



COPPER VALLEY COMMUNITY SERVICES DISTRICT
Physical-1000 Saddle Creek Drive
Copperopolis, CA 95228
Mailing-PO Box 5158, Sonora CA 95370
(209) 785-0100 – coppervalleycsd.org

DIRECTORS
Darlene DeBaldo, President
Roger Golden, Vice President
Kenneth Albertson
Rebecca Coleman
Bob Vezina

BOARD OF DIRECTORS REGULAR MEETING AGENDA
JUNE 20, 2023, 2:00 PM
LOCATION: COPPER VALLY SPORTS CENTER

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 May 2023.
 - b) Approval of the minutes from the Regular Board Meeting held May 18, 2023.
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) Conduct Public Hearing Regarding the Adoption of the FY 2023-2024 Final Budget
 - i. Adoption of a Resolution Approving the FY 2023-2024 Final Budget including Employee Salary Schedule, General Manager Salary Adjustment and Appropriations Limit
 - b) Update on Community Security (DeBaldo)
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 District 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

May 31, 2023

**Copper Valley Community Services District
Treasurer's Report
May 2023**

Statement of Cash Flows

For the 11 Months Ending May 2023

	Umpqua Bank Checking	Calaveras Co Fund 2188	LAIF	CA Class Savings	YTD Total
Net Income	144,128	(68,239)	1,834	12,975	90,698
OPERATING ACTIVITIES					
Adjustments to reconcile Net Income to Net Cash used in Operations:					
1200 Accounts Receivable	261				261
2000 Accounts Payable	19,501				19,501
2050 Umpqua CSDA Visa	16,252				16,252
2100 Payroll Taxes Payable	1,638				1,638
2150 Accrued Payroll	20,649				20,649
2200 Sales Tax Payable	-				
Net cash used in operating activities	202,429	(68,239)	1,834	12,975	148,999
Bank Transfers In/Out	(950,000)			950,000	
Net cash decrease for period	(747,571)	(68,239)	1,834	962,975	148,999
Cash at beginning of period (7/1/2022)	1,407,971	68,239	105,733	-	1,581,943
Cash at end of period	660,403	-	107,567	962,975	1,730,945

**Copper Valley Community Services District
Treasurer's Report
May 2023**

Cash Flow Projection

FY 22-23		FY 23-24							
May-2023	Jun-2023	Jul-2023	Aug-2023	Sep-2023	Oct-2023	Nov-2023	Dec-2023	Jan-2024	

REGULAR CHECKING

Beginning Checking Account Balance	\$	184,407	\$	660,403	\$	589,252	\$	518,100	\$	517,907	\$	446,756	\$	276,676	\$	205,525	\$	134,374	\$	-	
Deposits																					
Assessments	\$	560,806	\$	-	\$	-	\$	70,958	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Other Income	\$	3,546																			
Road Improvement Loan	\$	-																			
Transfers	\$	-																			
Disbursements																					
Paychecks	\$	30,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	
Payroll Taxes	\$	11,475	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	
Checks Written																					
Other Operating & Admin Costs	\$	39,174	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	
Bonuses - IRA payments	\$	-	\$	-																	
Property Liability Insurance	\$	-																			
Transfers	\$	-																			
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)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	41,071	\$	-	\$	-	\$	-	\$	-	
Series B (Phase 2 Road Imprpv.)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	57,857	\$	-	\$	-	\$	-	\$	-	
Credit Card Payments	\$	5,785	\$	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)	\$	871	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	
Total Disbursements	\$	88,356	\$	71,151	\$	71,151	\$	71,151	\$	71,151	\$	170,079	\$	71,151	\$	71,151	\$	71,151	\$	71,151	
Ending Checking Account Balance	\$	660,403	\$	589,252	\$	518,100	\$	517,907	\$	446,756	\$	276,676	\$	205,525	\$	134,374	\$	63,222	\$	-	
check	\$	-																			
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 May 31, 2023

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Umpqua Bank Checking	660,403
1040 Local Agency Investment Fund (LAIF)	107,567
1090 CA Class Savings	962,975
Total Bank Accounts	\$1,730,944
Total Current Assets	\$1,730,944
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
Other Assets	
Receivable Other	139
Total Other Assets	\$139
TOTAL ASSETS	\$13,882,239
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	19,501
Total Accounts Payable	\$19,501
Credit Cards	
2050 Umpqua CSDA Visa	16,252
Total Credit Cards	\$16,252
Other Current Liabilities	
2100 Payroll Taxes Payable	1,638
2150 Accrued Payroll	20,649
2200 Sales Tax Payable	0

Copper Valley Community Services District

Balance Sheet

As of May 31, 2023

	TOTAL
Total Other Current Liabilities	\$22,288
Total Current Liabilities	\$58,041
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	\$800,458
Equity	
3800 Developer Capital Contributions	12,198,796
3900 Fund Balance	792,287
Net Income	90,698
Total Equity	\$13,081,781
TOTAL LIABILITIES AND EQUITY	\$13,882,239

COPPER VALLEY COMMUNITY SERVICES DISTRICT
 FY 2022-23 MONTHLY BUDGET REPORT ANALYSIS
 May 2023

	ACTUALS			BUDGET		
	Last Year July - May	This Year July - May	Variance Incl/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
EXPENDITURES						
SERVICES AND SUPPLIES						
ADMINISTRATION						
OE01	Audit Expense	\$ 8,750	\$ 8,800	\$ 50	\$ 9,200	\$ 400 4%
OE02	Finance Expenses	\$ 596	\$ 581	\$ (15)	\$ 800	\$ 219 27%
OE02-1	Parcel Tax Implementation	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000 100%
OE03	Advertising	\$ 2,035	\$ 437	\$ (1,598)	\$ 2,800	\$ 2,364 84%
OE04	Legal Expenses	\$ 6,836	\$ 5,034	\$ (1,802)	\$ 8,900	\$ 3,866 43%
OE06	Insurance (Property Loss/Liability)	\$ 45	\$ 9	\$ (36)	\$ 17,000	\$ 16,991 100%
OE07	Miscellaneous/Contingency	\$ 1,989	\$ 1,215	\$ (774)	\$ 8,000	\$ 6,785 85%
OE08	Professional Development (Travel/Training)	\$ 5,217	\$ 7,837	\$ 2,619	\$ 6,900	\$ (937) -14%
OE09	Dues, Certifications & Subscriptions	\$ 4,524	\$ 6,290	\$ 1,765	\$ 6,300	\$ 10 0%
OE10	Uniform Expenses	\$ 8,143	\$ 8,492	\$ 349	\$ 9,600	\$ 1,108 12%
OE11	Electric Power/Water/Sewer	\$ 81,993	\$ 76,701	\$ (5,293)	\$ 97,800	\$ 21,099 22%
OE12	Telephone/Internet Service	\$ 7,091	\$ 6,901	\$ (191)	\$ 8,100	\$ 1,199 15%
OE14	Office Supplies/Postage	\$ 5,878	\$ 7,853	\$ 1,975	\$ 7,400	\$ (453) -6%
OE15	Office Equipment Repair/Replacement	\$ 7,942	\$ 2,527	\$ (5,415)	\$ 11,100	\$ 8,573 77%
OE15-1	Office Equipment Lease	\$ 2,205	\$ 2,213	\$ 8	\$ 2,600	\$ 387 15%
OE26	County Fees/LAFCO	\$ 5,084	\$ 5,216	\$ 132	\$ 7,200	\$ 1,984 28%
OE27	Bank Charges	\$ 210	\$ 819			
OE29	Accounting Services	\$ 29,430	\$ 20,900		\$ 31,700	\$ 10,800 34%
OE30	Reimbursable Maint/Repair Expense	\$ -	\$ -	\$ -	\$ -	\$ - #DIV/0!
OE31	Office Lease	\$ -	\$ 1,624			
OE41	HR Consultant	\$ 1,950	\$ 1,950	\$ -	\$ 2,600	\$ 650 25%
OE42	Quail Creek Engineering	\$ 3,690	\$ 3,550			
PE03-1	Payroll Taxes - Administration	\$ 17,466	\$ 18,459	\$ 993	\$ -	
PE06-1	Employee Wages - Administration	\$ 213,687	\$ 229,552	\$ 15,866	\$ -	
PE03-7	Payroll Taxes - Quail Creek	\$ 43	\$ 14		\$ -	
PE06-7	Employee Wages - Quail Creek	\$ 563	\$ 177		\$ -	
	Total Administration	\$ 415,369	\$ 417,150	\$ 1,781	\$ 244,000	\$ 81,045 33%
	COMMON AREAS			\$ -	\$ -	
OE16	Gate Maintenance & Opener Purchase	\$ 14,721	\$ 19,229	\$ 4,508	\$ 13,700	\$ (5,529) -40%
OE16-1	Gate System Improvements (RFID,etc)	\$ -	\$ -	\$ -	\$ -	\$ - #DIV/0!
OE17	Streets/Sidewalks/Lighting Maint & Repair	\$ 13,050	\$ 12,620	\$ (430)	\$ 12,800	\$ 180 1%
OE17-2	Storm Drains	\$ -	\$ -			
PE03-5	Payroll Taxes - Streets	\$ -	\$ -			
PE06 -5	Employee Wages - Streets	\$ -	\$ -			
OE18-1	Landscape Supplies & Repairs	\$ 36,593	\$ 32,226	\$ (4,366)	\$ 41,800	\$ 9,574 23%
OE18-2	CCWD Water	\$ 883	\$ -		\$ 1,200	
OE18-3	Landscape Equipment Gas & Oil	\$ 4,932	\$ 7,464	\$ 2,531	\$ 6,900	\$ (564) -8%
OE18-4	Landscape Equipment Repair/Replacement	\$ 31,263	\$ 38,422	\$ 7,159	\$ 42,400	\$ 3,978 9%
PE03-2	Payroll Taxes - Common Areas	\$ 14,656	\$ 17,218	\$ 2,561		
PE06 -2	Employee Wages - Common Areas	\$ 184,302	\$ 218,355	\$ 34,053	\$ -	
	Total Common Areas	\$ 300,401	\$ 345,534	\$ 45,133	\$ 118,800	\$ 7,639 6%
	MOSQUITO ABATEMENT			\$ -		

COPPER VALLEY COMMUNITY SERVICES DISTRICT
FY 2022-23 MONTHLY BUDGET REPORT ANALYSIS
 May 2023

		ACTUALS			BUDGET		
		Last Year July - May	This Year July - May	Variance Inc/(Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
EXPENDITURES							
OE22-1	Mosquito Control Products	\$ 19,955	\$ 19,523	\$ (432)	\$ 20,000	\$ 477	2%
OE22-2	Mosquito Abatement Monitoring & Testing	\$ 4,307	\$ 3,653	\$ (654)	\$ 5,100	\$ 1,447	28%
OE22-3	Mosquito Abatement Vehicles Gas & Oil	\$ 11,706	\$ 13,026	\$ 1,321	\$ 15,000	\$ 1,974	13%
OE22-4	Mosquito Abatement Equipment Maintenance	\$ 15,081	\$ 12,281	\$ (2,800)	\$ 16,000	\$ 3,719	23%
PE03-4	Payroll Taxes - Mosquito Abatement	\$ 542	\$ 1,119	\$ 577			
PE06-4	Employee Wages - Mosquito Abatement	\$ 7,081	\$ 14,629	\$ 7,548			
PE03-6	Payroll Taxes - Wetlands	\$ 16	\$ 205	\$ 189			
PE06-6	Employee Wages - Wetlands	\$ 169	\$ 2,674	\$ 2,505			
	Total Mosquito Abatement	\$ 58,857	\$ 67,111	\$ 8,253	\$ 56,100	\$ 7,616	14%
	<i>Less: Distributed Payroll to Service Areas</i>	\$ (438,524)	\$ (502,401)	\$ (63,877)			
	TOTAL SERVICES & SUPPLIES	\$ 336,103	\$ 327,393	\$ (8,709)	\$ 418,900	\$ 96,299	23%
PERSONNEL COSTS				\$ -		\$ -	
PE01	Worker Compensation Insurance	\$ 11,350	\$ 12,730	\$ 1,381	\$ 11,400	\$ (1,330)	-12%
PE02	Health Insurance	\$ 58,400	\$ 84,658	\$ 26,258	\$ 89,600	\$ 4,942	6%
PE03	Payroll Taxes	\$ 34,170	\$ 38,391	\$ 4,221	\$ 39,800	\$ 1,409	4%
PE04	Processing Fees	\$ 1,629	\$ 1,529	\$ (100)	\$ 1,900	\$ 371	20%
PE05	Directors Stipend	\$ 6,800	\$ 5,400	\$ (1,400)	\$ 6,000	\$ 600	10%
PE06	Employee Wages	\$ 424,980	\$ 483,197	\$ 58,217	\$ 497,800	\$ 14,603	3%
	TOTAL PERSONNEL COSTS	\$ 537,329	\$ 625,906	\$ 88,576	\$ 646,500	\$ 20,594	3%
EQUIPMENT OUTLAY							
CO04	Trailer/Spray Rig/Tractor	\$ 6,538					
CO04	Concrete Grinder	\$ -	\$ 7,989	\$ 7,989	\$ 7,200	\$ (789)	-11%
CO04	Turfco Torrent Blower	\$ -	\$ 11,537	\$ 11,537	\$ 12,000	\$ 463	4%
CO04	Cart Replace - Honda Pioneer	\$ -	\$ 19,614	\$ 19,614	\$ 23,000	\$ 3,386	15%
CO10	Cart Replace - Honda Pioneer W/ Cab	\$ 21,614	\$ 25,587	\$ 3,974	\$ 30,000	\$ 4,413	15%
	TOTAL EQUIPMENT OUTLAY	\$ 28,152	\$ 64,727	\$ 36,575	\$ 72,200	\$ 7,799	11%
CAPITAL OUTLAY/STUDIES/ASSESEMENTS				\$ -			
OE53-2	Landscape Design	\$ -	\$ 37,745	\$ 37,745	\$ 16,000	\$ (21,745)	-136%
OE53-1	Landscape Improvements	\$ -	\$ 1,869	\$ 1,869	\$ -	\$ (1,869)	#DIV/0!
OE51-4	Road Improvement (1)	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	100%
OE51-1	Road Project Assessment & Design (Willdan)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-2	Road Project Management	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-5	Road Improvements PHASE II	\$ 1,670	\$ -	\$ (1,670)	\$ -	\$ -	#DIV/0!
OE51-6	CM Services (Willdan)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-7	Drainage Basin Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-8	Road Development Standards	\$ 686	\$ -	\$ (686)	\$ -	\$ -	#DIV/0!
OE54-1	Office Building Paint	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE54-2	Office Building Siding and Trim	\$ 9,142	\$ -	\$ (9,142)	\$ -	\$ -	#DIV/0!
OE54-3	Office Building Renovation	\$ -	\$ 854	\$ 854	\$ -	\$ (854)	#DIV/0!
OE54-4	Security	\$ -	\$ 10,200	\$ 10,200	\$ -	\$ (10,200)	#DIV/0!
TBD	Sidewalk Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
TBD	Mosquito Abatement Cargo Container	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
	TOTAL STUDIES & ASSESSMENTS	\$ 11,499	\$ 50,669	\$ 39,171	\$ 91,000	\$ 40,331	44%

COPPER VALLEY COMMUNITY SERVICES DISTRICT
FY 2022-23 MONTHLY BUDGET REPORT ANALYSIS
May 2023

EXPENDITURES	ACTUALS			BUDGET		
	Last Year July - May	This Year July - May	Variance Inc/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
DEBT SERVICE			\$ -			
OE20 John Deere Financing	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE21 John Deere Financing	\$ 11,564	\$ 11,564		\$ 12,616		
OE20-01 Interest Expense	\$ -					
OE20-3 Series 2018 Installment Sale	\$ -	\$ -				
OE20-4 Phase 1 Road Improvements	\$ 81,719	\$ 81,719		\$ 81,722	\$ 3	0%
OE20-5 Phase 2 Road Improvements	\$ 115,156	\$ 115,156		\$ 115,160	\$ 4	0%
TOTAL DEBT SERVICE	\$ 208,439	\$ 208,439	\$ (0)	\$ 209,498	\$ 7	0%
TOTAL EXPENSES	\$ 1,121,521	\$ 1,277,134	\$ 155,613	\$ 1,438,098	\$ 165,031	11%

PAYMENTS AND ASSESSMENTS RECEIVED

<u>Assessment Income</u>						
Pymt No. 3: (5%) Aug 2021 (FY20)	\$ -	\$ -	\$ -	\$ 70,958	\$ 70,958	
Pymt No. 1: (55%) Feb 2022 (FY21)	\$ 741,959	\$ 773,443	\$ 31,484	\$ 780,539	\$ 7,096	
Pymt No. 2: (40%) May 2022 (FY21)	\$ 537,750	\$ 560,569	\$ 22,819	\$ 567,665	\$ 7,096	
Total Assessment Income	\$ 1,279,709	\$ 1,334,012	\$ 31,484	\$ 1,419,162	\$ 85,150	
<u>Reimbursement Income</u>						
Total Reimbursement Income			\$ -	\$ -	\$ -	
<u>Other Income</u>						
IN03 Weed Abatement	\$ 12,875	\$ 3,675		\$ 12,000		
IN05 Investment Interest	\$ 716	\$ 15,133		\$ 600		
IN30 Exp Reimbursement Income	\$ 8,077	\$ 1,296		\$ 5,000		
IN41 Gate Opener Income	\$ 1,715	\$ 700		\$ 1,200		
IN59 Rebates	\$ 2,101	\$ 13,016		\$ 2,600		
IN70 Quail Creek Deposits	\$ 8,000	\$ -		\$ -		
Total Other Income	\$ 33,484	\$ 33,821	\$ 336	\$ 4,000	\$ (29,821)	
TOTAL PAYMENTS & ASSESSMENTS	\$ 1,313,193	\$ 1,367,833	\$ 54,639	\$ 1,444,562	\$ 55,329	
Net Income	\$ 191,672	\$ 90,698	\$ (100,974)	\$ 6,464	\$ (84,234)	
<u>Other Financing Sources & Uses</u>						
Budget Balance		\$ 90,698		\$ -	\$ -	

Copper Valley Community Services District

1000 Umpqua Bank Checking, Period Ending 05/31/2023

RECONCILIATION REPORT

Reconciled on: 06/13/2023

Reconciled by: Ever Ventura

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

Summary

USD

Statement beginning balance	310,247.79
Checks and payments cleared (58)	-204,030.98
Deposits and other credits cleared (14)	564,352.46
Statement ending balance	670,569.27
Uncleared transactions as of 05/31/2023	-10,166.21
Register balance as of 05/31/2023	660,403.06

Details

Checks and payments cleared (58)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/20/2023	Check	2569	KYLE W CEARLEY	-1,964.87
04/25/2023	Bill Payment	3074	Greg Hebard	-725.72
04/25/2023	Bill Payment	3084	FIRST FOUNDATION BANK	-57,298.36
04/25/2023	Bill Payment	3073	DMV Renewal	-54.00
04/25/2023	Bill Payment	3072	Cal Waste Recovery Systems	-85.92
04/25/2023	Bill Payment	3071	Aramark Uniform Service	-380.44
04/25/2023	Bill Payment	3070	Aaronson, Dickerson etal	-375.00
04/25/2023	Bill Payment	3076	Jim Wilson Excavation	-8,941.00
04/25/2023	Bill Payment	3075	Heluna Health	-980.00
04/25/2023	Bill Payment	3085	FIRST FOUNDATION BANK	-40,648.08
04/25/2023	Bill Payment	3083	Young's Copper Ace Hardware	-653.67
04/25/2023	Bill Payment	3077	MVCAC	-105.00
04/25/2023	Bill Payment	3078	NBS	-1,079.50
04/25/2023	Bill Payment	3079	SDRMA-Health Ins.	-7,786.80
04/25/2023	Bill Payment	3080	USBank Equipment Finance	-170.53
04/25/2023	Bill Payment	3081	VALLEY ENTRY SYSTEMS, I...	-644.51
05/01/2023	Check	dm	John Deere Financial	-1,051.30
05/02/2023	Check	dm	CA EDD	-112.63
05/03/2023	Check	dm	IRS	-668.33
05/05/2023	Check	dm	Gregory Hebard	-300.00
05/05/2023	Check	dm	CHRIS JACOBS	-1,573.24
05/05/2023	Check	dm	PETER J KAMPA	-2,429.42
05/05/2023	Check	dm	NICOLE D MC CUTCHEN	-2,371.14
05/05/2023	Check	dm	NICOLE D MC CUTCHEN	-300.00
05/05/2023	Check	dm	Ralph M. McGeorge	-2,428.74
05/05/2023	Check	dm	NICHOLAS B PATRICK	-1,103.31
05/05/2023	Check	dm	DAMON H WAITE	-1,464.65
05/05/2023	Check	dm	ExpertPay	-111.50
05/05/2023	Check	dm	Gregory Hebard	-2,646.53
05/09/2023	Check	dm	CA EDD	-832.30
05/10/2023	Check	dm	IRS	-4,380.75
05/18/2023	Bill Payment	3088	Aramark Uniform Service	-190.22
05/18/2023	Bill Payment	3092	Hunt & Sons, Inc.	-934.13
05/18/2023	Check	dm	Intuit Full Service Payroll	-131.00
05/18/2023	Bill Payment	3094	USBank Equipment Finance	-170.53
05/18/2023	Bill Payment	3096	Valley Farm Supply Stores, Inc.	-2,849.30
05/18/2023	Bill Payment	3097	VESERIS	-4,777.99
05/18/2023	Bill Payment	3098	Warmerdam CPA Group	-3,800.00
05/18/2023	Bill Payment	3099	Young's Copper Ace Hardware	-793.87
05/18/2023	Bill Payment	3100	The Golf Club at Copper Valley	-1,049.08
05/18/2023	Bill Payment	3087	ADAPCO, Inc.	-10,304.05
05/18/2023	Bill Payment	3086	Aaronson, Dickerson etal	-300.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/18/2023	Bill Payment	3093	SDRMA-Health Ins.	-7,786.80
05/19/2023	Check	dm	ExpertPay	-111.50
05/19/2023	Check	dm	Gregory Hebard	-300.00
05/19/2023	Check	dm	Gregory Hebard	-2,646.53
05/19/2023	Check	dm	CHRIS JACOBS	-1,719.15
05/19/2023	Check	dm	PETER J KAMPA	-2,429.42
05/19/2023	Check	dm	DAMON H WAITE	-1,595.72
05/19/2023	Check	dm	NICHOLAS B PATRICK	-1,438.77
05/19/2023	Check	dm	Ralph M. McGeorge	-2,428.73
05/19/2023	Check	dm	NICOLE D MC CUTCHEN	-2,524.32
05/19/2023	Check	dm	NICOLE D MC CUTCHEN	-300.00
05/22/2023	Check	dm	Maintenance Fee	-81.37
05/23/2023	Check	dm	CA EDD	-889.78
05/24/2023	Check	dm	IRS	-4,591.01
05/25/2023	Check	dm	Umpqua Bank Commerical CC	-5,785.29
05/30/2023	Check	dm	PG&E - 7193	-435.18
Total				-204,030.98

Deposits and other credits cleared (14)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/02/2023	Deposit			300.00
05/02/2023	Deposit		Jose & Maria Goulart	75.00
05/03/2023	Deposit		Stefanick, Linda	75.00
05/04/2023	Deposit		Randy & Celest Harris	75.00
05/08/2023	Deposit			150.00
05/10/2023	Deposit			615.85
05/11/2023	Deposit		Calaveras County	560,806.25
05/16/2023	Deposit			225.00
05/19/2023	Deposit			300.00
05/23/2023	Deposit			225.00
05/23/2023	Deposit		Max Keech	75.00
05/24/2023	Deposit			225.00
05/26/2023	Deposit		SDRMA Property/Liability Ins	905.36
05/31/2023	Deposit			300.00
Total				564,352.46

Additional Information

Uncleared checks and payments as of 05/31/2023

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/03/2023	Check	3057	Central Bank & Trust	-3,500.00
03/21/2023	Bill Payment	3069	CAMS	-447.69
05/18/2023	Bill Payment	3091	Franchise Tax Board	-414.81
05/18/2023	Bill Payment	3095	VALLEY ENTRY SYSTEMS, I...	-570.00
05/18/2023	Bill Payment	3101	The Golf Club at Copper Valley	-4,271.50
05/18/2023	Bill Payment	3089	Benchmark Engineering	-875.00
05/18/2023	Bill Payment	3090	Cal Waste Recovery Systems	-87.21
Total				-10,166.21

Copper Valley Community Services District

Transaction Report

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Umpqua Bank Checking					
Beginning Balance					
05/01/2023	Check	dm	John Deere Financial		-1,051
05/02/2023	Check	dm	CA EDD		-113
05/02/2023	Deposit		Jose & Maria Goulart		75
05/02/2023	Deposit				300
05/03/2023	Deposit		Stefanick, Linda		75
05/03/2023	Check	dm	IRS		-668
05/04/2023	Deposit		Randy & Celest Harris		75
05/05/2023	Check	dm	DAMON H WAITE	Pay Period: 4/16/23 - 4/30/23	-1,465
05/05/2023	Check	dm	ExpertPay		-112
05/05/2023	Check	dm	NICHOLAS B PATRICK	Pay Period: 4/16/23 - 4/30/23	-1,103
05/05/2023	Check	dm	Ralph M. McGeorge	Pay Period: 4/16/23 - 4/30/23	-2,429
05/05/2023	Check	dm	NICOLE D MC CUTCHEN	Pay Period: 4/16/23 - 4/30/23	-300
05/05/2023	Check	dm	NICOLE D MC CUTCHEN	Pay Period: 4/16/23 - 4/30/23	-2,371
05/05/2023	Check	dm	PETER J KAMPA	Pay Period: 4/16/23 - 4/30/23	-2,429
05/05/2023	Check	dm	CHRIS JACOBS	Pay Period: 4/16/23 - 4/30/23	-1,573
05/05/2023	Check	dm	Gregory Hebard	Pay Period: 4/16/23 - 4/30/23	-300
05/05/2023	Check	dm	Gregory Hebard	Pay Period: 4/16/23 - 4/30/23	-2,647
05/08/2023	Deposit				150
05/09/2023	Check	dm	CA EDD		-832
05/10/2023	Deposit				616
05/10/2023	Check	dm	IRS		-4,381
05/11/2023	Deposit		Calaveras County		560,806
05/16/2023	Deposit				225
05/18/2023	Check	dm	Intuit Full Service Payroll		-131
05/18/2023	Bill Payment (Check)	3086	Aaronson, Dickerson etal	Invoice #1837	-300
05/18/2023	Bill Payment (Check)	3087	ADAPCO, Inc.	Customer #20222	-10,304
05/18/2023	Bill Payment (Check)	3088	Aramark Uniform Service	Acct #860084368	-190
05/18/2023	Bill Payment (Check)	3089	Benchmark Engineering	Invoice #12135	-875
05/18/2023	Bill Payment (Check)	3090	Cal Waste Recovery Systems	Customer #05-0007117-0	-87
05/18/2023	Bill Payment (Check)	3091	Franchise Tax Board	Nicholas Patrick Acct #615080538	-415
05/18/2023	Bill Payment (Check)	3093	SDRMA-Health Ins.	Member #7174	-7,787
05/18/2023	Bill Payment (Check)	3094	USBank Equipment Finance	Customer #1572110	-171
05/18/2023	Bill Payment (Check)	3095	VALLEY ENTRY SYSTEMS, INC.	Invoice #42327	-570
05/18/2023	Bill Payment (Check)	3096	Valley Farm Supply Stores, Inc.	Acct #00SADD01	-2,849
05/18/2023	Bill Payment (Check)	3097	VESERIS	Customer #557442	-4,778
05/18/2023	Bill Payment (Check)	3098	Warmerdam CPA Group	Client #3665	-3,800
05/18/2023	Bill Payment (Check)	3099	Young's Copper Ace Hardware	Acct #200067	-794
05/18/2023	Bill Payment (Check)	3100	The Golf Club at Copper Valley	PG&E 1/8/23 - 3/8/23	-1,049
05/18/2023	Bill Payment (Check)	3101	The Golf Club at Copper Valley	Calaveras Water 1/16/23 - 3/15/23	-4,272
05/18/2023	Bill Payment (Check)	3092	Hunt & Sons, Inc.	Acct #22656	-934
05/19/2023	Check	dm	ExpertPay		-112
05/19/2023	Check	dm	DAMON H WAITE	Pay Period: 5/1/23 - 5/15/23	-1,596
05/19/2023	Check	dm	NICHOLAS B PATRICK	Pay Period: 5/1/23 - 5/15/23	-1,439
05/19/2023	Check	dm	Ralph M. McGeorge	Pay Period: 5/1/23 - 5/15/23	-2,429
05/19/2023	Check	dm	NICOLE D MC CUTCHEN	Pay Period: 5/1/23 - 5/15/23	-2,524
05/19/2023	Deposit				300
05/19/2023	Check	dm	PETER J KAMPA	Pay Period: 5/1/23 - 5/15/23	-2,429
05/19/2023	Check	dm	CHRIS JACOBS	Pay Period: 5/1/23 - 5/15/23	-1,719
05/19/2023	Check	dm	Gregory Hebard	Pay Period: 5/1/23 - 5/15/23	-2,647
05/19/2023	Check	dm	Gregory Hebard	Pay Period: 5/1/23 - 5/15/23	-300
05/19/2023	Check	dm	NICOLE D MC CUTCHEN	Pay Period: 5/1/23 - 5/15/23	-300
05/22/2023	Check	dm	Maintenance Fee		-81
05/23/2023	Deposit		Max Keech		75
05/23/2023	Check	dm	CA EDD		-890

Copper Valley Community Services District

Transaction Report

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
05/23/2023	Deposit				225
05/24/2023	Deposit				225
05/24/2023	Check	dm	IRS		-4,591
05/25/2023	Check	dm	Umpqua Bank Commerical CC		-5,785
05/26/2023	Deposit		SDRMA Property/Liability Ins		905
05/30/2023	Check	dm	PG&E - 7193		-435
05/31/2023	Deposit				300
Total for Umpqua Bank Checking					\$475,996
TOTAL					\$475,996

Copper Valley Comm Srvs District

Credit Card - Transaction Detail by Account

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
2050 Umpqua CSDA Visa				
05/02/2023	Expense		STREAMLINE	200.00
05/02/2023	Expense		Verizon Wireless	185.30
05/02/2023	Expense		Calaveras Telephone Co.	380.18
05/03/2023	Expense		Microsoft Office	12.00
05/04/2023	Expense		Edco	7,989.15
05/04/2023	Expense		Ewing	2,381.81
05/07/2023	Expense		Dollar General Market	23.44
05/07/2023	Expense		Hyatt Regency	241.18
05/10/2023	Expense		Lowe's	464.80
05/11/2023	Expense		Intuit - QBO Online	59.50
05/12/2023	Expense		Sanguinetti Investments	169.00
05/12/2023	Expense		Griff's BBQ & Grill	96.53
05/14/2023	Expense		O'Reilly Auto Parts	86.16
05/14/2023	Expense		Family Dollar	126.29
05/14/2023	Expense		Les Schwab Tires	101.47
05/15/2023	Expense		Hughson Farm Supply	1,069.94
05/17/2023	Expense		99 Cents Store	16.31
05/18/2023	Expense		Les Schwab Tires	380.58
05/21/2023	Expense		USPS	25.20
05/21/2023	Expense		Snap- on Tools	267.05
05/21/2023	Expense		Belkorp Ag, LLC	310.65
05/24/2023	Expense		Hurst Ranch Feed	59.85
05/25/2023	Expense		Shell	162.02
05/25/2023	Expense		Staples	130.42
05/25/2023	Expense		Belkorp Ag, LLC	392.15
05/26/2023	Expense		West Marine - Stockton	113.32
05/26/2023	Expense		Gold Dust Pizza Copperopolis	95.26
05/31/2023	Expense		Belkorp Ag, LLC	712.93
Total for 2050 Umpqua CSDA Visa				\$16,252.49
TE TOTAL EXPENSES				
1SS SERVICES & SUPPLIES				
AE Administrative Expenses				
OE02 Finance Expenses				
05/11/2023	Expense		Intuit - QBO Online	59.50
Total for OE02 Finance Expenses				\$59.50
OE07 Miscellaneous/Contingency				
05/14/2023	Expense		Family Dollar	126.29
Total for OE07 Miscellaneous/Contingency				\$126.29
OE08 Professional Development				
05/07/2023	Expense		Hyatt Regency	241.18
05/12/2023	Expense		Griff's BBQ & Grill	96.53
05/26/2023	Expense		Gold Dust Pizza Copperopolis	95.26

Copper Valley Comm Srvs District

Credit Card - Transaction Detail by Account

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
Total for OE08 Professional Development				\$432.97
OE10 Uniform Expense				
05/26/2023	Expense		West Marine - Stockton	113.32
Total for OE10 Uniform Expense				\$113.32
OE12 Telephone				
05/02/2023	Expense		Calaveras Telephone Co.	380.18
05/02/2023	Expense		Verizon Wireless	185.30
Total for OE12 Telephone				\$565.48
OE13 Internet Service				
05/02/2023	Expense		STREAMLINE	200.00
Total for OE13 Internet Service				\$200.00
OE14 Office Supplies/Postage				
05/03/2023	Expense		Microsoft Office	12.00
05/07/2023	Expense		Dollar General Market	23.44
05/17/2023	Expense		99 Cents Store	16.31
05/21/2023	Expense		USPS	25.20
05/25/2023	Expense		Staples	130.42
Total for OE14 Office Supplies/Postage				\$207.37
Total for AE Administrative Expenses				\$1,704.93
OE Operational Expenses				
OE18 Common Areas				
OE18-1 Landscape Supplies				
05/04/2023	Expense		Ewing	2,381.81
05/10/2023	Expense		Lowe's	464.80
Total for OE18-1 Landscape Supplies				\$2,846.61
OE18-4 Landscape Equip Repair/Replace				
05/14/2023	Expense		Les Schwab Tires	101.47
05/15/2023	Expense		Hughson Farm Supply	1,069.94
05/18/2023	Expense		Les Schwab Tires	380.58
05/21/2023	Expense		Belkorp Ag, LLC	310.65
05/21/2023	Expense		Snap- on Tools	267.05
05/25/2023	Expense		Belkorp Ag, LLC	392.15
05/31/2023	Expense		Belkorp Ag, LLC	712.93
Total for OE18-4 Landscape Equip Repair/Replace				\$3,234.77
Total for OE18 Common Areas				\$6,081.38
OE22 Mosquito Abatement Expense				
OE22-2 Mosquito Abatement Monitor/Test				
05/24/2023	Expense		Hurst Ranch Feed	59.85
Total for OE22-2 Mosquito Abatement Monitor/Test				\$59.85
OE22-3 Mosquito Abate Vehicles Gas/Oil				
05/12/2023	Expense		Sanguinetti Investments	169.00
05/14/2023	Expense		O'Reilly Auto Parts	86.16

Copper Valley Comm Srvs District

Credit Card - Transaction Detail by Account

May 2023

DATE	TRANSACTION TYPE	NUM	NAME	AMOUNT
05/25/2023	Expense		Shell	162.02
Total for OE22-3 Mosquito Abate Vehicles Gas/Oil				\$417.18
Total for OE22 Mosquito Abatement Expense				\$477.03
Total for OE Operational Expenses				\$6,558.41
Total for 1SS SERVICES & SUPPLIES				\$8,263.34
3EO EQUIPMENT OUTLAY				
CO04 Shop/Grounds Equipment				
05/04/2023	Expense		Edco	7,989.15
Total for CO04 Shop/Grounds Equipment				\$7,989.15
Total for 3EO EQUIPMENT OUTLAY				\$7,989.15
Total for IE TOTAL EXPENSES				\$16,252.49

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)
8/9/2022	GL Gritz Engineering	(1,800.00)
9/20/2022	Niole 9/20/22 4 hrs	(177.04)
9/20/2022	Niole 9/20/22 4 hrs taxes	(13.55)
4/10/2023	Benchmark Engineering	(875.00)
5/9/2023	Benchmark Engineering	(875.00)
		<u>\$ (36.30)</u>

COPPER VALLEY COMMUNITY SERVICES DISTRICT		Quarterly Investment/Treasurer's Report						
		Government Funds						
4th Quarter Balances @ May 31, 2023								
Cash Accounts	Acct #	Statement Interest Rate	YTD Interest July - May	General Investment	Road Reserve	Infrastructure Reserve	Equipment Reserves	Total by Investment
Umquoia Bank Operating Account	5048		-					660,403.06
LAIF	5-001		1,833.78					107,566.78
Calaveras Fund 2188	2188		324.63					-
CA Class	0035	5.19%	12,974.64	675,972.64	78,086.88	131,297.88	77,617.24	962,974.64
			15,133.05	675,972.64	78,086.88	131,297.88	77,617.24	1,730,944.48
YE June 30, 2023 YTD Interest Earned		<u>July- April</u>	<u>\$ 15,133.05</u>					
"I certify that the District investments have been made in accordance with the Investment Policy. I further certify that the District has adequate revenue to cover its operating expense for the next six months, in accordance with California Government Code Sections 53646 (b) (2) and (3) respectively."								
Name	<i>Peter J. Kampa</i>			Title	General Manager			



COPPER VALLEY COMMUNITY SERVICES DISTRICT
Physical-1000 Saddle Creek Drive
Copperopolis, CA 95228
Mailing-PO Box 5158, Sonora CA 95370
(209) 785-0100 – coppervalleycsd.org

DIRECTORS
Darlene DeBaldo, President
Roger Golden, Vice President
Kenneth Albertson
Rebecca Coleman
Bob Vezina

BOARD OF DIRECTORS SPECIAL MEETING MINUTES
MAY 18, 2023, 2:00 PM
LOCATION: COPPER VALLEY SPORTS FITNESS CENTER

1. **CALL TO ORDER** Called to order at 2:00pm
2. **ROLL CALL** President DeBaldo, Vice President Golden, Director Vezina, Director Coleman, Director Albertson, General Manager Kampa, Office Manager McCutchen-Absent, Site Manager Hebard
3. **PLEDGE OF ALLEGIANCE**
4. **CHANGES TO ORDER OF AGENDA** None
5. **PUBLIC COMMENT**
6. **CONSENT CALENDAR**
 - a) Review of monthly financial report, approval of bills and claims for the month of April 2023.
 - b) Approval of the minutes from the Regular Board Meeting held April 25, 2023.
Motion made by Vice President Golden to accept the consent calendar, second made by Director Albertson. Motion passes unanimously.
7. **DISCUSSION AND ACTION ITEMS**
 - a) Update on Community Security (DeBaldo)
Board President DeBaldo reviewed a list of community accomplishments regarding security, reviewed remaining items to be resolved and assigned tasks. Security updates will be provided at the next board meeting as well.
 - b) Discussion and direction regarding the preparation of the 2023/24 fiscal year budget
The Board review planned revenue and expenses including capital equipment purchases and road and sidewalk improvements. The schedule of budget presentation and adoption was discussed and agreed to occur at the next regular meeting to be held June 20th, 2023
 - c) Review and direction regarding the FY 23/24 Tax Roll Levy memo from NBS which details the maximum Measure A Special Tax rate and amount of tax to be generated
The board reviewed the special tax memorandum prepared by NBS consulting, which detailed the increase in the special tax rate to be levied this upcoming fiscal year, in an amount increased by the cost of living. The board agreed that the budget should be developed using the special tax amounts calculated by NBS.
8. **STAFF AND DIRECTOR REPORTS**
 - a) General Managers Report
 - b) Site Managers Report
9. **ADJOURNMENT** meeting adjourned at 3:01pm

COPPER VALLEY COMMUNITY SERVICES DISTRICT
2023-24 Proposed BUDGET WORKSHEET

6/16/2023

	Adopted 2022/23 Budget	<i>Projected Actuals 6-30-2023</i>	Proposed 2023/24 BUDGET	Proposed Change	Proposed Change Notes
Income					
IN01 Assessments	1,419,162	1,412,066	1,488,473	69,311	NBS Tax Calculation Memo
IN05 Interest Income	600	18,614	48,000	47,400	New CA Class Investment Account
IN06 Interest - County	0	390	400	400	
IN07 Rebates Received + CV engineering Deposits	2,600	15,619	12,000	9,400	Insurance payment
IN30 Expense Reimbursement Revenue	5,000	0	0	(5,000)	
IN41 Gate Opener Income	1,200	840	900	(300)	
IN59 Other Misc. Revenue	4,000	0	0	(4,000)	
IN03 Weed Abatement	12,000	4,900	5,100	(6,900)	Likely receive more than projected
TOTAL INCOME	\$ 1,444,562	\$ 1,452,429	\$ 1,554,873	\$ 110,311	

Expenses

Services & Supplies

Administrative Expenses

OE01 Audit Expense	9,200	8,800	9,200	-	
OE02 Finance Expenses	800	626	700	(100)	
OE02-1 Financial Assessment (NBS)	6,000	6,000	6,300	300	
OE03 Advertising	2,800	1,200	1,300	(1,500)	
OE04 Legal Expenses	8,900	6,041	6,300	(2,600)	
OE41 HR Consultant	2,600	2,340	2,500	(100)	
OE42 Development Engineering	-	10,000	10,500	10,500	Quail Creek Acceptance/Flint TR review
OE06 Insurance (Prop Loss & Liab)	17,000	20,000	21,000	4,000	
OE07 Miscellaneous/Contingency	8,000	8,000	8,400	400	
OE08 Professional Development	6,900	8,822	9,300	2,400	
OE09 Dues, Certs, Bonds & Subscriptions	6,300	7,548	7,900	1,600	
OE10 Uniform Expense	9,600	9,941	10,400	800	
OE11 Electric Power/Water/Sewer	97,800	91,414	96,000	(1,800)	
OE12 Telephone & Internet	8,100	7,362	7,700	(400)	
OE14 Office Supplies/Postage	7,400	9,175	9,600	2,200	
OE14-1 Cleaning Service	-	-	-	-	
OE15 Office Equipment Repair/Replace	11,100	6,000	6,300	(4,800)	
OE15-1 Office Equipment Lease	2,600	2,452	2,600	-	
OE26 County Fees/LAFCO	7,200	6,259	6,600	(600)	

COPPER VALLEY COMMUNITY SERVICES DISTRICT
2023-24 Proposed BUDGET WORKSHEET

6/16/2023

	Adopted 2022/23 Budget	Projected Actuals 6-30-2023	Proposed 2023/24 BUDGET	Proposed Change	Proposed Change Notes
OE27 Bank Fees	-	884	900	900	
OE29 Accounting Services	31,700	25,080	26,300	(5,400)	
OE31 Office Lease	-	1,705	1,800	1,800	
Total Administrative Expenses	\$ 244,000	\$ 239,650	\$ 251,600	\$ 7,600	

Common Areas

OE16 Gate Maint/Repair/Staff/Openers	13,700	14,385	15,100	1,400	
OE16-1 Gate Improvements (RFID)	0	0	0	-	
OE18 Landscape Supplies & Repairs	41,800	43,890	46,100	4,300	Much irrigation repair
OE18-2 CCWD Water	1,200	0	0	(1,200)	Accounted for in OE 11
OE18-3 Landscape Equip Gas & Oil	6,900	8,957	9,400	2,500	
OE18-4 Landscape Equipment Repair & Replace	42,400	42,224	44,300	1,900	
Total Common Areas	106,000	109,456	114,900	\$ 8,900	

OE22 Mosquito Abatement Expense

OE22-1 Mosquito Control Products	20,000	18,756	19,700	(300)	
OE22-2 Mosquito Abatement Monitor/Test	5,100	4,312	4,500	(600)	
OE22-3 Mosquito Abate Vehicles Gas/Oil	15,000	13,100	13,800	(1,200)	
OE22-4 Mosquito Abatement Equip Maint	16,000	14,737	15,500	(500)	
Total OE22 Mosquito Abatement Expense	56,100	\$ 50,905	\$ 53,500	\$ (2,600)	

Total OE17 Streets	\$ 12,800	\$ 15,144	\$ 15,900	\$ 3,100	
Total Services & Supplies	\$ 418,900	\$ 415,155	\$ 435,900	\$ 17,000	

COPPER VALLEY COMMUNITY SERVICES DISTRICT
2023-24 Proposed BUDGET WORKSHEET

6/16/2023

Adopted 2022/23 Budget	Projected Actuals 6-30-2023	Proposed 2023/24 BUDGET	Proposed Change	Proposed Change Notes
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PE Personnel Expense

PE01 Workers' Compensation Insurance	11,400	12,732	12,700	1,300	See Payroll Info Worksheet
PE02 Health Insurance	89,600	92,245	114,500	24,900	See Payroll Info Worksheet
PE03 Payroll Taxes	39,800	42,358	46,300	6,500	8% of projected wages
Retirement	0	0	6,000	6,000	Left off previous budgets
PE04 Processing Fees	1,900	1,678	1,800	(100)	Actual plus 5%
PE05 Directors' Stipend	6,000	6,000	6,000	0	See Payroll Info Worksheet
PE06 Employee Wages	497,800	531,494	578,300	80,500	Increase staff 1 FTE + COLA
Total Salaries & Benefits	\$ 646,500	\$ 686,507	\$ 765,600	\$ 119,100	

Equipment Replacement

CO04 Shop/Grounds Equipment	0	56,738	5,000	5,000	Equipment lumped together
Concrete Grinder	7,200	0	0	(7,200)	
Turfco Blower	12,000	0	0	(12,000)	
Cart Replacements	53,000	0	0	(53,000)	
Water Truck Transmission	0	0	7,700	7,700	
New Turf Mower	0	0	37,000	37,000	Replaces very old mower
Total Equipment Replacement	\$ 72,200	\$ 56,738	\$ 49,700	\$ (22,500)	

Capital Projects

OE53-2 Landscape Improvements	16,000	2,243	0	(16,000)	
OE53-1 Landscape Design/Survey	0	45,294	0	0	Projected amount incorrect
Total Landscape Project	\$ 16,000	\$ 47,537	\$ -	\$ (16,000)	
OE51-4 Road Improvements	20,000	1,000	100,000	80,000	Crack seal and striping
OE51-1 Road Project Design & Constr Mgmt	0	0	0	0	Included in road improvements
General Engineering	15,000	2,000	15,000	0	Encroachment permit process and CV Agreement
Sidewalk Replacement	20,000	1,500	150,000	130,000	
Security Upgrades	20,000	10,200	1,000	(19,000)	
Gate Controller Replacement and Security Upgrade	0	0	34,200	34,200	New QR code reader and related upgrades for reliability
OE54-3 Office Building Renovation	0	854	0	0	
Total Road Improvement Project	\$ 75,000	\$ 15,554	\$ 300,200	\$ 225,200	
Total Capital Projects	\$ 91,000	\$ 63,091	\$ 300,200	\$ 209,200	

COPPER VALLEY COMMUNITY SERVICES DISTRICT
2023-24 Proposed BUDGET WORKSHEET

6/16/2023

Adopted 2022/23 Budget	Projected Actuals 6-30-2023	Proposed 2023/24 BUDGET	Proposed Change	Proposed Change Notes
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Debt Service

OE20 John Deere Financing	0	0	0	0	
OE21 John Deere Financing	12,616	12,616	12,616	0	Per amortization schedule
OE20-04 Phase 1 Road Improvements	81,722	81,722	81,722	0	Per amortization schedule
OE20-05 Phase 2 Road Improvements	115,160	115,160	115,160	0	Per amortization schedule
Total Debt Service	\$ 209,498	\$ 209,497	\$ 209,498	\$ -	

TOTAL EXPENDITURES **\$ 1,438,098** **\$ 1,430,988** **\$ 1,760,898** **\$ 322,800**

Other Financing Sources/(Uses)

Road Loan Draw down	212,373	0	212,373	0	Drawdown of remaining loan amount
Equipment Replacement Reserve	(6,450)	(6,450)	37,000	43,450	Drawdown of reserves
Infrastructure Reserve	45,000	45,000	(37,627)		Reserve Deposit
Road Improvement Reserve	15,493	15,493	(15,493)		Reserve Deposit
Fund Balance Transfer In	0	0	9,771		To balance budget
Total Other Funds for Capital	\$ 266,416	\$ 54,043	\$ 206,024	\$ 43,450	

Excess of revenues over expenditures **\$ 272,880** **\$ 21,441** **\$ (0)** **\$ (169,039)**

Appropriations Limit 1,749,716

RESOLUTION NO. ____2023

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COPPER VALLEY COMMUNITY SERVICES DISTRICT APPROVING THE DISTRICT'S FISCAL YEAR 2023/24 FINAL FISCAL YEAR FINAL BUDGET AND SALARY SCHEDULE

WHEREAS, the Copper Valley Community Services District (District) Board of Directors reviews and accepts a monthly treasurer's report that includes statements of cash flows, account and investment balances, and budget to actual reports; and

WHEREAS, California Government Code Section 61110(a) states that on or before July 1 of each year or, for districts using two one-year budgets or a biennial budget, every other year, the board of directors may adopt a preliminary budget that conforms to generally accepted accounting and budgeting procedures for special districts; and

WHEREAS, the District discussed the goals and objectives of the 2023/24 Budget preparation during its regular Board meeting held May 18, 2023; and

WHEREAS, the District has prepared a Proposed Final Budget for the 2023/24 Fiscal Year in accordance with the guidance and direction of the Board in public meetings and to provide funding for continued community improvements and long term maintenance; and

WHEREAS, the Board has stated its intent to adopt a Final Budget for the 2023/24 Fiscal Year at its June 20, 2023 Regular Board meeting, and has caused the preparation and publication of the required Notice of Public Hearing in the newspaper of general circulation, regarding final budget adoption; and

WHEREAS, said draft final draft 2023/24 Budget and Salary Schedule is included herein for consideration.

NOW, THEREFORE, BE IT RESOLVED that:

SECTION 1. The Board of Directors of the District does hereby approve and adopt the 2023/24 Fiscal Year Final Budget as presented herein and the 2023/24 Salary Schedule as attached.

SECTION 2. The District General Manager or his/her designee is hereby authorized to expend the funds contained within the 2023/24 Budget in accordance with financial policies adopted by the Board.

PASSED AND ADOPTED by the Board of Directors of the Copper Valley Community Services District on June 20, 2023 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED

PRESIDENT

ATTESTED:

SECRETARY

CERTIFICATE OF SECRETARY

I, Peter Kampa, the duly appointed and acting Secretary of the Board of Directors of the Copper Valley Community Services District, do hereby declare that the foregoing RESOLUTION NO.

_____ was duly passed and adopted at a Regular Meeting of the Board of Directors of the Copper Valley Community Services District duly called and held on June 20, 2023

SIGNED: _____ *DATED:* _____

Copper Valley CSD
Gann Limit
 6/30/2005-6/30/24

Date: 6/8/2024
 Preparer: LB

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
							-2.54%	2.51%	3.77%	5.12%	-0.23%									
							-0.15%	0.23%	-0.49%	-0.64%	-0.71%									
Per Capita Change	1.0328	1.0526	1.0396	1.0442	1.0429	1.0062	0.9746	1.0251	1.0377	1.0512	0.9977	1.0382	1.0537	1.0369	1.0367	1.0385	1.0373	1.0573	1.0755	1.0444
Population Change	1.0135	1.0182	1.0138	1.0089	1.0062	1.0023	0.9985	1.0023	0.9951	0.9936	0.9929	1.0027	0.9975	0.9988	0.9992	0.9986	0.9985	1.0001	0.9961	0.9979
Calc for Growth Rate	1.0467	1.0718	1.0539	1.0535	1.0494	1.0085	0.9731	1.0275	1.0326	1.0445	0.9906	1.0410	1.0511	1.0357	1.0359	1.0370	1.0357	1.0574	1.0713	1.0422
Prior Year Limit	834,700	873,716	936,411	986,927	1,039,721	1,091,048	1,100,338	1,070,781	1,100,182	1,136,065	1,186,588	1,175,453	1,223,651	1,286,137	1,331,995	1,379,775	1,430,890	1,482,036	1,567,113	1,678,857
Calculation Factor	1.0467	1.0718	1.0539	1.0535	1.0494	1.0085	0.9731	1.0275	1.0326	1.0445	0.9906	1.0410	1.0511	1.0357	1.0359	1.0370	1.0357	1.0574	1.0713	1.0422
Current Year Limit	873,716	936,411	986,927	1,039,721	1,091,048	1,100,338	1,070,781	1,100,182	1,136,065	1,186,588	1,175,453	1,223,651	1,286,137	1,331,995	1,379,775	1,430,890	1,482,036	1,567,113	1,678,857	1,749,716

To: Copper Valley Community Services District Board of Directors
From: Christine Drazil, NBS
Date: May 18, 2023
Re: Copper Valley CSD – Measure A Fiscal Year 2023-24 Special Taxes

As the Measure A special tax was approved following votes being tallied from the May 2, 2017 special all-mail ballot election, special taxes will be levied at the following rates in Fiscal Year 2023-24:

Land Use Category	Fiscal Year 2023-24 Special Tax Rate
Residential Lot	\$2,093.16 per Residential Lot
Large Lot Undeveloped Property	\$884.95 per Acre or Portion Thereof
Sports Club Property	\$786.63 per Acre or Portion Thereof
Golf Course Property	\$78,490.43 per Parcel

The special taxes will be levied at the maximum Fiscal Year 2023-24 special tax rates. The maximum special tax rates listed above are adjusted annually by the greater of the annual change in the Consumer Price Index published by the U.S. Bureau of Labor Statistics for All Urban Consumers in the San Francisco-Oakland-Hayward Area, as measured as of the month of December in the calendar year which ends in the previous fiscal year, or two percent (2%). In Fiscal Year 2023-24, maximum special tax rates were increased by 4.88%, based upon the change in the Consumer Price Index.

Applying the Fiscal Year 2023-24 special tax rates to the parcels that currently exist in the District, the estimated Fiscal Year 2023-24 special tax revenues are detailed below for each land use category.

Land Use Category	Fiscal Year 2023/24 Special Tax Revenue
Residential Lot	\$1,172,169.60
Large Lot Undeveloped Property	235,335.53
Sports Club Property	2,477.86
Golf Course Property	78,490.43
Common Area / Roads	0.00
Total:	\$1,488,473.42

The Fiscal Year 2023-24 Measure A special tax levy information is expected to be submitted to the Calaveras County Auditor Controller's Office prior to the levy submittal deadline of August 10, 2023. Once the County has confirmed that the special taxes have been placed on the Fiscal Year 2023-24 roll, NBS will provide an update to the Copper Valley CSD accordingly.



BOARD MEETING AGENDA SUBMITTAL

TO: CVCS Board of Directors
FROM: Peter Kampa, General Manager
DATE: June 20, 2023
SUBJECT: 7b) Discussion item: Update on community Security

RECOMMENDED ACTION:

This is a discussion item only and no action is requested at this time

BACKGROUND:

The Board heard public input and comment on concerns with security in the community. District staff outlined the steps being taken including researching and identifying entrance gate security improvements, installing a gate at the maintenance yard providing support in the creation of a Neighborhood Watch program.

The purpose of this agenda item is to continue the security discussion and discuss any progress made.

Update on Security Actions

1. New gate system using Smart Phones to better keep access updated. -- **Greg** has researched and program will be budgeted for 2023-24.
2. Publicize Vacation House Checks – **Darlene** – Attached is proposed letter and form to be sent to CV residents.
3. Reinforce training for gate attendants – **Greg** – Ongoing
4. Keep visitors gate closed at all time – **Greg** – Ongoing
5. Guard reminds visitors of speed limit – **Greg** – Ongoing
6. Put sign on speed box “speed limit enforced by camera” – **Greg** – TBD
7. Put neighborhood watch signs around with pic of camera on sign – **HOA** – TBD
8. Form Neighborhood watch program – **HOA** – Letter has been sent to HOA Members – status TBD
9. Put sign on gates “cameras in use throughout community – **Greg** – TBD
10. Send Tee Sheet to Gate each morning so that guests can be checked through – **Jeffrey Stern** – Complete
11. Provide all guests (golf and restaurant) with placard to place on the dash of their vehicle. Jeffrey Stern and Edwarda Alderete have agreed.

Neighborhood Watch for Saddle Creek / Copper Valley (the Golf Club at)

To all residents of our community at Copper Valley (previously known as Saddle Creek).

Recently there have been a small number of issues (attempted break-ins, trespass, and theft) which have given us concern. The majority of issues have been opportunistic in nature and thus fall into the category of “low risk” and may not justify the cost of employing a security guard at this time.

These issues are the catalyst for us to revisit the subject of a Neighborhood Watch program. A successful Neighborhood Watch program requires a dedicated group of volunteers called “Block Captains”. We are therefore reaching out to our members for volunteers to act as Neighborhood Watch Captains.

The key person in any Neighborhood Watch group is the Block Captain. This person is an integral component to keeping the block actively involved in crime prevention efforts as well as the important process of information exchange between neighbors.

Needless to say, in order to have a “complete” security process, there needs to be cooperation and communication between the various entities here behind the gates. We are working towards that process with the Copper Valley Community Services District (CSD) and Copper Valley Development Partners (CV).

Generally the Block Captain duties would be as follows:

- The block contact or Block Captain takes on the responsibility for maintaining and updating the Block Watch contact list or map, and is the primary point of contact to whom the police will send information and alerts. The Captain/contact will be asked to distribute that information to the rest of the block.
- Encourage neighbors to advise you concerning suspicious or criminal activity. It is the victim's responsibility to contact the police; however, you can keep a record of break-ins, vandalism, graffiti, and/or any activity that becomes a concern for you and your neighbors.
- The Block Captain may also be the point of contact for CSD and CV communication for their community.

Your position as a Block Captain does not give you any law enforcement authority. You are simply the person who facilitates the unity of the group, distributes information, and coordinates activities. The job you are doing is important and appreciated by the Calaveras County Sheriff's Office, but it carries no authority.

We have been in contact with Lieutenant Greg Stark of the Calaveras County Sherriff's office. He is aware of and supports our plan. We will invite Sherriff Stark to present to Neighborhoods who show sufficient interest.

If you wish to volunteer as a Block Captain please fill out the following and forward it to:

Andy Pereira
130 Copper Glen Ter.
Copperopolis 95228
andypereira@gmail.com

Name: _____

Address within the community: _____

Email: _____

Phone #: _____

PREPARING YOUR HOUSE FOR VACATION

A vacation away from home should be a pleasant experience for you and your family. Returning to a home that has been broken into is a very unpleasant homecoming. Your vacation will be more enjoyable and carefree when you know your home is secure. This brochure is designed to help you protect your home by following a few simple safety tips. Some of the things should be done well in advance of leaving on your trip. Others can be done a few days before or the day you leave.

ONE MONTH PRIOR TO DEPARTURE:

Arrange to have a neighbor or friend:

- Pickup your mail, mow and water your lawn, pickup newspapers and circulars from your doorway or yard.
- Put your garbage cans out on pick-up days and return them after the pick-up is made.
- Feed your pets; turn lights on and off for you if they are not on a timer or photo-electric sensor.
- Repair broken doors or windows.
- Install good quality locking devices on all exterior doors and windows if you haven't already done so.

A DAY OR TWO PRIOR TO DEPARTURE:

- Set (and test) your electric timer to turn on various lights during the evening hours.
- Mow the lawn and trim shrubbery. To avoid providing hiding places, shrubs and hedges close to the house should be trimmed to three foot height. Trees should have low branches pruned to six feet above the ground.
- Take your valuables to the bank and lock them up in a safe deposit box if you have one.

ON THE DAY OF DEPARTURE:

- Turn down the volume of your telephone so that it cannot be heard from the outside.
- Make sure gas appliances are turned off, unplug small appliances such as fans and electric coffee pots.
- Turn off the water to the dish washer and washing machine to avoid possible water damage from a split hose.
- If you leave a car in your driveway, park it up against the garage door. Make sure the vehicle is locked. Bolt the garage door from the inside and unplug electric garage door opener.
- Make sure all doors and windows are locked. Leave a phone number where you can be reached.
- Just before you leave, walk around the perimeter (outside) of the house and make sure everything is secure. Remove any large items that could be used for access into second story windows.

Date: _____ Beat: _____ V# _____ Sheriff Dept. Number: _____

Vacation House Check Application

Name: _____ Phone: _____

Address: _____ Cell: _____

City: _____ Zip Code: _____

Nearest Cross Street: _____

Departure Date: _____ Return Date: _____

Alarm: **YES NO** Gate: **YES NO** Code #: _____

Gardener: **YES NO** Have you stopped your newspaper: **YES NO**

Vehicles on property: (Make/Color/Plate#) #1: _____

Vehicles on property: (Make/Color/Plate#) #2: _____

Vehicles on property: (Make/Color/Plate#) #3: _____

Emergency Contact Information:

Name: _____ Phone/Cell: _____

Address: _____

Relationship: _____

Comments: _____

Vacation House Check Log

Date	Time	Check/Drive By	V#	Comments

Vacation house checks are available ONLY to FULL-TIME Calaveras County Residents who will be away for 3 to 30 days. Time extension MAY be considered upon request.

Please see attached letter from Sue Parker our Substation Sargent, regarding their vacation house check program offered to our residents from the Sheriff's Department:

I am attaching the form that anyone wishing to submit a Vacation House Check application would fill out and also some guidelines for preparing to leave your house. Please feel free to pass these along.

The form can be mailed to the Sheriff's Office at
[1045 Jeff Tuttle Rd, San Andreas, CA 95249](mailto:1045JeffTuttleRd@sheriff.ca.gov) ATTN: Volunteer Unit

OR it can be dropped off at the Copperopolis Substation between 8am and Noon at
Lake Tulloch Plaza
3505 Spangler Lane, Ste. 105
Copperopolis, CA 95228
(209) 753-0031

The top part of the application form is for the Volunteers to fill out and get a Sheriff's Office number assigned and the bottom portion of the application is the log we keep each time we patrol. Fill in all information and add anything you think we need to know about the residence.

We do not enter residences so no keys. If there is an alarm and it happens to get set off, the Sheriff's Office Deputies will take over from there because most people have their systems monitored. Even if it went off while we were checking the place, the Volunteer would contact dispatch, so either way, a deputy would get involved. We will patrol and make sure everything looks secure.

Please let me know if you have any further questions.

Thank you,

Sue Parker V-22
Copperopolis Substation Sargent
661-330-8651

Fri, May 26,
2:25 PM

Jeff Stern

to me, Edwarda

Darlene, I am sorry to hear about security issues...

The front gate has the tee sheet on a computer. They let us know when guests come in by color coordinating the tee sheet to show arrivals.

If you are going to use placards, you would need various colors... Restaurant, Golf, Resident-Guest, Construction, Realtor, etc...

Let me know how I can be of any additional service,

Jeffrey Stern

Jeffrey Stern, PGA
Director of Golf/Operations
The Golf Club at Copper Valley
O - 209-783-8701
C - 805-990-4209

Fri, May 26,
2:26 PM

Edwarda Alderete

to me, Jeff

Hi, Darlene:

Speaking on behalf of the restaurant, I certainly don't have a problem with guests outside the gate having some form of a "parking permit" to dine at the restaurant.

Thank you,

Edwarda C Alderete

Director of Food & Beverage/Operations
The Golf Club at Copper Valley
209-783-9518