,554.11	2,400.00	(845.89) (35.25)%
5015	Late Charge Income	643.26	1,258.97	6,500.00	(5,241.03) (80.63)%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	0.00	(0.62)	400.00	(400.62) (100.16)%
5035	Other Fees Charges	885.81	1,108.11	6,500.00	(5,391.89) (82.95)%
	Total Income Categories	45,537.54	95,945.03	628,500.00	(532,554.97) (84.73)%
Expense Categories					
6000	Salaries Wages Mgmt	5,289.23	8,320.43	33,657.35	25,336.92 75.28%
6005	Salaries Wages Office Reg	1,874.88	3,750.15	20,692.04	16,941.89 81.88%
6010	Salaries Wages Office Ot	0.00	0.00	357.82	357.82 100.00%
6015	Salaries Wages Field Reg	5,313.28	10,127.60	73,207.36	63,079.76 86.17%
6020	Salaries Wages Field Ot	662.10	1,324.90	8,193.48	6,868.58 83.83%
6035	Payroll Taxes	915.15	1,707.51	10,696.31	8,988.80 84.04%
6100	Benefits Retirement	940.69	1,778.98	13,010.96	11,231.98 86.33%
6105	Benefits Dental Insurance	194.04	388.08	2,328.43	1,940.35 83.33%
6110	Benefits Health Ins Active	2,330.90	4,661.80	29,642.80	24,981.00 84.27%
6115	Benefits Health Ins Retired	1,445.56	2,891.12	14,961.54	12,070.42 80.68%
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	88.90	88.90	200.00	111.10 55.55%
6200	Director Fees	0.00	0.00	3,712.98	3,712.98 100.00%
6205	Director Training Conference	0.00	0.00	50.00	50.00 100.00%
6210	Board Misc	4.00	15.80	100.00	84.20 84.20%
6300	Prof Svcs Legal	0.00	1,168.00	750.00	(418.00) (55.73)%
6305	Prof Svcs Accounting	0.00	0.00	700.00	700.00 100.00%
6310	Prof Svcs Engineering	0.00	0.00	200.00	200.00 100.00%
6315	Prof Svcs Audit	371.25	371.25	11,220.00	10,848.75 96.69%
6320	Prof Svcs Dues Membership Fees	0.00	208.61	2,650.00	2,441.39 92.13%
6325	Prof Svcs Bank Fees Charges	684.14	1,412.61	4,680.00	3,267.39 69.82%
6330	Prof Svcs Regulatory Fees	595.30	595.30	3,000.00	2,404.70 80.16%
6340	Prof Svcs Computer Network	96.17	96.17	1,150.00	1,053.83 91.64%
6345	Prof Svcs Misc	482.32	485.32	720.00	234.68 32.59%
6400	Office Supplies	29.62	34.78	300.00	265.22 88.41%
6405	Office Printing	56.07	81.49	400.00	318.51 79.63%
6410	Office Postage	0.00	61.70	3,120.00	3,058.30 98.02%
6415	Office Software Computer	137.25	137.25	100.00	(37.25) (37.25)%
6420	Office Equipment/Furniture	0.00	0.00	100.00	100.00 100.00%
6425	Office Misc	0.00	0.00	50.00	50.00 100.00%
6500	Insurance Workers Comp	0.00	9,276.14	10,513.79	1,237.65 11.77%
6505	Insurance Property Liability Vehicle	0.00	0.00	16,400.00	16,400.00 100.00%
6600	Vehicle Maintenance	4.30	235.18	2,200.00	1,964.82 89.31%
6605	Vehicle Fuel	325.27	519.31	4,400.00	3,880.69 88.20%
6700	Utility Phone Internet	183.25	355.91	1,750.00	1,394.09 79.66%

Arrowbear Park County Water District

Statement of Revenues and Expenditures

Sewer

From 8/1/2023 Through 8/31/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6705 Utility Gas	21.06	47.14	1,900.00	1,852.86	97.52%
6710 Utility Electric Facilities	76.94	149.83	450.00	300.17	66.70%
6715 Utility Electric Pumping	959.07	1,851.10	8,500.00	6,648.90	78.22%
6720 Utility Security	0.00	68.25	439.00	370.75	84.45%
6800 Operations Routine Maint	0.00	425.62	500.00	74.38	14.88%
6805 Operations Repairs	0.00	0.00	500.00	500.00	100.00%
6810 Operations Inspecting/Testing	0.00	0.00	17,000.00	17,000.00	100.00%
6815 Operations Facilities	7.49	7.49	600.00	592.51	98.75%
6820 Operations Tools Equipment	32.44	49.40	1,400.00	1,350.60	96.47%
6825 Operations Uniforms	167.56	304.20	480.00	175.80	36.63%
6830 Operations Safety Equipment	161.27	181.89	600.00	418.11	69.69%
6835 Operations Treatment	0.00	0.00	235,000.00	235,000.00	100.00%
Total Expense Categories	<u>23,449.50</u>	<u>53,179.21</u>	<u>553,583.86</u>	<u>500,404.65</u>	<u>90.39%</u>
Net Surplus/(Deficit)	<u>22,088.04</u>	<u>42,765.82</u>	<u>74,916.14</u>	<u>(32,150.32)</u>	<u>(42.92)%</u>
Master Plan Expenses					
0044 RS Treatment Plant	0.00	0.00	123,370.00	123,370.00	100.00%
0066 Snowblower	0.00	200.00	0.00	(200.00)	0.00%
0071 Trash Pump	0.00	0.00	2,000.00	2,000.00	100.00%
0074 Sewer Equip. Lease	0.00	0.00	57,143.23	57,143.23	100.00%
Total Master Plan Expenses	<u>0.00</u>	<u>200.00</u>	<u>182,513.23</u>	<u>182,313.23</u>	<u>99.89%</u>

Arrowbear Park County Water District

Statement of Revenues and Expenditures

Fire

From 8/1/2023 Through 8/31/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
Income Categories					
4020	Paid Call From Other Agencies	0.00	0.00	30,000.00	(30,000.00) (100.00)%
5000	Property Taxes	0.00	5,262.08	332,000.00	(326,737.92) (98.42)%
5010	Interest Income	0.47	932.45	3,600.00	(2,667.55) (74.10)%
5020	Grant Income	0.00	0.00	30,000.00	(30,000.00) (100.00)%
5035	Other Fees Charges	248.50	323.50	20,000.00	(19,676.50) (98.38)%
	Total Income Categories	248.97	6,518.03	415,600.00	(409,081.97) (98.43)%
Expense Categories					
6000	Salaries Wages Mgmt	6,067.14	11,017.45	64,845.79	53,828.34 83.01%
6005	Salaries Wages Office Reg	937.44	1,874.10	12,415.22	10,541.12 84.90%
6010	Salaries Wages Office Ot	0.00	0.00	214.69	214.69 100.00%
6025	Salaries Wages Coverage	5,287.50	10,237.50	93,080.00	82,842.50 89.00%
6035	Payroll Taxes	481.99	931.22	6,097.32	5,166.10 84.73%
6100	Benefits Retirement	214.96	28,646.01	30,748.42	2,102.41 6.84%
6105	Benefits Dental Insurance	44.26	88.52	531.13	442.61 83.33%
6110	Benefits Health Ins Active	447.76	895.52	5,561.24	4,665.72 83.90%
6115	Benefits Health Ins Retired	722.79	1,445.58	8,976.92	7,531.34 83.90%
6118	CEPPT Trust	0.00	0.00	3,000.00	3,000.00 100.00%
6120	Training	404.70	404.70	5,000.00	4,595.30 91.91%
6200	Director Fees	0.00	0.00	2,227.79	2,227.79 100.00%
6205	Director Training Conference	0.00	0.00	30.00	30.00 100.00%
6210	Board Misc	2.40	9.46	60.00	50.54 84.23%
6300	Prof Svcs Legal	0.00	700.80	750.00	49.20 6.56%
6305	Prof Svcs Accounting	0.00	0.00	420.00	420.00 100.00%
6315	Prof Svcs Audit	222.75	222.75	11,220.00	10,997.25 98.01%
6320	Prof Svcs Dues Membership Fees	75.00	335.12	3,480.00	3,144.88 90.37%
6325	Prof Svcs Bank Fees Charges	42.36	152.08	650.00	497.92 76.60%
6340	Prof Svcs Computer Network	57.69	57.69	4,645.00	4,587.31 98.76%
6345	Prof Svcs Misc	437.57	529.37	4,900.00	4,370.63 89.20%
6400	Office Supplies	724.71	724.71	955.00	230.29 24.11%
6405	Office Printing	33.65	48.91	340.00	291.09 85.61%
6410	Office Postage	0.00	0.00	55.00	55.00 100.00%
6415	Office Software Computer	82.35	297.99	560.00	262.01 46.79%
6420	Office Equipment/Furniture	812.36	812.36	750.00	(62.36) (8.31)%
6425	Office Misc	72.16	72.16	180.00	107.84 59.91%
6500	Insurance Workers Comp	0.00	15,274.39	15,447.52	173.13 1.12%
6505	Insurance Property Liability Vehicle	0.00	15,014.00	19,965.00	4,951.00 24.80%
6600	Vehicle Maintenance	591.70	591.70	14,600.00	14,008.30 95.95%
6605	Vehicle Fuel	1,049.10	2,193.43	6,500.00	4,306.57 66.25%
6700	Utility Phone Internet	176.67	559.89	2,750.00	2,190.11 79.64%
6705	Utility Gas	6.19	14.84	7,500.00	7,485.16 99.80%
6710	Utility Electric Facilities	615.23	1,296.15	4,970.00	3,673.85 73.92%
6720	Utility Security	0.00	120.75	741.00	620.25 83.70%
6800	Operations Routine Maint	0.00	0.00	250.00	250.00 100.00%
6810	Operations Inspecting/Testing	550.00	4,319.56	6,000.00	1,680.44 28.01%
6815	Operations Facilities	4.50	741.33	2,500.00	1,758.67 70.35%
6820	Operations Tools Equipment	0.00	23.49	2,500.00	2,476.51 99.06%

Arrowbear Park County Water District

Statement of Revenues and Expenditures

Fire

From 8/1/2023 Through 8/31/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6825 Operations Uniforms	816.53	1,162.52	4,800.00	3,637.48	75.78%
6830 Operations Safety Equipment	551.66	577.83	12,000.00	11,422.17	95.18%
6840 Operations Medical Supplies	103.36	103.36	3,000.00	2,896.64	96.55%
6845 Operations Dispatching	0.00	0.00	8,050.00	8,050.00	100.00%
6850 Operations Fire Prevention Weed Abatement	0.00	0.00	4,300.00	4,300.00	100.00%
Total Expense Categories	<u>21,636.48</u>	<u>101,497.24</u>	<u>377,567.04</u>	<u>276,069.80</u>	<u>73.12%</u>
Net Surplus/(Deficit)	<u>(21,387.51)</u>	<u>(94,979.21)</u>	<u>38,032.96</u>	<u>(133,012.17)</u>	<u>(349.73)%</u>
Master Plan Expenses					
0003 2016 Engine Lease Payments	0.00	0.00	48,528.01	48,528.01	100.00%
0013 Radios	0.00	0.00	35,000.00	35,000.00	100.00%
0063 Station Modifications	<u>2,484.40</u>	<u>12,933.45</u>	<u>17,500.00</u>	<u>4,566.55</u>	<u>26.09%</u>
Total Master Plan Expenses	<u>2,484.40</u>	<u>12,933.45</u>	<u>101,028.01</u>	<u>88,094.56</u>	<u>87.20%</u>

Status Report of Employee's Accumulated Days of Sick Leave & Vacation
Month of August 2023

Payroll End Dates: 8/5/23 8/19/23 8/5/23 8/19/23 8/5/23 8/19/23 8/5/23 8/19/23 8/5/23 8/19/23 8/5/23 8/19/23

	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	476.76	3.69	3.69	8.00	5.00	471.14	73.03	4.62	4.62			82.27							Norm
Ben	0.00		2.95			2.95	0.00		1.23			1.23							Ben
Jason	484.86	3.69	3.69			492.24	201.91	5.54	5.54			212.99	39.920					39.920	Jason
Caroline	200.25	3.69	3.69		12.00	195.63	88.43	4.62	4.62			97.67	28.000		5.250		2.250	31.000	Caroline
Logan	41.02	3.69	3.69	8.00		40.40	20.57	1.54	1.54			23.65	39.625			0.250		39.375	Logan
Tim	43.28	3.69	3.69			50.66	18.48	1.54	1.54			21.56	35.250	4.500	4.500	0.250	4.500	39.500	Tim

Notes:

SICK ACCRUAL CAP IS 500 HOURS

VACATION ACCRUAL CAP IS 240 HOURS

COMP TIME ACCRUAL CAP IS 40 HOURS

MONTHLY MAINTENANCE AND REPAIR REPORT

August 2023

#	DATE	METER #	ADDRESS	SVC	NOTES
1	08/01/23	0815	Ridge	1	After hours
2	08/11/23	0983	Deerlick	1	
3	08/13/23	0130	Blue Jay	1	
4	08/17/23	0434	Richmond	1	
5	08/18/23	0979	Ridge	6	Installed new meter gaskets
6	08/18/23	0504	Arrowbear	1	
7	08/16/23	0979	Encina	6	Clamp on Poly line
8	08/24/23	0755	Lakeview	4	
9	08/25/23	0489	Sky	4	
10	08/25/23	0337	Chipmunk	1	
11	08/26/23	0016	Truman	1	
12	08/25/23	0979	Scola	6	Installed new Service Line assembly
13	08/24/23	0979	Deep Creek	6	Repalced 3' section of sevice line
14	08/28/23	0979	Lakeview	6	Installed clamp to stop leak
15	08/29/23	0979	Cougar	6	Installed new service line assembly

SVC	DESCRIPTION	CALLS	ADDITIONAL INFORMATION
1	Customer requested turn off/on	7	New Owners. 4
2	District initiated shut off (leak, etc.)	0	Liens filed 3
3	District equipment repair	0	Liens Released 0
4	Meter reads/re-reads	2	Total Liens 8
5	Main Repairs	0	Shut off notices 55
6	Service Line Repairs	6	Non-payment shut offs 10
7	Customer Inquiry Requiring Investigation	0	Turn on after shut off 5
8	Sewer Issues/Repairs	0	Meters replaced 4
	Total Calls	15	

SUMMARY OF CALLS - August 2023

Date	Incident Type		District	Out		Time	Personnel						Total		
08/03/23	PA	ABL	IN	9:29	10:05	0:36	181								1
08/06/23	Medical Aid	ABL	IN	6:46	7:35	0:49	147	148							2
08/09/23	PA	ABL	IN	8:04	8:35	0:31	192	199							2
08/10/23	Medical Aid	ABL	IN	12:24	12:24	0:00	146	177							2
08/10/23	Medical Aid	ABL	IN	19:08	19:40	0:32	146	177							2
08/21/23	FS	RSP	OUT	9:51	12:08	2:17	147	200	169						3
08/23/23	Medical Aid	ABL	IN	17:55	18:45	0:50	192	199	198						3
08/24/23	HAZ GAS	ABL	IN	4:46	6:00	1:14	192	199							2
08/24/23	PA	ABL	IN	6:23	6:36	0:13	192	199							2
08/25/23	Medical Aid	ABL	IN	18:55	19:37	0:42	167	185							2
08/26/23	Medical Aid	GVL	OUT	10:10	10:38	0:28	167	147							2
08/31/23	Medical Aid	ABL	IN	7:25	8:20	0:55	181	203							2

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Total Calls:	12	169 Paul Lindley	1	189 Tyler Tran	0
Total in District:	10	140 Rick Mesa	0	192 Ryan Brewart	4
Total Out of District:	2	146 Ryan Dorsett	2	193 Joyce Mekchai	0
		147 Nick Novelich	3	198 Max Taylor	1
		148 Keith Ortiz	1	199 Freddie Rodriguez	4
		167 Josue Macuil	2	200 Zachary Kim	1
		177 Tim Richard	2	201 Kennedy Toscano	0
		180 Nathan Kahlen	0	202 Joseph Carpenter	0
		181 Jacob Sanchez	2	203 David Ball	1
		185 Blake Matthews	1		

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
			Taylor		Matthews	Novelich
		Carpenter	Rodriguez	Sanchez	Mekchai	Mekchai
6	7	8	9	10	11	12
Kim	Kim	Carpenter	Brewart		Macuil	Mekchai
Novelich	Taylor		Dorsett	Rodriguez	Dorsett	Matthews
						Novelich
13	14	15	16	17	18	19
Kim	Kim	Carpenter	Rodriguez	Rodriguez	Macuil	Mekchai
Novelich			Taylor		Dorsett	Matthews
						Novelich
20	21	22	23	24	25	26
Kim	Kim	Nicholas	Brewart	Ball	Macuil	Novelich
Novelich	Novelich	Carpenter	Rodriguez	Matthews	Matthews	
			Taylor	Sanchez		
27	28	29	30	31		
Kim	Kim	Carpenter	Rodriguez	Sanchez		
Novelich		Taylor	Taylor			
Ortiz						

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- 12-Avail.
- 24-Avail.
- 12-Station
- 24-Station

ARROWBEAR PARK COUNTY WATER DISTRICT

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POLICY TITLE: Financial & Accounting
POLICY NUMBER: 3035

3035.10 Authorized Signers: All bank accounts of the District shall have a minimum of three (3) authorized signers including but not limited to: the ~~General Manager~~ Field Operations Supervisor, District Secretary/Treasurer, and at least two (2) members of the Board of Directors. Annually, when the Officers of the Board are elected, the newly elected President of the Board will appoint two (2) Directors to be signers on the District accounts. One will be appointed as the primary signer who will weekly sign the checks of the District along with a secondary signer (~~General Manager~~ Field Operations Supervisor or District Secretary/Treasurer). The second Director appointed as a signer will act as an alternate signer in case of one of the other signers is unavailable to do so. Director signers shall not serve for consecutive years as signers.

3035.10.1. All-signers on the bank accounts of the District shall be bonded with a \$7,500.00 bond. The District will pay the cost of the bond.

3035.20 Required Signatures: All checking accounts of the District shall require two (2) signatures on checks.

3035.30 Funds Transfers: Any transfer of District funds within District accounts greater than \$2,000.00 shall first be submitted to the Board of Directors for approval, or shall be in conformance with prior Board action and/or authorizations.

3035.40 Resolutions: All accounts of the District shall be in conformance with the current approved District resolution establishing an investment policy for public funds.

3035.50 Account Reconciliation: All accounts of the District will be reconciled monthly by a non-signer on the account, with balances included in a monthly report to the Board signed by the District Treasurer.

3035.60 Independent Audit: The District will have an independent audit performed on an annual basis in compliance with regulatory requirements to ensure fiscal accountability.

3035.70 Restricted & Unrestricted General, Reserve, Capital Improvement, and Replacement Fund Policy Objectives: 1. to provide adequate funding to meet the District's short-term and long-term plans. 2. To minimize adverse annual and multi-year budgetary impacts from anticipated and unanticipated expenditures, thus minimizing the possibility of unplanned service fees or rate fluctuations. 3. To strengthen the financial stability of the District against present and future uncertainties in an ever-changing environment.

3035.70.1 Reserves: The District will maintain an unrestricted reserve fund and unrestricted general fund combined minimum balance of not less than twenty-five percent (25%) of annual budgeted operating expenditures as a reserve for economic uncertainties. The District believes a reserve of this level is prudent to provide for expenditures in an emergency, maintain a high bond rating, and to protect the district from the effects of fluctuations in demands for services and property tax revenues to which the District is vulnerable. Because amounts in the unrestricted replacement, unrestricted capital improvement, and restricted funds are

ARROWBEAR PARK COUNTY WATER DISTRICT

Policy Handbook

committed and assigned categories are subject to varying constraints on their use, the reserve for economic emergencies and uncertainties consists of balances that are otherwise unassigned.

With Board approval, replenishment of reserves used in the event of an emergency may be made from the general revenue of the District or transferred from other unrestricted funds. Replenishment to policy levels should occur within two (2) years.

With Board approval, replenishment of reserves used to minimize fluctuations in District revenues should be addressed and provided for at the next rate adjustment. Replenishment to policy levels should occur within two (2) years.

3035.70.2. Unrestricted Funds: The unrestricted replacement and unrestricted capital improvement funds are committed and assigned categories used to provide for adequate funding of the Districts short-term and long-term plans as determined on an annual basis by the Master Plan and Finance Committees of the District.

3035.70.3. Restricted Funds: Funds designated as restricted by law, ordinance, bond, financing, or any other requirement shall only be used for the purpose so designated.

Section 3035.10 Amended by Motion to remove General Manager , replace with Field Operations Supervisor, Regular Board Meeting 09/21/2023.

Section 3035.70.1 Amended by Motion to increase Reserve requirement from 20% to 25%, Regular Board Meeting 5/28/2015

Policy 3035.10-60 Approved by motion, Regular Board Meeting 4/17/2014

Policy 3035.70 Approved by motion, Full Board Finance Committee Meeting 7/1/2014

Policy 3035.10, 3035.10.1, & 3035.50 Revisions approved by motion, Regular Board Meeting 8/21/2014

Dated: September 21, 2023

ARROWBEAR PARK COUNTY WATER DISTRICT

By _____
President of the Board of Directors

Certification of Resolution

Attest: I, Caroline Rimmer, Secretary of the Board of the Arrowbear Park County Water District, County of San Bernardino, California do hereby certify that this is a true and correct copy of the original resolution #2023-9-21B.

WITNESS MY HAND OR THE SEAL OF THE Arrowbear Park County Water District, on this 21st day of September, 2023.

Caroline Rimmer, Secretary of the Board

Arrowbear Park County Water District
 FY 2023-2024 Health Care Benefit Ceiling Annual Adjustment
 Effective 1/1/2024 - 12/31/2024

Ins Co.	Type	Premium	Premium	\$	%	Employee Cost
		1/1/23	1/1/24	Inc./(Decr.)	Inc./(Decr.)	
Anthem Blue Cross HMO	Emp + Family	\$ 1,919	\$ 2,187	\$268	14.0%	\$ 84
	Emp + One	\$ 1,476	\$ 1,682	\$206	14.0%	\$ 67
	Emp	\$ 738	\$ 841	\$103	14.0%	\$ -
Kaiser HMO	Emp + Family	\$ 1,962	\$ 2,250	\$288	14.7%	\$ 148
	Emp + One	\$ 1,509	\$ 1,731	\$222	14.7%	\$ 115
	Emp	\$ 755	\$ 865	\$111	14.7%	\$ -
Blue Shield Trio HMO	Emp + Family	\$ 1,720	\$ 1,832	\$112	6.5%	\$ -
	Emp + One	\$ 1,323	\$ 1,409	\$86	6.5%	\$ -
	Emp	\$ 661	\$ 705	\$43	6.5%	\$ -

Type	Current Ceiling	Proposed Ceiling	\$	%
	1/1/23	1/1/23	Inc./(Decr.)	Inc./(Decr.)
Emp + Family	\$ 1,965	\$ 2,103	\$138	7.0%
Emp + One	\$ 1,510	\$ 1,616	\$106	7.0%
Emp	\$ 857	\$ 917	\$60	7.0%

RESOLUTION NO. 2023-9-21A

FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

- WHEREAS, (1) Arrowbear Park County Water District is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members in a health benefits plan up to a maximum of **\$917.00** per month with respect to employee or annuitant enrolled for self alone, **\$1,616.00** per month for employee or annuitant enrolled for self and one family member, and **\$2,103.00** per month for employee or annuitant enrolled for self and two or more family members, plus administrative fees and Contingency Reserve Fund assessments; and be it further
- RESOLVED, (b) Arrowbear Park County Water District has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of Arrowbear Park County Water District shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Arrowbear Park County Water District would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (d) That the executive body appoint and direct, and it does hereby appoint and direct, the Board Secretary to file with the Board a verified copy of this resolution, and to perform on behalf of Arrowbear Park County Water District all functions required of it under the Act.

Adopted at a regular meeting of the Arrowbear Park County Water District at Arrowbear Lake, CA, this 21st day of September, 2023.

Signed: _____
Terisa Bonito, President, Board of Directors

Attest: _____
Caroline Rimmer, Board Secretary

ARROWBEAR PARK COUNTY WATER DISTRICT

Policy Handbook

POLICY TITLE: Medical and Retirement Benefits
POLICY NUMBER: 2110

2110.10 On-the-Job Injuries and Illnesses. The District provides all employees with workers' compensation insurance which covers job-related injuries and illnesses.

2110.20 Non-Job Related Injuries and Illness. The District offers full-time employees and their dependents accident, health, and hospital insurance for non-occupational injuries and illness. The District presently contracts with CALPERS for such insurance. It is the policy of the Board of Directors to pay for each employee or annuitant the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan(s) up to a maximum of **\$917** per month with respect to employees or annuitants enrolled for self alone, **\$1616** per month for an employee or annuitant enrolled for self and one family member, and **\$2103** per month for an employee or annuitant enrolled for self and two or more family members. The maximum District contribution to the employees' health benefit plan will be evaluated on an annual basis (prior to the January effective date of the increase from CalPERS) and the maximum amounts increased to an amount equal to the healthcare premium increase percentage. The Board of Directors reserves the right to periodically review and revise the scope of coverage and the District's contribution to the insurance premium payment.

The District offers full-time employees and their dependents basic dental or vision insurance. It is the policy of the Board of Directors to pay for each employee the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a basic dental or vision plan.

2110.30 Retirement Benefits. Full-time District employees shall be enrolled in the District's retirement plan. Presently, the District contracts with CALPERS for that benefit, and the retirement plan may be obtained and reviewed online at www.calpers.ca.gov, or a copy may be obtained from the District Secretary. Effective July 1, 2015, the policy of the Board of Directors will be to pay only the employer's share of this benefit. Employees will be responsible, through automatic payroll deduction, for the employee's portion of this benefit. (1)

2110.40 Out-of-State Retirees: Medical Insurance Benefit. Out-of-state retirees may find that the CALPERS-provided medical insurance benefit does not extend to their home state. The District's medical insurance provider is CALPERS exclusively. The District will not honor any medical insurance provider outside of the CALPERS Plan

Health Benefit Maximum Annual Policy Revision updated 9/21/2023 (Resolution #2023-9-21A).

(1) Approved and Adopted by Motion 6/18/2015.

Approved and Adopted by Motion with inclusion in District Employee Handbook 3/19/2015.

RESOLUTION NO. 2023-9-21

A RESOLUTION OF THE ARROWBEAR PARK COUNTY WATER DISTRICT IN APPRECIATION OF DEDICATED SERVICE TO THE ARROWBEAR PARK COUNTY WATER DISTRICT BY TERISA BONITO

WHEREAS, Terisa Bonito served on the Arrowbear Park County Water District Board of Directors from December 9, 2011 to September 21, 2023; and

WHEREAS, while a Director on the Arrowbear Park County Water District Board of Directors Terisa served as Board President and Vice-president, on multiple committees, and served the community with honor and distinction; and

WHEREAS, She was respected and admired by her fellow board members, staff members, and the community for her commitment, hard work, and dedication to the Arrowbear Park County Water District; and

WHEREAS, Terisa was committed to the success of Arrowbear Park County Water District and the accomplishment of its vision and mission;

NOW, THEREFORE, be it resolved that the Board of Directors of the Arrowbear Park County Water District does hereby approve Resolution number 2023-9-17 in Appreciation of the Dedicated Service to the Arrowbear Park County Water District by Terisa Bonito and wish her success and happiness in her future endeavors.

ADOPTED this 21st day of September, 2023.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Arrowbear Park County Water District, at a regular meeting thereof, held on the 21st day of September, 2023 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Dated: September 21, 2023

ARROWBEAR PARK COUNTY WATER DISTRICT

By _____
President, Board of Directors

Certification of Resolution

Attest:

WITNESS MY HAND OR THE SEAL OF THE Arrowbear Park County Water District, on this 21st day of September, 2023.

Caroline Rimmer, Secretary of the Board
Arrowbear Park County Water District