# **Grizzly Flats Community Services District** 2024/2025 Budget (1st Draft)

1st draft - reviewed by the Budget & Finance Committee on June 18, 2024



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# **Grizzly Flats Community Services District**

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# 2024/2025 Operation and Maintenance (O&M) Budget Summary

The following is the proposed budget for the 2024/2025 fiscal year. A budget is the District's best guess of its income and expenses for the coming year. Summaries are included with the budget to explain items and provide a historical document for future management.

# **O&M INCOME**

# A. Water User Fees (accounts 40100 & 40110)

The Board adopted a new rate structure on April 13, 2024 after going through the Prop 218 process which included performing a Cost of Services Study (COS) and holding several public meetings. The 5-year plan included a small increase each year to cover our expected expenses and fund our reserve accounts based on a projected budget from our assumptions at that time. The reserve accounts are discussed in detail in the "Reserve Account Summary".

**Basic Rate:** The current basic water rate is changing to \$87.53. This covers our fixed expenses. Those are expenses we have regardless of the amount of water we produce. The COS determined that 76% of our expenses were fixed. Our current number of active service connections is 620, so our budget for 2024/2025 will be calculated with the assumption we will maintain that through the next year with the new rate of \$87.53 per month.

Volumetric Rate: Our new volumetric rate will be \$3.87 per hundred cubic feet. This covers our variable expenses. Those are costs that increase as we make more water; so things like some chemicals, part of the power bill, etc. The COS determined that 14% of our expenses were variable. Last year's average monthly water usage (May 2023 – May 2024), was about 1,758 hundred cubic feet (hcf) so our volumetric rate income will be calculated using that with the current rate of \$3.87/hcf.



# B. Other Income (accounts 40200 - 40700)

Other income includes penalties and lien fees, miscellaneous income (office services like copies and faxes, and various reimbursements), pooled interest from bank accounts, new meter installation fees, and Grizzly Pond t-shirt sales. Most of these are based on the prior year's income. The penalty income in 2023/2024 was about \$6,000.

COME			
	Water Charges - Base Rate	\$ 600,000	All service connections with access to water are being billed (July: 620 active service connections x 87.53). 55 liens for non-payment. Base revenue on actual expected, not billing.
40110	Water Charges - Volumetric Rate	\$ 80,000	Meters are read each month. May 2023 to May 2024 monthly average was 1,758 hundred cubic feet for \$2,110, but not all bills were paid. New volumetric charge is \$3.87.
40200	Penalties & Lien Fees	\$ 8,000	Estimate for late fees, liens, etc. paid. Billed would be approx \$12,000.
40300	Miscellaneous Income	\$ 800	Raw water, temp meter connection, fax, & copy services, SDRMA Cost sharing, misc customer invoices for repairs or add't services, grants, etc.
40400	O&M Pooled Interest	\$ 3,500	Based on previous years LAIF interest earnings.
40500	New Meter Installation	\$ 1,200	2 new connections are estimated. Installation will be done with a contractor, so fees collected would be for service connection parts, actual tap by operator and any inspection work.
	Total O&M Income	\$ 693,500	

# **O&M EXPENSES**

# A. Personnel Expenses

**1. Salaries** – Personnel Salaries (accounts 51100 – 51700) - The District employs three full time employees (General Manager, Office Facilitator, and a Maintenance Technician/Distribution Operator). We are also considering hiring a temporary Maintenance Technician.

PERSC	ONNEL EXPE	ISES		
Salarie	<b>9</b> S			
51100	Field Staff		\$ 75,130	Maint/Distribution Operator calculated with 4% COLA & Temp Maint Tech
51200	Admin Staff		\$ 115,211	GM & Admin Emp, calculated at current rate with 4% COLA
51600	Holiday Pay		\$	Included in wage calculations for now. 13 paid holidays
		subtotal- Salaries	\$ 198,692	

# Notes about Personnel expenses:

- a. A Salary Survey is done every three years to review the District's pay scales. One was completed prior to the fire, but not implemented. Our employees are one of our most valued assets and it is important that we provide a fair wage for the work they do to keep this District operating efficiently.
- b. Merit Increases The General Manager determines if employees have earned a merit increase based on their job performance, pay scale and budget considerations. The pay scale for the Maintenance Technician/Distribution Operator was updated last year, but the Office Facilitator salary range should be adjusted to allow for merit increases.
- c. Cost of Living Adjustments (COLA) Each year, the Board considers whether a COLA will be applied to the District. A COLA is provided to all employees as a way of keeping wages in line with inflation. It is not based on performance.

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**GFCSD Policy:** Cost of Living salary adjustments (COLA), when and if provided by the Board of Directors, shall be applied at the same percentage rate to all positions and classifications in the salary and wage schedule. The percentage rate shall be equivalent to the 10-year average increase in the Consumer Price Index (<a href="https://www.bls.gov/data.htm">https://www.bls.gov/data.htm</a>) for U.S. All cities, Urban Wage Earners and Clerical Workers, by not less than zero (0%) percent and not more than four (4%) percent.

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Years:	2014 to 2024	e en										
and the second s												
Year	<b>Jan</b>	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2014					234.216	234,702	234.525	234.030	234.170	233.229	231.551	229.909
2015	228.294	229.421	231.055	231.520	232.908	233.804	233.806	233.366	232.661	232.373	231.721	230.791
2016	231.061	230.972	232.209	233.438	234.436	235.289	234.771	234.904	235.495	235.732	235.215	235.390
2017	236.854	237.477	237.656	238.432	238.609	238.813	238.617	239.448	240.939	240.573	240.666	240.526
2018	241.919	242.988	243.463	244.607	245.770	246.196	246.155	246.336	246.565	247.038	245.933	244.786
2019	245.133	246.218	247.768	249.332	249.871	249.747	250.236	250.112	250.251	250.894	250.644	250.452
2020	251.361	251.935	251.375	249.515	249.521	251.054	252.636	253.597	254.004	254.076	253.826	254.081
2021	255.296	256.843	258.935	261.237	263.612	266.412	267.789	268.387	269.086	271.552	273.042	273.925
2022	276.296	278.943	283.176	284.575	288.022	292.542	292.219	291.629	291.854	293.003	292.495	291.051
2023	293.565	295.057	296.021	297.730	298.382	299.394	299.899	301.551	302.257	302.071	301.224	300.728
2024	302.201	304.284	306.502	307.811								
												: : : :
<u>Change</u>												
2014					4.817	-0.898	-0.719	-0.664	-1.509	-0.856	0.170	0.882
2015					-1.308	1.485	0.965	1.538	2.834	3.359	3.494	4.599
2015	2.767	1.551	1.154	1.918	1.528	1.485	0.965	1.538	2.834	3.359	3.494	4.599
2017	5.793	6.505	5.447	4.994	4.173	3.524	3.846	4.544	5.444	4.841	5.451	5.136
2018	5.065	5.511	5.807	6.175	7.161	7.383	7.538	6.888	5.626	6.465	5.267	4.260
2019	3.214	3.230	4.305	4.725	4.101	3.551	4.081	3.776	3.686	3.856	4.711	5.666
2020	6.228	5.717	3.607	0.183	-0.350	1.307	2.400	3.485	3.753	3.182	3.182	
2021	3.935	4.908	7.560	11.722	14.091	15.358	15.153	14.790	15.082	17.476	19.216	19.844
2022	21.000	22.100	24.241	23.338	24.410	26.130	24.430	23.242	22.768	21.451	19.453	17.126
2023	17.269	16.114	12.845	13.155	10.360	6.852	7.680	9.922	10.403	9.068	8.729	9.677
2024	8.636	9.227	10.481	10.081								
10 Yr Cola Average	7,40%						 				ļ.,	

The 10-year COLA average for 2024 is 7.4%. The General Manager recommends the Board follow District policy and apply the maximum 4.0% COLA which would increase wages by about \$4,000. This percentage has already been included in the proposed budget.

2. Payroll Taxes & Workers Compensation – Payroll taxes have been calculated based on the budgeted wages. Workers Compensation is paid in advance each year in June. This year, we have been invoiced \$2,297 for the 2024/2025 Program Year, a savings of about \$1,310 compared to last year. This is based on improved safety procedures and discounts earned by District staff and Board members through attendance at training.

Payroli Taxes & Workers Comp Ins.		
52100 Payroll Tax Expense	\$ 16,967	Federal Social Security, Medicare, State SDI, Stil, and Training Tax
52300 Workers Comp ins	\$ 2,297	Actual for 2024/25 FY
subtotal- Payroll	\$ 19,264	



- **3. Employee Benefits** Employee benefits include a Deferred Compensation plan, Health Reimbursement Account (HRA) and life insurance.
  - a. Deferred Compensation (457 Plans) are an optional retirement benefit offered to employees through CalPERS. GFCSD offers a 50% match to an employee's contribution (up to 3% of an employee's gross wage). We expect to have two employees participating in the plan.
  - b. Health benefits are offered through a qualified small employer health reimbursement arrangement (QSEHRA) which allows the District to set aside a fixed amount of money each month that employees can use to purchase individual health insurance or use on medical expenses, tax-free. The IRS determines what qualifies as an "allowable expense". The funds stay with the employer until an employee makes a claim that qualifies for reimbursement. GFCSD's plan allows employees to accrue unused balances for up to three years. An employee stops accruing funds if they reach that three-year limit. The IRS announced that the inflation adjusted **2024** limits for QSEHRA are as follows:

	2020	2021	2022	2023	2024
Individuals	\$5,250	\$5,300	\$5,450	\$5,850	\$6,150
	\$150 / 2.9%	\$50 / 1.0%	\$150 / 2.8%	\$400 / 6.8%	\$300 / 4.9%
	increase	increase	Increase	increase	increase
Families	\$10,600	\$10,700	\$11,050	\$11,800	\$12,450
	\$150 / 1.4%	\$100 / 0.9%	\$350 / 3.0%	\$750 / 6.4%	\$300 / 5.2%
	increase	increase	increase	increase	increase

c. A Life Insurance policy of \$10,000 is provided to all full time employees. The premium we pay is based on the ages of the employees and may change mid-year if an employee has a birthday that puts them in a higher priced category.

Benefits			
53100 Deferred Comp	\$	1,861	GFCSD's contribution to 457 plan (3% of gross of participating employees)
53200 QSEHRA Medical	\$	37,350	\$12,450 family, \$6,150 for individual (2024 IRS limits for QSEHRA plans)
53300 Life Insurance	\$	300	3 eligible employees, \$69.90 x 4 quarters = \$279.60 (based on employee's age)
subtotal- Benefits	Ş	39,511	

4. Contract Operations - GFCSD contracts with H2O Urban Solutions, Inc. to provide water operation services to the District. They supply licensed treatment and distribution operators and are responsible for the operation of the treatment and distribution systems. The District went out for bid for these services in 2017 and awarded a three year contract to H2Ou. In October 2023, the Board approved a one year contract extension as allowed by our original agreement and adjusted the dates of the contract to coincide with the District's fiscal year. That contract will expire June 30, 2024, and should be renewed. The budget amount reflects the cost for the 12 months of this fiscal year.

Contra	Contract Operations							
51700	Contract Operations - H2Ou	\$	276,605	Contract was extended through the 2023/2024 fiscal year, will need renewal. Expecting significant amount of operator time dedicated to recovery projects funded by grants and loss of automation in TP requires staff onsite up to 7 days per week.				
	Total - Personnel Expense	\$	534,072					

# B. Operation Expenses (accounts 60000 - 66000)

The proposed budget for O&M is similar to last year's budget. Our budgeted income is expected to increase 25% and our budgeted expenses will increase by 11%. Staff works hard to keep costs to a minimum but we also must meet increasing regulations imposed by the State and County regulatory agencies and rising prices from our vendors. Also, since FEMA still has not obligated all the District's Caldor Fire related projects there is some assumption of costs for recovery efforts.

**Operations & Utilities** - El Dorado Disposal, PG&E and Verizon have all increased rates in the past year.

OPER/	ATIONS & UTILITIES			
60100	Alarm Service	\$	1,200	\$81/month = Upgraded to system in July 2021, new monthly fee due to fire req.
60200	Communications	\$		AT&T (\$233/month average for 3 phone lines and internet), Verizon Wireless (\$138/month for 2 cell phones plus hot spot service).
60400	Fire & Safety Supplies	65)	1,000	SDRMA refunds \$1,000 - extinguisher maint, safety gear, new chair for front desk
60600	Power	\$	1,000	Forest View, Office, and Parkside.
60700	Propane	\$	4,000	Estimating based on previous years.
60800	Trash Disposal	\$	750	\$142.13 / 4x per year + self haul, includes 5% increase for inflation
60900	Website	\$	270	hosting (\$120) & domain name reg (\$30), annual security cert. for CUSI bill pay (\$120) - SSL cert. required for CUSI
	subtotal - Operations & Utilities	\$	12,720	

Water Treatment - We are continuing to use the Northstar N-1770 coagulant which is much more expensive than the 8809 that we purchase from El Dorado Irrigation District. Using this coagulant appears to result in better water quality during the summer months so it is assumed that we will use it for the majority of next year. The State Water Resources Control Board (SWRCB) has increased the testing we are required to perform so we will see the expenses in this category increase.

WATER	R TREATMENT EXPENSES		
61100	Chemicals	\$ 6,500	50 gallons N1770 \$33.68/gal (new coagulant), 16 gallons 8809 \$9.62/gal, 840 gallons NAOCL \$1.52 gal
61200	Equip & Supplies	\$ 2,000	based on prior years
61300	Testing & Lab Reports	\$ 10,500	monthly, quarterly & annual water quality testing required by SWRCB is about \$5000. We also have additional testing for annual VOC and the new N-1770 coagulant.
	subtotal- Water Treatment	\$ 19,000	



**Maintenance** – Last year, the Budget and Finance Committee recommended increases to several accounts (Customer meters, Distribution System, and Road Repair) until FEMA funding has been obligated for Caldor Fire Recovery projects.

62100	Building	\$ 500	building maintenance, pest control (\$300/yr)
62200	Customer meters	\$ 3,000	based on 2 meter installations and various repairs. 44 damaged meters were replaced from July 2022 to May 2023 for about \$22,000.
62300	Distribution System	\$ 15,000	based on prior years spending - parts & supplies to fix or maintain water lines, pumps, tanks, etc. This could see a large increase due to repairs that must be done until reimbursed by Cal OES, PGE, or other entities, and outsourcing for backhoe operation.
62400	Grounds	\$ 1,500	based on prior years
62410	Grizzly Pond Expenses	\$ 700	Pond power (200), water rights (250), misc fees (100), maintenance (150)
62450	Eagle Ditch & Gages	\$ 2,000	**Gages destroyed by fire. On hold until gages are reinstalled. Monthly gage monitoring - 3 year contract (2019-2022) with Western Hydrologics, usually \$12,000/year. Reduced this year while contract is on hold.
62500	Office Equipment	\$ 500	misc. items throughout the year based on prior spending, will increase this budget for equipment replacement in the next year or two.
62600	Parts & Equipment	\$ 1,500	based on prior years spending for small engine repairs, chainsaw blades, various tools as needed
62700	Road Repair	\$ 10,000	**ON hold with Caldor Fire Recovery** restore roadways to County specs, County inspection fees, etc expense depends on number of leaks, patch size and current requirements of EDC (slurry backfill, pave area, slurry seal, inspection fees)
62800	Service Contracts	\$ 3,100	\$2040 for Inland (avg \$170/month-based on # of copies), \$700 for Computer Guy (\$170 x4), Annual generator service (\$300 - less for 1 generator post fire)
62900	Treatment Plants 1 & 2	\$ 2,000	repairs and maintenance on TPs, based on prior years, scheduling replacement with ARPA funding.
	subtotal- Maintenance Expenses	\$ 39,800	

**Vehicle & Tractor** – After having our first combined service visit by HFW, we are expecting tractor maintenance and repair costs to be lower. This year, we have budgeted to replace all four tires on the dump trailer.

VEHICLE & TRACTOR EXPENSES		
63100 Oil / Grease	\$ 500	oil changes, oil for backhoe, generators, and other small machinery.
63200 Parts & Repairs	\$ 3,500	3 trucks to maintain, Ford F-350 needs new brakes
63300 Tires & Snow Chains	\$ 2,000	Dump trailer needs tires
63400 Tractor Maint & Repairs	\$ 1,000	Annual service (\$450) and repairs
63500 Fuel Purchases	\$ 5,500	based on prior year, fuel prices have been unstable recently
subtotal- Vehicle Expenses	\$ 12,500	

**Employee** – There are no changes to this category.

EMPL(	EMPLOYEE EXPENSES					
64100	Clothing	\$	500	boot allowance, t-shirts, meter reading shirts, rain gear, gloves		
64200	Education & Certifications	\$	500	Classes, certifications & MCWRA events		
64300	Employee Auto Mileage	\$	200	mileage in personal vehicles		
64400	Transportation & Travel	\$	500	lodging/meals, etc for any employee travel		
	subtotal- Employee Expenses	\$	1,700			

**Administration** – County permit fees (site specific permits) and inspections have increased in the last year. Also, we have an election this year, for which the cost is unknown.

ADMIN	IISTRATION EXPENSES		
65100	Agency Admin Fees	\$ 5,835	EDC Permit fees, inspection fees, LAFCO (\$553), Water Rights (\$602), State (\$2,048), tax forms, USA Fee (\$594)
65150	Bank Fees & Supplies	\$ 1,000	bank fees (avg \$40/month), checks (vendor & payroll) & supplies
65200	Election Costs	\$ 28 38 8	Election fees will be dependent on how many candidates file, could range from \$50 to \$5000.
65250	Janitorial & Misc. Supplies	\$ 650	cleaning supplies, batteries, paper towels, toilet paper, etc.
65300	Meeting Expenses	\$ 555	space rental, copies, special printing for agenda items
65350	Memberships & Dues	\$ 6,465	MCWRA (\$1300), USA (\$2100), CSDA (\$2315), CRWA (\$750)
65400	Office Supplies	\$ 3,750	paper, envelopes, binders, toner, pens/pencils, misc. supplies, based on last year's spending
65450	Postage	\$ 5,300	postage will increase in July 2024 - billing plus misc. certified & special mailings (avg \$420/month)
65550	Software	\$ 4,430	QuickBooks annual fee (\$299), Payroll software annual fee (\$615), CUSI billing software annual fee (\$1200). Team Viewer membership (will only purchase if working at home is necessary - \$600)
	subtotal- Admin Expenses	\$ 27,930	

**Professional Services** – Darlene Serpa continues to come to the District office two times per month to assist with bookkeeping tasks. There is a significant reduction to this category now that the Cost of Services study is complete.

PROF	PROFESSIONAL SERVICES					
66100	Audit & Accounting Support	\$	16,600	Audit (Fiscal Year 23/24) \$7,350, Bookkeeper (Darlene) \$740/mo for 2 visits		
66200	Legal	\$		Based on best case, could be more if legal assistance is necessary for additional issues this year.		
COUL	Property / Liability / Auto Insurance	\$	23,527	Actual for 2024/25 FY		
66900	Prof Services - Other	\$	950	Annual Water Rights Reporting prep - 3 yr. contract with Western Hydrologics (\$300 went under pond expense)		
	subtotal- Professional Services	\$	45,077			

# **O&M BUDGET SUMMARY**

Our District continues to recover from the Caldor fire. Although O&M revenue is expected to increase with the new water rates, the budgeted expenses have also increased due to inflation.

Staff continue to navigate the FEMA process to secure funding for recovery efforts from the Caldor fire and damage sustained during the extreme storms in December 2022. We are working hard to implement numerous system improvements through grant funding (hazard tree removal along Eagle Ditch pipeline, treatment plant improvements, cleaning the reservoir liner, and a new Clearwell tank).

While most customers continue to pay for water service, we are still seeing an influx of new property owners who aren't setting up their accounts or paying their bills. Staff have relied on reports from the Tax Assessor's office to get contact information for new property owners, but by the time our correspondence reaches the new customer a services lien has usually been filed against the parcel.

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With all that in mind, our goal is to create a realistic budget that will allow us to provide the highest quality water and customer service to the residents of our District.

We are not expecting a large surplus of income this year due to inflation. The District uses the net income (income – expenses) to fund the District's reserve accounts. If our net income is as estimated, our reserve accounts won't get funding for emergency repairs to the system.

### **BUDGET SUMMARY**

	2020/2021 Actual	2021/2022 Est. Actual	2022/2023 Budget	2023/2024 Est. Actual	2024/2025 Budget	% of total budget	Difference from 23/24 FY	% Change from 23/24 FV
Total Income	592,969	292,104	288,500	558,492	693,500	100%	135,008	19.5%
Total Personnel Costs	446,995	373,747	425,922	449,747	534,072	77%	84,325	16%
Total Operation Costs	117,759	67,141	116,297	175,832	158,727	23%	(17,104)	-11%
Total Expenses (Operating & Personnel)	564,754	440,888	542,219	625,579	692,799		67,221	10%
Reserve Funding (Asset Mgmt & Emergency Reserve)	21,600			0	0		0	
Net Income (Income-Expenses)	6,615	(148,784)	(253,719)	(67,086)	701		67,787	-1%



# Grizzly Flats Community Services District Operation & Maintenance (O&M) Budget - Detail July 1, 2024 to June 30, 2025

	Acct#	Account Name	2024/2025 Estimated Budget		
INC	OME				
	40100	Water Charges - Base Rate	\$	600,000	All service connections with access to water are being billed (July: 620 active service connections x 87.53). 55 liens for non-payment. Base revenue on actual expected, not billing.
	40110	Water Charges - Volumetric Rate	\$	80,000	Meters are read each month. May 2023 to May 2024 monthly average was 1,758 hundred cubic feet for \$2,110, but not all bills were paid. New volumetric charge is \$3.87.
Ī	40200	Penalties & Lien Fees	\$	8,000	Estimate for late fees, liens, etc. paid. Billed would be approx \$12,000.
	40300	Miscellaneous Income	\$	800	Raw water, temp meter connection, fax, & copy services, SDRMA Cost sharing, misc customer invoices for repairs or add'l services, grants, etc.
	40400	O&M Pooled Interest	\$	3,500	Based on previous years LAIF interest earnings.
	40500	New Meter Installation	\$	1,200	2 new connections are estimated. Installation will be done with a contractor, so fees collected would be for service connection parts, actual tap by operator and any inspection work.
L		Total O&M Income	\$	693,500	

# **EXPENSES**

PERSONNEL EXPENSES		
Salaries		
51100 Field Staff	\$ 75,130	Maint/Distribution Operator calculated with 4% COLA & Temp Maint Tech
51200 Admin Staff	\$ 115,211	GM & Admin Emp, calculated at current rate with 4% COLA
51300 Overtime	\$ -	
51400 On Call / Standby Pay	\$ -	
51600 Holiday Pay	\$ 	Included in wage calculations for now. 13 paid holidays
subtotal- Salaries	\$ 198,692	
Payroll Taxes & Workers Comp Ins.		
52100 Payroll Tax Expense	\$ 16,967	Federal Social Security, Medicare, State SDI, SUI, and Training Tax
52300 Workers Comp Ins	\$ 2,297	Actual for 2024/25 FY
subtotal- Payroll	\$ 19,264	
Benefits		
53100 Deferred Comp	\$ 1,861	GFCSD's contribution to 457 plan (3% of gross of participating employees)
53200 QSEHRA Medical	\$ 37,350	\$12,450 family, \$6,150 for individual (2024 IRS limits for QSEHRA plans)
53300 Life Insurance	\$ 300	3 eligible employees, \$69.90 x 4 quarters = \$279.60 (based on employee's age)
subtotal- Benefits	\$ 39,511	
Contract Operations		
51700 Contract Operations - H2Ou	\$ 276,605	Contract was extended through the 2023/2024 fiscal year, will need renewal.  Expecting significant amount of operator time dedicated to recovery projects funded by grants and loss of automation in TP requires staff onsite up to 7 days per week.
Total - Personnel Expense	\$ 534,072	

OPERA	ATIONS & UTILITIES EXPENSES		
60100	Alarm Service	\$ 1,200	\$81/month = Upgraded to system in July 2021, new monthly fee due to fire req.
60200	Communications	\$ 4,500	AT&T (\$233/month average for 3 phone lines and internet), Verizon Wireless (\$138/month for 2 cell phones plus hot spot service).
60400	Fire & Safety Supplies	\$ 1,000	SDRMA refunds \$1,000 - extinguisher maint, safety gear, new chair for front desk
60600	Power	\$ 1,000	Forest View, Office, and Parkside.
60700	Propane	\$ 4,000	Estimating based on previous years.
60800	Trash Disposal	\$ 750	\$142.13 / 4x per year + self haul, includes 5% increase for inflation
60900	Website	\$ 270	hosting (\$120) & domain name reg (\$30), annual security cert. for CUSI bill pay (\$120) - SSL cert. reguired for CUSI
	subtotal - Operations & Utilities	\$ 12,720	



WATER	R TREATMENT EXPENSES		
61100	Chemicals	\$ 6,500	50 gallons N1770 \$33.68/gal (new coagulant), 16 gallons 8809 \$9.62/gal, 840 gallons NAOCL \$1.52 gal
61200	Equip & Supplies	\$ 2,000	based on prior years
61300	Testing & Lab Reports	\$ 10,500	monthly, quarterly & annual water quality testing required by SWRCB is about \$5000. We also have additional testing for annual VOC and the new N-1770 coagulant.
	subtotal- Water Treatment	\$ 19,000	

MAINT	AINTENANCE EXPENSES							
62100	Building	\$	500	building maintenance, pest control (\$300/yr)				
62200	Customer meters	\$	3,000	based on 2 meter installations and various repairs. 44 damaged meters were replaced from July 2022 to May 2023 for about \$22,000.				
62300	Distribution System	\$		based on prior years spending - parts & supplies to fix or maintain water lines, pumps, tanks, etc. This could see a large increase due to repairs that must be done until reimbursed by Cal OES, PGE, or other entities, and outsourcing for backhoe operation.				
62400	Grounds	\$	1,500	based on prior years				
62410	Grizzly Pond Expenses	\$	700	Pond power (200), water rights (250), misc fees (100), maintenance (150)				
62450	Eagle Ditch & Gages	\$	2,000	**Gages destroyed by fire. On hold until gages are reinstalled. Monthly gage monitoring - 3 year contract (2019-2022) with Western Hydrologics, usually \$12,000/year. Reduced this year while contract is on hold.				
62500	Office Equipment	\$	500	misc. items throughout the year based on prior spending, will increase this budget for equipment replacement in the next year or two.				
62600	Parts & Equipment	\$	1,500	based on prior years spending for small engine repairs, chainsaw blades, various tools as needed				
62700	Road Repair	\$	10,000	**ON hold with Caldor Fire Recovery** restore roadways to County specs, County inspection fees, etc expense depends on number of leaks, patch size and current requirements of EDC (slurry backfill, pave area, slurry seal, inspection fees)				
62800	Service Contracts	\$	3,100	\$2040 for Inland (avg \$170/month-based on # of copies), \$700 for Computer Guy (\$170 x4), Annual generator service (\$300 - less for 1 generator post fire)				
62900	Treatment Plants 1 & 2	\$	2,000	repairs and maintenance on TPs, based on prior years, scheduling replacement with ARPA funding.				
	subtotal- Maintenance Expenses	\$	39,800					

VEHICLE & TRACTOR EXPENSES		
63100 Oil / Grease	\$ 500	oil changes, oil for backhoe, generators, and other small machinery.
63200 Parts & Repairs	\$ 3,500	3 trucks to maintain, Ford F-350 needs new brakes
63300 Tires & Snow Chains	\$ 2,000	Dump trailer needs tires
63400 Tractor Maint & Repairs	\$ 1,000	Annual service (\$450) and repairs
63500 Fuel Purchases	\$ 5,500	based on prior year, fuel prices have been unstable recently
subtotal- Vehicle Expenses	\$ 12,500	

EMPLOYEE EXPENSES		
64100 Clothing	\$ 500	boot allowance, t-shirts, meter reading shirts, rain gear, gloves
64200 Education & Certifications	\$ 500	Classes, certifications & MCWRA events
64300 Employee Auto Mileage	\$ 200	mileage in personal vehicles
64400 Transportation & Travel	\$ 500	lodging/meals, etc for any employee travel
subtotal- Employee Expenses	\$ 1,700	

ADMIN	STRATION EXPENSES		
65100	Agency Admin Fees	\$	EDC Permit fees, inspection fees, LAFCO (\$553), Water Rights (\$602), State (\$2,048), tax forms, USA Fee (\$594)
65150	Bank Fees & Supplies	\$ 1,000	bank fees (avg \$40/month), checks (vendor & payroil) & supplies
65200	Election Costs	\$ 200	Election fees will be dependent on how many candidates file, could range from \$50 to \$5000.
65250	Janitorial & Misc. Supplies	\$ 650	cleaning supplies, batteries, paper towels, toilet paper, etc.
	Meeting Expenses	\$ 300	space rental, copies, special printing for agenda items
65350	Memberships & Dues	\$ 6,465	MCWRA (\$1300), USA (\$2100), CSDA (\$2315), CRWA (\$750)
65400	Office Supplies	\$ 3,750	paper, envelopes, binders, toner, pens/pencils, misc. supplies, based on last year's spending
65450	Postage	\$ 5,300	postage will increase in July 2024 - billing plus misc. certified & special mailings (avg \$420/month)
65550	Software	\$ 4,430	QuickBooks annual fee (\$299), Payroll software annual fee (\$615), CUSI billing software annual fee (\$1200). Team Viewer membership (will only purchase if working at home is necessary - \$600)
	subtotal- Admin Expenses	\$ 27,930	

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PROFE	SSIONAL SERVICES		
66100	Audit & Accounting Support	\$ 16,600	Audit (Fiscal Year 23/24) \$7,350, Bookkeeper (Darlene) \$740/mo for 2 visits
66200	Legal	\$ 21. 1 11 11 1	Based on best case, could be more if legal assistance is necessary for additional issues this year.
66300	Property / Liability / Auto Insurance	\$ 23,527	Actual for 2024/25 FY
66900	Prof Services - Other	\$ 950	Annual Water Rights Reporting prep - 3 yr. contract with Western Hydrologics (\$300 went under pond expense)
	subtotal- Professional Services	\$ 45,077	

BUDG	GET SUMMARY
Total O&M Income	\$693,500
Personnel Expenses	\$534,072
Operation Expenses	\$158,727
Total O&M Expenses	\$692,799
Reserve Account Funding (Asset Mgmt & Emergency Reserve)	\$0
Net Income (Income-Expenses)	\$701



# Grizzly Flats Community Services District

Operation & Maintenance Budget - Prior Year Comparison

		2020/2021	2021/2022	2022/2023	2023/2024 Est.	2024/2025	% of total	Difference	% Change
Acct#	Account Name	Actual	Actual	Actual	Actual	Budget	budget	from 23/24 FY	from 23/24 FY
40000- O&M INCOME	OME								
40100	Water Charges - Basic Rate	502,995	265,985	270,000	523,946	900'009	86.5%		13%
40110	Water Charges - Volumetric	50,119	13,850	6,000	22,944	80,000	11.5%	57,056	71%
40200	Penalties & Lien Fees	14,064	6,413	6,000	6,420	8,000			20%
40300	Miscellaneous Income	3,928	5,457	4,000	986	800		(186)	-23%
40400	O&M Pooled Interest	1,584	398	500	3,559	3,500			-2%
40500	New Meter Install Fee	15,279	0	2,000	637	1,200	0.2%	563	47%
Total- O&M		592,969	292,104	288,500	558,492	693,500		135,008	19.5%
50000- PERSONNEL EXPENSES	IEL EXPENSES	2020/2021 Actual	2021/2022 Actual	2022/2023 Actual	2023/2024 Est. Actual	2024/2025 Budget	% of total budget	Difference from 23/24	% Change from
74400	757-7-7-7-7-7-7-7-7-7-7-7-7-7-7-7-7-7-7	70.707	בא אכני	A4 400	עב טעט	75 130	700 01	701.00	300%
21100	rieid Stari	124 400	126,200	101,14	24,74	DCT/C/		12 510	7001
21200	Admin Stari	124,430	142,207	130,023	760,101	112/511	S O O T	1000 0	777
		0.714	90	0 478	777	0 25 X	1.2%	1002/1	1%
1	i nolluay ray	712/52	C10,C	188 557	157 169	108 607	797 80	41.523	716
Payroll Taxes &	Payroll Taxes & Workers Comp Ins.	3 H							i
52100	Pavroll Tax Expense	16,631	18,872	16,500	12,790	16,967	2.4%	4,177	25%
52300	Workers Comp Ins	7,122	5,063	4,315	2,886	2,297	0.3%	(589)	.26%
: 43	the state of the s	23,753	23,935	20,815	15,676	19,264	2.8%	3,588	19%
Benefits									
	Deferred Comp- Employer's								
53100	Contribution	2,669	2,490	2,905	O	1,861		1,861	100%
53200	QSEHRA Medical	34,225	20,685	33,150	32,547	37,350	***************************************	4,803	13%
53300	9	473	343	500	210	300	%0.0	96	30%
subtotal- Benefits		37,367	23,517	36,555	32,757	39,511	2.7%	6,754	17%
Operations									%0
	Contract Operations - H2Ou	172,722	136,532	180,000	244,145	276,605	39.9%	32,460	12%
Total - Personnel Expense	Expense	446,995	373,747	425,922	449,747	534,072	77.1%	84,325	16%
0000- OPERATIC	60000- OPERATIONS & UTILITIES EXPENSES								
60100	Alarm Service	525	1,237	1,200	972	1,200	0.2%	228	19%
60200	Communications		4,069	6,000	3,778	4,500	***************************************	722	16%
60400	Fire & Safety Supplies		0	1,000	643	1,000		357	36%
60600	Power	7,385	1,981	4,000	350	1,000		650	% <u>59</u>
60700	Propane		2,538	2,500	1,377	4,000	%9'0	2,623	%99
60800	sposal		521	009	269	750	0.1%	181	24%
00609	Website	224	224	225	209	270	0.0%	61	23%
btotal - Operat	subtotal - Operations & Utilities	19,041	10,571	15,525	7,897	12,720	1.8%	4,823	38%

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Acct# #	Account Name	2020/2021 Actual	2021/2022 Actual	2022/2023 Actual	2023/2024 Est. Actual	2024/2025 Budget	Macani and Maria III	% of total budget	from 23/24	% Change from
61000- WATER TREATMENT EXPENSES	IMENT EXPENSES						1		1	17 47 17
61100 IC	Chemicals	1,405	1,302	1,500	3,035		6,500	0.9%	3,465	53%
61200	Equip & Supplies	1,980	1,070	2,000	1,105		2,000	0.3%	895	45%
61300 jT	Testing & Lab Reports	4,185	3,130	2,000	10,385	1	0,500	1,5%	115	1%
subtotal- Water Treatment	tment	7,570	5,502	8,500	14,525	H	19,000	2.7%	4,475	24%
62000- MAINTENANCE EXPENSES	E EXPENSES									
67100 R	Building	C57 E	554	200	440	***************************************	500	0.1%	99	12%
	Customer meters	1.323	0	2.000	0	THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUMN TWO	3,000	0,4%	3,0	100%
	Distribution System	2.855	443	3.000	30,500	T	15,000	2.2%		-103%
	Grounds	595	0	800	5,003		1,500	0.2%	(3,503)	-234%
	Grizzly Pond Expenses		20	700	300		700	0.1%		57%
62450 E	Eagle Ditch & Gages	13,174	1,412	1,000	10,334		2,000	0.3%		-417%
	Office Equipment	505	138	500	0		200	0.1%		100%
	Parts & Equipment	1,240	636	1,500	448		1,500	0.2%	Ť	70%
			2,711	5,000	3,447	Ŧ	10,000	1.4%		69%
62800   5	Service Contract	3,418	541	3,000	3,358		3,100	0.4%	(258)	%8-
62900 T	Treatment Plants	303	519	1,500	2,770		2,000	0.3%	(0//)	-39%
subtotal- Maintenance Expenses	ce Expenses	30,766	6,974	19,500	26,600	m	39,800	2.7%	(16,800)	-42%
63000- VEHICLE EXPENSES	NSES									
63100 0	ease		746	200	248		500	0.1%	252	50%
63200	Parts & Repairs		0	2,000	2,185		3,500	0.5%	1,315	38%
63300	nains		0	2,000	466		2,000	0.3%	1,534	77%
63400 Ti	Fractor Maint, & Repair	2,156	0	2,500	417		1,000	0.1%	583	28%
63500 F	Fuel Purchases	3,742	5,809	4,800	3,689		5,500	1.0%	1,811	33%
subtotal- Vehicle Expenses	enses	8,439	6,555	11,800	7,005		12,500	1.8%	5,495	44%
64000- EMPLOYEE EXPENSES	PENSES									
64100 C	Clothing	ð	0	500	263		500	0.1%	237	47%
64200 E	Education & Certs	1,025	205	200	480		200	0.1%	20	4%
64300 E	Employee Auto Mileage	140	0	200	379	1100	200	0.0%	(179)	%06-
64400		741	0	200	494		200	0.1%	9	1%
subtotal- Employee Expenses	sesuedx	1,906	205	1,700 [	1,616		1,700	0.2%	84	2%
65000- ADMINISTRATION EXPENSES	IION EXPENSES									
65100 A	Agency Admin Fees	3,926	3,751	4,000	4,963		5,835	0.8%	872	15%
65150	Bank Fees & Supplies	3,774	2,719	2,500	457		1,000	0.1%	543	54%
	Election Costs	45	0	1,000	0		200	%0'0	200	60(1)
65250 Ja	Janitorial & Misc. Supplies		422	1,000	621		650	0.1%	29	
65300 N	Meeting Expenses	420	105	200	265		300	0.0%	35	12%
	Memberships & Dues	- 8	3,963	4,000	2,798		6,465	%6.0	3,667	57%
65400 0	Office Supplies		1,397	3,000	3,524		3,750	0.5%	226	89
	Postage	3,866	2,397	4,800	5,421		5,300	0.8%	(121)	-2%
65550 St	Software	2,215	4,020	2,500	4,216		4,430	9.0%	214	2%
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Acct#	Account Name	2020/2021 Actual	2021/2022 Actual	2022/2023 Actual	2023/2024 Est. Actual	2024/2025 Budget	% of total budget	Difference from 23/24 FY	% Change from 23/24 FY
66000- PROFESSIONAL SERVICES	NAL SERVICES								
66100	Audit & Accounting Support	6,593	0	12,740	15,730	16,600	2.4%		
66200	Legal		928	5,000	4,200	4,000	%9.0	(200)	-5%
66400	Liability / Auto Insurance	22,481	17,191	17,232	20,762	23,527			
00699	Other	820	410	1,000	25,232	950			-2556%
subtotal- Professional Services	nal Services	29,894	18,559	35,972	65,924	45,077	6.5%	(20,847)	-46%
				BUDGET SUMMARY	MMARY				
		2020/2021 Actual	2021/2022 Est. Actual	2022/2023 Budget	2023/2024 Est. Actual	2024/2025 Budget	% of total budget	Difference from 23/24 FY	% Change from 23/24 FY
	Total Income	592,969	292,104	288,500	558,492	693,500	100%	135,008	19.5%
	Total Personnel Costs	446,995	373,747	425,922	449,747	534,072	%//	84,325	16%
	Total Operation Costs	117,759	67,141	116,297	175,832	158,727	23%	(17,104)	-11%
	Total Expenses (Operating & Personnel)	564,754	440,888	542,219	625,579	692,799		67,221	10%
	Reserve Funding (Asset Mgmt & Emergency Reserve)	21,600			0	0		0	
	Net Income (Income-Expenses)	6,615	(148,784)	(253,719)	(67,086)	701		67,787	-1%

Park

# **Grizzly Flats Community Services District**

4765 Sciaroni Road / P.O. Box 250 Grizzly Flats, CA 95636 Ph: 530/622-9626 Fax: 530/622-4806 www.grizzlyflatscsd.com



# **Asset Management Summary**

The Asset Management Account was created by the Board of Directors in 2010. The account is meant to help stabilize the O&M budget by keeping a reserve account designated for the replacement of O&M equipment. The funds are held in our Local Agency Investment Fund (LAIF) and the account balance can be found on the Balance Sheet (account #11120).

# Purchases requested for the 2014/2025 Fiscal Year are:

Used Work Truck	\$10,000
The Board recommended staff set Ford Ranger's condition.	\$10,000 aside to purchase a used vehicle due to the
Shop Light Fixtures Replacement Project	\$300
CFL's which were banned on 1/1, We would like to update the light	themical room have outdated light fixtures and /24, so replacement bulbs are no longer available. ing with new 8 ft. LED linkable shop light fixtures v. Operations staff will install the new lighting.
Snow Blower	\$2,200
removal. Clearing snow off the co	to use in conjunction with the backhoe for snow oncrete parking area with the backhoe is difficult damaging the concrete. Staff currently has been able to do.
Wacker/Tamper Replacement	\$2,600
new meter or leak repair). Backfill we can pave over it. It is also used needed. This piece of equipment	we use when we backfill an excavation site (usually a must be compacted to a certain percentage before d to put temporary patches in the roadway when has been limping along for many years. It has made lt and serviced but it is at the end of its life. Staff est to get it started.

2019/2020 Fiscal Year	and the second
Est. Beginning Balance (July 2024)	\$0
Contributions (+)	\$701
Budgeted Expenses (-)	\$15,100
Est. Ending Balance (June 2020)	(\$14,399)



# **GFCSD/H2O Urban Solutions**

Michelle Derryberry Plant Operations T2\D2 (530)391-9151

Shop Light Fixtures Replacement Project

# 7th February 2024

### **OVERVIEW**

The Middle shop, Side shop along with the Chemical room have out-dated light fixtures and tube-style fluorescent lamps, or CFL's and LFL's that contain mercury. California banned the CFL's on Jan. 1, 2024 and will integrate the ban on LFL's on Jan. 1, 2025. With the ban, it is near impossible to find replacement bulbs. The starter, filaments and ballast (choke) parts of the fixture along with the bulbs in these specific areas are all failing. O & M have to walk through an area in the Middle shed to plug in alternate lighting which poses a safety issue among other hazards.

# **GOALS**

- 1. To create a safe environment for all employees old and new at GFCSD.
- 2. To save the district up to 80% of the expenses to run the out-dated lighting system.
- 3. To install a maintenance free sustainable LED lighting system that will have a lifespan of 10 years at the minimum (if the lights were never turned off) and 25 years or more maximum.

# **SPECIFICATIONS**

Removal of old light fixtures and replaced with new 8ft. LED linkable shop light fixtures. Proper disposal of the old fixtures and tubing.

Budget and Resources: \$300 not counting wages, considering operators would be on duty while installation of the project.

Time: 1 day total or 8 hours max.

Skills: This project can be done by the operations team. This job does NOT require any special skills outside the operation team. Proper Lock out Tag out procedure and simple wiring for the electrical.



# **OPTIONS**

1. (10-Pack) 8ft LED Shop Light Fixture, V Shape 100w 14500LM 5000K ( Daylight White),8 Foot, 96" T8 Integrated LED Tube, Linkable Led Bulbs for Garage, Warehouse, Plug and Play, Clear Lens

**Brand: TOPTRONED** 

4.4

4.4 out of 5 stars

706 ratings

### Amazon'sChoice

in LED Bulbs by TOPTRONED

500+ bought in past month

Deal

-10%

\$170.99

80/

2.10-Pack 8ft LED Shop Light Fixture - 90W T8
Integrated LED Tube Light - 6500K 12000LM
V-Shape Linkable - High Output - Clear Cover Plug and Play - 270 Degree Lighting for Garage,
Shop, Barn

Brand: Phiwicsh

4.7

4.7 out of 5 stars

-17%

\$188.89



3. Singteam 10Pack 8Ft LED Shop Light Fixture, 90W Integrated LED Tube Light,10000LM, 6500K, Clear Cover,High Output,Double Row V Shape 270 Degree LED Lighting for Garage Warehouse Workshop Basement

Visit the Singteam Store

4.6

4.6 out of 5 stars

923 ratings

## Amazon'sChoice

in LED Bulbs by Singteam

100+ bought in past month

-24%

\$159.99



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🗴 😿 Cub Cadet 3X 28 in Three-Stag 🛪

Home / Guidoor Rower Equipment / Shaw Blowers & Show Removal / Show Blowers / Cub Cadet 3X 28 in. Three-stage Show Blower with Intellipower, 31AH5JVBB09

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Sign in / Join Get Rewarded!

O Placerville CA Open at 8:00 am

Cub Cadet 3X 28 in. Three-Stage Snow Blower with Intellipower, 31AH5JVBB09

Shop all Cub Cade!

\*\*\* \*\* 4.4 (39) 5KU:2245133

\$1799.99



554/mo.\* for 36 months totaling \$1944 at 3.99% APR Lean Mare

Color: Cadet



Buy in Store: Placerville CA Search Stores

✓ 9 In Stock

Pickup in Store: Placerville CA

Curbside / Pickup in Store - Available for pickup Today FREE

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Home Delivery

Oversize Delivery - Additional Fees may apply. Standard Delivery - Ships within 24 hours

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Same Day Delivery - Delivered as soon as today if order is placed by 2:00 p.m. You may also schedule your delivery day at checkout.

PLUS Protect Your Purchase

We'll fix it, replace it, or reimburse you for it, 1 or 2 years of protection after your manufacturer's warranty expires, plus valuable day 1 benefits. <u>Leain Mote</u>

1 Year Service Plan \$229,99

W Cub Cadet 3X 28 in Three-Star X

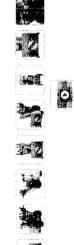
\*\* tractorsupply.com/tsc/product/cub-cadet-3-x-28-in-three-stage-show-blower-with-intellipower-3 tah5jvbb09

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2 Year Service Plan \$319.99

1 Year Service Pian \$229.99

Neighbor's Club Members earn points with purchases. Sign in or John Now 1

# **Product Details**

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introducing the Cub Cadet 3X 28 in. 3-Stage snow blower. These Industry exclusive 3-Stage models cut through tough packed snow and ice like no other mechine available today. The 3X's unique high-speed Induction Accelerator draws snow through the system, creating an effordess forward motion. No backups, No ride ups. No spill over: This 3X technology easily cuts through deep snowfall up to 50% faster than 2-Stage snow blowers. There's no stopping the next generation of cuto Cadet Snow blowers. The ultimate snow throwing control with OHV Crank (2.5 turn chute rotation), 200 chute controller with remote pitch control.

- 357cc OHV Engine with IntelliPower technology offers up to 12% more available power, resulting in less bogging down when clearing heavy, wet and deep snow.\*
- IntelliPower engine technology provides Up to 12% more power for 357cc EGOV with a digital throttle control that consistently optimizes engine output.\*

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- Trigger-controlled power steering and self-propelled drive for unmatched control, effortless maneuverability Push button electric start makes it incredibly easy to start in winter weather, just attach an extension cord.
  - Features heavy-duty augers and impeller with 12-inch serrated steel construction and a steel shave plate for and single-hand operation. added durability.
    - Patented three-stage technology includes an induction accelerator that quickly pulls ice, snow and slush through the system
      - Self-propelled, clear at your pace with 6 forward and 2 reverse speeds
         Work before dawn or after sundown with dual LED headlights
- No rust, non-marking, reversible skid shoes glide along surfaces for better maneuverability Engineered for durability with a heavy-duty cast aluminum auger gearbox and steel chute

Backed by a strong S-year limited residential, 1-year limited commercial and 5-year limited auger gearbox warranty brings reliability in product and service for the ultimate peace of mind

Specifications

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Specification	Description
Brand	Brand Cub Cadet
Country of Origin	Made in USA
	0 M/A
Auger Diameter	
Auger Material	Skeel

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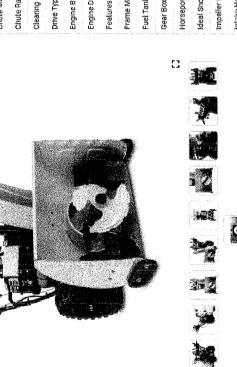
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Cub Cadet 3X 28 in. Three-Stage Snow Blower with Intellipower, 31AH5JVBB09

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Cub Cadet 3X 28 in. Three-Stage Snow Blower with Intellipower, 31AH5JVBB09

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O M/A	OWA	3-Year Limited Warranty	0 N/A	16 in. x 6.5 in.	31AH5JVBB09
Torque		Warranty	Wattage 0 M/A	Wheel Size	Manufacturer Part Number

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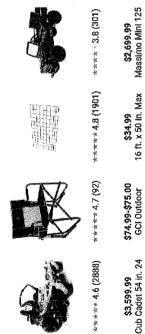
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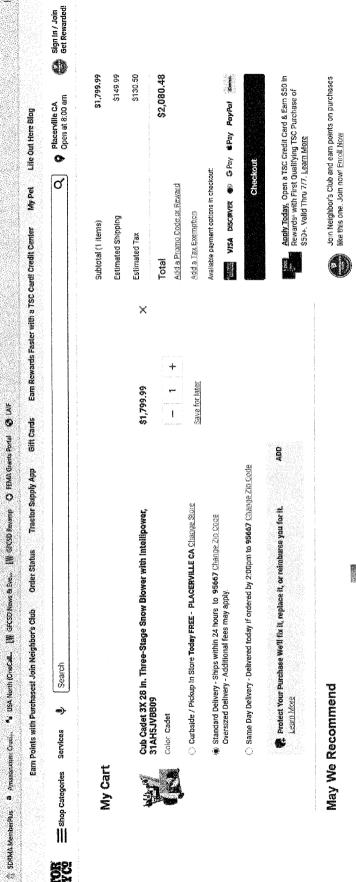
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\*\*\*\*\* 4.2 (795)

\*\*\*\* 4.5 (4302)

\*\*\*\*\* 4.6 (1050)

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\$314.99 Blackstone Gas 4-Burner Hard-Top Rubber Stall Mat \$58.99 4 ft. x 6 ft. Thick

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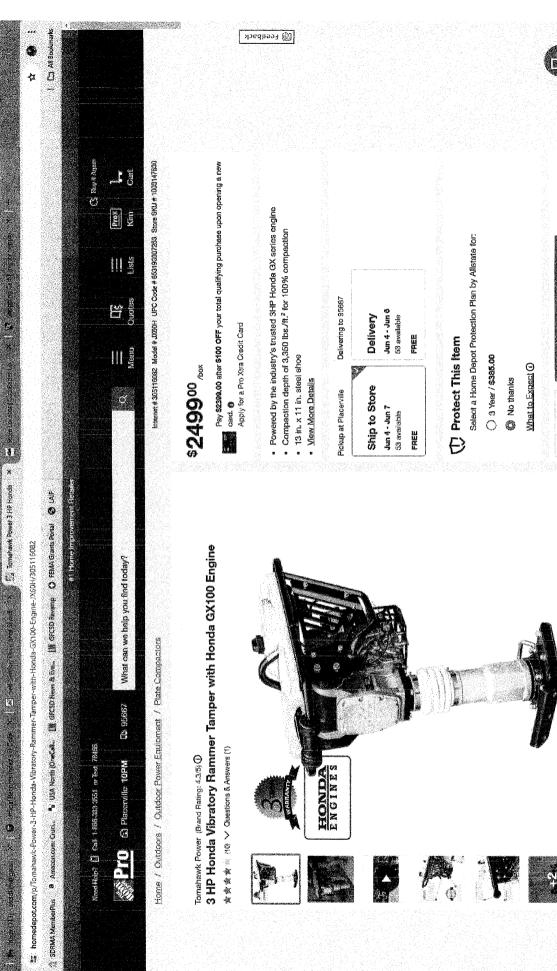
> \$16.19 Producer's Pride 16% Layer Mini

\$199.99 GroundWork Wood Raised Garden

\$449.99 6 ft. x 10 ft. x 10 ft. **Gold Series**  Show More (6)



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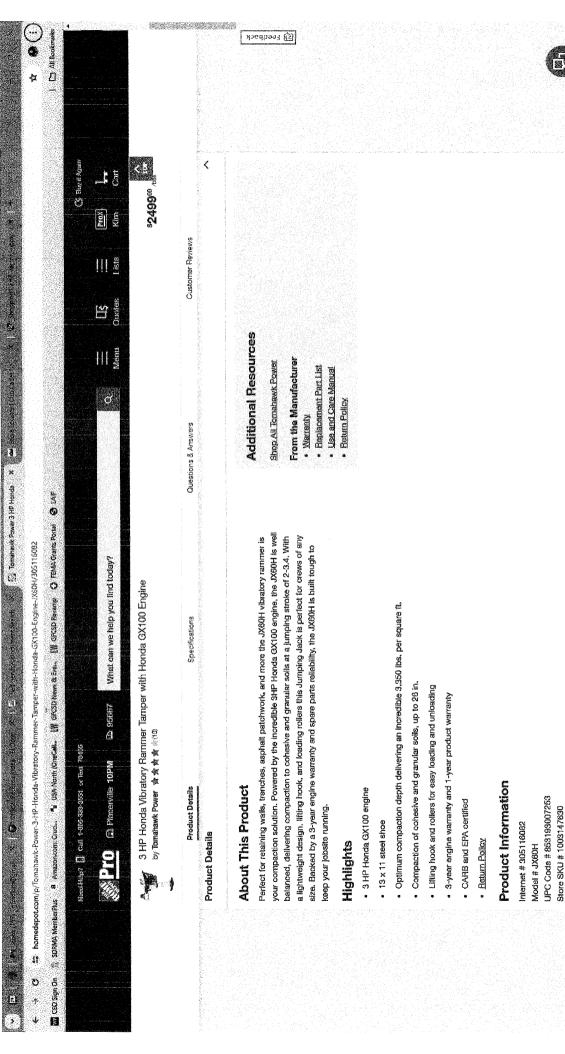
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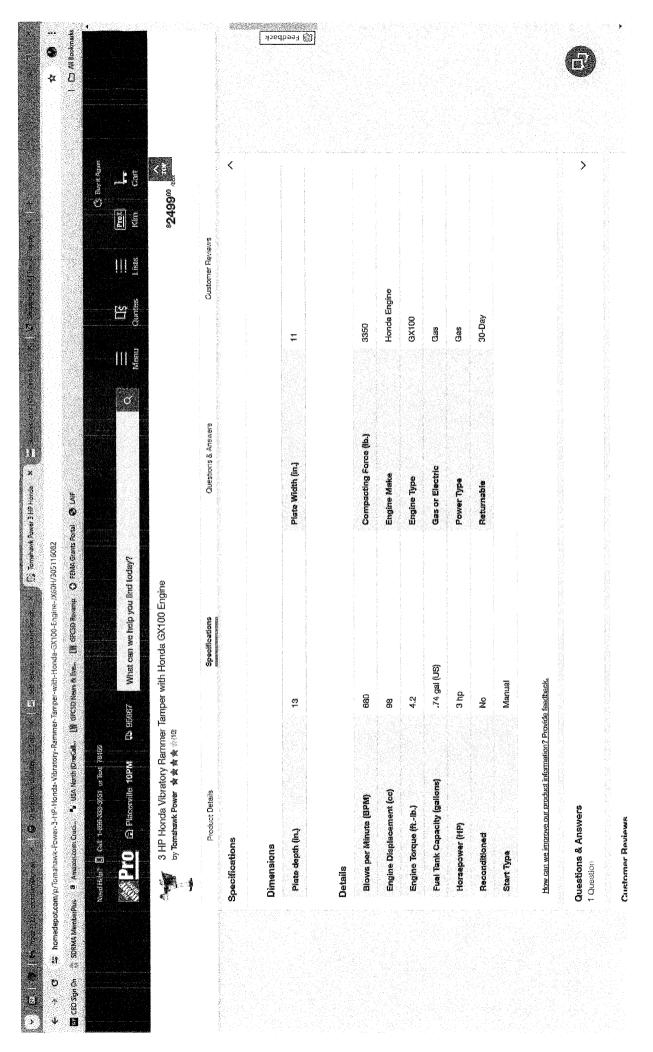
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Specifications



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# **Grizzly Flats Community Services District**

4765 Sciaroni Road / P.O. Box 250 Grizzly Flats, CA 95636 Ph: 530/622-9626 Fax: 530/622-4806 www.grizzlyflatscsd.com



# Capital Improvement Projects (CIP) Summary

# **CIP Income**

# A. Standby Charges

The Capital Improvement Projects (CIP) account is funded by the District's Standby Charge which is collected from all 1220 parcels within our District boundaries. The Standby Charge is collected as part of the County property tax bill and is \$48 per year per parcel. That charge hasn't changed since 1990. Standby charges are commonly charged by water districts throughout California because water districts have ongoing large capital and maintenance costs that are unrelated to the amounts of water provided to customers. The cost to maintain capacity for future development is considered to be an expense to be shared by all current and future customers. Property owners, even if they do not currently use water services, benefit from the water system. The availability of the service makes property more developable and thus more valuable than property that cannot be developed. Property owners also reap the benefit of available local water for firefighting purposes and could benefit by connection to the community system in the event of drought conditions if their private wells should fail.

# B. Capital Connection Fees (CCF)

Capital Connection Fees (CCF) is also an important part of our CIP income. The CCF is a charge to new customers when they connect to the District's water system. The fee is assessed to all new meter connections to pay for the cost of new facilities, improvements and capital expansions necessitated by the increased demands of new development in the District. We have budgeted for two new meter connections this fiscal year (acct. 45300).

## C. Other CIP income

Other CIP Income includes penalties on the standby charges; interest earned on our investment funds and miscellaneous income such as grant funding.

40500	- CIP INCOME			
45100	Standby Charges	\$	58,560	1220 parcels/ \$48 each (expect at least 2 lot merges)
45200	Penalties	S	1,200	varies each year, average of last 2 years
45300	New Connection Fees	\$	16,970	Est. 2 new connections / CCF is \$5.32 per ERU, typical home size 1,596 sq. ft.
45600	Pooled Interest	\$	8,508	based on prior year
45900	Grant Income			Unknown - several grant applications in progress (DDW-amt not set, application in progress), (USDA- 1m for hazard tree work), (ARPA -2.8m for Clearwell, TP and reservoir)
	Total CIP Income	\$	85,238	



# **CIP Expenses**

# A. Debt Service (account 20200 and 70300)

The District currently has one loan that is paid for by the Standby charges. USDA – Rural Development awarded a loan and grant for the Water System Improvement Project (WSIP) in 2012. The original loan amount was \$941,000. Payments are made twice per year (April & October) for a total annual payment of \$41,500. The current balance of the loan is \$766,500 and the expected payoff date is October 2053. The Budget Committee has discussed researching ways to save on this loan. USDA has stated the payment schedule cannot be modified to save interest. When the loan was made it was done with a debt instrument called a bond and the bond requires that the payment is paid in accordance with the schedule set by the loan documents (one annual principal payment and two semiannual interest payments). Any change to that schedule would not change the amount you pay. However, if the District wishes to pay additional principal payments, there is no prepayment penalty.

20000- Debt Service, USDA Loan				
20200 Principal on Loan	\$	16,500	WSIP Project - USDA-RD loan	
70300 Interest on Long-Term Debt	\$	25,000	USDA-RD loan - 3%	
The second of th	¢	41 500		***************************************

# B. Depreciation (account 70800)

A number that has a significant impact on this budget is depreciation. This is a bookkeeping figure that we must include in our expenses. It is the loss of value of our fixed assets as they are listed on our Depreciation Schedule. It is shown as an expense on the District's financial reports (CIP, acct #70800) but it doesn't affect the District's cash account balances. Our current depreciation schedule calls for an annual expense of \$100,943 but this may be adjusted when it is reviewed by our Auditor in August as part of our annual audit.

70000-	CIP Misc. Expenses		
70800	Depreciation	\$ 91,698	Set by Auditor / Depreciation schedule, will be adjusted during the annual audit.
		\$91,698	

# C. System Improvements & Equipment (accounts 70600 & 70700)

Purchases in this category are usually driven by our 5 Year Plan. That plan is currently on hold due to ongoing recovery efforts and other projects.

# D. Ongoing Projects

Due to the ongoing recovery efforts from the Caldor Fire, we do not have any additional projects included in the 2024/2025 budget.

# E. Fire Hydrant Replacement Plan (Reserve Account #11240 on the Balance Sheet)

This plan was developed in 2016 with the intent of designating funds to start replacing fire hydrants in our water system. As of May 31, 2024, we have \$15,000 in this reserve account. During our Caldor Fire damage assessment, 89 hydrants (74 for coatings, 11 seized, 4 other

RS P

mechanical/physical) hydrants have damage to the coatings and/or mechanical issues identified during the damage assessments. We submitted these damages to FEMA, and plan to use their funding for repair. For now, we are not replacing fire hydrants due to age, but if they have been compromised.

# **CIP Budget Summary**

The CIP budget is limited in many ways. Our only stable source of income is the annual Standby Charges. Other income may come from grants, interest or new meter connections. Our CIP income and expenses can vary greatly from year to year.

The District has worked with the current Standby Charge of \$48 per year, per parcel for 29 years without an increase. The District cannot change the Standby Charge. If it becomes necessary to collect more revenue in the future, we would be required to go through the process of adding a second assessment to parcels in our District. We use 70% (\$41,186) of the Standby Charge income on debt service (WSIP Loan). The other 30% (approximately \$17,000) is used to purchase fixed assets, make improvements to the water system or fund reserve accounts. We have been awarded several grants in the past few years that helped to supplement the CIP budget and fund projects that improved our water system.

We maintain two CIP reserve accounts that are funded through any net income the CIP account may have. The reserve accounts are discussed in detail in the "Reserve Account Summary".

Budget Sumn	nary	
Total CIP Income	\$	85,238
Total CIP Expenses	\$	134,293
Reserve Account Funding		
Hydrant Reserve	\$	15,000
CIP Dedicated Reserve	\$	21,889
Net (Income-Expenses)	\$	(49,055)
CIP Expenses (loan + hydrant reserve) without depreciation	5	42,643



# **Grizzly Flats Community Services District** Capital Improvement Project Budget - Detail

July 1, 2024 to June 30, 2025

Acct#	Account Name	2024/2025 Budget	Notes:
-------	--------------	------------------	--------

# INCOME

40500 -	- CIP INCOME		
45100	Standby Charges	\$ 58,560	1220 parcels/ \$48 each (expect at least 2 lot merges)
45200	Penalties	\$ 1,200	varies each year, average of last 2 years
45300	New Connection Fees	\$ 16,970	Est. 2 new connections / CCF is \$5.32 per ERU, typical home size 1,596 sq. ft.
45600	Pooled Interest	\$	based on prior year
45900	Grant Income		Unknown - several grant applications in progress (DDW-amt not set, application in progress), (USDA- 1m for hazard tree work), (ARPA -2.8m for Clearwell, TP and reservoir)
	Total CIP Income	\$ 85,238	

# **EXPENSES**

20000- Debt Service, USDA Loan		
20200 Principal on Loan	\$ 16,500	WSIP Project - USDA-RD loan

70000-	CIP Misc. Expenses		
70100	Compliance Fees	\$ 1,095	charged by EDC, based on prior years
70210	Grant Expenses		unknown
70300	Interest on Long-Term Debt	\$ 25,000	USDA-RD loan - 3%
70400	Professional Services		
70510	Payroll- CIP		
70600	Fixed Asset - Building & Imp		
70700	Fixed Asset - Equipment		
70800	Depreciation	\$	Set by Auditor / Depreciation schedule, will be adjusted during the annual audit.

\$117,793

Budget Sur	nmary	
Total CIP Income	\$	85,238
Total CIP Expenses	\$	134,293
Net (Income-Expenses)	\$	(49,055)

Net (Income-Expenses) without

depreciation

\$

42,643



# **Grizzly Flats Community Services District**

# Capital Improvement Project Budget - Prior Year Comparison July 1, 2024 to June 30, 2025

Acct#	Account Name	2020 Ac	2020/2021 Actual	7(	2021/2022 Actual	2	2022/2023 Actual	2	2023/2024 Estimated Actual		2024/2025 Proposed Budget
405000	405000- CIP INCOME										
45100	45100 Standby Charges	\$ 5.	57,792.00   \$	\$	51,000.00   \$	\$	56,386.57	\$	58,128.32	Ş	58,560.00
45200	45200 Penalties	\$	1,199.49	\$	426.00	\$	1,950.28	ş	567.32	ᡧ	1,200.00
45300	45300 New Connection Fees	\$	6,030.60	\$	1	\$	12,061.20	ş	6,030.60	⋄	16,970.00
45600	45600 Pooled Intersest	\$	2,840.19	\$	1,187.71	\$	7,625.97	\$	8,508.12	Ş	8,508.00
45900	45900 Grant Revenue	\$	2,609.33	\$	•	\$	638,260.71	ᡐ	ı		
	Total O&M Income	Z \$	\$ 19.174,07	ş	52,613.71 \$		716,284.73	ላን	73,234,36	ş	85,238.00

20200 USDA- Prinipal on Loan
------------------------------

70000- CIP Misc. Expenses											
70100 Compliance Fees	\$	1,093.43	\$	1,093.43	\$	1	77			\$	1,095.00
70210 Grant Expenses	\$	1	\$	•	\$	461,015.66	٠,٠				
70300 Interest on Long-Term Debt	\$	24,832.50	\$	24,830.00	\$	23,812.50	<b>U</b> ,	, 24,126.76	26.76	ς٠	25,000.00
70400 Professional Services	\$	1	\$		\$	•	٠,٢			\$	1
70510 Payroll- CIP	\$	1	\$	I	\$	ŧ	٠,			\$	
70600 Fixed Asset - Building & Imp	s	3,819.94	\$	ı	\$	1	-03		1	\$	•
70700 Fixed Asset - Equipment	\$	•	\$	•	\$	1	0)		ı	ᡧ	ı
70800 Depreciation	\$	89,959.44	\$	89,959.44	Ş	91,697.56	4)	84,055.62	55.62	\$	91,698.00
Total - CIP Expenses	\$ 8	136,205.31	Ş	132,382.87	S.	593,025.72	-	\$ 124,682.38	\$2.38	ss.	\$ 134,293.00

			<b>Budget Summary</b>	mm	lary				
		1000/0000	202/1505			2022,	202/2023	20.	2023/2024
		1707/0707	7707/7707			Estim	Estimated	<u>5</u>	Proposed
	diam'r	Actual	Actual	i Peroinas in		Act	Actual	8	Budget
Total CIP Income	\$	70,471.61   \$		71   \$	52,613.71 \$ 716,284.73	\$ 73,	73,234.36	Ş	85,238.00
Total CIP Expenses	\$	136,205.31   \$	\$ 132,382.87 \$	7	\$ 593,025.72	\$ 124,682.38	,682.38	\$ 1.	\$ 134,293.00
Net (Income-Expenses)	s	(65,733.70)	1.697,67) \$	169	(65,733.70) \$ (79,769.16) \$ 123,259.01	\$ (51,	\$ (51,448.02)	\$ (4	\$ (49,055.0m)

