

GROVELAND COMMUNITY SERVICES DISTRICT

18966 Ferretti Rd
P.O. Box 350
Groveland, CA 95321
209-962-7161 phone
jsterling@gcsd.org

Groveland Community Services District Request for Proposal

**Sanitary Sewer Rate Study Services Deadline:
August 17 2016**

The Groveland Community Services District (the "District") is requesting proposals to conduct a comprehensive sewer rate study that will provide the basis for establishing sewer rates that adequately and equitably fund the District's sewer operations, while minimizing rate fluctuations.

Proposers have the option of submitting their proposal electronically, as a PDF file, or in hard copy form (minimum of 3 hard copies). Proposals must be received by the District on or before 4:00 p.m. on **August 17 2016**. Proposals and all inquiries relating to this RFP should be addressed to:

Contact Information

All correspondence, including all questions and final proposals, must be submitted to:

Groveland Community Services District
Attn: Jon Sterling, General Manager
18966 Ferretti Rd
P.O. Box 350
Groveland, CA 95321
209-962-7161ext. 105
jsterling@gcsd.org

Proposed Schedule of Events

- Issue RFP May 25th 2016
- Question Deadline June 22 2016
- Response to Questions July 13 2016
- RFP Submittal Deadline August 17 2016
- Interviews (if required) September 12th 2016
- Board Approval of Firm September 19th 2016 Special Meeting
- Execution of Agreement September 26th 2016
- Completion of Report January 4th 2017
- Rate Presentations TBD
- Public Hearing Process TBD



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Introduction

The District is soliciting proposals from qualified consulting firms to conduct a comprehensive wastewater rate study which shall include evaluating the District's current wastewater rates, developing a rate model to address funding of operations and capital improvements over the next five years, and formulating new wastewater rate structures. More specifically, the selected consultant shall perform all tasks specified in the Scope of Work section of this RFP and is encouraged to include in its proposal any suggested additions or modifications to the scope that will enhance or clarify the study. If the District deems it necessary, the selected consultant may be contracted to perform additional duties, including but not limited to additional rate studies and the development of new rate categories.

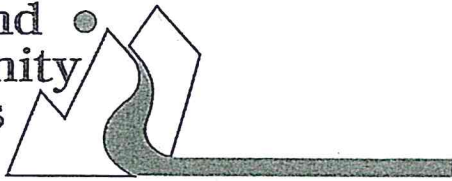
Background

The Groveland Community Services District (GCSGD) is a Special District formed by the State of California. Our mission is to provide environmentally sound, economic, and compliant services that meet our customer's needs for water and wastewater treatment, fire protection, and park facilities in the unincorporated township of Groveland, California.

The GCSGD service area covers approximately 15 square miles in southern Tuolumne County. The District is bounded on the north by the Tuolumne River, on the south by Mariposa County, on the east by the Stanislaus National Forest, and on the west by Moccasin.

The District owns and operates the regional wastewater collection, treatment, and regional recycled water system, which provides sewer service to approximately 1,500 customers within the District's service area. The system includes 35 miles of pipeline, 7 miles of Force Mains and 16 sewer lift stations. Included in the service area are areas of the community having been determined Disadvantage Community (DAC) and Severely Disadvantaged Community (SDAC).

The activities of the District are governed by a five (5) member Board of Directors, each of whom is elected to office for a four-year term. Day-to-day management of the District is delegated to a General Manager, who is appointed by and reports to the Board of Directors. sewer operating revenues and expenses for fiscal years 2010 through 2014 is as follows:



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Sewer System Operating Revenue/Expenses (\$)

	<u>FY 2011-12</u>	<u>FY 2012-13</u>	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>Est FY 2015-16</u>	<u>Est FY 2016-17</u>
Operating Rev:	1,451,222	1,455,519	1,450,065	1,484,955	1,432,559	2,375,296
Operating Exp.:	<u>1,382,662</u>	<u>1,433,612</u>	<u>1,272,542</u>	<u>1,099,092</u>	<u>(1,721,300)</u>	<u>(2,733,327)</u>
Oper. Income/(loss)	68,560	21,907	177,523	385,863	(288,741)	(358,031)

In fiscal year 2009-10 the District increased sewer rates by 0.8 percent. There have been no sewer rate increases since 2010. Current sewer rates were adopted by Ordinance 2-10.

Additional background information, including a copy of the District's Service Area Plan, and Utility Service Policy are available at www.gcsd.org.

Rate Study Scope of Work

The consultant is requested to develop a detailed scope of work based on information provided in this RFP as well as the needs of the District as described below. This is not a comprehensive list but includes some of the key items required to be included in the RFP response. The following analysis must be performed for the wastewater fund.

- Conduct a cost of service analysis
- Prepare a long Range Financial Forecast spanning ten years
- Assess the Affordability Index
- Incorporate into revenue modeling a plan for future capital rehabilitation, improvement and financing requirements for the projected lifetime of the system, and provide in an Excel compatible format
- Provide analysis for meeting operating reserve fund policies and potential rate stabilization components
- Address growth and projected demands for the wastewater systems as it relates to a new rate structure
- Identify a schedule of Equivalent Dwelling Units (EDU) appropriate for the GCSD system
- Develop sewer rate structure scenarios based on Equivalent Dwelling Unit (EDU), for the following conditions;
 - System wide Fixed Rate
 - System wide Fixed and Variable Rate
 - Location dependent Fixed Rate plus Global Variable rate



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- Location Dependent Fixed Rate plus Location dependent Variable Rate
- Provide estimated cost to produce each rate scenario
- Evaluate each scenario for Compliance with Prop 218
- Incorporate considerations for rebates for Grey Water systems, Winter Averaging (Landscape exemption) and Low Volume Usage based on the reduction to the expense under the fixed rate modeling.
- Recommended rate structures shall provide direct identification of revenues appropriated for major funded activities including but not limited to: operations and maintenance expenses, capital improvement expenses, and debt coverage requirements. Any recommended rate structure or model should take into consideration the ease of administration and understanding by the rate payer
- Review and evaluate other fees such as late payment fees, connection fees, etc.
- Meet with the District, community groups, and building industry groups during the study to secure their input (assume a total of 4 meetings)
- Prepare a presentation to the public and the District Board of the recommended rate structure
- Develop the Proposition 218 Public Notification, prepare presentation for Public Hearing, and assist District staff with public hearing process and any other Proposition 218 items, attend and facilitate Prop 218 public meeting to respond to any inquiries about the rate study

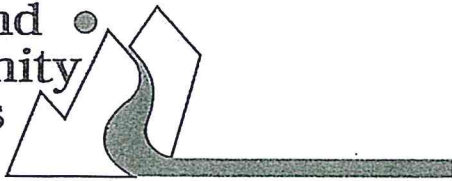
If the District deems it necessary, the selected consultant may be contracted to perform additional duties. These duties may include, but are not limited to the following:

- Conducting additional rate studies
- Constructing new rate categories

Proposal Preparation

The District requires prospective consultants to submit a concise proposal clearly addressing all of the requirements outlined in this RFP. Proposal must include, at a minimum, the following:

- Executive Summary - Include a one-page overview of the entire proposal describing the most important elements of the proposal.
- Information Page - Include name of firm submitting the proposal, contact information for the person that will act as project leader including name, title, address, telephone and fax numbers, and email address.



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- Description of Study Understanding - Outline of the prospective consultant's understanding of the study and summarizing the basic approach to the rate study and revenue program.
- Methodology - Descriptions which enable the District to assess the prospective consultant's capability to conduct this study in a structured and efficient fashion.
- Scope of Work - Details with specific task descriptions to demonstrate that the prospective consultant has considered all aspects of the study and that the prospective consultant will cover them thoroughly.
- Project Organization and Key Personnel - Describe the proposed project organization, including identification and responsibilities of key personnel. Indicate the role and responsibility of prime consultants and all sub-consultants. Include resumes of key personnel assigned to the study.
- Qualifications - Description of the organization, including experience with wastewater rate studies, as well as other rate studies and revenue programs.
- Representative study descriptions and client references - Submit descriptions of three (3) similar assignments which were conducted by the prospective consultant, including other public agency's contact name and telephone number. Projects currently being performed may be submitted for consideration. Please provide two examples of completed reports for communities of similar size or service area.
- Work Schedule - Supply a timeline for developing the rate study and for the work leading up to the presentation of alternatives and the presentation of the preliminary and final reports. The timeline for completion should consider timing for the distribution of the 218 Notice, required public hearings and any other mandatory public contacts and communications so that proposed increases to rates, fees and charges, if any, can become effective.
- Proposed Fee Schedule - Proposals shall include a cost estimate for providing services, including the firm's billing rate schedule. The cost proposal shall include detailed information regarding the estimated number of hours to be dedicated to the District's engagement, delineated by staffing level and the hourly rate of each.
- Total All-Inclusive Maximum Price - The dollar cost bid should contain all pricing information. ***The total all-inclusive maximum price to be bid is to contain all direct and indirect costs including all out of pocket expenses.***
- Insurance Requirements: During the entire term of its engagement, the Firm agrees to indemnify, defend and hold harmless the District and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages and/or liability arising from the Contractor's acts, errors or omissions and for any costs or expenses incurred by the District on account of any claim therefore, except where such indemnification is



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prohibited by law. The Firm also shall secure and maintain throughout the Agreement the following types of insurance with limits as shown:

- Workers' Compensation – A program of Workers' Compensation insurance or a State-approved Self-Insurance Program in an amount and form to meet all applicable requirements of the Labor Code of the State of California.
- Comprehensive General and Automobile Liability Insurance – This coverage to include contractual coverage and automobile liability coverage for owned, hired and non-owned vehicles. The policy shall have combined single limits for bodily injury and property damage of not less than one million dollars (\$1,000,000).
- Proof of Coverage: The Contractor shall furnish certificates of insurance to the District evidencing the insurance coverage prior to the commencement of performance of services hereunder, which certificates shall provide that such insurance shall not be terminated or expire without thirty- (30) day written notice to the District. The Contractor shall maintain such insurance from the time the Contractor commences performance of services hereunder until the completion of such services.
- All responses and materials submitted become property of the District and are subject to the California Public Records Act.

Selection Criteria

The District intends to engage the most qualified consultant available for this assignment. It is imperative that the consultant's proposal fully address all aspects of the RFP. Prospective consultants must provide District staff with clearly expressed information conveying the consultant's understanding of the project and the District's specific requirements. The following criteria shall be used to evaluate the consultant's offer of services:

- The professional experience and background of consultant including the experience of principals, project managers, and other key personnel.
- Record of similar work performed by the firm, the project team, and each project team member.
- Demonstrated experience and skill concerning rate studies for wastewater services.
- Completeness of the proposal and conformance to RFP requirements for content and format, and level of effort in answering the RFP.
- Technical quality of the approach and methodology, the level of effort utilized to identify key elements of the project, and suggested approach to provide a successful project.



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- The firm's ability to perform the services at a fair and reasonable price to the District.

Special Terms and Conditions

District requires that the Rate Study work be performed by staff that have at least ten years' experience conducting rate study engineer reports.

All materials submitted in response to this RFP shall be considered the property of the District. Respondents will not be compensated for any expenses incurred in the process for responding to the RFP or, if requested, in submitting further information or appearing for an interview.

The District reserves the right to reject any or all proposals, to waive informalities and minor irregularities in the proposals received, to discuss proposal details with respondents, and to accept other than the lowest bid proposal.

Selection Procedure

A selection committee will evaluate each proposal and forward recommendations to the District Board, who will in turn execute a contract with the Consultant to perform the requested services. The selection committee may choose to interview applicants as a part of the selection process.

District staff anticipates the Consultant contract will be awarded on or before. The contract will be awarded to the proposer whose offer conforms to the solicitation and which will be, in the opinion of the District, the most advantageous to the District.

AGENDA SUBMITTAL

TO: GCSB Board of Directors

FROM: GCSB Staff

DATE: December 12, 2016

SUBJECT: Election of Board Officers for Calendar Year 2017

SUMMARY

According to Section 3.1 of the Policy Manual of the Board of Directors, adopted by Board Resolution 15-04 on December 8, 2004, the Board shall annually elect the Board President and Vice President for each calendar year. Normally this is done in December. By Board policy, the General Manager or his designee shall perform the duties of Treasurer. The General Manager recommends that Jennifer Flores continue as the District's Board Secretary. These appointments will become effective at the January 9th meeting.

RECOMMENDED ACTION

- 1. Nominate and elect Board President for Calendar Year 2017**
- 2. Nominate and elect Board Vice President for Calendar Year 2017**
- 3. Appoint Jennifer Flores to be the District's Board Secretary**

AGENDA SUBMITTAL

TO: GCS D Board of Directors

FROM: GCS D Staff

DATE: December 12, 2016

SUBJECT: Update on District Grants

SUMMARY

1 – IRWM LS16

Contractor has finished the installation of the new Motor Control Center and the Lift Station is now operating using the new MCC. One of the pumps has been refurbished and installed. The second pump needs to be sent to be refurbished. Contractor is now working on the recoating of the wet well and installing the new underground piping. Project is on schedule to be completed by end of January 2017. Two change orders have been approved on this job to raise the elevation of the MCC pad and to install a new valve to drain the force main into the wet well. The antenna is also going to be relocated and installed on top of the new light pole. This change is expected to be at no cost to GCS D.

2 – GRVL/BOF Sewer Collection System

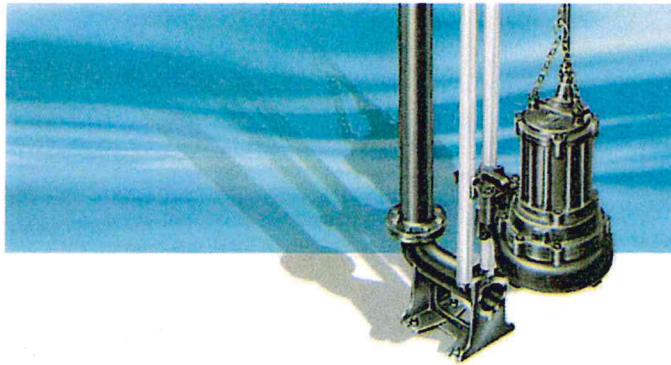
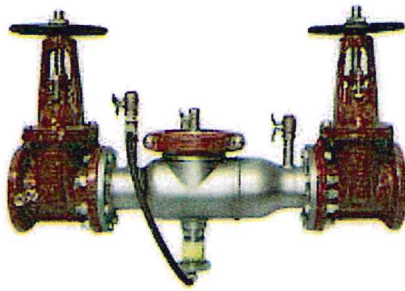
A Draft Project Report that summarizes the condition of the sewer collection system has been prepared. The report also includes the recommended sections that are in need to replacement or rehabilitation. The project is exempt from CEQA but the funding source requires biological and cultural surveys to be prepared. Those have been completed. A notification of streambed alteration has been submitted to the California Department of Fish and Wildlife to determine the specific mitigation measures that will be required to complete the work. The next milestone is the submission of a CWSRF construction application to request funding for the construction of the recommended improvements.

3- GRVL/BOF Water Distribution Lines

A kick off meeting was held in November and the water main alignments were inspected. Proposals are being requested from local surveyors to complete the topographical survey required to complete the construction documents. Staff is contact with PG&E, Caltrans and AT&T to determine the location of their underground utilities and initiate the permitting process. The surveys proposals are expected to be received in December with the topographical survey work being conducted in January and February.

4- KaBOOM! Playground Grant

The District has submitted the required paperwork and Letter of Agreement to KaBOOM! Jennifer participated in first grant “kick off” webinar on November 8th. The Parks Committee met and discussed the project on November 6th and will be working on a timeline of the project at their next meeting scheduled January 3rd.



Collections & Distribution Monthly Report for November

Water Breaks or Repairs

- Water Break Hwy 120



- Repaired water leak at Car Wash Backflow

Sewer Line Breaks or Repairs

- Ran Camera for possible sewer line clog on Homestead Rd (located on Po side)

Customer Service

Service request

- 0 new installations
- 3 meter change outs
- 15 customers complaints (all resolved)
- 2 check/ repair meter
- 0 Req. to Engineering Dept.
- Inspect Sewer Connect
- 14 lock offs
- 0 Color Taste-quality
- 0 Meter Change Out
- 0 Pull Meter
- 9 Read / Quote
- 32 Re-Read
- 5 Read Tenant out
- 2 Turn off Meter
- 13 Turn on meter
- 16 Test meter
- 7 Winterize Meter
- Delivered Board Packets
- Marked multiple USA throughout the District
- Hung banner for Christmas Craft Faire

On Call-

- 7 Call out's
- 1 Water related
- 6 Sewer related

Water-

- Read all Water Meters
- Monthly lock offs
- Picked up BCTP booster pump from Turlock
- Sampled Tank 2, 4 & 5
- Dosed Tank 2, 4 & 5 with Chlorine

- Flushed water in the Tank 4 and 5 service area
- Weekly Distribution Samples
- Pumped out Chlorine Vault at Second Garrotte (tried to locate leak)
- Cleaned out Lime Tank and replaced mixing motor at 2G (rebuilt motor bracket)
- Checked and refilled the de-chlorination tabs on auto flushers being used out in the Water Distribution system.
- Installed new SCR on OSG unit at Second Garrotte
- Tested Backflows in unit 2, BOF, Groveland and GCSD
- Refilled Auto Flusher with De-Chlor Tabs
- Dug out and cleaned multiple Meter Boxes throughout the District
- Cleaned up leaves and cleaned around AWS

Sewer-

- Weekly Preventative Maintenance Check (PMCS) and Generators Checks at all Lift Stations
- Cleaned the pressure transducers and floats as needed at all Lift Stations
- Did odor control at all Lift Stations as needed
- Chemically cleaned various sewer gravity lines throughout the District.
- Hydro-Flushed various sewer gravity lines throughout the District
- Cleared alarms at LS 9 & 12 from Generator/Transfer Switch exercise day
- Cleaned out Grease on PML Country Club Line
- Pulled and checked LS 12 pressure Transducer (miss reading changed Set Points)
- Pulled pump 2 at LS 11 (long run times) Got pump information and ordered new one
- Serviced Omar At the STP plant
- Assisted Operations with Drying Bed decant Pump repair
- Changed fuse at Ls 16 for Radio Coms
- Completed monthly Man Hole inspections for Ls 13 Gravity Lines

Vehicle Maintenance-

- Did weekly checks on standby Generators at Tank 2, 5, Fire House and shop
- Serviced and ran backup generator
- Fueled LS 16 Generator
- Reset Transfer switch at Ls 3
- Changed out filters for STP Ebasin Blowers
- Replace oil filter on Truck 17 Crane
- Replaced Batteries on STP Stand By Generator

- Ran Second Garrotte Water Treatment Plant stand by Generator
- Tried to run Big Creek stand by Generator found Electrical sub-panel failed burning up two block heaters and holding it out from starting. (Repaired sub panel and ordered to new Block heaters) installed temp heaters in Generator building. Primed fuel system and ran Gen
- Changed out Block Heater on LS 14 and LS 13 Generator and serviced Ls 14
- Ran AWS and Dunn Ct Stand by Generators
- Diagnosed Ls 9 Generator for starting problems. Stated fine will check again(intermittent problem)
- Serviced AWS, STP and LS 16 Generator(replaced batteries on AWS gen)
- Replaced alternator on Ls 9 Stand by generator and serviced
- Washed and cleaned out Back of Truck 7
- Changed out 5 switches on Engine 781 and replaced remote for Go Light
- Changed out flood lights on Engine 781 with new LED ones

Buildings & Grounds-

- Cleaned out acorns from Generator vents and building vents at Second Garrotte
- Drilled and anchored door plate at 2G
- Reinforced Lyme Room interior door to wall by using new concrete anchors

Safety & Training-

- Weekly safety meetings (tailgate)
- Weekly vehicle checks
- 1 employee took ASE certifications in Modesto. PASSED both!
- 2 employees attended a2 day PLC class in Stockton

Major Projects or Normal Preventative Maintenance-

- Worked with RTC marking out LS 16 Force Main Inspection Manholes
- Worked with RTC on moving Floats PT into temp wet well and vacuumed out existing wet well for the coating contractors
- Brought new MCC at Ls 16 online
- Worked with Telstar on programing at Ls 16
- Wired in new floats and Pressure Transducer to new MCC cabinet at Ls 16

- Wired in block heater on Ls 16 stand by generator after Kevin Crane Co moved to temp location
- Set new Pump and pulled out old existing one (Kevin Crane Co)
- Worked with Kevin Crane Co and pulled the rest of the old MMC Cabinet and brought back to the yard and pulled Soft Starts and old MCC to put on shelves for backups
- Set up temp fence around work site
- Put plastic sheeting around new MCC Cabinet at Ls 16 due to temp wires in way of doors
- Took Archaeologist around for Groveland and BOF Water Line/Sewer Line project
- Walked Groveland and BOF Water Lines with Am Consulting for future project
- Worked with Breck from Central California Generator load tested STP, AWS, Dunn Ct, Ls 6, Ls9, Ls 16, Ls 7&Ls 8 Generator, replaced radiator on Ls 8 Generator and replaced O-rings on fuel injection pump on Big Creek Stand by Generator
- Installed new Pressure Satiating Valve/ level transmitting line at Tank 3 and brought back old fittings to the yard. Took apart fittings and saved spools.

**Groveland Community Services District
Fire Department / CALFIRE**

18966 Ferretti Road Groveland, CA 95321

Staff Report
December 12, 2016

To: Board of Directors
From: Paul Avila, Assistant Chief
By: Jude R. Acosta, Battalion Chief
Subject: Monthly Activity Report – November 7, 2016 to December 4, 2016

Operations:

Emergency Incident Response:

On December 5th, the CAL FIRE Groveland Fire Station began its agreement with the Groveland Community Services District for the Amador Plan. The Amador contract is designed to augment and enhance the Fire Department. This agreement is a cost effective way for the District to maintain year round fire protection and emergency medical services for Groveland and Big Oak Flat communities. The Amador program is planned to run from November 15th to May 15.

Apparatus and Equipment:

All equipment is in service and available

Training:

In addition to our monthly Emergency Medical Technician (EMT) curriculum and engine company performance standards, Battalion personnel received the following specialized training:

- Auto Extrication
- Vehicle Stabilization
- Ropes and Knots
- Ladder Evolutions
- Hose Loads
- Second Garrotte Water Treatment Facility Preplan

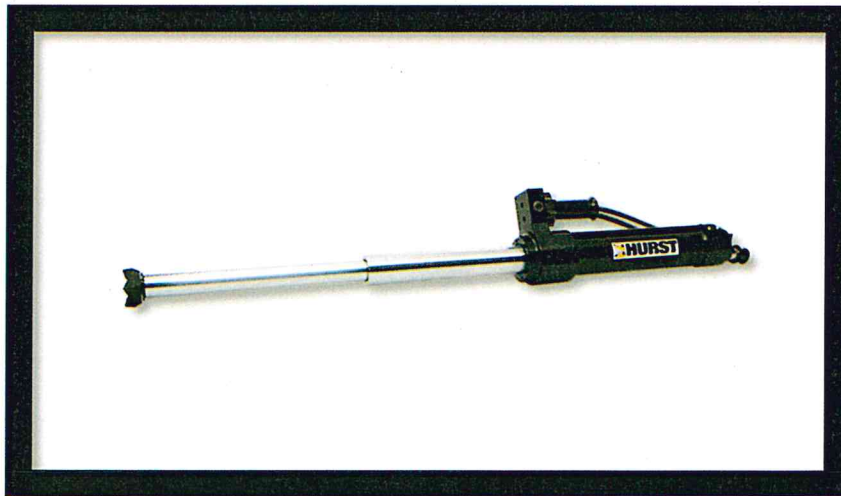
Public Education:

Groveland Fire and CAL FIRE participated in the 12th Annual Christmas Photos at the Groveland Fire Station. The Kiwanis Club of Groveland sponsored community project in conjunction with the Craft Faire provided families an opportunity to take photos with Santa Claus on his sleigh. Children of all ages were excited to see Santa and share with him what they wanted for Christmas. There were lots of returning families sharing stories of previous years with some going back to 2004. Our fire engines were on display to show the equipment carried and capabilities. Everyone had a “Jolly Ol Time”.



New Auto Extrication Equipment:

The Groveland Community Services District received a new auto extrication Hurst Telescoping T-59 Ram tool through the Office of Traffic Safety Grant. The cost of the Hurst Ram is \$3,800 and is 100% reimbursable. This life saving tool is used to displace a dashboard or a steering column to remove the patients from vehicles and is a great addition to our other Jaws of Life. Delivery is expected to be in early January.





RESPONSE ACTIVITY TALLY REPORT

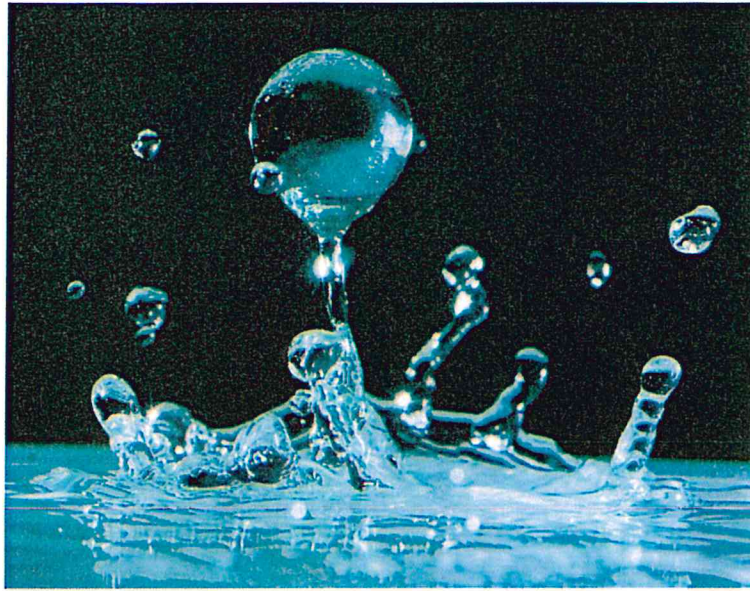
55045

GROVELAND CSD

Alarm Date From: 11/7/2016 To: 12/4/2016

Report Date 12/6/2016

INCIDENT TYPE	INCIDENT TYPE DESCRIPTION	INCIDENT COUNT
GCS		
321	EMS call, excluding vehicle accident with injury	14
324	Motor vehicle accident with no injuries	1
550	Public service assistance, other	2
551	Assist police or other governmental agency	3
651	Smoke scare, odor of smoke	1
700	False alarm or false call, other	2
	Subtotal	23
GRV		
321	EMS call, excluding vehicle accident with injury	9
	Subtotal	9
FDID 55045	GROVELAND CSD	Grand Total 32



ACCOUNTS PAYABLE CHECK LISTING

November, 2016

Fiscal Year 16/17

Board Approval _____

Bank Reconciliation

Checks by Date

r: dpercoco
Printed: 12/05/2016 - 10:26AM
Cleared and Not Cleared Checks



Check No	Check Date	Name	Comment	Module	Clear Date	Amount
14829	11/9/2016	Accela, Inc. #774375		AP	11/30/2016	876.55
14830	11/9/2016	AM Consulting Engineers, Inc.		AP	11/30/2016	5,205.00
14831	11/9/2016	Bobbie Barnes, Estate		AP	11/30/2016	164.57
14832	11/9/2016	W. H. Breshears		AP	11/30/2016	2,970.49
14833	11/9/2016	California Special Districts Association		AP	11/30/2016	6,026.00
14834	11/9/2016	Conifer Communications		AP	11/30/2016	230.70
14835	11/9/2016	CWEA		AP	11/30/2016	597.00
14836	11/9/2016	Dataprose Inc.		AP	11/30/2016	1,821.97
14837	11/9/2016	Rod Diehl		AP	11/30/2016	175.00
14838	11/9/2016	Marilyn Drumheller		AP		5.15
14839	11/9/2016	Theo Edwards		AP	11/30/2016	1,147.50
14840	11/9/2016	Ferguson Enterprises Inc. #1423		AP	11/30/2016	1,789.41
14841	11/9/2016	GCSO		AP	11/30/2016	4,878.11
14842	11/9/2016	Gilbert Associates, Inc.		AP	11/30/2016	3,100.00
14843	11/9/2016	Hach		AP	11/30/2016	345.32
14844	11/9/2016	Kevin's Crane Co.		AP	11/30/2016	525.00
14845	11/9/2016	Matthew Dickens		AP	11/30/2016	110.00
14846	11/9/2016	Gregory Menna		AP	11/30/2016	60.80
14847	11/9/2016	Moore Bros. Savenger Co., Inc.		AP	11/30/2016	433.88
14848	11/9/2016	Mother Lode Answering Service		AP	11/30/2016	144.00
14849	11/9/2016	Mountain Oasis Water Systems		AP	11/30/2016	116.00
14850	11/9/2016	O'Reilly Auto Parts		AP	11/30/2016	498.35
14851	11/9/2016	Craig & Gretchen Parks		AP	11/30/2016	131.98
14852	11/9/2016	Ronald Percoco		AP	11/30/2016	1,856.00
14853	11/9/2016	Ronald Percoco		AP		597.00
14854	11/9/2016	PG&E		AP	11/30/2016	673.00
14855	11/9/2016	Pine Mountain Employment Temp Ager		AP	11/30/2016	750.00
14856	11/9/2016	Rabobank, N.A.		AP	11/30/2016	36,394.26
14857	11/9/2016	Ray Suess Insurance & Invst		AP	11/30/2016	7,638.14
14858	11/9/2016	Safety Center Inc.		AP	11/30/2016	750.00
14859	11/9/2016	San Francisco Public Utilities Commissi		AP	11/30/2016	13,546.40
14860	11/9/2016	Scott's Distributing		AP	11/30/2016	950.19
14861	11/9/2016	Sonora Regional Medical Center		AP	11/30/2016	198.00
14862	11/9/2016	Staples Business Advantage		AP	11/30/2016	29.89
14863	11/9/2016	Steve's Chevrolet		AP	11/30/2016	864.83
14864	11/9/2016	SWRCB		AP	11/30/2016	180.00
14865	11/9/2016	Telstar Instruments, Inc.		AP	11/30/2016	96,750.00
14866	11/9/2016	Brenda Terschuren		AP	11/30/2016	2.57
14867	11/9/2016	Tuo. Co. Public Power Agency		AP	11/30/2016	13,637.02
14868	11/9/2016	Valco Instruments		AP	11/30/2016	790.56
14869	11/9/2016	Peggy Weber		AP		433.66
14870	11/9/2016	Western Communications, Inc.		AP	11/30/2016	712.45
114565	11/9/2016	Operating Engineers Local #3		AP	11/30/2016	258.94
114566	11/9/2016	US Treasury		AP	11/30/2016	138.52
114566	11/9/2016	Dept of Child Support Services		AP	11/30/2016	482.41
901664	11/9/2016	EDD - Electronic		AP	11/30/2016	1,257.38

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
901665	11/9/2016	Federal EFTPS		AP	11/30/2016	8,583.42
901666	11/9/2016	Pers - Electronic		AP	11/30/2016	5,441.36
1667	11/9/2016	TD Ameritrade Trust Co.		AP	11/30/2016	800.00
14546	11/10/2016	Jonathan Sterling		PR	11/30/2016	3,212.10
114589	11/22/2016	Operating Engineers Local #3		AP		235.40
901668	11/22/2016	Dept of Child Support Services		AP	11/30/2016	482.41
901669	11/22/2016	EDD - Electronic		AP	11/30/2016	1,372.11
901670	11/22/2016	Federal EFTPS		AP	11/30/2016	8,796.30
901671	11/22/2016	Pers - Electronic		AP	11/30/2016	5,516.47
901672	11/22/2016	TD Ameritrade Trust Co.		AP	11/30/2016	800.00
14872	11/23/2016	Anthem Blue Cross		AP	11/30/2016	729.72
14873	11/23/2016	Aqua Labs		AP	11/30/2016	5,765.00
14874	11/23/2016	AT&T		AP	11/30/2016	2,630.45
14875	11/23/2016	AT&T Long Distance		AP	11/30/2016	936.18
14876	11/23/2016	Marnelli Bautista-Quach		AP		55.80
14877	11/23/2016	Blue Shield of California		AP	11/30/2016	14,966.86
14878	11/23/2016	Bogie's Pump Systems		AP	11/30/2016	4,000.00
14879	11/23/2016	W. H. Breshears		AP	11/30/2016	958.65
14880	11/23/2016	Burton's Fire Inc		AP	11/30/2016	163.87
14881	11/23/2016	Central California Generator, LLC		AP	11/30/2016	1,600.90
14882	11/23/2016	CV Industrial Corp		AP	11/30/2016	2,080.72
14883	11/23/2016	Down to Earth Const. & Nursery		AP	11/30/2016	896.88
14884	11/23/2016	Ferguson Enterprises Inc. #1423		AP	11/30/2016	2,205.61
14885	11/23/2016	Grainger		AP	11/30/2016	2,492.11
14886	11/23/2016	Hach		AP	11/30/2016	3,829.36
14887	11/23/2016	IBS of Sacramento V alley		AP	11/30/2016	266.99
14888	11/23/2016	J.S. West Propane Gas		AP	11/30/2016	458.61
14889	11/23/2016	KC Auto Parts		AP		54.59
14890	11/23/2016	Joel McEwen-Patterson		AP		31.89
14891	11/23/2016	MetLife Small Business Center		AP	11/30/2016	143.13
14892	11/23/2016	Neumiller & Beardslee		AP	11/30/2016	1,426.00
14893	11/23/2016	Mark Penland		AP		56.98
14894	11/23/2016	Pine Mountain Employment Temp Ager		AP		1,020.00
14895	11/23/2016	PML Hardware & Supply Inc.		AP	11/30/2016	176.64
14896	11/23/2016	Sirenet.com		AP	11/30/2016	1,473.04
14897	11/23/2016	Staples Credit Plan		AP	11/30/2016	341.73
14898	11/23/2016	Jonathan Sterling		AP	11/30/2016	446.36
14899	11/23/2016	Tuo. Co. Clerk & Auditor-Contr		AP	11/30/2016	25.00
14900	11/23/2016	Verizon Wireless 7706		AP		148.26
14901	11/23/2016	Wells Fargo Bank N.A		AP		2.42
114567	11/25/2016	Jonathan Sterling		PR	11/30/2016	3,315.81
14902	11/30/2016	Atkinson, Andelson, Loya, Rudd & Ror		AP		600.00
14903	11/30/2016	California Dept. of Fish & Wildlife		AP		4,198.00
14904	11/30/2016	Central California Generator, LLC		AP		3,195.00
14905	11/30/2016	Department of Forestry & Fire Protectic		AP		186,672.79
14906	11/30/2016	GreatAmerica Financial Services		AP		275.86
14907	11/30/2016	Kevin's Crane Co.		AP		750.00
14908	11/30/2016	Komline-Sanderson		AP		3,495.39
14909	11/30/2016	Microsoft		AP		100.00
14910	11/30/2016	Moore Room		AP		760.63
14911	11/30/2016	O'Reilly Auto Parts		AP		556.61
14912	11/30/2016	PLIC-SBD Grand Island		AP		2,065.74
14913	11/30/2016	Standard Insurance Co		AP		419.99
14914	11/30/2016	David & Linda Stonaker		AP		147.46
14915	11/30/2016	Tuo. Co. Public Power Agency		AP		9,162.95
14916	11/30/2016	Verizon Wireless 5298		AP		417.88

Check No	Check Date	Name	Comment	Module	Clear Date	Amount
14917	11/30/2016	VSP		AP		347.04
14918	11/30/2016	Wells Fargo Bank, N.A.		AP		360.13
Total Check Count:						104
Total Check Amount:						511,708.60

GROVELAND COMMUNITY SERVICES DISTRICT

CASH BALANCES AS OF 11/30/2016

Cash Accounts	Acct	Water	Sewer	Grunsky	Total Enterprise & D/G Funds			Parks	Total Government Funds	G/L Totals
					Fire	Fire	Fire			
Rabobank Operating Account	4498	748,291.68	627,864.21	5,129.69	1,381,285.58	224,129.82	97,572.33	321,702.15	1,702,987.73	
Rabobank Investment (Operating Reserves)	2814	339,876.42	171,747.55	11,669.88	523,293.85	840,892.55	86,059.05	926,951.60	1,450,245.45	
Rabobank Payroll Account	2426	3,270.34	2,792.17		6,062.51	2,284.10	1,637.84	3,921.94	9,984.45	
Rabobank Drought Grant Account	5389	175,450.85			175,450.85				175,450.85	
Rabobank Pension Acct	8958	15,010.17	11,007.51		26,017.68	45,030.54	200.27	45,230.81	71,248.49	
Cash Drawer		168.00	132.00		300.00				300.00	
Petty Cash		100.00	100.00		200.00				200.00	
Cash in Co Treas SAD 77-1		6,429.46			6,429.46				6,429.46	
LAIIF Transferred to Investment Reserves Acct			59.51							
Total Unrestricted Cash		1,288,596.92	813,702.95	16,799.57	2,119,039.93	1,112,337.01	185,469.49	1,297,806.50	3,416,846.43	
Water Bond Pymt Reserve	4692	1,218,664.67	-		1,218,664.67	-	-	-	1,218,664.67	
Sewer Bond Pymt Reserve	4745	-	691,566.66		691,566.66	-	-	-	691,566.66	
2013 Water Bond Sale - Restricted Reserve	2498	314,327.85			314,327.85				314,327.85	
2014 BNY Water Bond Sale - Restricted Reserve	5112	378,934.13			378,934.13				378,934.13	
2014 BNY Sewer Bond Sale-Restricted Reserve	9240		325,205.59		325,205.59				325,205.59	
Total Restricted Cash		1,911,926.65	1,016,772.25		2,928,698.90	-	-	-	2,928,698.90	
Total Cash and Investments		3,200,523.57	1,830,475.20	18,464.26	5,049,463.03	1,112,337.01	185,469.49	1,297,806.50	6,345,545.33	

Legal Fees

79-015

	<u>CK#</u>	<u>Atkinson</u>	<u>CK#</u>	<u>Neumiller</u>
July	14604	\$ 7,200.00	14614	\$ 2,293.00
August	14681	\$ 1,875.00	14701	\$ 2,749.00
September	14826	\$ 775.00	14809	\$ 4,064.92
October	14902	\$ 600.00	14892	\$ 1,426.00
November				
December				
January				
February				
March				
April				
May				
June				

Total \$ 10,450.00 \$ 10,532.92

Legal Fee Total \$ 20,982.92