

# Arrowbear Park County Water District

## REGULAR MEETING OF THE BOARD OF DIRECTORS

### AGENDA

DATE: Dec. 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  
December 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 – Mark Bunyea, 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. 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are expected to be routine and non-controversial and will be acted on at one time without discussion, unless an item is withdrawn by a Board member for questions or discussion.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 16, 2023.
- B) Summary of Bank Balances / Income & Expense Summary.
- C) Expense & Budget Reports.
- D) Vacation and Sick Leave Balances.

#### G. 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**

**H. DISCUSSION / ACTION ITEMS**

A) Fire Department

- 1. Discussion with motion to approve an amendment to Cal Fire’s Dispatch Contract adding Brush Engine 271 to the Tablet Command Contract.  
Staff Recommendation: Approve Amendment.
- 2. Discussion with motion to approve the new Fire Department vehicle decal design.  
Staff Recommendation: Approve Design

**I. ANNOUNCEMENTS / REPORTS**

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

The next Regular Board Meeting will be January 18, 2024 at 6:30 p.m.

**J. 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 16, 2023  
6:30 PM**

The regular meeting of the Board of Directors of Arrowbear Park County Water District was held November 16, 2023, at the District office located at 2365 Fir Drive, Arrowbear Lake, California.

Directors in attendance:

President Mark Bunyea  
Vice-President Sheila Wymer  
Director Paul Miller  
Director Seth Burt  
Director Craig Carpenter

Directors who were absent:

Also present were the following:

General Manager Magaña  
Secretary Rimmer  
Field Operations Supervisor Weber  
Chief Lindley

Visitors present:

Open Session

President Bunyea called the meeting to order. Vice President Wymer 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, Bunyea, Wymer, and Burt. Directors that were absent: None

Oath of Office

Secretary Rimmer swore in Craig Carpenter as the appointed individual for the period ending November 2024.

Public Comments:

There were no public comments.

Approval of Consent Agenda:

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

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

Nays: None

Abstain: None

Absent: None

Staff Reports:

- A) Field Operations Supervisor Weber reported on the monthly maintenance issues for the month of October and that the Technicians were working on Winter Projects.

- B) Chief Lindley reviewed the calls for the month of November, stated that he spoke with the County regarding moving the weather station, and that the department received a Service Award from Running Springs Chamber of Commerce.
- C) General Manager Magaña reported that the Auditors were continuing with the Audit for FY 2022/2023, that the Audit would be presented at the Regular December 2023 Board Meeting, and that he and the (2) Technicians attended the Water Sampling Class by Clinical Labs.

President Bunyea announced that the Closed Session is being held pursuant to Code 54957.6  
Reason: Conference with Labor Negotiator.

Adjournment of Open Session: 6:56 PM

Closed Session began: 6:58 PM

Adjournment of Closed Session: 8:27 PM

Open Session began: 8:36 PM

Public announcement of action taken (if any) during Closed Session.

President Bunyea announced that no action was taken during the Closed Session.

Discussion / Action Items:

A) Fire Department

1. There was a discussion and a motion to approve the Employment Agreement for Fire Chief Paul Lindley effective January 1, 2024 through December 31, 2029. Motion was made to approve the Employment Agreement for Fire Chief Paul Lindley effective January 1, 2024 through December 31, 2029 and was made by Vice President Wymer, seconded by Director Carpenter, and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

2. There was a discussion and a motion to approve the authorization for a future purchase of a Type 3 Engine for approximately \$125,000. Motion was made to approve the authorization for a future purchase of a Type 3 Engine for approximately \$50,000 and was made by Vice President Wymer, seconded by Director Miller, and approved by a unanimous vote.

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

Nays: None

Abstain: None

Absent: None

3. There was a discussion and a motion to approve the amended Schedule of Fees and approve Resolution 2023-11-16A, removing the Emergency Response Cost Recovery Fees section. Motion to amend the Schedule of Fees and approve Resolution 2023-11-16A, removing the Emergency Response Cost Recovery Fees section was made by Director Miller, seconded by Vice President Wymer, and approved by a unanimous vote.

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

Nays: None  
Abstain: None  
Absent: None

4. Fire Chief Lindley tabled the revisions and additions to the Fire Department's Standard Operating Procedures (SOP), indefinitely.

B) Board

5. There was a discussion to approve Resolution 2023-11-16, affirming the signers for the Authorization for Transfer of Funds from the Local Agency Investment Fund (LAIF) as Jeffrey Bunyea, President, Jason Weber, Field Operations Supervisor, and Caroline Rimmer, Board Secretary. Motion was made to approve Resolution 2023-11-16, affirming the signers for the Authorization for Transfer of Funds from the Local Agency Investment Fund (LAIF) as Jeffrey Bunyea, President, Jason Weber, Field Operations Supervisor, and Caroline Rimmer, Board Secretary and was made by Vice President Wymer, seconded by Director Miller, and approved by a unanimous vote.

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

6. There was a discussion to amend Policy #2100 – Vehicle Policy in the District handbook and to add to the Standard Operating Procedure (SOP), for the Fire Department mandatory vehicle identifying information to all District vehicles. Motion was made to amend Policy #2100 – Vehicle Policy in the District handbook and to add to the Standard Operating Procedure (SOP), for the Fire Department mandatory vehicle identifying information to all District vehicles by Director Miller, seconded by Vice President Wymer, and approved by a unanimous vote.

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

7. There was a discussion regarding authorizing General Manager Magaña to pursue Grants/Funding for the Highway 18 Pipeline Project. Motion to approve authorizing General Manager Magaña to pursue Grants/Funding for the Highway 18 Pipeline Project was made by Director Miller, seconded by Director Burt, and approved by a unanimous vote.

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

Announcements:

- A) The President had no announcements.
- B) The Board had no announcements.
- C) Staff reminded the Board of the December Board Meeting Potluck.

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

Adjournment of Open Meeting

There being no further business, President Bunyea adjourned the meeting at 9:09 PM.

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Jeffrey M. Bunyea, President

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Caroline V. Rimmer, Secretary

**SUMMARY OF BANK BALANCES**

11/1/2023 to 11/30/2023

	GENERAL ACCOUNTS		RESTRICTED ACCOUNTS	
		First Foundation Bank		CALPers OPEB
Account Beginning Balance	\$	103,855.60	\$	22,956.97
Total Cleared Deposits - 47	\$	176,314.81		
Total Cleared Checks/Debits - 76	\$	(137,810.18)		
Interest earned (Investment Loss)	\$	3.92		
Service Charge(s)	\$	-		
<b>Ending Balance</b>	<b>\$</b>	<b>142,364.15</b>	<b>\$</b>	<b>22,956.97</b>
Investment Accounts		<b>LAIF GENERAL</b>		<b>CEPPT</b>
Beginning Balance	\$	678,835.25	\$	38,810.88
Quarterly Interest				
Service Charge(s)				
Transfer From/To General Checking Account	\$	-		
<b>Ending Balance</b>	<b>\$</b>	<b>678,835.25</b>	<b>\$</b>	<b>38,810.88</b>
<b>TOTALS</b>	<b>\$</b>	<b>821,199.40</b>	<b>\$</b>	<b>61,767.85</b>

**SUMMARY OF INCOME & EXPENSES**

	November 2023	YEAR TO DATE	BUDGET	REMAINING	%
TOTAL INCOME	\$ 188,899.12	\$ 524,874.77	\$1,465,800.00	\$ 940,925.23	35.81%
TOTAL OPERATING EXPENSES	\$ 110,067.86	\$ 781,419.67	\$1,363,958.05	\$ 582,538.38	57.29%
NET SURPLUS / (DEFICIT)	\$ 78,831.26	\$ (256,544.90)	\$ 101,841.95	\$ 358,386.85	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2023 Through 11/30/2023

Vendor Name	Description	Expenses	
Amazon	Office Supplies / Safety Equip. / Tools	301.81	
		<u>301.81</u>	Transaction Total
Total Amazon		301.81	
ATT	FD	104.47	
		<u>104.47</u>	Transaction Total
Total ATT		104.47	
B-Line	Tools for Water / Sewer	5,285.79	
		<u>5,285.79</u>	Transaction Total
Total B-Line		5,285.79	
Blake Matthews	10/29/23 - 11/11/23 (2) Hard Shifts	250.00	
	11/12/23 - 11/23/23 (2) Hard Shifts	<u>250.00</u>	
		<u>500.00</u>	Transaction Total
Total Blake Matthews		500.00	
Bray Sales	Tools - Valves	916.13	
		<u>916.13</u>	Transaction Total
Total Bray Sales		916.13	
CA Rural Water Assoc.	Membership 2023	709.00	
		<u>709.00</u>	Transaction Total
Total CA Rural Water Assoc.		709.00	
CalPERS	10/11/23 - 10/24/23 PERS	1,371.25	
	10/25/23 - 11/07/23 PERS	1,378.45	
	CalPERS 11/08/23-11/21/23	<u>1,401.62</u>	
		<u>4,151.32</u>	Transaction Total
Total CalPERS		4,151.32	
CalPERS Health Ins	Nov 2023 Health Premium	12,203.30	
		<u>12,203.30</u>	Transaction Total
Total CalPERS Health Ins		12,203.30	
Charter Cable	Cable DO	177.96	
	Cable FD	<u>149.98</u>	
		<u>327.94</u>	Transaction Total



**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2023 Through 11/30/2023

Vendor Name	Description	Expenses	
Total Charter Cable		327.94	
Chevron - Hesperia	Fuel FD	199.60	
		<u>199.60</u>	Transaction Total
Total Chevron - Hesperia		199.60	
Core & Main	Clean out valve kit	880.51	
		<u>880.51</u>	Transaction Total
Total Core & Main		880.51	
County of San Bernardino	Tire Disposal	59.27	
	Trash	65.57	
		<u>124.84</u>	Transaction Total
Total County of San Bernardino		124.84	
Customer Returned Transactions	Returned ACH #0539	107.47	
		<u>107.47</u>	Transaction Total
Total Customer Returned Transact...		107.47	
De Lage Landen Financial Services...	Copier Lease Pymnt	65.61	
	Nov. Copier Lease	65.61	
	Property Tax on Copier	27.91	
		<u>159.13</u>	Transaction Total
Total De Lage Landen Financial Se...		159.13	
Diane Waters	10/29/23 - 11/11/23 (2) Hard Shifts	100.00	
	11/12/23 - 11/23/23 (2) Hard Shifts	100.00	
		<u>200.00</u>	Transaction Total
Total Diane Waters		200.00	
First Foundation Bank	Wire fee 1997 Fire Eng.	35.00	
		<u>35.00</u>	Transaction Total
Total First Foundation Bank		35.00	
Freddie Rodriguez, Jr.	10/29/23 - 11/11/23 (2) Hard Shifts	250.00	
		<u>250.00</u>	Transaction Total
Total Freddie Rodriguez, Jr.		250.00	
Frontier Communications	Nov 2023 Warehouse Phone	117.82	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2023 Through 11/30/2023

Vendor Name	Description	Expenses	
		<u>117.82</u>	Transaction Total
Total Frontier Communications		117.82	
G & M Oil	Fuel FD	<u>74.02</u>	
		<u>74.02</u>	Transaction Total
Total G & M Oil		74.02	
Godaddycom	FD	<u>143.76</u>	
		<u>143.76</u>	Transaction Total
Total Godaddycom		143.76	
Governmentjobs.com, Inc.	FD Job Search	<u>800.00</u>	
		<u>800.00</u>	Transaction Total
Total Governmentjobs.com, Inc.		800.00	
Heartland PR Co	PR 11/01/23	127.73	
	PR 11/15/23	127.73	
	PR 11/29/23	<u>127.73</u>	
		<u>383.19</u>	Transaction Total
Total Heartland PR Co		383.19	
I-15 Auctions, Inc. dbs Bid Fast & ...	1997 Fire Engine	<u>38,488.31</u>	
		<u>38,488.31</u>	Transaction Total
Total I-15 Auctions, Inc. dbs Bid F...		38,488.31	
Iconix Waterworks Inc	Maintenance	186.57	
	Repairs	<u>20.75</u>	
		<u>207.32</u>	Transaction Total
Total Iconix Waterworks Inc		207.32	
Invoice Cloud	Nov 2023 CC Proceesing Fees - Invoice Cloud	<u>191.20</u>	
		<u>191.20</u>	Transaction Total
Total Invoice Cloud		191.20	
Jacob Sanchez	11/12/23 - 11/23/23 (1) Hard Shift	<u>150.00</u>	
		<u>150.00</u>	Transaction Total
Total Jacob Sanchez		150.00	
Joseph Carpenter	10/29/23 - 11/11/23 (2) Hard Shifts	<u>100.00</u>	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2023 Through 11/30/2023

Vendor Name	Description	Expenses	
		<u>100.00</u>	Transaction Total
Total Joseph Carpenter		100.00	
Josue Macuil	10/29/23 - 11/11/23 (1) Hard Shift	150.00	
	11/12/23 - 11/23/23 (2) Hard Shifts	<u>300.00</u>	
		<u>450.00</u>	Transaction Total
Total Josue Macuil		450.00	
Kaitlin Sanchez	10/29/23 - 11/11/23 (1) Hard Shift	100.00	
	11/12/23 - 11/23/23 (2) Hard Shifts	<u>200.00</u>	
		<u>300.00</u>	Transaction Total
Total Kaitlin Sanchez		300.00	
Keith Ortiz	10/29/23 - 11/11/23 (1) Avail. Shift	<u>50.00</u>	
		<u>50.00</u>	Transaction Total
Total Keith Ortiz		50.00	
Lowes	Facilities FD	<u>233.11</u>	
		<u>233.11</u>	Transaction Total
Total Lowes		233.11	
Managsorn Mekchai	10/29/23 - 11/11/23 (2) Hard Shifts	200.00	
	11/12/23 - 11/23/23 (2) Hard Shifts	<u>250.00</u>	
		<u>450.00</u>	Transaction Total
Total Managsorn Mekchai		450.00	
Mark Staggs	2 Trash Pump	<u>1,877.00</u>	
		<u>1,877.00</u>	Transaction Total
Total Mark Staggs		1,877.00	
Max Taylor	10/29/23 - 11/11/23 (2) Hard Shifts	<u>200.00</u>	
		<u>200.00</u>	Transaction Total
Total Max Taylor		200.00	
Nicholas Novelich	10/29/23 - 11/11/23 (4) Hard Shifts	600.00	
	11/12/23 - 11/23/23 (4) Hard Shifts	<u>600.00</u>	
		<u>1,200.00</u>	Transaction Total
Total Nicholas Novelich		1,200.00	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2023 Through 11/30/2023

Vendor Name	Description	Expenses	
Obe & Son's, Inc.	Heater repair - DO	500.00	
		<u>500.00</u>	Transaction Total
Total Obe & Son's, Inc.		500.00	
Paya CC Processing	Nov 2023 CC Proceesing Fees - Paya	743.79	
		<u>743.79</u>	Transaction Total
Total Paya CC Processing		743.79	
Pilot Gas	Brush Engine Weigh	13.50	
	Fuel FD	41.29	
		<u>54.79</u>	Transaction Total
Total Pilot Gas		54.79	
Rick Mesa	10/29/23 - 11/11/23 (1) Avail. Shift	50.00	
	11/12/23 - 11/23/23 (1) Avail. Shift	50.00	
		<u>100.00</u>	Transaction Total
Total Rick Mesa		100.00	
Running Springs Water District	RSWD - Nov 2023	30,347.00	
		<u>30,347.00</u>	Transaction Total
Total Running Springs Water District		30,347.00	
Ryan Brewart	10/29/23 - 11/11/23 (1) Hard Shift	75.00	
		<u>75.00</u>	Transaction Total
Total Ryan Brewart		75.00	
SecureTech Security, Inc.	Maintenance on locks - DO	312.50	
		<u>312.50</u>	Transaction Total
Total SecureTech Security, Inc.		312.50	
Southern California Edison	DO	140.90	
	Pumps - Nov 2023	4,363.11	
		<u>4,504.01</u>	Transaction Total
Total Southern California Edison		4,504.01	
State Water Resources Control Bo...	Annual Permit	3,746.00	
		<u>3,746.00</u>	Transaction Total
Total State Water Resources Contr...		3,746.00	

**Arrowbear Park County Water District**

Vendor Activity

From 11/1/2023 Through 11/30/2023

Vendor Name	Description	Expenses	
Superior Automotive Warehouse	FD Vehicle Maint.	120.59	
		<u>120.59</u>	Transaction Total
Total Superior Automotive Wareho...		120.59	
Technical Duplicator Services, Inc.	Copier Chgs	36.09	
	Shipping for Toner Cart.	23.51	
		<u>59.60</u>	Transaction Total
Total Technical Duplicator Service...		59.60	
The Gas Company	Gas - DO	182.26	
	Gas - Warehouse	94.09	
		<u>276.35</u>	Transaction Total
Total The Gas Company		276.35	
The Standard Life Insurance Com...	Dental Premium - Nov 2023	764.33	
		<u>764.33</u>	Transaction Total
Total The Standard Life Insurance...		764.33	
United States Postal Service	Radiation Badges return	5.10	
		<u>5.10</u>	Transaction Total
Total United States Postal Service		5.10	
USDA Forest Service co Citibank	Special Use Permit	407.37	
		<u>407.37</u>	Transaction Total
Total USDA Forest Service co Citib...		407.37	
Varner and Brandt	Legal Nov 2023	1,227.20	
		<u>1,227.20</u>	Transaction Total
Total Varner and Brandt		1,227.20	
Verizon Wireless	After Hours Phone DO	84.51	
		<u>84.51</u>	Transaction Total
Total Verizon Wireless		84.51	
Vista Printing	FD Business Cards	33.39	
		<u>33.39</u>	Transaction Total
Total Vista Printing		33.39	

**Arrowbear Park County Water District**  
 Vendor Activity  
 From 11/1/2023 Through 11/30/2023

Vendor Name	Description	Expenses	
WEX Bank	Fuel Nov 2023 FD/DO	2,108.73	
		2,108.73	Transaction Total
Total WEX Bank		2,108.73	
Zachary Kim	10/29/23 - 11/11/23 (2) Hard Shifts	250.00	
	11/12/23 - 11/23/23 (2) Hard Shifts	250.00	
		500.00	Transaction Total
Total Zachary Kim		500.00	
Zoom	Nov 2023	15.99	
		15.99	Transaction Total
Total Zoom		15.99	
Report Opening/Current Balance			
Report Transaction Totals		117,858.29	
Report Current Balances			

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Water

From 11/1/2023 Through 11/30/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4000	Sales And Fees	43,138.68	213,426.96	524,000.00	(310,573.04) (59.27)%
4010	Sales To Other Agencies	7,964.85	37,867.39	65,000.00	(27,132.61) (41.74)%
5000	Property Taxes	0.00	0.00	7,800.00	(7,800.00) (100.00)%
5005	Standby Charges	7,994.76	10,041.70	37,000.00	(26,958.30) (72.86)%
5010	Interest Income	2.35	7,910.34	3,600.00	4,310.34 119.73%
5015	Late Charge Income	485.08	2,453.79	7,000.00	(4,546.21) (64.95)%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	20.68	2.73	(500.00)	502.73 (100.55)%
5035	Other Fees Charges	186.54	2,240.57	6,500.00	(4,259.43) (65.53)%
	<b>Total Income Categories</b>	<u>59,792.94</u>	<u>273,943.48</u>	<u>650,900.00</u>	<u>(376,956.52) (57.91)%</u>
<b>Expense Categories</b>					
6000	Salaries Wages Mgmt	5,076.72	66,218.95	80,777.64	14,558.69 18.02%
6005	Salaries Wages Office Reg	4,068.12	19,588.21	49,660.88	30,072.67 60.56%
6010	Salaries Wages Office Ot	91.08	91.08	858.76	767.68 89.39%
6015	Salaries Wages Field Reg	10,115.04	57,567.95	109,811.04	52,243.09 47.58%
6020	Salaries Wages Field Ot	769.84	6,465.27	12,290.22	5,824.95 47.40%
6035	Payroll Taxes	1,526.84	11,419.41	20,066.69	8,647.28 43.09%
6100	Benefits Retirement	2,516.28	9,256.50	19,516.44	10,259.94 52.57%
6105	Benefits Dental Insurance	458.60	1,989.52	4,289.33	2,299.81 53.62%
6110	Benefits Health Ins Active	4,450.32	22,796.03	52,806.06	30,010.03 56.83%
6115	Benefits Health Ins Retired	2,650.19	13,250.95	35,907.69	22,656.74 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	192.47	900.00	707.53 78.61%
6200	Director Fees	0.00	2,800.65	8,911.14	6,110.49 68.57%
6205	Director Training Conference	0.00	0.00	120.00	120.00 100.00%
6210	Board Misc	9.59	134.38	240.00	105.62 44.01%
6300	Prof Svcs Legal	409.07	8,757.72	1,800.00	(6,957.72) (386.54)%
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	0.00	9,338.00	11,560.00	2,222.00 19.22%
6320	Prof Svcs Dues Membership Fees	425.40	3,383.66	5,160.00	1,776.34 34.43%
6325	Prof Svcs Bank Fees Charges	694.43	3,625.10	5,920.00	2,294.90 38.77%
6330	Prof Svcs Regulatory Fees	3,990.42	4,951.26	4,400.00	(551.26) (12.53)%
6335	Prof Svcs Testing Lab	0.00	2,594.00	4,500.00	1,906.00 42.36%
6340	Prof Svcs Computer Network	0.00	230.80	1,370.00	1,139.20 83.15%
6345	Prof Svcs Misc	0.00	1,144.41	1,080.00	(64.41) (5.96)%
6400	Office Supplies	10.64	550.14	720.00	169.86 23.59%
6405	Office Printing	131.25	451.31	960.00	508.69 52.99%
6410	Office Postage	3.06	2,480.79	4,680.00	2,199.21 46.99%
6415	Office Software Computer	0.00	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	18,383.40	24,600.00	6,216.60 25.27%
6600	Vehicle Maintenance	35.56	1,397.07	3,300.00	1,902.93 57.66%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Water

From 11/1/2023 Through 11/30/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining	
6605	Vehicle Fuel	921.77	3,025.36	6,600.00	3,574.64	54.16%
6700	Utility Phone Internet	303.18	1,505.20	3,500.00	1,994.80	56.99%
6705	Utility Gas	165.81	371.26	2,880.00	2,508.74	87.11%
6710	Utility Electric Facilities	84.54	478.66	1,080.00	601.34	55.68%
6715	Utility Electric Pumping	3,380.09	15,708.16	30,000.00	14,291.84	47.64%
6720	Utility Security	187.50	439.50	768.00	328.50	42.77%
6800	Operations Routine Maint	186.57	1,808.30	3,000.00	1,191.70	39.72%
6805	Operations Repairs	936.88	8,867.43	6,500.00	(2,367.43)	(36.42)%
6810	Operations Inspecting/Testing	0.00	204.00	400.00	196.00	49.00%
6815	Operations Facilities	339.34	511.53	1,000.00	488.47	48.85%
6820	Operations Tools Equipment	4,331.13	4,501.71	2,000.00	(2,501.71)	(125.09)%
6825	Operations Uniforms	0.00	562.37	720.00	157.63	21.89%
6830	Operations Safety Equipment	150.38	424.01	900.00	475.99	52.89%
6837	Water Standby Purchase	0.00	2,463.00	2,463.00	0.00	0.00%
	<b>Total Expense Categories</b>	<u>48,419.64</u>	<u>327,401.45</u>	<u>569,669.81</u>	<u>242,268.36</u>	<u>42.53%</u>
	<b>Net Surplus/(Deficit)</b>	<u>11,373.30</u>	<u>(53,457.97)</u>	<u>81,230.19</u>	<u>(134,688.16)</u>	<u>(165.81)%</u>
	<b>Master Plan Expenses</b>					
0059	Hwy 18 Pipeline	0.00	0.00	420,000.00	420,000.00	100.00%
0062	Pine Ridge	0.00				



## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Sewer

From 11/1/2023 Through 11/30/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4000	Sales And Fees	44,007.68	220,063.87	532,000.00	(311,936.13) (58.63)%
5000	Property Taxes	0.00	0.00	5,200.00	(5,200.00) (100.00)%
5005	Standby Charges	16,457.16	20,466.26	75,000.00	(54,533.74) (72.71)%
5010	Interest Income	0.98	3,295.99	2,400.00	895.99 37.33%
5015	Late Charge Income	643.02	3,252.70	6,500.00	(3,247.30) (49.96)%
5020	Grant Income	0.00	0.00	500.00	(500.00) (100.00)%
5030	Other Adjustment	66.42	421.88	400.00	21.88 5.47%
5035	Other Fees Charges	237.70	1,864.51	6,500.00	(4,635.49) (71.32)%
	<b>Total Income Categories</b>	<u>61,412.96</u>	<u>249,365.21</u>	<u>628,500.00</u>	<u>(379,134.79) (60.32)%</u>
<b>Expense Categories</b>					
6000	Salaries Wages Mgmt	2,769.12	35,763.86	33,657.35	(2,106.51) (6.26)%
6005	Salaries Wages Office Reg	2,172.36	10,638.22	20,692.04	10,053.82 48.59%
6010	Salaries Wages Office Ot	49.50	49.50	357.82	308.32 86.17%
6015	Salaries Wages Field Reg	5,446.56	28,191.81	73,207.36	45,015.55 61.49%
6020	Salaries Wages Field Ot	413.93	3,479.22	8,193.48	4,714.26 57.54%
6035	Payroll Taxes	823.44	5,978.32	10,696.31	4,717.99 44.11%
6100	Benefits Retirement	1,361.93	5,011.63	13,010.96	7,999.33 61.48%
6105	Benefits Dental Insurance	236.19	1,054.50	2,328.43	1,273.93 54.71%
6110	Benefits Health Ins Active	2,408.81	12,341.01	29,642.80	17,301.79 58.37%
6115	Benefits Health Ins Retired	1,445.56	7,227.80	14,961.54	7,733.74 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	94.98	200.00	105.02 52.51%
6200	Director Fees	0.00	1,527.64	3,712.98	2,185.34 58.86%
6205	Director Training Conference	0.00	0.00	50.00	50.00 100.00%
6210	Board Misc	4.00	56.03	100.00	43.97 43.97%
6300	Prof Svcs Legal	409.07	3,887.67	750.00	(3,137.67) (418.36)%
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	0.00	8,818.24	11,220.00	2,401.76 21.41%
6320	Prof Svcs Dues Membership Fees	283.60	1,515.96	2,650.00	1,134.04 42.79%
6325	Prof Svcs Bank Fees Charges	706.83	3,604.28	4,680.00	1,075.72 22.99%
6330	Prof Svcs Regulatory Fees	162.95	918.60	3,000.00	2,081.40 69.38%
6340	Prof Svcs Computer Network	0.00	719.57	1,150.00	430.43 37.43%
6345	Prof Svcs Misc	0.00	577.32	720.00	142.68 19.82%
6400	Office Supplies	4.43	248.87	300.00	51.13 17.04%
6405	Office Printing	54.68	188.03	400.00	211.97 52.99%
6410	Office Postage	2.04	1,653.86	3,120.00	1,466.14 46.99%
6415	Office Software Computer	0.00	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	12,233.10	16,400.00	4,166.90 25.41%
6600	Vehicle Maintenance	23.71	348.68	2,200.00	1,851.32 84.15%
6605	Vehicle Fuel	614.51	2,016.90	4,400.00	2,383.10 54.16%
6700	Utility Phone Internet	175.42	870.96	1,750.00	879.04 50.23%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Sewer

From 11/1/2023 Through 11/30/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining	
6705	Utility Gas	83.21	185.76	1,900.00	1,714.24	90.22%
6710	Utility Electric Facilities	56.36	319.10	450.00	130.90	29.09%
6715	Utility Electric Pumping	567.79	3,842.90	8,500.00	4,657.10	54.79%
6720	Utility Security	78.13	214.63	439.00	224.37	51.11%
6800	Operations Routine Maint	0.00	425.62	500.00	74.38	14.88%
6805	Operations Repairs	880.51	1,080.81	500.00	(580.81)	(116.16)%
6810	Operations Inspecting/Testing	0.00	0.00	17,000.00	17,000.00	100.00%
6815	Operations Facilities	141.39	215.12	600.00	384.88	64.15%
6820	Operations Tools Equipment	2,865.12	3,099.32	1,400.00	(1,699.32)	(121.38)%
6825	Operations Uniforms	0.00	304.20	480.00	175.80	36.63%
6830	Operations Safety Equipment	100.24	282.13	600.00	317.87	52.98%
6835	Operations Treatment	21,425.00	107,125.00	235,000.00	127,875.00	54.41%
	Total Expense Categories	<u>45,766.39</u>	<u>275,524.54</u>	<u>553,583.86</u>	<u>278,059.32</u>	<u>50.23%</u>
	Net Surplus/(Deficit)	<u>15,646.57</u>	<u>(26,159.33)</u>	<u>74,916.14</u>	<u>(101,075.47)</u>	<u>(134.92)%</u>
	Master Plan Expenses					
0044	RS Treatment Plant	8,922.00	44,610.00	123,370.00	78,760.00	63.84%
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>8,922.00</u>	<u>44,810.00</u>	<u>182,513.23</u>	<u>137,703.23</u>	<u>75.45%</u>

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

Fire

From 11/1/2023 Through 11/30/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
<b>Income Categories</b>					
4020	0.00	0.00	30,000.00	(30,000.00)	(100.00)%
5000	67,195.59	72,457.67	332,000.00	(259,542.33)	(78.18)%
5010	0.59	1,977.56	3,600.00	(1,622.44)	(45.07)%
5020	0.00	0.00	30,000.00	(30,000.00)	(100.00)%
5035	497.04	1,566.08	20,000.00	(18,433.92)	(92.17)%
	<u>67,693.22</u>	<u>76,001.31</u>	<u>415,600.00</u>	<u>(339,598.69)</u>	<u>(81.71)%</u>
<b>Expense Categories</b>					
6000	4,564.84	35,870.15	64,845.79	28,975.64	44.68%
6005	1,101.26	5,332.24	12,415.22	7,082.98	57.05%
6010	24.42	24.42	214.69	190.27	88.63%
6025	4,575.00	28,662.50	93,080.00	64,417.50	69.21%
6035	431.81	3,145.16	6,097.32	2,952.16	48.42%
6100	273.11	29,310.65	30,748.42	1,437.77	4.68%
6105	69.54	271.86	531.13	259.27	48.81%
6110	486.71	2,582.05	5,561.24	2,979.19	53.57%
6115	722.78	3,613.93	8,976.92	5,362.99	59.74%
6118	0.00	0.00	3,000.00	3,000.00	100.00%
6120	0.00	632.45	5,000.00	4,367.55	87.35%
6200	0.00	763.82	2,227.79	1,463.97	65.71%
6205	0.00	0.00	30.00	30.00	100.00%
6210	2.40	33.59	60.00	26.41	44.02%
6300	409.06	3,855.42	750.00	(3,105.42)	(414.06)%
6305	0.00	0.00	420.00	420.00	100.00%
6315	0.00	8,669.76	11,220.00	2,550.24	22.73%
6320	0.00	1,023.67	3,480.00	2,456.33	70.58%
6325	98.32	368.64	650.00	281.36	43.29%
6340	0.00	57.69	4,645.00	4,587.31	98.76%
6345	800.00	1,629.37	4,900.00	3,270.63	66.75%
6400	36.05	1,172.79	955.00	(217.79)	(22.81)%
6405	32.80	112.83	340.00	227.17	66.81%
6410	0.00	0.00	55.00	55.00	100.00%
6415	143.76	513.63	560.00	46.37	8.28%
6420	0.00	812.36	750.00	(62.36)	(8.31)%
6425	0.00	72.16	180.00	107.84	59.91%
6500	0.00	15,274.39	15,447.52	173.13	1.12%
6505	0.00	15,036.50	19,965.00	4,928.50	24.69%
6600	134.09	725.79	14,600.00	13,874.21	95.03%
6605	887.36	3,179.88	6,500.00	3,320.12	51.08%
6700	281.14	1,403.31	2,750.00	1,346.69	48.97%
6705	27.33	61.75	7,500.00	7,438.25	99.18%
6710	415.23	2,543.14	4,970.00	2,426.86	48.83%
6720	46.87	288.37	741.00	452.63	61.08%
6800	0.00	0.00	250.00	250.00	100.00%
6810	0.00	4,699.81	6,000.00	1,300.19	21.67%
6815	317.95	1,121.70	2,500.00	1,378.30	55.13%
6820	0.00	23.49	2,500.00	2,476.51	99.06%

## Arrowbear Park County Water District

### Statement of Revenues and Expenditures

#### Fire

From 11/1/2023 Through 11/30/2023

	Current Period Actual	Current Year Actual	Total Budget \$	Total Budget \$ Variance	Percent Total Budget Remaining
6825 Operations Uniforms	0.00	1,912.52	4,800.00	2,887.48	60.16%
6830 Operations Safety Equipment	0.00	819.83	12,000.00	11,180.17	93.17%
6840 Operations Medical Supplies	0.00	355.71	3,000.00	2,644.29	88.14%
6845 Operations Dispatching	0.00	5,516.35	8,050.00	2,533.65	31.47%
6850 Operations Fire Prevention Weed Abatement	0.00	0.00	4,300.00	4,300.00	100.00%
Total Expense Categories	<u>15,881.83</u>	<u>181,493.68</u>	<u>377,567.04</u>	<u>196,073.36</u>	<u>51.93%</u>
Net Surplus/(Deficit)	<u>51,811.39</u>	<u>(105,492.37)</u>	<u>38,032.96</u>	<u>(143,525.33)</u>	<u>(377.37)%</u>
Master Plan Expenses					
0000 No Project Related	0.00	245.65	0.00	(245.65)	0.00%
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	0.00	16,183.45	17,500.00	1,316.55	7.52%
0077 Brush Patrol Bed/Box	<u>38,488.31</u>	<u>38,488.31</u>	0.00	<u>(38,488.31)</u>	0.00%
Total Master Plan Expenses	<u>38,488.31</u>	<u>54,917.41</u>	<u>101,028.01</u>	<u>46,110.60</u>	<u>45.64%</u>

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

	SICK TIME (HRS)								VACATION TIME (HRS)								COMP TIME (HRS)									
	Start	Earned #1	Earned #2	Earned #3	Used #1	Used #2	Used #3	Accrued	Start	Earned #1	Earned #2	Earned #3	Used #1	Used #2	Used #3	Accrued	Start	Earned #1	Earned #2	Earned #3	Used #1	Used #2	Used #3	Accrued		
Ben	17.71	3.69	3.69	3.69	0.00	0.00	0.00	28.78	7.39	1.54	1.54	1.54		8.93	0.00	3.08										Ben
Jason	489.75	3.69	3.69	3.37	0.00	0.00	0.50	500.00	227.15	5.54	5.54	5.54	16.00	24.00	0.00	203.77	19.670	0.000	0.750	3.750	19.500	0.000	0.000	4.670	Jason	
Caroline	206.14	3.69	3.69	3.69	2.00	0.00	0.00	215.21	109.9	5.23	5.23	5.23		0.00	8.00	117.59	33.250	6.750	0.000	1.500		2.750	0.000	38.750	Caroline	
Logan	39.16	3.69	3.69	3.69	0.00	0.00	0.00	50.23	29.81	1.54	1.54	1.54		24.00	0.00	10.43	40.000	0.000	3.000	6.000		8.000	1.000	40.000	Logan	
Tim	53.92	3.69	3.69	3.69	0.00	0.00	0.00	64.99	27.7	1.54	1.54	1.54		0.00	0.00	32.32	30.750	16.500	3.750	0.000	8.000	3.500	0.500	39.000	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

November 2023

#	DATE	METER #	ADDRESS	SVC	NOTES
1	11/02/23	0270	Arrowbear	3	Additonal meter box
2	11/06/23	0728	Oak	1	
3	11/07/23	0984	Sierra View	1	
4	11/07/23	0978	???	8	Restricted main, siphon to free bloackage
5	11/07/23	0321	Sierra View	2	Sewer lateral disconnected
6	11/13/23	0585	Deer	1	
7	11/14/23	0979	Ridge	6	New service line installed
8	11/15/23	0943	Tucker Field	1	Park off for winter
9	11/16/23	0321	Sierra View	8	Cust. Repaired disconnected sewer
10	11/18/23	0747	Cougar	1	
11	11/18/23	0207	Cougar	1	After hours chg
12	11/20/23	0833	Lupine	2	
13	11/21/23	0137	Spruce	1	
14	11/22/23	0816	Arrowbear	1	
15	11/27/23	0393	Keller	1	
16	11/27/23	0538	Deer Lick	1	
17	11/27/23	0979	Elko	6	Clamp on service line leaking
18	11/28/23	0778	Tank	1	
19	11/28/23	0979	Porcupine	6	Leak on poly service line
20	11/30/23	0818	Chipmunk	1	After hours chg

SVC	DESCRIPTION	CALLS	ADDITIONAL INFORMATION
1	Customer requested turn off/on	12	New Owners. 1
2	District initiated shut off (leak, etc.)	2	Liens filed 0
3	District equipment repair	1	Liens Released 0
4	Meter reads/re-reads	0	Total Liens 8
5	Main Repairs	0	Shut off notices 53
6	Service Line Repairs	3	Non-payment shut offs 11
7	Customer Inquiry Requiring Investigation	0	Turn on after shut off 7
8	Sewer Issues/Repairs	2	Meters replaced 1
	<b>Total Calls</b>	<b>20</b>	



# November 2023

◀ Oct 2023 Dec 2023 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
			Rodriguez Taylor	Waters	Matthews	Mekchai Mesa Novelich
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
Kim Novelich Ortiz		Carpenter	Rodriguez Taylor	Bewart Waters	Macuil Matthews Sanchez	Mekchai Novelich
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
Kim Novelich	K. Sanchez	Carpenter J. Sanchez	Rodriguez Taylor		Macuil Matthews	Mekchai Novelich
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
Kim Novelich	K. Sanchez	Carpenter	Rodriguez Taylor	Waters	Macuil Matthews	Mekchai Mesa Novelich
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>		
Kim Novelich	K. Sanchez	Carpenter	Rodriguez	Waters		

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