



COPPER VALLEY COMMUNITY SERVICES DISTRICT

1000 Saddle Creek Drive
Copperopolis, CA 95228
(209) 785-0100 –
coppervalleycsd.org

DIRECTORS

Ken Albertson, President
Scott Baker, Vice President
Larry Hoffman
Darlene DeBaldo
Scott Baker

COPPER VALLEY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS REGULAR MEETING AGENDA

LOCATION:1001 SADDLE CREEK DRIVE, COPPEROPOLIS

January 18, 2022

2:00 PM

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **CHANGES TO ORDER OF AGENDA**
5. **PUBLIC COMMENT** (Each speaker is limited to two (2) minutes) Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Any member of the public may address the Board relating to any matter within the Board's jurisdiction. This need not be related to any item on the agenda; however, the Board cannot act on an item unless it was noticed on the agenda
6. **CONSENT CALENDAR**

Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the Board, Staff or a member of the Public requests specific items be set aside for separate discussion.

 - a) Review of monthly financial report, approval of bills and claims for the month of December 2021.
 - b) Approval of the minutes from the Regular Board Meeting held December 21, 2021
7. **DISCUSSION AND ACTION ITEMS**

The Board of Directors intends to consider each of the following items and may act at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

 - a) Review of weed abatement procedure developed in 2021
 - b) Review and preparation of District Management Objectives and workplan for the 2022 calendar year
8. **STAFF AND DIRECTOR REPORTS**

Brief reports may be provided by District staff and/or Board members as information on matters of general interest. No action will be taken by the Board during Reports, however items discussed may be recommended for discussion and action on a future agenda.

 - a) General Managers Report
 - b) Site Managers Report
9. **ADJOURNMENT**

Agenda Materials: May be viewed on the bulletin boards outside the Copper Valley Pro Shop, on the Sports Club Bulletin Board, in the viewing box outside the CSD main office and at the CSD Website typically three days preceding each meeting date. Materials will also be available at the meeting.

Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact the CVCS D Board Clerk at (209) 272-0957. Advance notification will enable the District to make reasonable arrangements to insure accessibility.



Copper Valley Community Services District
Treasurer's Report

December 31, 2021

**Copper Valley Community Services District
Treasurer's Report
December 2021**

Statement of Cash Flows

For the 6 Month Ending December 31, 2021

	Umpqua Bank Checking	Calaveras Co Fund 2188	LAIF	YTD Total
Net Income	(552,453)	(67,382)	150	(619,685)
OPERATING ACTIVITIES				
Adjustments to reconcile Net Income to Net Cash used in Operations:				
1200 Accounts Receivable	-			-
2000 Accounts Payable	4,952			4,952
2050 Umpqua CSDA Visa	18,115			18,115
2100 Payroll Taxes Payable	2,103			2,103
2150 Accrued Payroll	21,843			21,843
2200 Sales Tax Payable	-			-
Net cash used in operating activities	(505,440)	(67,382)	150	(572,672)
Net cash decrease for period	(505,440)	(67,382)	150	(572,672)
Cash at beginning of period (7/1/2021)	1,181,867	66,916	105,439	1,354,221
Cash at end of period	676,426	(466)	105,589	781,549

**Copper Valley Community Services District
Treasurer's Report
December 2021**

Cash Flow Projection

FY 2021-22							FY 22-23	
Dec-2021	Jan-2022	Feb-2022	Mar-2022	Apr-2022	May-2022	Jun-2022	Jul-2022	Aug-2022

REGULAR CHECKING

Beginning Checking Account Balance	\$	748,864	\$	676,426	\$	1,351,682	\$	1,280,530	\$	1,209,379	\$	1,138,228	\$	1,513,195	\$	1,986,604	\$	1,915,453		
Deposits																				
Assessments	\$	-	\$	748,770	\$	-						544,560		544,560						
Other Income	\$	7,172																		
Road Improvement Loan	\$	-																		
Voided Checks	\$	-																		
Disbursements																				
Paychecks	\$	30,717	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000
Payroll Taxes	\$	10,863	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000
Checks Written																				
Other Operating & Admin Costs	\$	27,335	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000
Bonuses - IRA payments																				
Property Liability Insurance	\$	-																		
Worker's Comp Insurance	\$	-																		
Lease payments	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051
Capital Outlay	\$	-																		
Projects Costs																				
Series A (2018 project refinance)	\$	-	\$	-								40861								
Series B (Phase 2 Road Imprpv.)	\$	-	\$	-								57580								
Valley Entry System	\$	-	\$	2,363																
Jim Wilson	\$	-	\$	-																
Turf Star	\$	-	\$	-																
Willdan	\$	-																		
NBS	\$	-	\$	-																
SDFA (Road Construction Loan)	\$	-	\$	-																
Human Resource Practioners	\$	-	\$	-																
Credit Card Payments	\$	8,933	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000
ACS Debits - (Utilities, Lease Pymts,P/R processing)	\$	711	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100
Total Disbursements	\$	79,610	\$	73,514	\$	71,151	\$	71,151	\$	71,151	\$	169,592	\$	71,151	\$	71,151	\$	71,151	\$	71,151
Ending Checking Account Balance	\$	676,426	\$	1,351,682	\$	1,280,530	\$	1,209,379	\$	1,138,228	\$	1,513,195	\$	1,986,604	\$	1,915,453	\$	1,844,301		
check	\$	0																		
Check	\$	-																		

NOTE: This cash flow projection uses estimates of outlays using information available at the time of preparation

Copper Valley Community Services District

Balance Sheet
As of December 31, 2021

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Umpqua Bank Checking	676,426
1020 Cash - Fund 2188	-466
1040 Local Agency Investment Fund (LAIF)	105,589
Total Bank Accounts	\$781,549
Total Current Assets	\$781,549
Fixed Assets	
1500 Capital Assets	
1501 Equipment	397,708
1503 Roads	2,360,462
1504 Easements	10,344,000
1505 Buildings	79,000
Total 1500 Capital Assets	13,181,170
1550 Construction in Progress	39,718
1600 Accumulated Depreciation	
1601 Equipment	-265,516
1603 Roads	-782,098
1605 Buildings	-22,120
Total 1600 Accumulated Depreciation	-1,069,734
Total Fixed Assets	\$12,151,155
TOTAL ASSETS	\$12,932,704

Copper Valley Community Services District

Balance Sheet
As of December 31, 2021

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	4,952
Total Accounts Payable	\$4,952
Credit Cards	
2050 Umpqua CSDA Visa	18,115
Total Credit Cards	\$18,115
Other Current Liabilities	
2100 Payroll Taxes Payable	2,103
2150 Accrued Payroll	21,843
2200 Sales Tax Payable	0
Total Other Current Liabilities	\$23,946
Total Current Liabilities	\$47,013
Long-Term Liabilities	
2500 Lease Payable - John Deere	42,417
2600 Series 2018 Installment Sale	700,000
Total Long-Term Liabilities	\$742,417
Total Liabilities	\$789,430
Equity	
3800 Developer Capital Contributions	12,198,796
3900 Fund Balance	564,164
Net Income	-619,685
Total Equity	\$12,143,274
TOTAL LIABILITIES AND EQUITY	\$12,932,704

COPPER VALLEY COMMUNITY SERVICES DISTRICT
 FY 2021-22 MONTHLY BUDGET REPORT ANALYSIS

December 2021

			ACTUALS			BUDGET		
EXPENDITURES			Last Year July - Dec	This Year July - Dec	Variance Inc/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
SERVICES AND SUPPLIES								
ADMINISTRATION								
OE01	Audit Expense	\$	-	\$	-	\$	8,900	\$ 8,900 100%
OE02	Finance Expenses	\$	343	\$	372	\$	700	\$ 328 47%
OE02-1	Parcel Tax Implementation	\$	-	\$	-	\$	6,000	\$ 6,000 100%
OE03	Advertising	\$	1,389	\$	2,035	\$	1,900	\$ (135) -7%
OE04	Legal Expenses	\$	900	\$	6,161	\$	7,000	\$ 839 12%
OE06	Insurance (Property Loss/Liability)	\$	48	\$	-	\$	16,200	\$ 16,200 100%
OE07	Miscellaneous/Contingency	\$	343	\$	1,942	\$	5,000	\$ 3,058 61%
OE08	Professional Development (Travel/Training)	\$	4,397	\$	4,110	\$	8,100	\$ 3,990 49%
OE09	Dues, Certifications & Subscriptions	\$	3,177	\$	3,928	\$	5,400	\$ 1,472 27%
OE10	Uniform Expenses	\$	6,216	\$	5,934	\$	6,000	\$ 66 1%
OE11	Electric Power/Water/Sewer	\$	43,024	\$	57,355	\$	68,300	\$ 10,945 16%
OE12	Telephone/Internet Service	\$	3,322	\$	4,112	\$	6,900	\$ 2,788 40%
OE14	Office Supplies/Postage	\$	5,727	\$	4,119	\$	8,800	\$ 4,681 53%
OE14-1	Office Cleaning	\$	2,175	\$	-	\$	-	\$ - #DIV/0!
OE15	Office Equipment Repair/Replacement	\$	6,876	\$	7,552	\$	10,700	\$ 3,148 29%
OE15-1	Office Equipment Lease	\$	1,273	\$	1,273	\$	2,300	\$ 1,027 45%
OE26	County Fees/LAFCO	\$	4,017	\$	3,990	\$	7,400	\$ 3,410 46%
OE29	Accounting Services	\$	15,674	\$	18,846	\$	27,000	\$ 8,154 30%
OE30	Reimbursable Maint/Repair Expense	\$	-	\$	-	\$	1,000	\$ 1,000 100%
OE31	Office Lease							
OE41	HR Consultant	\$	500	\$	-	\$	2,500	\$ 2,500 100%
OE42	Quail Creek Engineering			\$	3,690			
PE03-1	Payroll Taxes - Administration	\$	6,343	\$	9,751	\$	-	\$ -
PE06-1	Employee Wages - Administration	\$	95,007	\$	116,201	\$	-	\$ -
PE03-7	Payroll Taxes - Quail Creek	\$	-	\$	43	\$	-	\$ -
PE06-7	Employee Wages - Quail Creek	\$	-	\$	563	\$	-	\$ -
	Total Administration	\$	200,751	\$	251,978	\$	200,100	\$ 78,369 39%
COMMON AREAS								
OE16	Gate Maintenance & Opener Purchase	\$	5,272	\$	5,825	\$	20,000	\$ 14,175 71%
OE16-1	Gate System Improvements (RFID,etc)	\$	11,218	\$	-	\$	2,000	\$ 2,000 100%
OE17	Streets/Sidewalks/Lighting Maint & Repair	\$	12,641	\$	6,702	\$	29,800	\$ 23,098 78%
OE17-2	Storm Drains	\$	-	\$	-	\$	-	\$ -
PE03-5	Payroll Taxes - Streets	\$	242	\$	-	\$	-	\$ (242)
PE06 -5	Employee Wages - Streets	\$	3,130	\$	-	\$	-	\$ (3,130)
OE18-1	Landscape Supplies & Repairs	\$	22,357	\$	27,669	\$	43,000	\$ 15,331 36%
OE18-2	CCWD Water							
OE18-3	Landscape Equipment Gas & Oil	\$	3,992	\$	4,606	\$	9,500	\$ 4,894 52%
OE18-4	Landscape Equipment Repair/Replacement	\$	12,644	\$	17,574	\$	29,800	\$ 12,226 41%
PE03-2	Payroll Taxes - Common Areas	\$	8,380	\$	7,128	\$	-	\$ (1,252)
PE06 -2	Employee Wages - Common Areas	\$	106,991	\$	91,061	\$	-	\$ (15,930)
	Total Common Areas	\$	186,867	\$	160,566	\$	134,100	\$ 71,723 53%

COPPER VALLEY COMMUNITY SERVICES DISTRICT
 FY 2021-22 MONTHLY BUDGET REPORT ANALYSIS
 December 2021

		ACTUALS			BUDGET		
		Last Year July - Dec	This Year July - Dec	Variance Incl/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
EXPENDITURES							
MOSQUITO ABATEMENT				\$ -			
OE22-1	Mosquito Control Products	\$ 8,644	\$ 10,468	\$ 1,823	\$ 20,000	\$ 9,532	48%
OE22-2	Mosquito Abatement Monitoring & Testing	\$ 2,141	\$ 2,338	\$ 197	\$ 4,300	\$ 1,962	46%
OE22-3	Mosquito Abatement Vehicles Gas & Oil	\$ 4,564	\$ 3,883	\$ (682)	\$ 15,000	\$ 11,117	74%
OE22-4	Mosquito Abatement Equipment Maintenance	\$ 4,423	\$ 6,080	\$ 1,657	\$ 14,000	\$ 7,920	57%
PE03-4	Payroll Taxes - Mosquito Abatement	\$ 377	\$ 359	\$ (18)			
PE06-4	Employee Wages - Mosquito Abatement	\$ 4,933	\$ 4,693	\$ (240)			
PE03-6	Payroll Taxes - Wetlands	\$ 70	\$ 16	\$ (54)			
PE06-6	Employee Wages - Wetlands	\$ 918	\$ 169	\$ (749)			
	Total Mosquito Abatement	\$ 26,071	\$ 28,005	\$ 1,934	\$ 53,300	\$ 30,532	57%
	<i>Less: Distributed Payroll to Service Areas</i>	\$ (226,392)	\$ (229,983)	\$ (3,591)			
	TOTAL SERVICES & SUPPLIES	\$ 187,298	\$ 210,566	\$ 23,268	\$ 387,500	\$ 180,624	47%
PERSONNEL COSTS				\$ -		\$ -	
PE01	Worker Compensation Insurance	\$ 13,658	\$ -	\$ (13,658)	\$ 12,800	\$ 12,800	100%
PE02	Health Insurance	\$ 31,671	\$ 31,133	\$ (538)	\$ 86,700	\$ 55,567	64%
PE03	Payroll Taxes	\$ 16,701	\$ 18,744	\$ 2,043	\$ 37,100	\$ 18,356	49%
PE04	Processing Fees	\$ 1,065	\$ 886	\$ (179)	\$ 2,200	\$ 1,314	60%
PE05	Directors Stipend	\$ 5,900	\$ 6,800	\$ 900	\$ 6,000	\$ (800)	-13%
PE06	Employee Wages	\$ 227,115	\$ 231,865	\$ 4,749	\$ 463,600	\$ 231,735	50%
	TOTAL PERSONNEL COSTS	\$ 296,110	\$ 289,428	\$ (6,682)	\$ 608,400	\$ 318,972	52%
EQUIPMENT OUTLAY							
CO04	Cart Replacement	\$ -	\$ 21,614	\$ 21,614	\$ 5,000		
CO04	Heavy Duty Truck	\$ 40,698	\$ -	\$ (40,698)	\$ -		
CO04	Trailer/Spray Rig/Tractor	\$ -	\$ 5,621	\$ 5,621	\$ 6,100	\$ 479	8%
CO10	Depreciation	\$ -	\$ -	\$ -			
	TOTAL EQUIPMENT OUTLAY	\$ 40,698	\$ 27,234	\$ (13,464)	\$ 11,100	\$ 479	4%
CAPITAL OUTLAY/STUDIES/ASSESEMENTS				\$ -			
OE53-2	Landscape Design	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE53-1	Landscape Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-4	Road Improvement (1)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-1	Road Project Assessment & Design (Willdan)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-2	Road Project Management	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-5	Road Improvements PHASE II	\$ 1,029,620	\$ 1,670	\$ (1,027,950)	\$ -	\$ (1,670)	#DIV/0!
OE51-6	CM Services (Willdan)	\$ 32,928	\$ -	\$ (32,928)	\$ -	\$ -	#DIV/0!
OE51-7	Drainage Basin Repairs	\$ 15,780	\$ -	\$ (15,780)	\$ -	\$ -	#DIV/0!
OE51-8	Road Development Standards	\$ 9,819	\$ 686	\$ (9,133)	\$ -	\$ (686)	#DIV/0!
OE54-1	Office Building Paint	\$ 10,437	\$ -	\$ (10,437)	\$ -	\$ -	#DIV/0!
OE54-2	Office Building Siding and Trim	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE54-3	Office Building Renovation	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE54-4	Security	\$ 4,325	\$ -	\$ (4,325)	\$ -	\$ -	#DIV/0!
TBD	Sidewalk Replacement	\$ -	\$ -	\$ -	\$ 19,875	\$ 19,875	100%
TBD	Mosquito Abatement Cargo Container	\$ -	\$ -	\$ -	\$ 9,800	\$ 9,800	100%

COPPER VALLEY COMMUNITY SERVICES DISTRICT
 FY 2021-22 MONTHLY BUDGET REPORT ANALYSIS
 December 2021

	ACTUALS			BUDGET		
	Last Year July - Dec	This Year July - Dec	Variance Inc/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
EXPENDITURES						
TOTAL STUDIES & ASSESSMENTS	\$ 1,102,909	\$ 2,356	\$ (1,100,553)	\$ 29,675	\$ (2,356)	-8%
DEBT SERVICE						
OE20 John Deere Financing	\$ 8,014	\$ -	\$ (8,014)	\$ -	\$ -	#DIV/0!
OE21 John Deere Financing	\$ 6,308	\$ 6,308		\$ 12,616		
OE20-01 Interest Expense	\$ -					
OE20-3 Series 2018 Installment Sale	\$ -	\$ -				
OE20-4 Phase 1 Road Improvements	\$ 41,061	\$ 41,066		\$ 81,722	\$ 40,656	50%
OE20-5 Phase 2 Road Improvements	\$ 57,842	\$ 57,850		\$ 115,160	\$ 57,310	50%
TOTAL DEBT SERVICE	\$ 113,226	\$ 105,224	\$ (8,002)	\$ 209,498	\$ 97,966	47%
TOTAL EXPENSES	\$ 1,740,241	\$ 634,808	\$ (1,105,433)	\$ 1,246,173	\$ 595,686	48%

PAYMENTS AND ASSESSMENTS RECEIVED

<u>Assessment Income</u>						
Pymt No. 3: (5%) Aug 2020 (FY19)	\$ -	\$ -	\$ -	\$ 68,070	\$ 68,070	
Pymt No. 1: (55%) Feb 2021 (FY20)	\$ -	\$ -	\$ -	\$ 748,770	\$ 748,770	
Pymt No. 2: (40%) May 2021 (FY20)	\$ -	\$ -	\$ -	\$ 544,560	\$ 544,560	
Total Assessment Income	\$ -	\$ -	\$ -	\$ 1,361,400	\$ 1,361,400	
<u>Reimbursement Income</u>						
Total Reimbursement Income			\$ -	\$ -	\$ -	
<u>Other Income</u>						
IN03 Weed Abatement	\$ 2,975	\$ 5,700				
IN05 Investment Interest	\$ 721	\$ 212		\$ 1,300		
IN30 Exp Reimbursement Income	\$ 3,501	\$ -		\$ 1,000		
IN41 Gate Opener Income	\$ 485	\$ 1,025		\$ 1,200		
IN59 Rebates	\$ -	\$ 186		\$ 2,000		
IN70 Quail Creek Deposits	\$ -	\$ 8,000		\$ -		
Total Other Income	\$ 7,682	\$ 15,123	\$ 7,441	\$ 4,300	\$ (10,823)	
TOTAL PAYMENTS & ASSESSMENTS	\$ 7,682	\$ 15,123	\$ 7,441	\$ 1,371,200	\$ 1,350,577	
Net Income	\$ (1,732,559)	\$ (619,685)	\$ 1,112,874	\$ 125,027	\$ 744,712	
<u>Other Financing Sources & Uses</u>						
Budget Balance		\$ -		\$ -		
		\$ (619,685)		\$ -		

Copper Valley Community Services District
1000 Umpqua Bank Checking, Period Ending 12/31/2021

RECONCILIATION REPORT

Reconciled on: 01/13/2022

Reconciled by: Ever Ventura

Any changes made to transactions after this date aren't included in this report.

Summary

	USD
Statement beginning balance.....	752,610.11
Checks and payments cleared (34).....	-74,935.68
Deposits and other credits cleared (2).....	7,171.92
Statement ending balance.....	<u>684,846.35</u>
Uncleared transactions as of 12/31/2021.....	-8,420.68
Register balance as of 12/31/2021.....	676,425.67
Cleared transactions after 12/31/2021.....	0.00
Uncleared transactions after 12/31/2021.....	-16,908.13
Register balance as of 01/13/2022.....	659,517.54

Details

Checks and payments cleared (34)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/01/2021	Check	dm	John Deere Financial	-1,051.30
12/03/2021	Check	DD	Gregory Hebard	-200.00
12/03/2021	Check	DD	KYLE W CEARLEY	-1,467.85
12/03/2021	Check	dm	ExpertPay	-116.50
12/03/2021	Check	DD	NICOLE D MC CUTCHEN	-100.00
12/03/2021	Check	DD	NICOLE D MC CUTCHEN	-1,736.79
12/03/2021	Check	DD	Ralph M. McGeorge	-2,197.95
12/03/2021	Check	DD	Gregory Hebard	-2,453.83
12/03/2021	Check	dm	Intuit Full Service Payroll	-139.00
12/03/2021	Check	DD	CHRIS JACOBS	-1,391.74
12/03/2021	Check	DD	PETER J KAMPA	-2,255.62
12/08/2021	Check		IRS	-3,893.81
12/08/2021	Check		CA EDD	-765.56
12/08/2021	Check	dm	PG&E - 7193	-339.33
12/20/2021	Check	DD	Gregory Hebard	-200.00
12/20/2021	Check	DD	KYLE W CEARLEY	-1,467.84
12/20/2021	Check	DD	CHRIS JACOBS	-1,391.74
12/20/2021	Check	DD	PETER J KAMPA	-2,255.64
12/20/2021	Check	DD	NICOLE D MC CUTCHEN	-1,816.38
12/20/2021	Check	DD	NICOLE D MC CUTCHEN	-100.00
12/20/2021	Check	DD	Ralph M. McGeorge	-2,197.88
12/20/2021	Check	DD	Gregory Hebard	-2,453.73
12/20/2021	Check	dm	ExpertPay	-116.50
12/20/2021	Check	DD	DYLAN R RIVERA	-950.47
12/21/2021	Bill Payment	2863	SDRMA-Health Ins.	-2,447.28
12/21/2021	Bill Payment	2861	GL GRITZ ENGINEERING	-900.00
12/21/2021	Bill Payment	2864	The Golf Club at Copper Valley	-14,322.31
12/21/2021	Check	2857	ROGER K GOLDEN	-1,276.10
12/21/2021	Check	2856	SCOTT R BAKER	-1,093.80
12/21/2021	Bill Payment	2866	Warmerdam CPA Group	-4,500.00
12/24/2021	Check		CA EDD	-923.41
12/24/2021	Check		IRS	-5,280.52
12/26/2021	Check	dm	Umpqua Bank Commerical CC	-8,932.80
12/29/2021	Check	3602		-4,200.00
Total				-74,935.68

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/06/2021	Deposit			7,105.00
12/14/2021	Deposit			66.92
Total				7,171.92

Additional Information

Uncleared checks and payments as of 12/31/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/01/2018	Check	2374	BRADLEY D NICKELL	-257.97
03/16/2021	Bill Payment	2750	Postmaster	-3.45
04/13/2021	Bill Payment	2765	DEPARTMENT OF HOUSING...	-242.00
04/20/2021	Bill Payment	2764	DEPARTMENT OF HOUSING...	-243.00
04/20/2021	Journal	2757		-3,000.00
12/21/2021	Bill Payment	2865	USBank Equipment Finance	-186.43
12/21/2021	Bill Payment	2860	Aaronson, Dickerson etal	-75.00
12/21/2021	Check	2858	LAWRENCE D HOFFMAN	-1,223.59
12/21/2021	Check	2859	DARLENE M LONG-DE BALDO	-1,226.59
12/21/2021	Bill Payment	2862	Gold Electric, Inc.	-703.23
12/21/2021	Check	2855	KENNETH R ALBERTSON	-1,259.42
Total				-8,420.68

Uncleared checks and payments after 12/31/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/05/2022	Check	DD	KYLE W CEARLEY	-1,983.40
01/05/2022	Check	DD	Gregory Hebard	-2,476.03
01/05/2022	Check	DD	Gregory Hebard	-200.00
01/05/2022	Check	DD	CHRIS JACOBS	-1,795.10
01/05/2022	Check	DD	PETER J KAMPA	-2,265.55
01/05/2022	Check	DD	NICOLE D MC CUTCHEN	-2,562.68
01/05/2022	Check	DD	NICOLE D MC CUTCHEN	-100.00
01/05/2022	Check	DD	Ralph M. McGeorge	-2,287.58
01/05/2022	Check	DD	NICHOLAS B PATRICK	-1,551.52
01/05/2022	Check	DD	DYLAN R RIVERA	-1,551.52
01/19/2022	Check		CA EDD	-134.75
Total				-16,908.13

Copper Valley Community Services District

Transaction Report

December 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Umpqua Bank Checking					
Beginning Balance					
12/01/2021	Check	dm	John Deere Financial	Tractor Payment	-1,051
12/03/2021	Check	DD	Gregory Hebard	Pay Period: 11/16/2021-11/30/2021	-2,454
12/03/2021	Check	DD	CHRIS JACOBS	Pay Period: 11/16/2021-11/30/2021	-1,392
12/03/2021	Check	DD	PETER J KAMPA	Pay Period: 11/16/2021-11/30/2021	-2,256
12/03/2021	Check	DD	NICOLE D MC CUTCHEN	Direct Deposit 2	-100
12/03/2021	Check	DD	Ralph M. McGeorge	Pay Period: 11/16/2021-11/30/2021	-2,198
12/03/2021	Check	dm	Intuit Full Service Payroll	Payroll Processing Fee	-139
12/03/2021	Check	dm	ExpertPay		-117
12/03/2021	Check	DD	Gregory Hebard	Direct Deposit 2	-200
12/03/2021	Check	DD	KYLE W CEARLEY	Pay Period: 11/16/2021-11/30/2021	-1,468
12/03/2021	Check	DD	NICOLE D MC CUTCHEN	Pay Period: 11/16/2021-11/30/2021	-1,737
12/06/2021	Deposit				7,105
12/08/2021	Check		IRS	Tax Payment for Period: 12/01/2021-12/03/2021	-3,894
12/08/2021	Check		CA EDD	Tax Payment for Period: 12/01/2021-12/03/2021	-766
12/08/2021	Check	dm	PG&E - 7193		-339
12/14/2021	Deposit				67
12/20/2021	Check	DD	CHRIS JACOBS	Pay Period: 12/01/2021-12/15/2021	-1,392
12/20/2021	Check	DD	Gregory Hebard	Pay Period: 12/01/2021-12/15/2021	-2,454
12/20/2021	Check	DD	NICOLE D MC CUTCHEN	Pay Period: 12/01/2021-12/15/2021	-1,816
12/20/2021	Check	DD	Ralph M. McGeorge	Pay Period: 12/01/2021-12/15/2021	-2,198
12/20/2021	Check	DD	DYLAN R RIVERA	Pay Period: 12/01/2021-12/15/2021	-950
12/20/2021	Check	dm	ExpertPay		-117
12/20/2021	Check	DD	Gregory Hebard	Direct Deposit 2	-200
12/20/2021	Check	DD	NICOLE D MC CUTCHEN	Direct Deposit 2	-100
12/20/2021	Check	DD	PETER J KAMPA	Pay Period: 12/01/2021-12/15/2021	-2,256
12/20/2021	Check	DD	KYLE W CEARLEY	Pay Period: 12/01/2021-12/15/2021	-1,468
12/21/2021	Check	2857	ROGER K GOLDEN	Pay Period: 11/14/2021-12/13/2021	-1,276
12/21/2021	Check	2855	KENNETH R ALBERTSON	Pay Period: 11/14/2021-12/13/2021	-1,259
12/21/2021	Check	2859	DARLENE M LONG-DE BALDO	Pay Period: 11/14/2021-12/13/2021	-1,227
12/21/2021	Check	2858	LAWRENCE D HOFFMAN	Pay Period: 11/14/2021-12/13/2021	-1,224
12/21/2021	Check	2856	SCOTT R BAKER	Pay Period: 11/14/2021-12/13/2021	-1,094
12/21/2021	Bill Payment (Check)	2866	Warmerdam CPA Group	Invoice #'s 18591 & 18535	-4,500
12/21/2021	Bill Payment (Check)	2865	USBank Equipment Finance	Invoice #457168623	-186
12/21/2021	Bill Payment (Check)	2860	Aaronson, Dickerson etal	Invoice #422530	-75
12/21/2021	Bill Payment (Check)	2861	GL GRITZ ENGINEERING	Invoice #2021-016-3	-900
12/21/2021	Bill Payment (Check)	2862	Gold Electric, Inc.	Invoice #32306	-703
12/21/2021	Bill Payment (Check)	2863	SDRMA-Health Ins.	January 2022 coverage	-2,447
12/21/2021	Bill Payment (Check)	2864	The Golf Club at Copper Valley	Water bills 9/16/21 - 11/15/21	-14,322
12/24/2021	Check		CA EDD	Tax Payment for Period: 12/18/2021-12/21/2021	-923
12/24/2021	Check		IRS	Tax Payment for Period: 12/18/2021-12/21/2021	-5,281
12/26/2021	Check	dm	Umpqua Bank Commerical CC	Umpqua CSDA Visa payment	-8,933
12/29/2021	Check	3602			-4,200
Total for Umpqua Bank Checking					\$ -72,438
TOTAL					\$ -72,438

Copper Valley Comm Srvs District

Credit Card - Transaction Detail by Account

December 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
2050 Umpqua CSDA Visa					
12/01/2021	Expense		Indeed for Employers		14.85
12/02/2021	Expense		Verizon Wireless	Verizon telephone	180.88
12/02/2021	Expense		Hunt & Sons, Inc.		930.39
12/02/2021	Expense		LogMein, Inc.		5.00
12/03/2021	Expense		Calaveras Lumber		223.95
12/05/2021	Expense		California Waste Recovery Systems		80.68
12/05/2021	Expense		Lowe's		9.68
12/05/2021	Expense		Calaveras Lumber		103.35
12/05/2021	Expense		Staples		41.99
12/06/2021	Expense		Union 76		154.15
12/08/2021	Expense		London Fog, Inc.		886.93
12/08/2021	Expense		Elk Grove Power Sport		415.93
12/08/2021	Expense		Sonora Lumber Company		662.59
12/09/2021	Expense		Snap- on Tools		209.14
12/09/2021	Expense		Ewing		2,611.91
12/09/2021	Expense		Ernie's		73.89
12/09/2021	Expense		Dick's Sporting Goods		212.39
12/10/2021	Expense		Microsoft Office	Microsoft 360 Subscription	12.50
12/10/2021	Expense		Conlin Supply - Modesto		159.54
12/10/2021	Expense		Intuit - QBO Online		56.00
12/12/2021	Expense		Hughson Farm Supply		263.77
12/12/2021	Expense		Valley Tool Manufacturing Co.		1,576.30
12/12/2021	Expense		Home Depot		351.38
12/12/2021	Expense		Calaveras Lumber		273.40
12/12/2021	Expense		O'Reilly Auto Parts		57.04
12/12/2021	Expense		Copperopolis Cruisers 25		153.50
12/13/2021	Expense		Copper Auto & Marine		19.47
12/13/2021	Expense		Aramark Uniform Service		395.75
12/15/2021	Expense		Belkorp Ag, LLC		1,533.04
12/15/2021	Expense		Calaveras Telephone Co.	Calaveras utilities	382.86
12/19/2021	Expense		Hughson Farm Supply		956.71
12/21/2021	Expense		C & C Mini Mart		100.00
12/21/2021	Expense		Sonora Farm Store		138.90
12/21/2021	Expense		Amazon		21.47
12/22/2021	Expense		USPS		23.20
12/23/2021	Expense		Ewing		2,136.32
12/23/2021	Expense		Belkorp Ag, LLC		172.02
12/23/2021	Expense		Stockton Honda Yamaha		38.78
12/23/2021	Expense		Amazon		17.92
12/23/2021	Expense		Stockton Honda Yamaha		991.62
12/24/2021	Expense		Chevron		30.68
12/26/2021	Expense		Hughson Farm Supply		468.77
12/28/2021	Expense		USPS		11.00
12/29/2021	Expense		Lowe's		82.77
12/29/2021	Expense		Shell		148.60
12/30/2021	Expense		Tractor Supply Co.		66.48
12/31/2021	Expense		Calaveras Lumber		657.70
Total for 2050 Umpqua CSDA Visa					\$18,115.19

TE TOTAL EXPENSES

1SS SERVICES & SUPPLIES

AE Administrative Expenses

OE02 Finance Expenses

Copper Valley Comm Srvs District

Credit Card - Transaction Detail by Account

December 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
12/10/2021	Expense		Intuit - QBO Online	Monthly QuickBooks Online Fee	56.00
Total for OE02 Finance Expenses					\$56.00
OE03 Advertising					
12/01/2021	Expense		Indeed for Employers		14.85
Total for OE03 Advertising					\$14.85
OE07 Miscellaneous/Contingency					
12/09/2021	Expense		Dick's Sporting Goods		212.39
12/21/2021	Expense		Sonora Farm Store		138.90
Total for OE07 Miscellaneous/Contingency					\$351.29
OE10 Uniform Expense					
12/13/2021	Expense		Aramark Uniform Service		395.75
Total for OE10 Uniform Expense					\$395.75
OE12 Telephone					
12/02/2021	Expense		Verizon Wireless		180.88
12/05/2021	Expense		California Waste Recovery Systems		80.68
12/15/2021	Expense		Calaveras Telephone Co.		382.86
Total for OE12 Telephone					\$644.42
OE14 Office Supplies/Postage					
12/02/2021	Expense		LogMein, Inc.		5.00
12/05/2021	Expense		Staples		41.99
12/10/2021	Expense		Microsoft Office		12.50
12/22/2021	Expense		USPS		23.20
12/28/2021	Expense		USPS		11.00
Total for OE14 Office Supplies/Postage					\$93.69
Total for AE Administrative Expenses					\$1,556.00
OE Operational Expenses					
OE18 Common Areas					
OE16 Gate Maint/Repair/Staff/Openers					
12/03/2021	Expense		Calaveras Lumber		223.95
12/05/2021	Expense		Calaveras Lumber		103.35
12/05/2021	Expense		Lowe's		9.68
Total for OE16 Gate Maint/Repair/Staff/Openers					\$336.98
OE17 Streets/Sidewalks/Lighting Maint & Repair					
12/12/2021	Expense		Home Depot		351.38
Total for OE17 Streets/Sidewalks/Lighting Maint & Repair					\$351.38
OE18-1 Landscape Supplies					
12/10/2021	Expense		Conlin Supply - Modesto		159.54
12/12/2021	Expense		Calaveras Lumber		273.40
12/23/2021	Expense		Ewing		2,136.32
Total for OE18-1 Landscape Supplies					\$2,569.26
OE18-3 Landscape Equipment Gas & Oil					
12/02/2021	Expense		Hunt & Sons, Inc.		930.39
Total for OE18-3 Landscape Equipment Gas & Oil					\$930.39
OE18-4 Landscape Equip Repair/Replace					
12/09/2021	Expense		Ewing		2,611.91
12/12/2021	Expense		O'Reilly Auto Parts		57.04
12/12/2021	Expense		Valley Tool Manufacturing Co.		1,576.30
12/12/2021	Expense		Hughson Farm Supply		263.77
12/13/2021	Expense		Copper Auto & Marine		19.47
12/15/2021	Expense		Belkorp Ag, LLC		1,533.04
12/19/2021	Expense		Hughson Farm Supply		956.71

Copper Valley Comm Srvs District

Credit Card - Transaction Detail by Account

December 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
12/31/2021	Expense		Calaveras Lumber		657.70
Total for OE18-4 Landscape Equip Repair/Replace					\$7,675.94
Total for OE18 Common Areas					\$11,863.95
OE22 Mosquito Abatement Expense					
OE22-1 Mosquito Control Products					
12/08/2021	Expense		Sonora Lumber Company		662.59
12/26/2021	Expense		Hughson Farm Supply		468.77
Total for OE22-1 Mosquito Control Products					\$1,131.36
OE22-3 Mosquito Abate Vehicles Gas/Oil					
12/06/2021	Expense		Union 76		154.15
12/09/2021	Expense		Ernie's		73.89
12/21/2021	Expense		C & C Mini Mart		100.00
12/24/2021	Expense		Chevron		30.68
12/29/2021	Expense		Shell		148.60
Total for OE22-3 Mosquito Abate Vehicles Gas/Oil					\$507.32
OE22-4 Mosquito Abatement Equip Maint					
12/08/2021	Expense		London Fog, Inc.		886.93
12/08/2021	Expense		Elk Grove Power Sport		415.93
12/09/2021	Expense		Snap- on Tools		209.14
12/12/2021	Expense		Copperopolis Cruisers 25		153.50
12/21/2021	Expense		Amazon		21.47
12/23/2021	Expense		Stockton Honda Yamaha		38.78
12/23/2021	Expense		Belkorp Ag, LLC		172.02
12/23/2021	Expense		Stockton Honda Yamaha		991.62
12/23/2021	Expense		Amazon		17.92
12/29/2021	Expense		Lowe's		82.77
12/30/2021	Expense		Tractor Supply Co.		66.48
Total for OE22-4 Mosquito Abatement Equip Maint					\$3,056.56
Total for OE22 Mosquito Abatement Expense					\$4,695.24
Total for OE Operational Expenses					\$16,559.19
Total for 1SS SERVICES & SUPPLIES					\$18,115.19
Total for TE TOTAL EXPENSES					\$18,115.19

Copper Valley CSD
Quail Creek Summary

9/20/2021	CV Saddle Creek deposit	\$ 5,000.00
9/30/2021	Pete September Payroll Wages (6 hrs)	(202.92)
9/30/2021	Pete September Payroll Taxes	(15.54)
9/30/2021	Nicole September Wages (4 hrs)	(150.80)
9/30/2021	Nicole September Taxes	(11.54)
9/30/2021	Greg September Wages (1hr)	(44.88)
9/30/2021	Greg September Taxes	(3.44)
9/30/2021	Ralph September Wages (1 hr)	(32.06)
9/30/2021	Ralph September Taxes	(2.46)
10/12/2021	GL Gritz Engineering	(1,890.00)
10/31/2021	Nicole October Wages (2 hrs)	(75.40)
10/31/2021	Nicole October Taxes	(5.78)
10/31/2021	Nicole October Wages (1 hrs)	(37.70)
10/31/2021	Nicole October Taxes	(2.89)
11/10/2021	GL Gritz Engineering	(900.00)
11/30/2021	Nicole November Wages (.5 hrs)	(18.85)
11/30/2021	Nicole November Taxes	(1.45)
12/3/2021	CV Development deposit	3,000.00
12/15/2021	GL Gritz Engineering	(900.00)
		<hr/>
		\$ 3,704.29



COPPER VALLEY COMMUNITY SERVICES DISTRICT

1000 Saddle Creek Drive
Copperopolis, CA 95228
(209) 785-0100 –
coppervalleycsd.org

DIRECTORS

Larry Hoffman, President
Ken Albertson, Vice President
Roger Golden
Darlene DeBaldo
Scott Baker

COPPER VALLEY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS REGULAR MEETING AGENDA

LOCATION: 1001 SADDLE CREEK DRIVE, COPPEROPOLIS

December 21, 2021

2:00 PM

1. **CALL TO ORDER** the meeting was called to order at 2:01 PM
2. **ROLL CALL** all Board members present
3. **PLEDGE OF ALLEGIANCE**
4. **CHANGES TO ORDER OF AGENDA** - None
5. **PUBLIC COMMENT** (Each speaker is limited to two (2) minutes) Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Any member of the public may address the Board relating to any matter within the Board's jurisdiction. This need not be related to any item on the agenda; however, the Board cannot act on an item unless it was noticed on the agenda
6. **CONSENT CALENDAR**

Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the Board, Staff or a member of the Public requests specific items be set aside for separate discussion.

 - a) Review of monthly financial report, approval of bills and claims for the month of November 2021.
 - b) Approval of the minutes from the Regular Board Meeting held November 16, 2021
Motion to approve by Director DeBaldo, second by Vice President Albertson and the motion passed unanimously.
7. **DISCUSSION AND ACTION ITEMS**

The Board of Directors intends to consider each of the following items and may act at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

 - a) Status update report on the engineering review, progress and inspections for the Quail Creek development project (District Engineer Galen Gritz) **General Manager Kampa provided a verbal report that the project soils analysis is complete by Condor Earth and the pavement design accepted by the District Engineer. The contractor is working on curbs and gutters but is delayed by rain.**
 - b) Adoption of a resolution approving a revised and updated salary schedule for Landscape Maintenance Classifications
Motion to approve by Vice President Albertson, seconded by Director Golden and the resolution was approved unanimously
 - c) Consideration of appointment of a director to the position of Board Vice President
Director Hoffman nominated Vice President Albertson to serve as President for 2022, seconded by Director Baker, approved unanimously
Director DeBaldo nominated Director Baker for Vice President, seconded by Vice President Albertson, approved unanimously
The Board, management and public expressed appreciation to President Hoffman for his leadership in 2021
 - d) Adoption of a resolution approving an addendum to the Interim Operating Agreement with CV Partners dated February 14, 2020
Motion by Director Golden to adopt the resolution approving an addendum to the Interim Operating Agreement with CV Partners dated February 14, 2020, seconded by Director Baker and approved unanimously

- e) Presentation of the Measure A Special Tax – Fiscal Year 2021/22 Annual Report
General Manager Kampa presented the special tax annual report which is required annually and filed with the District.

8. STAFF AND DIRECTOR REPORTS

Brief reports may be provided by District staff and/or Board members as information on matters of general interest. No action will be taken by the Board during Reports, however items discussed may be recommended for discussion and action on a future agenda.

- a) General Managers Report
- b) Site Managers Report

9. ADJOURNMENT the meeting adjourned at 2:35 PM

Agenda Materials: May be viewed on the bulletin boards outside the Copper Valley Pro Shop, on the Sports Club Bulletin Board, in the viewing box outside the CSD main office and at the CSD Website typically three days preceding each meeting date. Materials will also be available at the meeting.

Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact the CVCS D Board Clerk at (209) 272-0957. Advance notification will enable the District to make reasonable arrangements to insure accessibility.

The following weed abatement procedure was reviewed at two Board meetings in 2021 and is in place to guide the timing and set responsibilities for this year. No action is required.

COPPER VALLEY COMMUNITY SERVICES DISTRICT
Standard Operating Procedure Manual

PROCEDURE TITLE: Annual Weed Abatement Process

IMPLEMENTED: June 10, 2021

REVISED:

This procedure provides the staff process for consistent and efficient execution of annual weed abatement operations for both vacant lots and Wildlife Habitat Easements. The mowing operation schedule prescribed herein are “Completed By” timeframes based on normal conditions and is subject to change based on weather conditions, staffing, weed growth and fire conditions. The goal is to complete mowing operations in a single mowing, by estimating the end of weed growing season and factoring in the time required to complete the work prior to high fire danger.

Responsibilities:

TASK	SCHEDULE
Site Manager	
Field Verification of Vacant Lots From Prior Year List and Provide to Office Manager	January 30
Mowing Equipment Service and Preparation	February 28
Establish Annual Mowing Schedule	March 30
Communicate Mowing Schedule Internally	March 30
Fire Prevention During Mowing Operations	Continuous
Mowing Operations (Completion of)	May 31
Status Update Reports Via Email to General Manager	Weekly
Status Updates to Board	Monthly
Customer Response and Coordination (Field)	As Needed
Office Manager	
Update Vacant Lot List From Data Provided by Site Manager, Prepare Mowing Notification and Customer Agreement Letter and Mail to Updated Vacant Lot List	February 28
Generate and Distribute Public Notification of Mowing Schedule Via Web and Email Distribution	One Week Post Receipt
Customer Response and Coordination (Related to Office, Accounting, Customer Service)	As Needed
Process Customer Agreements and Payments, Copy to Site Manager	On Receipt
Generate Any Necessary Invoices and Monitor Payments	June 30

GENERAL MANAGER
ANNUAL PERFORMANCE OBJECTIVES
For Evaluation Year 2021

The following Management Objectives were developed by the Board and implemented effective January 1, 2021. A brief status for each objective is provided and at this meeting we hope to review the status of last year's objectives and establish the objectives for the upcoming 18 months.

The upcoming annual GM performance evaluation will take into consideration accomplishment of these objectives.

January 2021

Expectation, Goal or Objective Ongoing Management Objectives January 1, 2021 – December 31, 2021	Rating (Met/Did not meet)	Comments
1. Advises the Board on issues, programs and financial status		Ongoing
2. Develops for Board consideration: short/long range plans; capital improvement plans and funding (including grant funding options)		Completed pavement management, weed abatement, infrastructure reserve
3. Manages District Investment funds		Ongoing
4. Directs the development of specific proposals for action regarding current and future District needs		Developed encroachment permit and weed abatement procedures
5. Oversees preparation of the annual District budget for Board review and approval		Ongoing, prepared annual budget preparation policy
6. Seeks advance input from Board members in development of meeting agendas. Delivers meeting materials to Board Members at least three (3) days in advance of Board meetings		Ongoing
7. Meets regularly with Board President regarding District matters and receives input regarding community issues		Met in person sporadically and by phone as needed
8. Updates, improves and maintains District website based on Board direction		Ongoing
9. Oversees and evaluates CSD staff, updates job descriptions and defines individual responsibilities		Ongoing, modified salary schedules in response to recruitment issues
10. Works with CV Partners, LLC on the development of new roads and landscaping to ensure compliance with CSD standards & requirements		Hired new District Engineer, engaged in review and inspection of project, preparing encroachment permit, prepared related agreements
11. Works closely with and develops relationships with CV Partners, LLC, County, CCWD, & District Engineer		Ongoing
12. Establishes and maintains equipment & infrastructure fiscal reserve accounts		Reserve programs established, complete reserve report in 2022
13. Oversees maintenance of: storm drains; District ponds; and mosquito abatement		Ongoing
14. Works with District engineering firm to develop and implement an ongoing pavement maintenance and condition assessment program		Program developed, first updated pavement index report due 2022/23
15. Provides orientations to new Board Members		ongoing, only change involved an experienced board member
Expectation, Goal or Objective Short Term (First 6 Months, i.e., Jan. 1, 2021 - June 30, 2021)	Rating (Met/Did not meet)	Comments

1. Complete the pavement maintenance and condition assessment program		Completed
2. Complete implementation of RFID main gate access system		Completed
3. Establish a hyperlink between the Resolution Index & referenced Resolution; add a "Resolution" page to the website		in progress
4. Complete the development improvement standards in conjunction with CV Partners, LLC		Completed
5. Establish a project priority list at the beginning of the fiscal year for Board approval		modified budget to include longer term CIP and replacements, including priorities for 21/22
Expectation, Goal or Objective Long Term (12 - 18 MONTHS, i.e., 1/1/2021 – 6/30/2022)	Rating (Met/Did not meet)	Comments
1. Finalize the Memorandum of Understanding (MOU) with CV Partners, LLC		Extended without completion, expect completion by December 2022
2. Complete the infrastructure reserve assessment/study for: storm drain system, street lighting and electrical conduits, irrigation systems, and entrance building gatehouse; and establish fiscal reserve		Assessment completed and accepted by board Reserve report prepared by 6/30/2022
3. Develop cost effective plan for drought tolerant landscaping and invasive plant control, in lieu of a CV Partners, LLC landscape design		No activity, need further Board direction

Expectation, Goal or Objective Additional Expectations Not In Original Ongoing, And Sort Term Goals Or Objectives	Rating (Met/Did not meet)	Comments
1. To Be Determined During 2021		Hire replacement District Engineer Updated budget format to include rolling CIP

The following draft 2020/21 independent audit report and management report is provided one month in advance of presentation by our auditor, Larry Bain. Larry will attend the Board's February meeting to address any concerns or questions.

**COPPER VALLEY
COMMUNITY SERVICES DISTRICT**

**FINANCIAL STATEMENTS
Modified Cash Basis**

FISCAL YEAR ENDED JUNE 30, 2021

COPPER VALLEY COMMUNITY SERVICES DISTRICT

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LARRY BAIN, CPA

An Accounting Corporation

2148 Frascati Drive, El Dorado Hills, CA 95762 / 916.601-8894
lpbain@sbcglobal.net

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Copper Valley Community Services District
Copperopolis, California

Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities and fund information of Copper Valley Community Services District as of and for the fiscal year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1; this includes determining that the modified cash basis of accounting is an acceptable basis for preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our Responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit includes performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal controls relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion the basic financial statements referred to above present fairly, in all material respects, the respective financial position-modified cash basis of the governmental activities and fund information of the Copper Valley Community Services District as of June 30, 2021, and the respective changes in financial position-modified cash basis, thereof for the fiscal year then ended in accordance with the basis of accounting described in Note 1.

Basis of Accounting

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to the matter.

Other Matters

Required Supplementary Information

The Copper Valley Community Services District has not presented the Management Discussion and Analysis that accounting principles generally accepted in the United States has determined is necessary to supplement, although not required to be part of, the basic financial statements.

Accounting principles generally accepted in the United States of America require that the supplementary information other than MD&A, as listed in the table of contents as the budgetary comparison for the General fund on page 18 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board (GASB), who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Larry Bain, CPA,
An Accounting Corporation
January 5, 2022

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Statement of Net Position
Modified Cash Basis
June 30, 2021**

	<u>Governmental Activities</u>
Assets	
Current Assets	
Cash and investments	\$ 1,141,849
Restricted cash	212,373
Total current assets	<u>1,354,222</u>
Capital Assets:	
Easements	10,344,000
Construction in progress	-
Equipment	522,776
Buildings	136,427
Infrastructure-Roads	4,377,023
Less: accumulated depreciation	<u>(1,411,348)</u>
Total capital assets-net	<u>13,968,878</u>
Total assets	<u>15,323,100</u>
 Liabilities	
Current Liabilities	
Current portion of long-term debt	<u>159,982</u>
Long Term Liabilities	
Long-term portion of installment debt	1,706,129
Long-term portion of capital lease	19,049
Total long-term liabilities	<u>1,725,178</u>
Total liabilities	<u>1,885,160</u>
 Net Position	
Net investment in capital assets	12,083,718
Restricted debt proceeds	212,373
Unrestricted	1,141,849
Total net position	\$ <u><u>13,437,940</u></u>

The notes to the modified cash basis financial statements are an integral part of this statement

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Statement of Activities
Modified Cash Basis
For the Fiscal Year Ended June 30, 2021**

	<u>Program Revenues</u>			
	<u>Expenses</u>	<u>Charges for Services</u>	<u>Capital grants and contributions</u>	<u>Total</u>
Governmental Activities:				
Community service	\$ 1,099,778	\$ 1,321,350	\$ -	\$ 221,572
Interest expense	54,139			(54,139)
Total Governmental activities	<u>\$ 1,153,917</u>	<u>\$ 1,321,350</u>	<u>\$ -</u>	<u>\$ 167,433</u>
General Revenues:				
Investment income				1,208
Gain on sale of assets				14,500
Other				12,308
Total general revenues				<u>28,016</u>
Change in net position				195,449
Net position - beginning				<u>13,242,491</u>
Net position - ending				<u>\$ 13,437,940</u>

The notes to the modified cash basis financial statements are an integral part of this statement

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Balance Sheet
Governmental Funds
Modified Cash Basis
June 30, 2021**

	General Fund	Totals Governmental Funds
	<u> </u>	<u> </u>
Assets		
Cash and investments	\$ 1,141,849	\$ 1,141,849
Restricted cash	212,373	1,382,648
Total assets	<u>\$ 1,354,222</u>	<u>\$ 2,524,497</u>
Fund Balance		
Restricted debt proceeds	\$ 212,373	\$ 212,373
Unassigned	1,141,849	1,141,849
Total fund balance	<u>\$ 1,354,222</u>	<u>\$ 1,354,222</u>

The notes to the modified cash basis financial statements are an integral part of this statement

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Reconciliation of the Governmental Funds Balance Sheet,
To The Statement of Net Position
Modified Cash Basis
June 30, 2021**

Fund balances of governmental funds	\$ 1,354,222
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets, net of accumulated depreciation, are not current financial resources and are not included in the governmental funds.	13,968,878
Long term debt is not due and payable in the current period and therefore is not reported in the funds	<u>(1,885,160)</u>
Net position of governmental activities	<u>\$ 13,437,940</u>

The notes to the modified cash basis financial statements are an integral part of this statement

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
Modified Cash Basis
For the Fiscal Year Ended June 30, 2021**

	General Fund	Total Governmental Funds
	<u> </u>	<u> </u>
Revenues		
Use of money and property	\$ 1,208	\$ 1,208
Special assessment	1,321,350	1,321,350
Other	<u> 12,308</u>	<u> 12,308</u>
Total revenues	<u>1,334,866</u>	<u>1,334,866</u>
Expenditures		
Current:		
Community services	921,266	921,266
Debt		
Principal	168,709	168,709
Interest	54,139	54,139
Capital expense	<u>1,177,306</u>	<u>1,177,306</u>
Total expenditures	<u>2,321,420</u>	<u>2,321,420</u>
Excess (deficit) of revenues over expenditures before other financing sources	<u>(986,554)</u>	<u>(986,554)</u>
Other financing sources-sale of assets	<u> 14,500</u>	<u> 14,500</u>
Net change in fund balances	<u>(972,054)</u>	<u>(972,054)</u>
Fund balance, beginning of fiscal year	<u>2,326,276</u>	<u>2,326,276</u>
Fund balance, end of fiscal year	<u><u>\$ 1,354,222</u></u>	<u><u>\$ 1,354,222</u></u>

The notes to the modified cash basis financial statements are an integral part of this statement

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Reconciliation of the Governmental Funds Statement of Revenues,
Expenditures and Changes in Fund Balances to the Statement of Activities
Modified Cash Basis
June 30, 2021**

Net change in fund balances - total governmental funds \$ (972,054)

Governmental funds report capital outlays as expenditures. However, in the statement of activities the costs of those assets is allocated over their estimated useful lives as depreciation expense or are allocated to the appropriate functional expense when the cost is below the capitalization threshold. This activity is reconciled as follows:

Capital outlay	1,177,306
Depreciation expense	(178,512)

Repayment of long-term debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.

	<u>168,709</u>
Change in net position of governmental activities	<u>\$ 195,449</u>

The notes to the modified cash basis financial statements are an integral part of this statement

COPPER VALLEY COMMUNITY SERVICES DISTRICT

Notes to the Modified Cash Basis Financial Statements June 30, 2021

Note 1: Summary of Significant Accounting Policies

The Saddle Creek Community Services District was formed on August 18, 1995, by resolution of the Board of Supervisors of Calaveras County and approved by the Local Agency Formation Commission. During the 2019-20 fiscal year the name of the District was changed to Copper Valley Community Services District. The purpose of the District is to maintain Copper Valley Community Services District owned facilities and easements including sidewalks, storm drains, landscaping, lighting, parks, security, weed and mosquito abatement, road improvement and maintenance, reserves, and administration. The District is a separate legal entity of the County of Calaveras and operates pursuant to Government Code Section 61600.

The District receives assessments levied upon property located within the District by the County of Calaveras. The District's Board of Directors determines the assessments and the assessments are collected by the tax collector of the County.

The accounting policies of the District are prepared on the modified cash basis of accounting. This basis of accounting is other than generally accepted accounting principles as applicable to governments. The following is a summary of the more significant accounting policies:

A. Reporting Entity

The District has defined its reporting entity in accordance with accounting principles generally accepted in the United States of America, which provide guidance for determining which governmental activities, organizations, and functions should be included in the reporting entity. In evaluating how to define the District for financial reporting purposes, management has considered all potential component units. The primary criterion for including a potential component unit within the reporting entity is the governing body's financial accountability. A primary governmental entity is financially accountable if it appoints a voting majority of a component unit's governing body and it is able to impose its will on the component unit, or if there is a potential for the component unit to provide specific financial benefits to, or impose specific financial burdens on, the primary government. A primary government may also be financially accountable if a component unit is fiscally dependent on the primary governmental entity regardless of whether the component unit has a separately elected governing board, a governing board appointed by a higher level of government, or a jointly appointed board.

Based on the aforementioned oversight criteria, there are no component units in accordance with Governmental Accounting Standards Board Statement No. 61.

B. Basis of Accounting

The accompanying financial statements have been prepared on the modified cash basis of accounting. This is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board and the American Institute of Certified Public Accountants. The following are some of the ways that the modified cash basis of accounting differs from accounting principles generally accepted in the United States of America.

Government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned or, for property tax revenues, in the period for which levied. Expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

COPPER VALLEY COMMUNITY SERVICES DISTRICT

Notes to the Modified Cash Basis Financial Statements June 30, 2021

Note 1: Summary of Significant Accounting Policies (continued)

B. Basis of Accounting (continued)

Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when both measurable and available. Measurable means the amount of the transaction can be determined and available means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Resources not available to finance expenditures and commitments of the current period are recognized as deferred revenue or as a reservation of fund balance. Property taxes are considered available if they are collected within sixty-days after year-end.

Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt, as well as compensated absences and claims and judgments are recorded only when payment is due. General capital acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and capital leases are reported as other financial sources.

The Copper Valley Community Services District recognizes revenues when they are received by the District. The modified cash basis of accounting recognizes all expenditures when they are paid. Accrued assets and liabilities are presented if they are material to the financial statements.

Consequently, the District has not recognized receivables or accounts payable to vendors and their related effects on earnings in the accompanying financial statements. The District does recognize capital assets and long-term debt in the government-wide financial statements in accordance with GASB 34.

C. Non-Current Governmental Assets/Liabilities

GASB Statement 34 eliminates the presentation of account groups, but provides for these records to be maintained and incorporates the information into the Governmental Activities column in the government-wide statement of net position.

D. Basis of Presentation

The accounts of the District are organized and operated on the basis of funds. A fund is an independent fiscal and accounting entity with a self-balancing set of accounts established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations. The District's resources are accounted for in these individual funds based on the purposes for which they are to be spent and the means by which spending activity is controlled. For financial reporting, these funds have been grouped into the fund type discussed below.

Governmental Fund Type

Governmental funds are used to account for the District's expendable financial resources and related liabilities (except those accounted for in proprietary and similar trust funds). The measurement focus is based upon determination of changes in financial position. The following are the District's governmental funds:

General Fund - This fund accounts for all the financial resources not required to be accounted for in another fund. This fund consists primarily of general government type activities.

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Notes to the Modified Cash Basis Financial Statements
June 30, 2021**

Note 1: Summary of Significant Accounting Policies (Continued)

E. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates

F. Restricted Assets

Restricted assets are financial resources generated for a specific purpose such as construction of improvements and financing of debt obligations. These amounts are restricted, as their use is limited by applicable bond covenants or other external requirements.

G. Fund Equity

Restrictions of fund balances of governmental funds are established to either (1) satisfy legal covenants that require a portion of fund balance to be segregated or (2) identify the portion of the fund balance that is not appropriate for future expenditures.

H. Property Assessments

The Board of Directors sets fees for the operation of the District, which are collected by the County of Calaveras and remitted to the District. The 2020/21 fiscal year assessments as approved by Measure A are as follows:

Improved lots	\$1,876.94 per residential lot
Large undeveloped properties	\$793.51 per acre or portion thereof
Sports club property	\$705.35 per acre or portion thereof
Golf course property	\$70,382.40 per parcel

I. Capital Assets

Capital assets, recorded at historical cost or estimated historical cost if actual historical cost is not available, are reported in governmental activities column of the government-wide financial statements. Contributed fixed assets are valued at their estimated fair market value. Capital assets include easements, buildings, roads and equipment. Capital assets are defined by the District as assets with an initial, individual cost of more than \$5,000.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Depreciation is recorded in the government-wide financial statements using mid- year convention, on the straight-line basis over the useful life of the assets as follows:

<u>Assets</u>	<u>Useful Life</u>
Buildings	50 years
Building improvements	20 years
Other improvements	35 years
Equipment and machinery	5 to 20 years
Infrastructure	50 years

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Notes to the Modified Cash Basis Financial Statements
June 30, 2021**

Note 2: Cash and Investments

Cash at June 30, 2021 consisted of the following:

General checking	\$	1,181,867
LAIF		105,439
Cash with county		66,916
Total	\$	<u>1,354,222</u>

A. Investments Authorized by the California Government Code and the Entity's Investment Policy

The table below identifies the **investment types** that are authorized for the Copper Valley Community Services District by the California Government Code (or the District's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the District's investment policy, where more restrictive) that address **interest rate risk**, **credit risk** and **concentration of credit risk**. This table does not address investments of debt proceeds held by bond trustees that are governed by the provisions of debt agreements of the District, rather than the general provisions of the California Government Code or the District investment policy.

<u>Authorized Investment Type</u>	<u>Maximum Maturity</u>	<u>Percentage of Portfolio</u>	<u>Investment in One Issuer</u>
Investment pools authorized under CA			
Statutes governed by Government Code	N/A	None	\$40 million
U.S. Treasury Obligations	5 years	None	None
Bank Savings Accounts	N/A	25%	None
Federal Agencies	5 years	75%	None
Commercial Paper	180 days	20%	None
Negotiable Certificates of Deposit	180 days	20%	None
Re-Purchase Agreements	180 days	20%	None
Corporate Debt	5 years	25%	None

B. Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of and investment. Generally, the longer the maturity of an investment the greater the sensitivity of its fair value to changes in market interest rates. Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuations is provided by the following table that shows the distribution of the District's investment maturity:

<u>Investment type</u>	<u>Totals</u>	<u>Remaining Maturity (in Months)</u>	
		<u>12 Months or Less</u>	<u>13-48 Months</u>
Calaveras County*	\$ 66,916	\$ 66,916	\$ -
Local Agency Investment Fund*	105,439	105,439	
Totals	\$ 172,355	\$ 172,355	\$ -

* Not subject to categorization

Investments made by the District are summarized below. The investments that are represented by specific identifiable investment securities are classified as to three levels of custodial credit risk within the following categories:

Category 1 - insured or registered, with securities held by District or its agent in the District's name.

COPPER VALLEY COMMUNITY SERVICES DISTRICT

Notes to the Modified Cash Basis Financial Statements June 30, 2021

Note 2: Cash and Investments (continued)

C. Concentrations of Credit Risk

The investment policy of the District contains limitations on the amount that can be invested in any one issuer. There are no investments to one issuer exceeding those limits.

D. Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposit or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment of collateral securities that are in the possession of another party. The California Government Code and the District's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits; The California Government Code requires that a financial institution secured deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the government unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure the District's deposits by pledging first deed mortgage notes having a value of 150% of the secured public deposits.

At June 30, 2021, the District's deposits balance, including certificates of deposit, was \$1,185,613 and the carrying amount was \$1,181,869. The difference between the bank balance and the carrying amount was due to normal outstanding checks and deposits in transit. Of the bank balance, \$250,000 was covered by the Federal Depository Insurance and \$935,613 was covered by collateral held in the pledging bank's trust department in the District's name.

E. Investments in Government Pools

LAIF is included in the State's Pooled Money Investment Account. The total amount invested by all public agencies in the State's Pooled Money Investment Account approximates \$193.32 billion. Of the \$193.32 billion managed by the State Treasurer, 100% is invested in non-derivative financial products and 2.31% is invested in structured notes and asset-backed securities. The Local Investment Advisory Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by state statute.

The District maintains a cash account with the Calaveras County Treasurer in an investment pool. The District's funds are managed in accordance with the investment policy of the County Treasury. On a quarterly basis the Treasurer allocates interest to participants based upon their average daily balances. Required disclosure information regarding the categorization of investments and investment risk can be found in the County's financial statements. The Calaveras County's financial statements may be obtained by contacting the County of Calaveras Auditor-Controller's office at 891 Mountain Ranch Road, San Andreas, CA 95249.

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Notes to the Modified Cash Basis Financial Statements
June 30, 2021**

Note 3: Property Plant and Equipment

Activity for the assets capitalized by the District is summarized below:

	Balance July 1, 2020	Additions	Deletions	Balance June 30, 2021
Governmental Activities				
Capital assets, not being depreciated				
Construction in progress	\$ 117,717	\$ -	\$ (117,717)	\$ -
Easements	10,344,000			10,344,000
Capital assets, being depreciated				
Equipment	498,377	55,198	(30,799)	522,776
Buildings	90,605	45,822		136,427
Roads	3,183,020	1,194,003		4,377,023
Total capital assets, being depreciated	3,772,002	1,295,023	(30,799)	5,036,226
Less accumulated depreciation for:				
Equipment	(360,680)	(46,306)	30,799	(376,187)
Buildings	(26,441)	(2,740)		(29,181)
Roads	(876,515)	(129,465)		(1,005,980)
Total accumulated depreciation	(1,263,636)	(178,511)	30,799	(1,411,348)
Total capital assets, being depreciated, net	2,508,366	1,116,512		3,624,878
Total governmental activities, capital assets, net	\$ 12,970,083	\$ 1,116,512	\$ (117,717)	\$ 13,968,878

Note 4: Long-Term Liabilities

A summary of the changes in the District's long-term liabilities reported in the government-wide financial statements for the year ended June 30, 2021:

Governmental Activities	July 1, 2020	Additions	Retirements	June 30, 2021	one year
Installment Loan A	\$ 592,352	\$ -	\$ (68,083)	\$ 524,269	\$ 69,707
Installment Loan B	1,407,648		(76,975)	1,330,673	79,106
Capital lease	53,868		(23,650)	30,218	11,169
Total	\$ 2,053,868	\$ -	\$ (168,708)	\$ 1,885,160	\$ 159,982

Capital Leases

On May 1, 2016, the District Board of Directors authorized the financing and purchase of a utility tractor. The cost of the equipment was \$72,340 and the underwriting fee was \$425. The District 60 monthly payments of \$1,335.71 include the vehicle cost and finance charges with the interest rate set at 4.25%. This lease was paid off during the current fiscal year.

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Notes to the Modified Cash Basis Financial Statements
June 30, 2021**

Note 4: Long-Term Liabilities (Continued)

On February 1, 2019, the District Board of Directors authorized the financing and purchase of a compact utility tractor. The cost of the equipment was \$54,970. The District 60 monthly payments of \$1,051.30 include the vehicle cost and finance charges with the interest rate set at 5.75%. The following is the remaining amortization schedule at June 30, 2021 of principal and interest payments:

Capital Lease

Fiscal Year Ending			
June 30,	Principal	Interest	Total
2022	\$ 11,169	\$ 1,446	\$ 12,616
2023	11,829	787	12,616
2024	7,220	139	7,359
Totals	<u>\$ 30,218</u>	<u>\$ 2,372</u>	<u>\$ 32,590</u>

Installment Loan A

On May 4th 2020 the District entered into an installment sale agreement with municipal finance corporation whereas the District borrowed \$592,352 at an interest rate of 2.37% for the purpose of refinancing the 2018 installment debt that was used to fund construction projects within the District boundaries. The installment sale agreement was subsequently assigned to First Foundation Bank. The accrued interest of \$5,780 and cost of issuance of \$8,500 were rolled into the new installment debt. The loan is secured by a pledge of voter-approved special taxes. The repayment term is 16 semi-annual payments of \$40,861 starting on November 4, 2020 with the final payment on May 4, 2028 as follows:

Installment Loan A

Fiscal Year Ending			
June 30,	Principal	Interest	Total
2022	\$ 69,707	\$ 12,015	\$ 81,722
2023	71,369	10,353	81,722
2024	73,070	8,652	81,722
2025	74,813	6,909	81,722
2026	76,596	5,126	81,722
2027-2028	158,714	4,728	163,442
Totals	<u>\$ 524,269</u>	<u>\$ 47,783</u>	<u>\$ 572,052</u>

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Notes to the Modified Cash Basis Financial Statements
June 30, 2021**

Note 4: Long-Term Liabilities (Continued)

Installment Loan B

On May 4th 2020 the District entered into an installment sale agreement with municipal finance corporation whereas the District borrowed \$1,407,648 at an interest rate of 2.75% for the purpose of funding construction projects within the District boundaries. The installment sale agreement was subsequently assigned to First Foundation Bank. The cost of issuance of \$25,000 was rolled into the installment debt. The loan is secured by a pledge of voter-approved special taxes. The repayment term is 30 semi-annual payments of \$57,580 starting on November 4, 2020 with the final payment on May 4, 2035 as follows:

Fiscal Year Ending June 30,	Principal	Interest	Total
2022	\$ 79,106	\$ 36,054	\$ 115,160
2023	81,297	33,863	115,160
2024	83,548	31,612	115,160
2025	85,862	29,298	115,160
2026	88,239	26,921	115,160
2027-2031	479,226	96,574	575,800
2032-2035	433,395	27,245	460,640
Totals	<u>\$ 1,330,673</u>	<u>\$ 281,567</u>	<u>\$ 1,612,240</u>

Note 5: Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District purchases commercial insurance to cover the risk of loss. The general liability and the director and officers' liability coverage are limited to \$1,000,000 each. The District pays an annual premium to Special Districts Risk Management Authority for its general liability and workers compensation insurance. The District also has a \$100,000 dishonesty bond to provide protection from potential losses due to embezzlement by employees.

Note 6: Gann Limit

Proceeds-all sources 2020/21	\$ 1,334,866
GANN limit for 2020/21	<u>1,482,036</u>
Amount (under)/over limit	<u>\$ (147,170)</u>

Note 7: Revenue Limitations Imposed by California Proposition 218

Proposition 218, which was approved by the voters in November 1996, regulates the District's ability to impose, increase, and extend taxes and assessments. Any new increase or extended taxes and assessments subject to the provisions of Proposition 218, requires voter approval before they can be implemented. Additionally, Proposition 218 provides that these taxes and assessments are subject to voter initiative and may be rescinded in the future years by the voters.

COPPER VALLEY COMMUNITY SERVICES DISTRICT

Notes to the Modified Cash Basis Financial Statements June 30, 2021

Note 8: Commitments and Contingencies

Grants

Grants are subject to audit to determine compliance with their requirements. District officials believe that if any refunds are required, they would not have a significant effect on the financial condition or liquidity of the District. The District is unaware of any pending litigation or other contingencies which would have a material effect on the financial condition or liquidity of the District.

Line of Credit

The District has open lines of credit with various vendors for purchase of supplies and a credit card issued by Bank of the West with a credit limit of \$40,000.

COVID 19

In December 2019, a novel strain of coronavirus has spread around the world resulting in business and social disruption. The coronavirus was declared a Public Health Emergency of International Concern by the World Health Organization on January 30, 2020. The operations and business results of Copper Valley Community Services District could potentially be adversely affected by this global pandemic. The extent to which the coronavirus may impact business activity or investment results will depend on future developments, which are highly uncertain and cannot be predicted, including new information which may emerge concerning the severity of the coronavirus and the actions required to contain the coronavirus. The District has not included any contingencies in the financial statements specific to this issue.

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Required Supplementary Information
Budgetary Comparison Schedule-General Fund
Modified Cash Basis
For The Fiscal Year Ended June 30, 2021**

	<u>Budgeted Amounts</u>			Variance
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	Favorable (Unfavorable)
Revenues				
Special assessments	\$ 1,334,703	\$ 1,334,703	\$ 1,321,350	\$ (13,353)
Use of money and property	2,600	2,600	1,208	(1,392)
Other	<u>9,000</u>	<u>9,000</u>	<u>12,308</u>	<u>3,308</u>
Total revenues	<u>1,346,303</u>	<u>1,346,303</u>	<u>1,334,866</u>	<u>(11,437)</u>
Expenditures				
Salaries and benefits	561,745	561,745	576,036	(14,291)
Services and supplies	413,835	413,835	345,230	68,605
Principal Expense	168,709	168,709	168,709	-
Interest expense	55,481	55,481	54,139	1,342
Capital expense	<u>1,387,000</u>	<u>1,387,000</u>	<u>1,177,306</u>	<u>209,694</u>
Total expenditures	<u>2,586,770</u>	<u>2,586,770</u>	<u>2,321,420</u>	<u>265,350</u>
Excess (deficit) of revenues over expenditures before other financing sources	<u>(1,240,467)</u>	<u>(1,240,467)</u>	<u>(986,554)</u>	<u>253,913</u>
Other financing sources-sale of assets			<u>14,500</u>	<u>14,500</u>
Net change in fund balances	<u><u>\$(1,240,467)</u></u>	<u><u>\$(1,240,467)</u></u>	<u><u>(972,054)</u></u>	<u><u>\$ 268,413</u></u>
Fund balance, beginning of fiscal year			<u>2,326,276</u>	
Fund balance, end of fiscal year			<u><u>\$ 1,354,222</u></u>	

The note to the required supplementary information is an integral part of this schedule

COPPER VALLEY COMMUNITY SERVICES DISTRICT

**Note to the Required Supplementary Information
June 30, 2021**

Note 1: Budgets and Budgetary Accounting

As required by State law, the District is required to prepare and legally adopt a final operating budget. Public hearings are required to be conducted on the proposed and final budget to review all appropriations and the sources of financing.

The budget for the general fund is required to be adopted on the modified cash basis of accounting. The budget for the general fund is the only legally adopted budgets.

At the object level, actual expenditures cannot exceed budgeted appropriations. Management can transfer budgeted amounts between expenditure accounts within an object without the approval of the Board of Directors. Significant amendments and appropriation transfers between objects or funds must be approved by the Board of Directors. Appropriations lapse at year end.

Copper Valley Community Services District

Management Report

Fiscal Year Ended June 30, 2021

LARRY BAIN, CPA

AN ACCOUNTING CORPORATION

2148 Frascati Drive, El Dorado Hills, CA 95762 / 916.601-8894
lpbain@sbcglobal.net

COMMUNICATION OF SIGNIFICANT DEFICIENCY

To: Board of Directors
Copper Valley Community Services District

We have audited the financial statements of Copper Valley Community Services District as of and for the fiscal year ended June 30, 2021, and have issued our reports thereon dated January 5, 2022. We conducted our audits in accordance with auditing standards generally accepted in the United States of America.

In planning and performing our audit, we considered Copper Valley Community Services District's (District) internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control over financial reporting. Accordingly we do not express an opinion on the effectiveness of the District's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency or a combination of deficiencies in internal control, such that there is a reasonable possibility that material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses and, therefore, there can be no assurance that all such deficiencies have been identified. We did not identify any significant deficiencies that we consider to be material weaknesses.

A significant deficiency is a deficiency, or combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider finding 2021-001 in the following schedule of findings to be a significant deficiency in the District's internal control.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal controls over financial reporting and the result of that testing, and not to provide an opinion on the effectiveness of the District's internal control. This report is an integral part of an audit performed in accordance with auditing standards generally accepted in the United States of America in considering the District's internal control over financial reporting, accordingly this report is not suitable for any other purpose.

This report is intended solely for the information and use of the board of directors and management of Copper Valley Community Services District.

Larry Bain, CPA,
An Accounting Corporation
January 5, 2022

**COPPER VALLEY COMMUNITY SERVICES DISTRICT
FINDINGS AND RECOMMENDATIONS**

June 30, 2021

Significant Deficiency Not Deemed a Material Weakness

FS 2021-001: We noted the District has a lack of segregation of duties, as one person is capable of handling all aspects of processing transactions from beginning to end. A lack of segregation of duties increases the risk of potential errors or irregularities occurring without being detected; however, due to a limited number of personnel an adequate segregation of duties is not possible without incurring additional costs. We have also noted this comment in previous audits.

Management Response: We segregate duties to the greatest extent possible with the small staff size.

LARRY BAIN, CPA

AN ACCOUNTING CORPORATION

2148 Frascati Drive, El Dorado Hills, CA 95762 / 916.601-8894
lpbain@sbcglobal.net

January 5, 2022
To the Board of Directors
Copper Valley Community Services District

We have audited the financial statements of the governmental-type activities of Copper Valley Community Services District for the fiscal year ended June 30, 2021, and have issued our reports thereon dated January 5, 2022. Professional standards require that we provide you with the following information related to our audit.

Our responsibility under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated September 4, 2020, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Planned Scope and Timing of the Audit

We started the audit later than previously communicated and report issuance was also delayed as a result of COVID 19 and other scheduling issues.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. In accordance with the terms of our engagement letter, we will advise management about the appropriateness of accounting policies and their application. The significant accounting policies used by Copper Valley Community Services District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ended June 30, 2021. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the financial statements was (were):

Management's estimate of the useful lives of assets for calculating depreciation expense is based on GFOA recommended useful lives. We evaluated the key factors and assumptions used to develop the useful life estimates in determining that it is reasonable in relation to the financial statements taken as a whole.

Management's estimate for budgeted revenues and expenditures is based on past experience along with known conditions expected during the budget year. We evaluated key factors and assumptions used to develop the budget to determine that it is reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. These financial statements reflect all known audit entries discovered during the audit. We also proposed and recorded entries to convert from the fund financial statement presentation to the government-wide presentation. We passed on recording \$10,710 accrued vacation which was not material to the government-wide financial statements.

Disagreements with Management

For purpose of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significance to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 5, 2022.

Management Consultation with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

We discussed with management that there is \$212,373 of unexpended debt proceeds from the installment sale taken out for the Phase II projects. Management and the Board will need to determine what projects to apply these funds to.

This information is intended solely for the use of the Board of Directors and management of Copper Valley Community Services District and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Larry Bain, CPA,
An Accounting Corporation