

**Special Meeting of the Alleghany County Water District Board of Directors
Tuesday, June 28, 2023 by phone conference.**

1. Call to Order & Establish a Quorum The meeting was called to order by Tobyn Mehrmann at 6:06 P.M.

Directors present: President Tobyn Mehrmann, Robbin DeWeese, Nancy Finney; Brianne Price and Coral Spencer GM Rae Bell Arbogast. CWO Bruce Coons and Secretary Amber Mehrmann was late, but took minutes. Public: Vicky Tenney

2.) Adopt Preliminary Budget: A few adjustments were made to the preliminary budget presented in May by the GM, the .75 cent rate increase was added; along with a few other minor adjustments (copies provided in meeting docs). A motion was to adopt the preliminary budget as presented was made by Coral Spencer and Nancy Finney 2nd . Ayes: Brianne Price, Tobyn Mehrmann, Robbin DeWeese, Coral Spencer and Nancy Finney Nos: 0 Absent: 0 Abstain:0

b.) Approve Resolution 120: Authorizing application for financial assistance to repair the district water tank and to appoint an authorized representative. There were several questions about the resolution and it was explained that the funding agreement was for additional items not covered in the warranty. A motion to approve authorization was made by Coral Spencer and Nancy Finney 2nd it. Ayes: Brianne Price, Tobyn Mehrmann, Robbin DeWeese, Coral Spencer and Nancy Finney Nos: 0 Absent: 0 Abstain:0

c.) Meeting in July: It was decided by consensus to cancel the July meeting.

The next meeting will be held on August 8, 2023, at Alleghany Firehouse 1 at 6:00 p.m.

Meeting adjourned at 6:20 P.M.

Respectfully Submitted:


Amber Mehrmann, Secretary

NOTICE

OF SPECIAL MEETING OF THE BOARD OF DIRECTORS OF ALLEGHANY COUNTY WATER DISTRICT

Date: Wednesday June 28, 2023 Time: 6:00 pm

By Phone Conference - Dial-in number (US): (978) 990-5144

Access code: 6919768#

All meeting documents available online: alleg hanywater.org

Send an email to: alleg hanywater@gmail.com for meeting notices.

This agenda has been prepared and posted at least 24 hours prior to this special meeting of the Board of Directors in accordance with the Ralph M. Brown Act. Agenda items are numbered for identification purposes only and will not necessarily be considered in the indicated order. Details and supporting materials concerning agenda items are available for public reference in the box at the Post Office at the time of agenda posting or on the district's website: alleg hanywater.org

1. Call to Order & Establish a Quorum

2. Action items:

- a. Adopt preliminary budget for fiscal year 23/24 (draft provided and discussed in May).
- b. Approve RESOLUTION NUMBER 120 A RESOLUTION AUTHORIZING

APPLICATION FOR FINANCIAL ASSISTANCE TO REPAIR THE DISTRICT'S
WATER STORAGE TANK AND TO APPOINT AN AUTHORIZED
REPRESENTATIVE

- c. Consider cancelling the regular July 11th Board Meeting Date, carrying all other business over to the regular August meeting date of: August 8, 2023.

3. Adjourn



Allegheny County Water District

RESOLUTION NUMBER 120

A RESOLUTION AUTHORIZING APPLICATION

FOR FINANCIAL ASSISTANCE TO REPAIR THE DISTRICT'S WATER STORAGE TANK

AND TO APPOINT AN AUTHORIZED REPRESENTATIVE

1. The Allegheny County Water District (the "Entity") has the authority to construct, operate, and maintain California Water System ID# 4600012
2. The Water Storage tank put into service in 2018 for the Water System reference above has failed.
3. The Entity lacks the funds and resources to remediate the problem with the water tank.
4. Phase 1 of the Bolted Steel Tank Warranty Repairs is being funded through a Technical Assistance Request already approved by the State of California Water Quality Control Board's Dept. of Finance but additional funding is needed.
5. An "Authorized Representative" is required to carry this resolution forward.

BE IT RESOLVED by the Allegheny County Water District Board of Directors that, the General Manager (the "Authorized Representative") or designee is hereby authorized and directed to sign, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design and construction of the Bolted Steel Tank Warranty Repairs (Phase 2) (the "Project").

This Authorized Representative, or his/her designee, is designated to provide assurances, certifications and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and in compliance with applicable state and federal laws.

CERTIFICATION

I do hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the Allegheny County Water District held on June 28, 2023

By the following vote:

Noes:

Ayes:

Abstain:

Absent:

Signature:

By: Rae Bell Arbogast, Deputy Secretary



	16-17 Actual	17-18 Actual	18-19 Actual	19-20 Actual	20-21 Actual	Prelim FY 23-24
Income						
Water Sales & Fees	\$ 27,045	\$ 29,468	\$ 28,605	\$ 28,553	\$ 28,073	\$ 29,221
Tax Revenue	\$ 5,096	\$ 4,572	\$ 4,423	\$ 4,263	\$ 4,485	\$ 4,300
Other Income	\$ 68,139	\$ 784,955	\$ 194,504	\$ 240	\$ 443	\$ 250
Total Income	\$ 100,280	\$ 818,995	\$ 227,532	\$ 33,056	\$ 33,001	\$ 33,771
Expenses						
Staffing	\$ 7,509	\$ 9,029	\$ 20,252	\$ 13,297	\$ 12,205	\$ 12,700
Professional fees	\$ 2,500	\$ 2,800	\$ 2,920	\$ 3,750	\$ 2,950	\$ 3,100
SRF Projects	\$ 500	\$ 500	\$ 17,739	\$ -	\$ 2,038	\$ -
Utilities	\$ 2,845	\$ 3,275	\$ 3,363	\$ 3,216	\$ 3,624	\$ 3,528
Depreciation	\$ 16,831	\$ 16,831	\$ 20,701	\$ 30,184	\$ 31,468	\$ -
Water Operation	\$ 6,481	\$ 6,481	\$ 6,683	\$ 7,173	\$ 6,058	\$ 5,841
Office Expense	\$ 807	\$ 853	\$ 1,373	\$ 1,194	\$ 1,302	\$ 1,373
Insurance	\$ 4,356	\$ 4,437	\$ 5,401	\$ 5,576	\$ 5,598	\$ 6,100
Other expenses	\$ 431	\$ 484	\$ 575	\$ 490	\$ 645	\$ 429
Total Expenses	\$ 42,260	\$ 44,690	\$ 79,007	\$ 64,880	\$ 65,887	\$ 33,071
Main ent. QB Net Change	\$ 58,020	\$ 774,305	\$ 148,525	\$ (31,823)	\$ (32,886)	\$ 700
TRANSFER (to) or from reserve funds for budget column only.						\$ (700)
ENTERPRISE (WATER OPERATION) NET CHANGE						\$ -
NON-enterprise activities						
Historical Church Income	\$ 3,812	\$ 2,087	\$ 2,080	\$ 1,500	\$ 1,500	\$ 1,500
Historical Church Expense	\$ 2,487	\$ 626	\$ 957	\$ 626	\$ 592	\$ 2,590
Historical Church NET	\$ 1,325	\$ 1,461	\$ 1,123	\$ 874	\$ 908	\$ (1,090)
Library Income	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -
Library Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Library NET	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ (500)
Park Income	\$ 2,135	\$ 50	\$ 117	\$ 1,600	\$ -	\$ -
Park Expense	\$ 3,024	\$ 465	\$ 204	\$ 180	\$ 107	\$ 242
Park Net	\$ (889)	\$ (415)	\$ (87)	\$ 1,420	\$ (107)	\$ (242)
Non-enterprise NET						\$ (1,832)
<i>Park, Library and Church to be balanced using existing funds.</i>						
Quickbooks net profit	\$ 58,456	\$ 775,351	\$ 149,561	\$ (29,530)	\$ (32,085)	\$ (1,132)
\$1,832 of non-enterprise funds to be used to cover budget shortfall for historical church, library and park. QB Net does not count \$700 to be moved to equipment fund in top portion (enterprise) of worksheet.						
Historical data is audited and includes SRF Project Income & expense and depreciation expense.						
For historical data, the "net change" does not represent "cash" because it includes changes to the value of assets other than cash.						
The budget column however, is primarily "cash based" with the net gain or loss being moved into our out of existing funds.						
Note: The budget column uses a combination of balance sheet & income statement figures.						
The Budget is a managerial document and is not required to follow GAAP.						



	Prelim FY 23-24	BUDGET NOTES
Income		
4000 · Operating Income		
4100 · Water Sales	28,921	53 customers at \$44 per month first month plus \$437 for rate increase of .75 for 11 months added \$500 in overages to balance the budget. That figure is unknown.
4200 · Property Tax Revenue	4,300	
4800 · Customer Fees	300	This is added to the \$28,921 on the summary sheet for the \$29,221 income figure.
Total 4000 · Operating Income	33,521	
5000 · Other Operating Income		
5110 · Surplus equip. sales/misc		
5100 · Donations District		
5300 · Hist. Church Admin. Fee	250	
5300 · Grant Funding		
Total 5000 · Other Income	250	
Total Income	33,771	SUMMARY SHEET USES THIS NUMBER
Expense		
6000 · Payroll Expense		
Total 6000 · Water Operation	12,000	
6020 · Secretary/GM Contracts	700	
Total Staff Expense	12,700	
6100 · Professional Services		
6110 · Engineering		
6120 · Auditor Fee	3,100	
6130 · Legal Fees		
Total 6100 · Professional Services	3,100	These expenses are offset by grant funds (but not always in the same time period)
6200 · Utilities		
6210 · Telephone	528	two phone lines one for SCADA system
6220 · PG & E	2,500	PG&E recently raised the rates, this figure is probably low, but usually if it is higher it means water overage income.
6230 · Propane	500	
Total 6200 · Utilities	3,528	
6255 · Depreciation expense		We do not budget for depreciation expense due to our low-income status
6300 · Water Operation		
6301 · Mileage	1,000	
6302 · Water Tests	1,382	12 @ \$100 + 1 @ \$120 + 1 @ \$30 + 1 @ \$2 we got a 3 year waiver for chlorine by-products.
6303 · System Repair & Maint.	1,850	
6304 · Chemicals	909	
6305 · Fees & Licenses	700	mandatory fees paid for licenses, water rights etc.
Total 6300 · Water Operation	5,841	

6500 · Office Expense			
6550 · Computer/Software	971	\$300 website, \$217 payroll software, \$454 billing software	
6555 · Office Supplies	125		
6560 · Postage	277		
Total 6500 · Office Expense	1,373		
6700 · Insurance		Added \$300 to budget to see if we can get it to balance. Other insurance increase offset by historical church contribution.	
6,100			
7000 · Other operating expenses			
7011 · Rent Expense		Edda is booking this to propane expense now. The \$72 was the rental on the propane tank.	
7020 · Dues & Subscriptions	429	Two memberships: Calif. Rural Water Association \$229 & Calif. Special District Association \$200	
7030 · Penalties			
7040 · Bank Service Charges			
7050 · Misc. Expense			
7070 · Interest Expense			
Total 7000 · Other operating expenses	429		
Total Expense	33,071		
QB Net Ordinary Income	700	This line, matches Quickbooks "net ordinary income"	
Transfer to tank inspection/ equipment fund			
Transfer to Reserves	700	We need to build up the equipment repair & replacement fund for things besides the tank inspections. With current tank situation (out of commission) it is likely that we will be able to postpone first inspection allowing this fund to build up more.	
USDA LOAN PRINCIPLE PMNT.			
Water Operation "bottom line"	0	#REF!	
NON-ENTERPRISE (this section is used to track the historical church and park separately. Quickbooks cannot do this for us because we only have two broad categories to work with: "ordinary" and "other" income/expense which have been modified to show our "Enterprise" and "Non-Enterprise" results separately.)			
8000 · Hist. Church Income			
8010 · Hist. Church Rental	1,500		
8020 · Hist. Church Fundraisers			
8021 · Concert Income			
8022 · Bricks/books			
Total 8020 · Hist. Church Fundraisers	0		
8030 · Donations Hist. Church			
Total 8000 · Hist. Church Income	1,500		
9000 · Hist. Church Expenses			
9000a · Insurance Hist. Church	650	This is subtracted from the insurance bill above.	
9000b&c · Hist. Church Admin & Bank Fees	240	This is transferred to the main account each year, to help cover overhead (admin) costs.	
9000d · Utilities Hist. Church	200		
9000e · Repairs & Maint. Hist. Church			
9000f · Supplies & Small Equip. Hist. Church	1,500	guesstimate for heater to be taken from existing Historical Church Funds	
9000g · Hist. Church Computer Expense			

9000i · Hist. Church Fundraiser Exp.			
Total 9000 · Hist. Church Expenses	2,590		
Net Historical Church Income less expense	-1,090		Income less expenses hist. church only. Shortage (net loss) to come from existing funds.
8050 · Library Income			
9050 · Library Expense	500.00		SPECIFIC FUNDS FOR THE LIBRARY WILL BE TRACKED INDEPENDENTLY OF THE HISTORICAL CHURCH
Library income less expense	-500.00		\$500 is for Librarian to purchase supplies and small equipment for the library.
8100 · Park Income			
8110 · Park Fundraisers			
8120 · Donations Park			
Total 8100 · Park Income	0		
9100 · Park Expenses			
9120 · Park Improvements			
9122 · Park Supplies and Maintenance	150		Dean has been mowing for free, but we will keep this in the budget.
9125 · Solid Waste Fee Park	92		
9130 · Park Event Expense			
Total 9100 · Park Expenses	242		
Net Park income less expense	-242		Existing Park Funds will be used to cover the projected deficit.
Total Non-Enterprise Income	1,500		This matches Quickbooks for Hist. Church & Park combined.
Total Non-Enterprise Expense	3,332		This matches Quickbooks for Hist. Church & Park combined.
QB Net Other Income	-1,832		Non-enterprise net change. (QB "other") on income statement.
QB Net Income	-1,132		NET CHANGE ON QUICKBOOKS P&L (\$1,832 to come out of non-enterprise less \$700 gain to be put in the equipment repair fund (enterprise section of budget))
			non-enterprise shortage to be taken from existing funds.
<p>Note: budget uses a combo of balance sheet & income statement figures. The Budget is a managerial document and is not required to follow GAAP.</p>			

	17-18 Actual	18-19 Actual	19-20 Actual	20-21 Actual	21-22 Actual	Prelim FY 23-24
Income						
4000 · Operating Income						
4100 · Water Sales	27,045	27,754	28,605	28,321	27,638	28,921
4200 · Property Tax Revenue	5,096	4,572	4,423	4,263	4,485	4,300
4800 · Customer Fees	392	1,714		232	435	300
Total 4000 · Operating Income	32,533	34,040	33,028	32,816	32,559	33,521
5000 · Other Operating Income						
5110 · Surplus equip. sales/misc			-39,000.00		202.97	
5100 · Donations District	92					
5300 · Hist. Church Admin. Fee	240	240	240	240	240	250
5300 · Grant Funding	67,807	784,715	233,264			
Total 5000 · Other Income	68,139	784,955	194,504	240	443	250
Total Income	100,672	818,995	227,532	33,056	33,001	33,771
Expense						
6000 · Payroll Expense						
Total 6000 · Water Operation	7,119	8,519	19,907	12,952	11,883	12,000
6020 · Secretary/GM Contracts	390	510	345	345	323	700
Total Staff Expense	7,509	9,029	20,252	13,297	12,205	12,700
6100 · Professional Services						
6110 · Engineering						
6120 · Auditor Fee	2,500	2,800	2,800	2,800	2,950	3,100
6130 · Legal Fees			120	950		
Total 6100 · Professional Services	2,500	2,800	2,920	3,750	2,950	3,100
6160 · SRF Projects	500	17,739		2,038		
6200 · Utilities						
6210 · Telephone	226	323	473	515	508	528
6220 · PG & E	2,334	2,388	2,389	2,472	2,586	2,500
6230 · Propane	285	564	501	229	530	500
Total 6200 · Utilities	2,845	3,275	3,363	3,216	3,624	3,528

NOTE: Because Allegheny is a low-income community the district lacks the funds necessary to budget for depreciation.



	17-18 Actual	18-19 Actual	19-20 Actual	20-21 Actual	21-22 Actual	21-22 Actual	Prelim FY 23-24
6255 · Depreciation expense	16,831	20,701	30,184	31,468	31,561		
6300 · Water Operation							
6301 · Mileage	1,047	739	1,005	1,397	1,186		1,000
6302 · Water Tests	1,505	670	1,586	1,013	218		1,382
6303 · System Repair & Maint.	2,868	4,057	3,069	1,614	33		1,850
6304 · Chemicals	668	653	1,012	1,324	730		909
6305 · Fees & Licenses	393	565	500	710	645		700
Total 6300 · Water Operation	6,481	6,683	7,173	6,058	4,713		5,841
6500 · Office Expense							
6550 · Computer/Software	425	509	942	962	912		971
6555 · Office Supplies	123	0	283	47	142		125
6560 · Postage	259	344	148	185	248		277
Total 6500 · Office Expense	807	853	1,373	1,194	1,302		1,373
6700 · Insurance	4,356	4,437	5,401	5,576	5,598		6,100
7000 · Other operating expenses							
7011 · Rent Expense	72	72	72	409	429		429
7020 · Dues & Subscriptions	359	385	404	30	8		
7030 · Penalties		27		28	207		
7040 · Bank Service Charges				23			
7050 · Misc. Expense			99	645	429		
7070 · Interest Expense	431	484	575	490	645		429
Total 7000 · Other operating expenses	42,260	66,001	71,241	67,087	62,597		33,071
Total Expense	58,412	752,994	156,292	-34,031	-29,596		700
QB Net Ordinary Income							
Transfer to tank inspection/ equipment fund							
Transfer to Reserves	4,500	5,500	5,500				700
USDA LOAN PRINCIPLE PMNT.	2,994						
Water Operation "bottom line"	50,918	747,494	150,792	(34,031)	(29,596)		0



	17-18 Actual	18-19 Actual	19-20 Actual	20-21 Actual	21-22 Actual	Prelim FY 23-24
NON-ENTERPRISE (this section is used to track the historical church and park).						
8000 · Hist. Church Income						
8010 · Hist. Church Rental	1,500	1,500	1,500	1,500	1,500	1,500
8020 · Hist. Church Fundraisers						
8021 · Concert Income	2,312					
8022 · Bricks/books						
Total 8020 · Hist. Church Fundraisers	2,312	0	0	0	0	0
8030 · Donations Hist. Church		587	580			
Total 8000 · Hist. Church Income	3,812	2,087	2,080	1,500	1,500	1,500
9000 · Hist. Church Expenses						
9000a · Insurance Hist. Church	250	250	250	250	250	650
9000b&c · Hist. Church Admin & Bank Fees	240	240	240	240	240	240
9000d · Utilities Hist. Church	122	121	127	123	123	200
9000e · Repairs & Maint. Hist. Church	105	15	253	13		
9000f · Supplies & Small Equip. Hist. Church	194		86			1,500
9000g · Hist. Church Computer Expense	273					
9000i · Hist. Church Fundraiser Exp.	1,303					
Total 9000 · Hist. Church Expenses	2,487	626	957	626	592	2,590
Net Historical Church Income less expense	1,325	1,461	1,123	874	908	-1,090
8050 · Library Income						
9050 · Library Expense						2,000.00
Library Income less expense	0.00	0.00	0.00	0.00	2,000.00	-500.00



	17-18 Actual	18-19 Actual	19-20 Actual	20-21 Actual	21-22 Actual	Prelim FY 23-24
8100 · Park Income						
8110 · Park Fundraisers				1,600.00		
8120 · Donations Park	2,135	50	117			
Total 8100 · Park Income	2,135	50	117	1,600	0	0
9100 · Park Expenses						
9120 · Park Improvements	2,477	50				
9122 · Park Supplies and Maintenance	360	228	17	88	11	150
9125 · Solid Waste Fee Park	187	187	187	92	96	92
9130 · Park Event Expense						
Total 9100 · Park Expenses	3,024	465	204	180	107	242
Net Park Income less expense	-889	-415	-87	1,420	-107	-242
Total Non-Enterprise Income	5,947	2,137	2,197	3,100	3,500	1,500
Total Non-Enterprise Expense	5,511	1,091	1,161	806	699	3,332
QB Net Other Income	436	1,046	1,036	2,294	2,801	-1,832
QB Net Income	58,848	754,040	157,327	-31,737	-26,795	-1,132

NOTE: Because Allegheny is a low-income community the district lacks the funds necessary to budget for depreciation.

