



**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**

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

**BOARD OF DIRECTORS SPECIAL MEETING AGENDA**

JUNE 20, 2024, 2:00 PM

LOCATION: COPPER VALLEY 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 2024.
  - b) Approval of the minutes from the Special Board Meeting held May 28, 2024.
  
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 2024-2025 Final Budget  

Adoption of a Resolution Approving the FY 2024-2025 Final Budget including Employee Salary Schedule, General Manager Salary Adjustment and Appropriations Limit
  
  - b) Review of the District's Expenditure Authorization Policy
  - c) Sidewalk Project Update
  - d) Report confirming the terms for each board member
  - e) Ratification of employee compensation during the community evacuation due to the Aero fire
  
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, 2024

**Copper Valley Community Services District  
Treasurer's Report  
May 2024**

**Statement of Cash Flows**

For the 11 Months Ending May 31, 2024

	Umpqua Bank Checking	Calaveras Co Fund 2188	LAIF	CA Class Savings	YTD Total
<b>Net Income</b>	<b>73,715</b>	<b>(71,755)</b>	<b>4,102</b>	<b>53,271</b>	<b>59,333</b>
<b>OPERATING ACTIVITIES</b>					
Adjustments to reconcile Net Income to Net Cash used in Operations:					
1200 Accounts Receivable	-				-
2000 Accounts Payable	380				380
2050 Umpqua CSDA Visa	5,446				5,446
2100 Payroll Taxes Payable	2,083				2,083
2150 Accrued Payroll	26,195				26,195
2200 Sales Tax Payable	-				-
<b>Net cash used in operating activities</b>	<b>107,819</b>	<b>(71,755)</b>	<b>4,102</b>	<b>53,271</b>	<b>93,437</b>
<b>Bank Transfers In/Out</b>	<b>650,000</b>			<b>(650,000)</b>	
<b>Net cash decrease for period</b>	<b>757,819</b>	<b>(71,755)</b>	<b>4,102</b>	<b>(596,729)</b>	<b>93,437</b>
<b>Cash at beginning of period (7/1/2023)</b>	<b>204,598</b>	<b>71,799</b>	<b>107,567</b>	<b>1,338,663</b>	<b>1,722,627</b>
<b>Cash at end of period</b>	<b>962,416</b>	<b>44</b>	<b>111,668</b>	<b>741,935</b>	<b>1,816,063</b>

**Copper Valley Community Services District  
Treasurer's Report  
May 2024**

**Cash Flow Projection**

FY 23-24		FY 24-25							
May-2024	Jun-2024	Jul-2024	Aug-2024	Sep-2024	Oct-2024	Nov-2024	Dec-2024	Jan-2025	

**REGULAR CHECKING**

<b>Beginning Checking Account Balance</b>	\$	44,361	\$	962,416	\$	887,396	\$	812,376	\$	811,780	\$	736,760	\$	562,812	\$	487,792	\$	412,772	
<b>Deposits</b>																			
Assessments	\$	588,669	\$	-	\$	-	\$	74,424	\$	-	\$	-	\$	-	\$	-	\$	-	
Other Income	\$	10,060																	
Road Improvement Loan	\$	-																	
Transfers	\$	400,000	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
<b>Disbursements</b>																			
Paychecks	\$	39,979	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	
Payroll Taxes	\$	14,182	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	
Checks Written																			
Other Operating & Admin Costs	\$	16,042	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	
Health and Dental Insurance	\$	5,827	\$	4,920	\$	4,920	\$	4,920	\$	4,920	\$	4,920	\$	4,920	\$	4,920	\$	4,920	
Property Liability Insurance	\$	-	\$	-															
Transfers	\$	-																	
Lease payments	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	
Capital Outlay	\$	-																	
Projects Costs																			
Series A (2018 project refinance)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	41,071	\$	-	\$	-	\$	-	
Series B (Phase 2 Road Imprpv.)	\$	-	\$	-	\$	-	\$	-	\$	-	\$	57,857	\$	-	\$	-	\$	-	
Credit Card Payments	\$	3,499	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	
ACS Debits - (Utilities, Lease Pymts,P/R processing)	\$	1,145	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	
<b>Total Disbursements</b>	\$	80,673	\$	75,020	\$	75,020	\$	75,020	\$	75,020	\$	173,948	\$	75,020	\$	75,020	\$	75,020	
<b>Ending Checking Account Balance</b>	\$	962,416	\$	887,396	\$	812,376	\$	811,780	\$	736,760	\$	562,812	\$	487,792	\$	412,772	\$	337,752	
check	\$	-																	
Check	\$	-																	

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

COPPER VALLEY COMMUNITY SERVICES DISTRICT  
 FY 2023-24 MONTHLY BUDGET REPORT ANALYSIS

May 2024

		ACTUALS			BUDGET		
		Last Year July - May	This Year July - May	Variance Incl/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
<b>EXPENDITURES</b>							
<b>SERVICES AND SUPPLIES</b>							
<b>ADMINISTRATION</b>							
OE01	Audit Expense	\$ 8,800	\$ 8,800	\$ -	\$ 9,200	\$ 400	4%
OE02	Finance Expenses	\$ 581	\$ 746	\$ 165	\$ 700	\$ (46)	-7%
OE02-1	Parcel Tax Implementation	\$ 437	\$ -	\$ (437)	\$ 6,300	\$ 6,300	100%
OE03	Advertising	\$ -	\$ 5,400	\$ 5,400	\$ 1,300	\$ (4,100)	-315%
OE04	Legal Expenses	\$ 5,034	\$ 3,745	\$ (1,289)	\$ 6,300	\$ 2,555	41%
OE06	Insurance (Property Loss/Liability)	\$ 9	\$ 15,483	\$ 15,473	\$ 21,000	\$ 5,517	26%
OE07	Miscellaneous/Contingency	\$ 1,253	\$ 7,291	\$ 6,038	\$ 8,400	\$ 1,109	13%
OE08	Professional Development (Travel/Training)	\$ 7,837	\$ 12,433	\$ 4,597	\$ 9,300	\$ (3,133)	-34%
OE09	Dues, Certifications & Subscriptions	\$ 6,290	\$ 7,709	\$ 1,419	\$ 7,900	\$ 191	2%
OE10	Uniform Expenses	\$ 8,492	\$ 12,601	\$ 4,109	\$ 10,400	\$ (2,201)	-21%
OE11	Electric Power/Water/Sewer	\$ 84,784	\$ 76,737	\$ (8,047)	\$ 96,000	\$ 19,263	20%
OE12	Telephone/Internet Service	\$ 7,101	\$ 8,373	\$ 1,272	\$ 7,700	\$ (673)	-9%
OE14	Office Supplies/Postage	\$ 7,853	\$ 13,783	\$ 5,930	\$ 9,600	\$ (4,183)	-44%
OE15	Office Equipment Repair/Replacement	\$ 2,527	\$ 13,791	\$ 11,264	\$ 6,300	\$ (7,491)	-119%
OE15-1	Office Equipment Lease	\$ 2,213	\$ 2,833	\$ 620	\$ 2,600	\$ (233)	-9%
OE26	County Fees/LAFCO	\$ 5,178	\$ 6,212	\$ 1,035	\$ 6,600	\$ 388	6%
OE27	Bank Charges	\$ 819	\$ 985	\$ 166	\$ 900	\$ (85)	-9%
OE29	Accounting Services	\$ 22,800	\$ 23,850	\$ 1,050	\$ 26,300	\$ 2,450	9%
OE30	Reimbursable Maint/Repair Expense	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE31	Office Lease	\$ 1,624	\$ 1,624	\$ -	\$ 1,800	\$ 176	10%
OE41	HR Consultant	\$ 1,950	\$ -	\$ (1,950)	\$ 2,500	\$ 2,500	100%
OE42	Quail Creek Engineering	\$ 3,550	\$ 2,100	\$ (1,450)	\$ 10,500	\$ 8,400	80%
PE03-1	Payroll Taxes - Administration	\$ 18,459	\$ 19,498	\$ 1,039	\$ -	\$ -	
PE06-1	Employee Wages - Administration	\$ 229,552	\$ 244,489	\$ 14,937	\$ -	\$ -	
PE03-7	Payroll Taxes - Quail Creek	\$ 14	\$ -	\$ (14)	\$ -	\$ -	
PE06-7	Employee Wages - Quail Creek	\$ 177	\$ -	\$ (177)	\$ -	\$ -	
	<b>Total Administration</b>	\$ 427,333	\$ 488,484	\$ 61,150	\$ 251,600	\$ 27,104	11%
<b>COMMON AREAS</b>							
OE16	Gate Maintenance & Opener Purchase	\$ 19,229	\$ 68,600	\$ 49,371	\$ 15,100	\$ (53,500)	-354%
OE16-1	Gate System Improvements (RFID,etc)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE17	Streets/Sidewalks/Lighting Maint & Repair	\$ 12,620	\$ 23,557	\$ 10,938	\$ 15,900	\$ (7,657)	-48%
OE17-2	Storm Drains	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
PE03-5	Payroll Taxes - Streets	\$ -	\$ -	\$ -	\$ -	\$ -	
PE06 -5	Employee Wages - Streets	\$ -	\$ -	\$ -	\$ -	\$ -	
OE18-1	Landscape Supplies & Repairs	\$ 32,226	\$ 43,739	\$ 11,513	\$ 46,100	\$ 2,361	5%
OE18-2	CCWD Water	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE18-3	Landscape Equipment Gas & Oil	\$ 7,464	\$ 7,241	\$ (223)	\$ 9,400	\$ 2,159	23%
OE18-4	Landscape Equipment Repair/Replacement	\$ 38,422	\$ 45,095	\$ 6,673	\$ 44,300	\$ (795)	-2%
PE03-2	Payroll Taxes - Common Areas	\$ 17,218	\$ 20,921	\$ 3,703	\$ -	\$ -	
PE06 -2	Employee Wages - Common Areas	\$ 218,355	\$ 262,286	\$ 43,931	\$ -	\$ -	
	<b>Total Common Areas</b>	\$ 345,534	\$ 471,439	\$ 125,905	\$ 130,800	\$ (57,432)	-44%
<b>MOSQUITO ABATEMENT</b>							
OE22-1	Mosquito Control Products	\$ 19,829	\$ 19,824	\$ (5)	\$ 19,700	\$ (124)	-1%
OE22-2	Mosquito Abatement Monitoring & Testing	\$ 3,653	\$ 6,129	\$ 2,476	\$ 4,500	\$ (1,629)	-36%

COPPER VALLEY COMMUNITY SERVICES DISTRICT  
 FY 2023-24 MONTHLY BUDGET REPORT ANALYSIS

May 2024

		ACTUALS			BUDGET		
		Last Year July - May	This Year July - May	Variance Inc/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
<b>EXPENDITURES</b>							
OE22-3	Mosquito Abatement Vehicles Gas & Oil	\$ 13,026	\$ 15,134	\$ 2,108	\$ 13,800	\$ (1,334)	-10%
OE22-4	Mosquito Abatement Equipment Maintenance	\$ 12,281	\$ 20,221	\$ 7,940	\$ 15,500	\$ (4,721)	-30%
PE03-4	Payroll Taxes - Mosquito Abatement	\$ 1,119	\$ 1,521	\$ 402			
PE06-4	Employee Wages - Mosquito Abatement	\$ 14,629	\$ 19,888	\$ 5,259			
PE03-6	Payroll Taxes - Wetlands	\$ 205	\$ 71	\$ (134)			
PE06-6	Employee Wages - Wetlands	\$ 2,674	\$ 927	\$ (1,746)			
	<b>Total Mosquito Abatement</b>	\$ 67,416	\$ 83,716	\$ 16,300	\$ 53,500	\$ (7,809)	-15%
	<i>Less: Distributed Payroll to Service Areas</i>	\$ (502,401)	\$ (569,601)	\$ (67,200)			
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	\$ 337,882	\$ 474,037	\$ 136,155	\$ 435,900	\$ (38,137)	-9%
<b>PERSONNEL COSTS</b>							
				\$ -		\$ -	
PE01	Worker Compensation Insurance	\$ 12,730	\$ 864	\$ (11,867)	\$ 12,700	\$ 11,836	93%
PE02	Health Insurance	\$ 84,658	\$ 74,773	\$ (9,885)	\$ 114,500	\$ 39,727	35%
PE03	Payroll Taxes	\$ 38,391	\$ 43,814	\$ 5,423	\$ 46,300	\$ 2,486	5%
PE04	Processing Fees	\$ 1,529	\$ 1,953	\$ 424	\$ 1,800	\$ (153)	-9%
PE05	Directors Stipend	\$ 5,400	\$ 5,500	\$ 100	\$ 6,000	\$ 500	8%
	Retirement			\$ -	\$ 6,000		0%
PE06	Employee Wages	\$ 483,197	\$ 549,597	\$ 66,400	\$ 578,300	\$ 28,703	5%
	<b>TOTAL PERSONNEL COSTS</b>	\$ 625,906	\$ 676,501	\$ 50,595	\$ 765,600	\$ 83,099	11%
<b>EQUIPMENT OUTLAY</b>							
CO03	Office Furniture & Equipment		\$ 4,238	\$ 4,238	\$ -	\$ (4,238)	#DIV/0!
CO04	Trailer/Spray Rig/Tractor	\$ 19,614	\$ -	\$ (19,614)	\$ 5,000	\$ 5,000	100%
CO04	Concrete Grinder	\$ 7,989	\$ -	\$ (7,989)	\$ -	\$ -	#DIV/0!
CO04	Turco Torrent Blower	\$ 11,537	\$ -	\$ (11,537)	\$ -	\$ -	#DIV/0!
CO04	Cart Replace - Honda Pioneer	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CO04	Water Truck Transmission	\$ -	\$ 5,090	\$ 5,090	\$ 7,700	\$ 2,610	34%
CO04	New Turf Mower	\$ -	\$ 35,638	\$ 35,638	\$ 37,000	\$ 1,362	4%
CO10	Cart Replace - Honda Pioneer W/ Cab	\$ 25,587	\$ -	\$ (25,587)	\$ -	\$ -	#DIV/0!
	<b>TOTAL EQUIPMENT OUTLAY</b>	\$ 64,727	\$ 44,965	\$ (19,762)	\$ 49,700	\$ 4,735	10%
<b>CAPITAL OUTLAY/STUDIES/ASSESEMENTS</b>							
OE53-2	Landscape Design	\$ 37,745	\$ 18,462	\$ (19,284)	\$ -	\$ (18,462)	#DIV/0!
OE53-1	Landscape Improvements	\$ 1,869	\$ -	\$ (1,869)	\$ -	\$ -	#DIV/0!
OE51-4	Road Improvement (1)	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	100%
OE51-1	Road Project Assessment & Design (Willdan)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-2	Road Project Management	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-5	Road Improvements PHASE II	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-6	CM Services (Willdan)	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-7	Drainage Basin Repairs	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE51-8	Road Development Standards	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE54-1	Office Building Paint	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE54-2	Office Building Siding and Trim	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE54-3	Office Building Renovation	\$ 854	\$ 96	\$ (758)	\$ -	\$ (96)	#DIV/0!
OE54-4	Security	\$ 10,200	\$ -	\$ (10,200)	\$ 1,000	\$ 1,000	100%
TBD	General Engineering			\$ -	\$ 15,000		0%
TBD	Gate Gontroller Replace and Security Upgrade			\$ -	\$ 34,200		0%
OE54-5	Sidewalk Replacement	\$ -	\$ 4,775	\$ 4,775	\$ 150,000	\$ 145,225	97%

COPPER VALLEY COMMUNITY SERVICES DISTRICT  
 FY 2023-24 MONTHLY BUDGET REPORT ANALYSIS

May 2024

		ACTUALS			BUDGET		
		Last Year July - May	This Year July - May	Variance Incl/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
<b>EXPENDITURES</b>							
TBD	Mosquito Abatement Cargo Container	\$ -	\$ -	\$ -		\$ -	#DIV/0!
	<b>TOTAL STUDIES &amp; ASSESSMENTS</b>	<b>\$ 50,669</b>	<b>\$ 23,333</b>	<b>\$ (27,336)</b>	<b>\$ 300,200</b>	<b>\$ 82,442</b>	<b>27%</b>
<b>DEBT SERVICE</b>							
OE20	John Deere Financing	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE21	John Deere Financing	\$ 11,564	\$ 7,359	\$ (4,205)	\$ 12,616		0%
OE20-01	Interest Expense	\$ -	\$ -	\$ -			#DIV/0!
OE20-3	Series 2018 Installment Sale	\$ -	\$ -	\$ -			#DIV/0!
OE20-4	Phase 1 Road Improvements	\$ 81,719	\$ 81,719	\$ 0	\$ 81,722	\$ 3	0%
OE20-5	Phase 2 Road Improvements	\$ 115,156	\$ 115,156	\$ 0	\$ 115,160	\$ 4	0%
	<b>TOTAL DEBT SERVICE</b>	<b>\$ 208,439</b>	<b>\$ 204,234</b>	<b>\$ (4,205)</b>	<b>\$ 209,498</b>	<b>\$ 7</b>	<b>0%</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 1,287,623</b>	<b>\$ 1,423,070</b>	<b>\$ 135,447</b>	<b>\$ 1,760,898</b>	<b>\$ 132,146</b>	<b>8%</b>

<b>PAYMENTS AND ASSESSMENTS RECEIVED</b>							
<u>Assessment Income</u>							
	Pymt No. 3: (5%) Aug 2022 (FY21)	\$ -	\$ -	\$ -	\$ 74,424	\$ 74,424	
	Pymt No. 1: (55%) Feb 2023 (FY22)	\$ 773,443	\$ 811,169	\$ 37,726	\$ 818,660	\$ 7,491	
	Pymt No. 2: (40%) May 2023 (FY22)	\$ 560,569	\$ 588,669	\$ 28,100	\$ 595,389	\$ 6,720	
	<b>Total Assessment Income</b>	<b>\$ 1,334,012</b>	<b>\$ 1,399,838</b>	<b>\$ 65,826</b>	<b>\$ 1,488,473</b>	<b>\$ 88,635</b>	
<u>Reimbursement Income</u>						\$ -	
	<b>Total Reimbursement Income</b>			\$ -	\$ -	\$ -	
<u>Other Income</u>						\$ -	
IN03	Weed Abatement	\$ 3,675	\$ 7,085	\$ 3,410	\$ 5,100	\$ (1,985)	-39%
IN05	Investment Interest	\$ 14,808	\$ 57,373	\$ 42,564	\$ 48,000	\$ (9,373)	-20%
IN06	Interest - County	\$ 325	\$ 175	\$ (150)	\$ 400	\$ 225	56%
IN30	Exp Reimbursement Income	\$ 1,296	\$ 8,700	\$ 7,404	\$ -	\$ (8,700)	#DIV/0!
IN41	Gate Opener Income	\$ 700	\$ 2,360	\$ 1,660	\$ 900	\$ (1,460)	-162%
IN59	Rebates	\$ 13,016	\$ 1,872	\$ (11,145)	\$ 12,000	\$ 10,128	84%
IN70	Quail Creek Deposits	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ (5,000)	#DIV/0!
	<b>Total Other Income</b>	<b>\$ 33,821</b>	<b>\$ 82,565</b>	<b>\$ 48,744</b>	<b>\$ -</b>	<b>\$ (82,565)</b>	
	<b>TOTAL PAYMENTS &amp; ASSESSMENTS</b>	<b>\$ 1,367,833</b>	<b>\$ 1,482,402</b>	<b>\$ 114,570</b>	<b>\$ 1,554,873</b>	<b>\$ (10,094)</b>	
	<b>Net Income</b>	<b>\$ 80,210</b>	<b>\$ 59,333</b>	<b>\$ (20,877)</b>	<b>\$ (206,025)</b>	<b>\$ (265,358)</b>	
<u>Other Financing Sources &amp; Uses</u>						\$ -	
	<b>Budget Balance</b>		<b>\$ 59,333</b>		<b>\$ -</b>		

# Copper Valley Community Services District

## Balance Sheet

As of May 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Umpqua Bank Checking	962,416
1020 Cash - Fund 2188	44
1040 Local Agency Investment Fund (LAIF)	111,668
1090 CA Class Savings	741,935
<b>Total Bank Accounts</b>	<b>\$1,816,063</b>
<b>Total Current Assets</b>	<b>\$1,816,063</b>
Fixed Assets	
1500 Capital Assets	
1501 Equipment	531,242
1503 Roads	4,377,023
1504 Easements	10,344,000
1505 Buildings	145,569
<b>Total 1500 Capital Assets</b>	<b>15,397,834</b>
1600 Accumulated Depreciation	
1601 Equipment	-402,791
1603 Roads	-1,254,845
1605 Buildings	-36,504
<b>Total 1600 Accumulated Depreciation</b>	<b>-1,694,140</b>
<b>Total Fixed Assets</b>	<b>\$13,703,694</b>
Other Assets	
1700 Receivable Other	139
1705 Amount Provided For LTD	982,761
<b>Total Other Assets</b>	<b>\$982,900</b>
<b>TOTAL ASSETS</b>	<b>\$16,502,658</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	380
<b>Total Accounts Payable</b>	<b>\$380</b>
Credit Cards	
2050 Umpqua CSDA Visa	5,446
<b>Total Credit Cards</b>	<b>\$5,446</b>
Other Current Liabilities	
2100 Payroll Taxes Payable	2,083
2150 Accrued Payroll	26,195
2200 Sales Tax Payable	0



# Copper Valley Community Services District

## Balance Sheet

As of May 31, 2024

	TOTAL
<b>Total Other Current Liabilities</b>	<b>\$28,279</b>
<b>Total Current Liabilities</b>	<b>\$34,164</b>
Long-Term Liabilities	
2500 Lease Payable - John Deere	19,049
2600 Series 2018 Installment Sale A	454,562
2601 Series 2018 Installment Sale B	1,251,567
<b>Total Long-Term Liabilities</b>	<b>\$1,725,178</b>
<b>Total Liabilities</b>	<b>\$1,759,282</b>
Equity	
3800 Developer Capital Contributions	12,198,796
3900 Fund Balance	932,708
3905 Net Investment in Capital Assets	1,552,539
Net Income	59,333
<b>Total Equity</b>	<b>\$14,743,376</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$16,502,658</b>

Copper Valley Community Services District

1000 Umpqua Bank Checking, Period Ending 05/31/2024

RECONCILIATION REPORT

Reconciled on: 06/11/2024

Reconciled by: Ever Ventura

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

Summary

USD

Statement beginning balance	45,063.56
Checks and payments cleared (40)	-65,086.78
Deposits and other credits cleared (7)	998,729.15
Statement ending balance	978,705.93
Uncleared transactions as of 05/31/2024	-16,289.62
Register balance as of 05/31/2024	962,416.31

Details

Checks and payments cleared (40)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/16/2024	Bill Payment	3254	California Department of Publi...	-380.00
04/16/2024	Bill Payment	3256	Aaronson, Dickerson etal	-75.00
05/03/2024	Check	dm	NICOLE D MC CUTCHEN	-300.00
05/03/2024	Check	dm	ExpertPay	-111.50
05/03/2024	Check	dm	BEAM	-468.71
05/03/2024	Check	dm	Gregory Hebard	-400.00
05/03/2024	Check	dm	PATRICK WADDELL	-1,649.72
05/03/2024	Check	dm	NICHOLAS B PATRICK	-1,829.99
05/03/2024	Check	dm	MATTHEW MOTTER	-1,582.17
05/03/2024	Check	dm	Ralph M. McGeorge	-2,728.78
05/03/2024	Check	dm	Mitchell McDonald	-1,597.07
05/03/2024	Check	dm	NICOLE D MC CUTCHEN	-2,692.26
05/03/2024	Check	dm	PETER J KAMPA	-2,548.12
05/03/2024	Check	dm	CHRIS JACOBS	-1,884.69
05/03/2024	Check	dm	Gregory Hebard	-2,680.81
05/07/2024	Check	dm	CA EDD	-1,130.13
05/08/2024	Check	dm	IRS	-5,907.06
05/17/2024	Check	dm	Employer Driven Insurance S...	-576.00
05/20/2024	Check	dm	Gregory Hebard	-400.00
05/20/2024	Check	dm	PATRICK WADDELL	-1,649.72
05/20/2024	Check	dm	NICHOLAS B PATRICK	-1,829.99
05/20/2024	Check	dm	MATTHEW MOTTER	-1,582.18
05/20/2024	Check	dm	Ralph M. McGeorge	-2,728.79
05/20/2024	Check	dm	Mitchell McDonald	-1,597.08
05/20/2024	Check	dm	PETER J KAMPA	-2,548.10
05/20/2024	Check	dm	CHRIS JACOBS	-1,884.69
05/20/2024	Check	dm	Gregory Hebard	-2,680.81
05/20/2024	Check	dm	ExpertPay	-111.50
05/20/2024	Check	dm	Intuit Full Service Payroll	-152.00
05/21/2024	Check	dm	NICOLE D MC CUTCHEN	-300.00
05/21/2024	Check	dm	Maintenance Fee	-87.41
05/21/2024	Check	dm	NICOLE D MC CUTCHEN	-2,884.49
05/22/2024	Check	dm	USBank Equipment Finance	-15.90
05/22/2024	Check	dm	USBank Equipment Finance	-186.43
05/23/2024	Check	dm	CA EDD	-1,161.69
05/24/2024	Check	dm	IRS	-5,983.08
05/28/2024	Check	dm	Umpqua Bank Commerical CC	-3,499.36
05/28/2024	Check	dm	Anthem Inc	-4,589.79
05/29/2024	Check	dm	PG&E - 7193	-479.76
05/31/2024	Check	dm	Employer Driven Insurance S...	-192.00

Total -65,086.78

## Deposits and other credits cleared (7)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/01/2024	Deposit		Calaveras County	588,669.15
05/01/2024	Deposit			6,760.00
05/06/2024	Deposit		Paul & Susan Bianchi	75.00
05/06/2024	Deposit			825.00
05/17/2024	Deposit			375.00
05/21/2024	Check	dm	Transfer	400,000.00
05/22/2024	Deposit			2,025.00

Total 998,729.15

## Additional Information

## Uncleared checks and payments as of 05/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/16/2024	Bill Payment	3245	Greg Hebard	-156.16
04/16/2024	Bill Payment	3244	Mo-Cal Office Solutions, Inc	-91.90
05/21/2024	Bill Payment	3267	Warmerdam CPA Group	-1,900.00
05/21/2024	Bill Payment	3266	VALLEY ENTRY SYSTEMS, I...	-965.25
05/21/2024	Bill Payment	3269	Detall Commercial Cleaning L...	-1,400.00
05/21/2024	Bill Payment	3264	Larry Bain, C.P.A.	-8,800.00
05/21/2024	Bill Payment	3263	Hunt & Sons, Inc.	-872.00
05/21/2024	Bill Payment	3262	Heluna Health	-1,232.00
05/21/2024	Bill Payment	3265	The Union Democrat	-685.88
05/21/2024	Bill Payment	3268	USBank Equipment Finance	-186.43

Total -16,289.62

# Copper Valley Community Services District

## Transaction Report

May 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Umpqua Bank Checking					
Beginning Balance					
05/01/2024	Deposit				6,760
05/01/2024	Deposit		Calaveras County		588,669
05/03/2024	Check	dm	Ralph M. McGeorge	Pay Period: 4/16/24 - 4/30/24	-2,729
05/03/2024	Check	dm	NICOLE D MC CUTCHEN	Pay Period: 4/16/24 - 4/30/24	-2,692
05/03/2024	Check	dm	Gregory Hebard	Pay Period: 4/16/24 - 4/30/24	-2,681
05/03/2024	Check	dm	PETER J KAMPA	Pay Period: 4/16/24 - 4/30/24	-2,548
05/03/2024	Check	dm	CHRIS JACOBS	Pay Period: 4/16/24 - 4/30/24	-1,885
05/03/2024	Check	dm	NICHOLAS B PATRICK	Pay Period: 4/16/24 - 4/30/24	-1,830
05/03/2024	Check	dm	PATRICK WADDELL	Pay Period: 4/16/24 - 4/30/24	-1,650
05/03/2024	Check	dm	Mitchell McDonald	Pay Period: 4/16/24 - 4/30/24	-1,597
05/03/2024	Check	dm	MATTHEW MOTTER	Pay Period: 4/16/24 - 4/30/24	-1,582
05/03/2024	Check	dm	BEAM	Dental Insurance	-469
05/03/2024	Check	dm	Gregory Hebard	Pay Period: 4/16/24 - 4/30/24	-400
05/03/2024	Check	dm	NICOLE D MC CUTCHEN	Pay Period: 4/16/24 - 4/30/24	-300
05/03/2024	Check	dm	ExpertPay		-112
05/06/2024	Deposit		Paul & Susan Bianchi		75
05/06/2024	Deposit				825
05/07/2024	Check	dm	CA EDD		-1,130
05/08/2024	Check	dm	IRS		-5,907
05/17/2024	Check	dm	Employer Driven Insurance Services		-576
05/17/2024	Deposit				375
05/20/2024	Check	dm	Ralph M. McGeorge	Pay Period: 5/1/24 - 5/15/24	-2,729
05/20/2024	Check	dm	Gregory Hebard	Pay Period: 5/1/24 - 5/15/24	-2,681
05/20/2024	Check	dm	PETER J KAMPA	Pay Period: 5/1/24 - 5/15/24	-2,548
05/20/2024	Check	dm	CHRIS JACOBS	Pay Period: 5/1/24 - 5/15/24	-1,885
05/20/2024	Check	dm	NICHOLAS B PATRICK	Pay Period: 5/1/24 - 5/15/24	-1,830
05/20/2024	Check	dm	PATRICK WADDELL	Pay Period: 5/1/24 - 5/15/24	-1,650
05/20/2024	Check	dm	Mitchell McDonald	Pay Period: 5/1/24 - 5/15/24	-1,597
05/20/2024	Check	dm	MATTHEW MOTTER	Pay Period: 5/1/24 - 5/15/24	-1,582
05/20/2024	Check	dm	Gregory Hebard	Pay Period: 5/1/24 - 5/15/24	-400
05/20/2024	Check	dm	Intuit Full Service Payroll		-152
05/20/2024	Check	dm	ExpertPay		-112
05/21/2024	Check	dm	NICOLE D MC CUTCHEN	Pay Period: 5/1/24 - 5/15/24	-2,884
05/21/2024	Check	dm	NICOLE D MC CUTCHEN	Pay Period: 5/1/24 - 5/15/24	-300
05/21/2024	Check	dm	Maintenance Fee		-87
05/21/2024	Check	dm	Transfer		400,000
05/21/2024	Bill Payment (Check)	3264	Larry Bain, C.P.A.	Copper Valley 6/30/23 audit	-8,800
05/21/2024	Bill Payment (Check)	3267	Warmerdam CPA Group	Client #3665	-1,900
05/21/2024	Bill Payment (Check)	3269	Detail Commercial Cleaning LLC	Invoice #089	-1,400
05/21/2024	Bill Payment (Check)	3262	Heluna Health	Account #1108	-1,232
05/21/2024	Bill Payment (Check)	3266	VALLEY ENTRY SYSTEMS, INC.	Invoice #45164	-965
05/21/2024	Bill Payment (Check)	3263	Hunt & Sons, Inc.	Acct #22656	-872
05/21/2024	Bill Payment (Check)	3265	The Union Democrat	Customer #00003576	-686
05/21/2024	Bill Payment (Check)	3268	USBank Equipment Finance	Invoice #528497746	-186
05/22/2024	Check	dm	USBank Equipment Finance	Copier Lease Payment	-186
05/22/2024	Check	dm	USBank Equipment Finance	Copier Lease Payment	-16
05/22/2024	Deposit				2,025
05/23/2024	Check	dm	CA EDD		-1,162
05/24/2024	Check	dm	IRS		-5,983
05/28/2024	Check	dm	Anthem Inc		-4,590
05/28/2024	Check	dm	Umpqua Bank Commerical CC		-3,499
05/29/2024	Check	dm	PG&E - 7193		-480
05/31/2024	Check	dm	Employer Driven Insurance Services		-192
<b>Total for Umpqua Bank Checking</b>					<b>\$918,056</b>

# Copper Valley Community Services District

## Transaction Report

May 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
<b>TOTAL</b>					<b>\$918,056</b>

COPPER VALLEY COMMUNITY SERVICES DISTRICT			Quarterly Investment/Treasurer's Report					
			<b>Government Funds</b>					
4th Quarter Balances @ May 31, 2024								
Cash Accounts	Acct #	Statement Interest Rate	YTD Interest May	General Investment	Road Reserve	Infrastructure Reserve	Equipment Reserves	Total by Investment
Umquoia Bank Operating Account	5048		-					962,416.31
LAIF	5-001		4,101.64					111,668.42
Calaveras Fund 2188	2188		174.94					44.01
CA Class	0035	5.41%	53,271.24	438,918.35	82,444.00	138,624.11	81,948.17	741,934.63
			<b>57,547.82</b>	<b>438,918.35</b>	<b>82,444.00</b>	<b>138,624.11</b>	<b>81,948.17</b>	<b>1,816,063.37</b>
<b>YE June 30, 2024 YTD Interest Earned</b>		<u>July - May</u>	<u>\$ 57,547.82</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		Title						

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

**BOARD OF DIRECTORS SPECIAL MEETING MINUTES**  
 MAY 28, 2024, 2:00 PM  
 LOCATION: COPPER VALLEY SPORTS CENTER

1. **CALL TO ORDER @ 2:00pm**
2. **ROLL CALL** President Golden, Vice President Vezina, Director Albertson, Director DeBaldo, Director Coleman-Absent, General Manger Kampa, Office Manager McCutchen, 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 16 2024.
- b) Approval of the minutes from the Regular Board Meeting held April 16, 2024.

Motion made by Director DeBaldo to approve the consent calendar, Vice President Vezina seconds. Motion passes unanimously

7. **DISCUSSION AND ACTION ITEMS**

- a) Adoption of a Resolution Awarding a Construction Contract to the Lowest responsible Bidder for the Sidewalk rehabilitation Project 23-003; Contractor to be Named at this Meeting

Motion made by Director Albertson to Adopt a Resolution Awarding a Construction Contract to the Lowest responsible Bidder for the Sidewalk rehabilitation Project 23-003, second made by Vice President Vezina. Motion passes unanimously

- b) Review and Input on the Draft 2024/25 Fiscal Year Budget
- c) Neighborhood watch signage update
- d) Adoption of a Resolution Calling General District Election to be held November 5, 2024

Motion made by Director Albertson to Adopt a Resolution Calling the General District Election to be held November 5, 2024. Second made by Vice President Vezina. Motion passes unanimously

8. **STAFF AND DIRECTOR REPORTS**

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

9. **ADJOURNMENT @ 3:49pm**

COPPER VALLEY COMMUNITY SERVICES DISTRICT  
**2024/25 FINAL BUDGET WORKSHEET**

6/19/2024

	<b>Budget</b>	<i>Projected Actuals 6-30-2024</i>	<b>Proposed BUDGET</b>	<b>Proposed Change</b>	<b>Proposed Change Notes</b>
<b>Income</b>					
IN01 Assessments	1,488,473	1,474,262	1,527,535	39,062	See NBS Special Tax memo
IN05 Interest Income	48,000	63,391	66,600	18,600	California Class currently at 5.5%
IN06 Interest - County	400	210	400	0	
IN07 Rebates Received	12,000	2,246	2,400	(9,600)	
IN30 Expense Reimbursement Revenue	0	10,440	16,500	16,500	Quail Creek acceptance, construction gate and potential Flint Ct. Review
IN41 Gate Opener Income	900	2,742	2,900	2,000	
IN59 Other Misc. Revenue	0	0	0	0	
IN03 Weed Abatement	5,100	2,800	2,700	(2,400)	Less lots to mow
<b>TOTAL INCOME</b>	<b>1,554,873</b>	<b>1,556,092</b>	<b>\$ 1,619,035.00</b>	<b>64,162</b>	



COPPER VALLEY COMMUNITY SERVICES DISTRICT  
**2024/25 FINAL BUDGET WORKSHEET**

6/19/2024

Budget	Projected Actuals 6-30-2024	Proposed BUDGET	Proposed Change	Proposed Change Notes
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**Expenses**

**Services & Supplies**

**Administrative Expenses**

OE01 Audit Expense	9,200	10,560	11,100	1,900
OE02 Finance Expenses	700	820	900	200
OE02-1 Financial Assessment (NBS)	6,300	6,000	6,300	0
OE03 Advertising	1,300	1,500	1,600	300
OE04 Legal Expenses	6,300	6,000	6,300	0
OE41 HR Consultant	2,500	2,500	2,600	100
OE42 Quail Creek Engineering	10,500	4,000	8,000	(2,500)
OE06 Insurance (Prop Loss & Liab)	21,000	18,580	21,000	0
OE07 Miscellaneous/Contingency	8,400	8,536	9,000	600
OE08 Professional Development	9,300	14,294	15,000	5,700
OE09 Dues, Certs, Bonds & Subscriptions	7,900	9,251	9,700	1,800
OE10 Uniform Expense	10,400	13,753	14,400	4,000
OE11 Electric Power/Water/Sewer	96,000	91,134	95,700	(300)
OE12 Telephone & Internet	7,700	8,888	9,300	1,600
OE14 Office Supplies/Postage	9,600	14,860	15,600	6,000
OE14-1 Cleaning Service	0	0	0	0
OE15 Office Equipment Repair/Replace	6,300	15,967	7,000	700
OE15-1 Office Equipment Lease	2,600	2,807	2,900	300
OE26 County Fees/LAFCO	6,600	7,454	7,800	1,200
OE27 Bank Fees	900	1,076	1,100	200
OE29 Accounting Services	26,300	28,620	30,100	3,800
OE31 Office Lease	1,800	1,949	2,000	200
<b>Total Administrative Expenses</b>	<b>251,600</b>	<b>268,549</b>	<b>\$ 277,400</b>	<b>25,800</b>

COPPER VALLEY COMMUNITY SERVICES DISTRICT  
**2024/25 FINAL BUDGET WORKSHEET**

6/19/2024

Budget	<i>Projected Actuals 6-30-2024</i>	<b>Proposed BUDGET</b>	<b>Proposed Change</b>	<b>Proposed Change Notes</b>	
<b>Common Areas</b>					
OE16 Gate Maint/Repair/Staff/Openers	15,100	68,471	15,000	(100)	
OE16-1 Gate Improvements (RFID)	0	0	0	-	
OE18 Landscape Supplies & Repairs	46,100	51,134	50,000	3,900	
OE18-2 CCWD Water	0	0	0	-	
OE18-3 Landscape Equip Gas & Oil	9,400	8,202	8,600	(800)	
OE18-4 Landscape Equipment Repair & Replacement	44,300	54,010	56,700	12,400	
<b>Total Common Areas</b>	<b>114,900</b>	<b>181,817</b>	<b>\$ 130,300</b>	<b>15,400</b>	
<b>OE22 Mosquito Abatement Expense</b>					
OE22-1 Mosquito Control Products	19,700	23,789	25,000.00	5,300	
OE22-2 Mosquito Abatement Monitor/Test	4,500	5,747	6,000.00	1,500	
OE22-3 Mosquito Abate Vehicles Gas/Oil	13,800	17,924	18,800.00	5,000	
OE22-4 Mosquito Abatement Equip Maint	15,500	24,265	25,500.00	10,000	
<b>Total OE22 Mosquito Abatement Expense</b>	<b>53,500</b>	<b>71,725</b>	<b>\$ 75,300</b>	<b>21,800</b>	
<b>Total OE17 Streets</b>	<b>15,900</b>	<b>28,268</b>	<b>\$ 29,700</b>	<b>13,800</b>	
<b>Total Services &amp; Supplies</b>	<b>435,900</b>	<b>550,359</b>	<b>\$ 512,700</b>	<b>76,800</b>	
<b>PE Personnel Expense</b>					
PE01 Workers' Compensation Insurance	12,700	12,700	14,000	1,300	See Payroll Info Worksheet
PE02 Health Insurance	114,500	82,854	69,200	(45,300)	See Payroll Info Worksheet
PE03 Payroll Taxes	46,300	47,845	47,700	1,400	8% of projected wages
PE04 Processing Fees	1,800	2,161	2,300	500	Actual plus 5%
PE05 Directors' Stipend	6,000	6,000	6,000	-	See Payroll Info Worksheet
Retirement	6,000	6,000	6,000	-	
<b>PE06 Employee Wages</b>	<b>578,300</b>	<b>597,545</b>	<b>596,800</b>	<b>18,500</b>	See Payroll Info Worksheet
<b>Total Salaries &amp; Benefits</b>	<b>765,600</b>	<b>755,105</b>	<b>\$ 742,000</b>	<b>(23,600)</b>	

COPPER VALLEY COMMUNITY SERVICES DISTRICT  
**2024/25 FINAL BUDGET WORKSHEET**

6/19/2024

Budget	<i>Projected Actuals 6-30-2024</i>	<b>Proposed BUDGET</b>	<b>Proposed Change</b>	<b>Proposed Change Notes</b>	
<b>Equipment Replacement</b>					
CO04 Shop/Grounds Equipment	5,000	5,000	\$ 5,000	-	
Water Truck Transmission	7,700	5,090	\$ -	(7,700)	
New Turf Mower	37,000	35,638	\$ -	(37,000)	
Cart Replacements	0	0	\$ 30,000	30,000	
<b>Total Equipment Replacement</b>	<b>49,700</b>	<b>45,728</b>	<b>\$ 30,000</b>	<b>(19,700)</b>	
<b>Capital Projects</b>					
OE53-2 Landscape Improvements	0	18,462	\$ -	-	
OE53-1 Landscape Design/Survey	0	0	\$ -	-	
<b>Total Landscape Project</b>	<b>0</b>	<b>18,462</b>	<b>\$ -</b>	<b>-</b>	
OE51-4 Road Improvements	100,000	4,775	\$ 121,576	21,576	Bid plus 5% contingency
OE51-1 Road Project Design & Constr Mgmt	0	0	\$ 10,000	10,000	Inspections and documentation
General Engineering	15,000	0	\$ 5,000	(10,000)	
Speed Reduction Study	0	0	\$ 39,000	39,000	See attached proposal
Sidewalk Replacement	150,000	8,000	\$ 375,999	225,999	Bid plus 5% contingency
Security Upgrades	1,000	0	\$ -	(1,000)	
Construction Gate Improvements	0	0	\$ 5,500	5,500	To be reimbursed by CV Partners
Gate Replace and Security Upgrade	34,200	0	\$ -	(34,200)	Charged to Gate maintenance and repair
OE54-3 Office Building Renovation	0	96	\$ 15,000	15,000	
Gate house renovations			\$ 9,500	9,500	
Flooring for Gatehouse and Office			\$ 15,000	15,000	
Seeder and Spreader			\$ 5,000	5,000	
<b>Total Road Improvement Project</b>	<b>300,200</b>	<b>12,871</b>	<b>\$ 601,575</b>	<b>\$ 301,375</b>	
<b>Total Capital Projects</b>	<b>300,200</b>	<b>31,333</b>	<b>\$ 601,575</b>	<b>\$ 301,375</b>	

COPPER VALLEY COMMUNITY SERVICES DISTRICT  
**2024/25 FINAL BUDGET WORKSHEET**

6/19/2024

Budget	Projected Actuals 6-30-2024	Proposed BUDGET	Proposed Change	Proposed Change Notes
<b>Debt Service</b>				
OE20 John Deere Financing	0	0	0	
OE21 John Deere Financing	12,616	7,359	0	(12,616)
OE20-04 Phase 1 Road Improvements	81,722	81,722	81,722	(0)
OE20-05 Phase 2 Road Improvements	115,160	115,160	115,160	(0)
<b>Total Debt Service</b>	<b>209,498</b>	<b>204,241</b>	<b>\$ 196,882</b>	<b>(12,616)</b>
<b>TOTAL EXPENDITURES</b>	<b>1,760,898</b>	<b>1,586,766</b>	<b>\$ 2,083,157</b>	<b>322,259</b>
<b>Other Financing Sources/(Uses)</b>				
Road Loan Draw down	212,373	(8,000)	204,373	
Equipment Replacement Reserve	37,000	(22,674)	7,000	
Infrastructure Reserve	(37,627)	(37,627)	37,627	
Road Improvement Reserve	(15,493)	15,493	15,500	
Fund Balance/Reserves Transfer In	9,771	8,229	199,622	
	<b>206,024</b>	<b>\$ (44,579)</b>	<b>\$ 464,122</b>	<b>-</b>
<b>Excess of revenues over expenditures</b>	<b>(1)</b>	<b>\$ (75,254)</b>	<b>\$ 0</b>	

**COPPER VALLEY COMMUNITY SERVICES DISTRICT  
FY 2024/25 EMPLOYEE CLASSIFICATION & SALARY SCHEDULE**

<u>Employee Classification</u>	2023-24	2024-25		(Step 1)	(Step 2)	(Step 3)	(Step 4)
General Manager	1	1	(A)	\$80,872			
Maintenance Manager	1	1	(A)	\$92,700	\$97,334	\$102,201	\$107,311
Maintenance Supervisor	1	1	(A)	\$74,428	\$78,149	\$82,056	\$86,159
Landscape Maint. II	0	0	(H)	\$28.10	\$29.51	\$30.98	\$32.53
Landscape Maint. I	5	5	(H)	\$23.12	\$24.28	\$25.49	\$26.77
Office Manager	1	1	(PT)	\$41.26	\$43.33	\$45.49	\$47.77
(A)=Annual Salary    (H)=Hourly    (PT) - Part time				* Cost of Living Adjustment (COLA)			2.90%

**Other**

)1) Directors (Elected)                      5                      5                      \$100 per Board Meeting Attended

(1) Copper Valley CSD meets on the third Tuesday of each month. Directors receive a stipend of \$100 for attending the meeting. Directors who miss a meeting are not compensated. The annual stipend for a director who attends all CSD meetings is \$1,200. Paid in December.

**BENEFITS**

Upon completion of each full calendar year of employment with the District in the position of Maintenance Supervisor, the District provides a \$3,000 payment to be deposited as an IRA contribution. This benefit is paid during the month of January in the year following each full calendar year of employment. All payroll costs associated with this benefit are borne by the District.

Upon completion of each full calendar year of employment with the District in the position of Maintenance Manager, the District provides a \$3,500 payment to be deposited as an IRA contribution. This benefit is paid during the month of January in the year following each full calendar year of employment. All payroll costs associated with this benefit are borne by the District.

Health Insurance Benefits are provided to the following Employee Classifications in accordance with District policy; 1) Maintenance Manager, 2) Maintenance Supervisor, 3) Maintenance II and 4) Maintenance I. The District does not pay for Health Insurance Coverage for 1) Employee Dependents, 2) Directors, or 3) Part-Time Employees.

Full time employees receive 7 paid Holidays per year.

\* Source:US Bureau of Labor Statistics - 12 month Percentage Change-CPI-Urban Wage EarnersFeb. 2023

**To: Copper Valley Community Services District Board of Directors**  
**From: Christine Drazil, NBS**  
**Date: May 28, 2024**  
**Re: Copper Valley CSD – Measure A Fiscal Year 2024/25 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 2024/25:

<b>Land Use Category</b>	<b>Fiscal Year 2024/25 Special Tax Rate</b>
Residential Lot	\$2,148.09 per Residential Lot
Large Lot Undeveloped Property	\$908.17 per Acre or Portion Thereof
Sports Club Property	\$807.27 per Acre or Portion Thereof
Golf Course Property	\$80,550.43 per Parcel

The special taxes will be levied at the maximum Fiscal Year 2024/25 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 2024/25, maximum special tax rates were increased by 2.62%, based upon the change in the Consumer Price Index.

Applying the Fiscal Year 2024/25 special tax rates to the parcels that currently exist in the District, the estimated Fiscal Year 2024/25 special tax revenues are detailed below for each land use category.

<b>Land Use Category</b>	<b>Fiscal Year 2024/25 Special Tax Revenue</b>
Residential Lot	\$1,202,930.40
Large Lot Undeveloped Property	241,512.00
Sports Club Property	2,542.90
Golf Course Property	80,550.43
Common Area / Roads	0.00
<b>Total:</b>	<b>\$1,527,535.73</b>

The Fiscal Year 2024/25 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, 2024. Once the County has confirmed that the special taxes have been placed on the Fiscal Year 2024/25 roll, NBS will provide an update to the Copper Valley CSD accordingly.

**NOTICE OF PUBLIC HEARING  
REGARDING ADOPTION OF THE 2024-25  
FISCAL YEAR APPROPRIATIONS  
LIMIT AND FINAL BUDGET COPPER  
VALLEY COMMUNITY SERVICES DISTRICT**

**The location of the public hearing will be at the Sports Center, Saddle Creek Drive, Copperopolis beginning at 2:00pm**

**NOTICE IS HEREBY GIVEN** that on June 18, 2024, the Board of Directors of the Copper Valley Community Services District (CVCSD) will hold a Public Hearing for any person to appear and be heard regarding the Appropriations Limit calculation or any item in the draft final budget, or regarding the addition or other items to the proposed 2024-25 Final District budget.

Accessibility requirements, if you need special assistance during the Board Meeting/Public Hearing please call 209-272-0957.

The Appropriations Limit and Budget Public Hearing will be held as part of the regular meeting of the CVCSD Board of Directors, at 2:00pm on June 18, 2024. Upon conclusion of the hearing the Board will consider an adoption of a resolution approving the 2024-25 Final budget. A copy of the Appropriations Limit calculation is available on the District website and the draft Final budget will be available at a minimum of 72 hours before June 18, 2024 hearing date also on the CVCSD website at [www.coppervalleycsd.org](http://www.coppervalleycsd.org) or by calling 209-785-0100

Publication date: 6/5/24

The Union Democrat, Sonora, CA 95370

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

Date: 5/24/2024  
 Preparer: LB

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
							-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	1.0362
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	0.9988
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	1.0350
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	1,749,716
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	1.0350
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	1,810,881



# 2024

## Copper Valley Speed Reduction Proposal

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# DRAFT

JUNE 13

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**Pacific Engineering and Construction, Inc.**  
Authored by: James McNulty



**Pacific Engineering &  
Construction, Inc.**

# 1. Introduction

## Background

Copper Valley is a neighborhood located in Copperopolis, CA. The local community has reported frequent incidents of speeding, particularly in residential areas and surrounding the golf club, posing significant risks to pedestrians and drivers alike. Recognizing the urgent need to address these issues, a proposal has been issued for the development of a comprehensive speed control system.

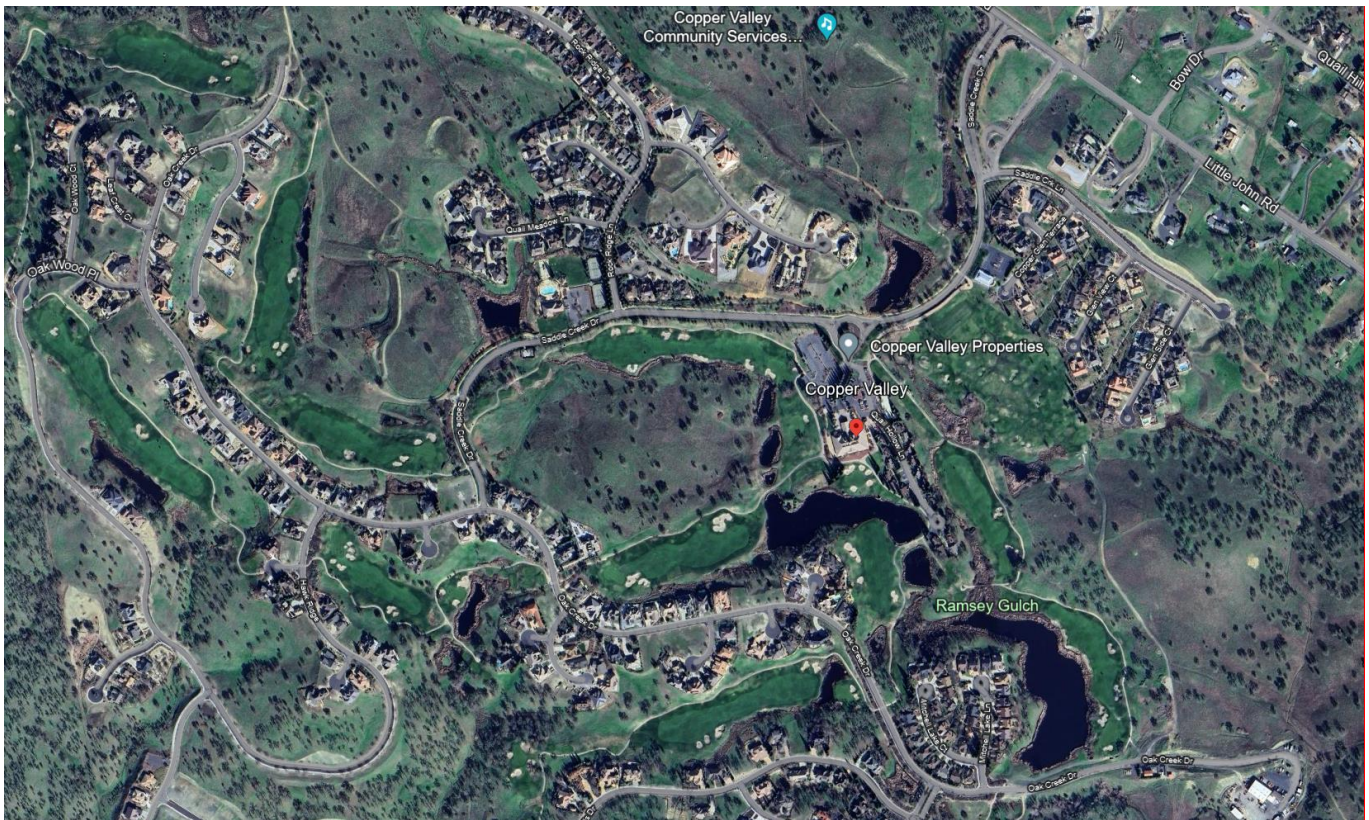


Figure 1. (Google Earth)

Most reports of speeding have occurred along Oak Creek Drive and Saddle Creek Drive. These roadways can be determined as the initial study area. These roadways consist of 2-10.5-foot lanes each.

## Objectives

The primary objectives of the speed control system are to:

- Reduce vehicle speeds in critical areas.
- Enhance safety for pedestrians, cyclists, and drivers.
- Promote compliance with local traffic laws.
- Foster a safer community environment through improved traffic management.

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## Scope

This report outlines the proposed engineering solutions for speed control in Copper Valley. It covers the needs assessment, system design, implementation plan, expected outcomes, challenges, and considerations. Additionally, it includes detailed appendices on system components, timelines, budgets, stakeholders, and references.

## 2. Necessity for Speed Reduction

### Safety Concerns

The safety of residents, especially children and elderly pedestrians, is a major concern. High-speed vehicles pose a serious threat in residential areas where visibility is limited and pedestrian activity is high, especially at pedestrian crossings for golf course users. The need for effective speed control measures is critical to prevent accidents and enhance public safety.

## 3. Components of Speed Reduction System

### Overview of Proposed Solutions

The proposed traffic Calming system integrates traffic management strategies to monitor and regulate vehicle speeds. The primary components include constructing new radar speed signs and physical traffic calming measures, as well as upgrading the current traffic calming measures in place.

#### Traffic Calming measures:

#### Vehicle Speed Feedback Signs

Vehicle speed display signs display a motorist's speed as they approach the sign. They are most effective where there is only one lane of traffic travelling in each direction, where traffic is low, as they are only capable of collecting and displaying the speed of one vehicle at a time (Caltrans). This renders them to be well suited to be installed on the local roads of Copper Valley.



Figure 2. (Trafficalm, 2023 Speed Radar Signs)

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## Pedestrian Crossings and Signs

Pedestrian crossings are located around the neighborhood, many for the users of the golf course. In concern of these pedestrians, these crossings may be upgraded to meet the following criteria:

- Install high visibility crosswalk markings or signings
- Install nighttime lighting
- Ensure that crosswalks have textured surfaces for visually impaired



Figure 3. (Law Soup California, 2022 MUTCD Code W11-2 Signs at Pedestrian Crossing)

Any markings or signings must be placed appropriately at the crossing. These visibility enhancements are used to enhance reaction times and driver compliance at these crossings.

## Speed Humps

A speed hump is a mound in the road that stretches the length across the road. Speed humps are installed with the intent of slowing down motorists by causing discomfort when driving through it. A speed hump typically measures 12 feet in length with a height of 3 to 4 inches as recommended by the California Department of transportation (Caltrans).

As per the National Association of City Transportation Officials (NACTO), they should meet the following criteria:

- Slopes should not exceed 1:10 or be less steep than 1:25.
- Side slopes on tapers should be no greater than 1:6.
- The vertical lip should be no more than a quarter-inch high.

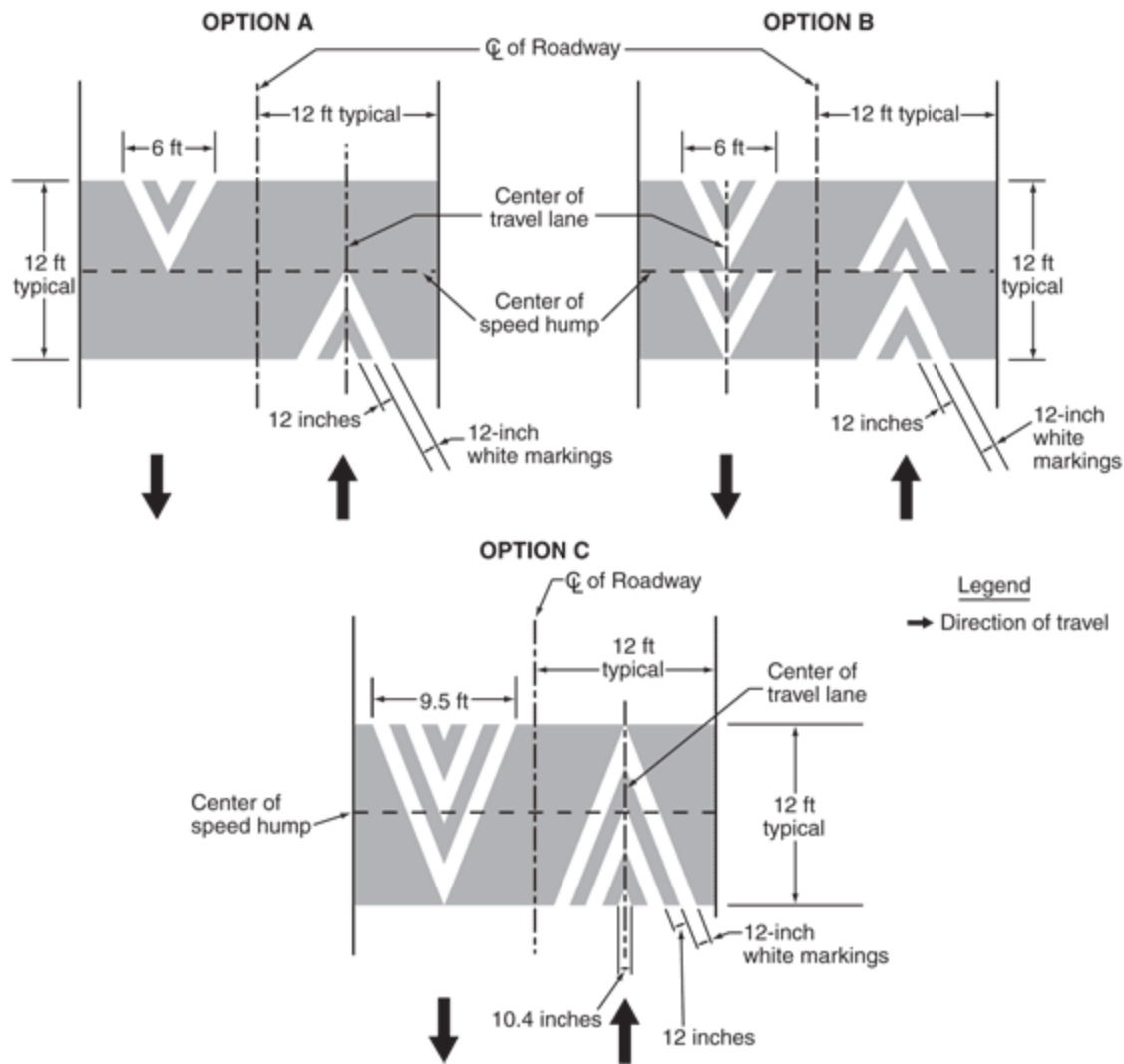


Figure 4. (MUTCD, 2009, Pavement Markings for Speed Humps Without Crosswalks)

It is critical that speed humps are placed appropriately. “Speed humps should be spaced no more than a maximum of 500 feet apart to achieve an 85th percentile speed of 25–35 mph” The Institute of Transportation Engineers (ITE). They should not be constructed in front of driveways or other access areas, near an intersection or near sharp curves where visibility is not sufficient. It is recommended that speed humps should accompanied by a warning sign to alert motorists of upcoming device (MUTCD W17-1).

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## 4. Permit Requirements

### Local Permits

The installation of the traffic control System will require Permits from Copperopolis Town Council as well as Calaveras County Public Works. These include permits for placement of radar speed signs as well as for road modifications done for the installation of any physical traffic calming measures.

### State and Federal Permits

Certain aspects of this project will require state and federal permits. Especially for any road modifications made, ensuring that these modifications comply with state transportation regulations. Federal permits may be required if the project impacts federally funded roadways.

## 5. Step Process of Implementing System

The Implementation of the Traffic Calming System will follow a structured time line. The project will be executed in phases to ensure systemic implementation and effective monitoring. The proposal will undergo a comprehensive evaluation covering its schedule and cost. The proposed Implementation of Plan consists of 7 phases:

### Phase 1 – Define the Area of study

The Area of Study for this report is the neighborhood of Copper Valley in Copperopolis, CA. Neighborhood complaints have identified the worst of the speeding to occur on Saddle Creek Drive and Oak Creek Drive, although they have noted speeding complaints occurring everywhere in the neighborhood. For this proposal, we will focus on Saddle Creek Dr. and Oak Creek Dr. making them the primary area of study.

### Phase 2 – Determine the level of community support for the Traffic Calming System

Once the Study area is defined, community support for the traffic calming system must then be determined. This is generally done by means of creating a petition letter from community residents and property owners where the majority of respondents are in favor of the proposed system.

Discuss with the Neighborhood residents about the traffic the current traffic issues to help further identify the problem and raise awareness.

### Phase 3 – Conduct a Study to identify current Traffic Conditions

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A study must be conducted to identify traffic conditions in the neighborhood. This is critical to identify measures that are to be implemented to enforce traffic calming in the neighborhood. Traffic conditions to be studied include but are not limited to speed of vehicles travelling in neighborhood, the volume of traffic, typical travel routes of the area and emergency travel routes.

A spot speed study may be conducted using a variety of methods. These include:

- Manually operated, hand held devices (radar gun, stop watch)
- Devices that are installed on top of the road (pneumatic road tube)
- Out of Road Devices that are installed overhead or alongside the road (radar recorders)

#### **Phase 4 – Develop an Execution Plan of Traffic Calming measures**

Develop an execution plan of traffic calming measures to be implemented based on the current traffic conditions in the neighborhood. These include the potential traffic calming measures stated under [3.0 Components of Speed Reduction System](#).

#### **Phase 5 – Negotiate Financial Participation**

Funding will have to be provided an entity. Whether the be by the Neighborhood, the Copperopolis Town Council or Calaveras County. With an execution plan in place on how to put in place this system, we can have an idea of the expenditure required, we can then negotiate with these parties to raise project funds.

#### **Phase 6 – Implement Traffic Calming measures**

Once an execution plan has been determined and financial participation has been negotiated with the neighborhood and Public Works, then the neighborhood traffic calming measures designed must be implemented and constructed.

#### **Phase 7 – Perform follow up analysis of whether objectives were met**

A follow up study must be conducted once traffic calming measures have been implemented to evaluate if the objectives of the traffic calming system were met. Steps 4 through 7 may need to be repeated if objectives were not achieved.

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## 6. Spot Speed Study for Copper Valley

### Detailed Plan

#### Location Area

Saddle Creek drive and oak creek drive, Copper Valley CA.

#### Objective

Measure and record the speed and volume of traffic in Copper Valley

### Equipment and Placement

#### Pneumatic Road Tubes

Pneumatic Road tubes should be placed in the middle of a block where a flat roadway is present and there is free flowing traffic. The pneumatic road tubes will be able to calculate the volume of traffic and the speed of motorists at these locations. Placement of these tubes should be where traffic speed is expected to be at a local maximum.



Figure 5. (Orbital Geospatial Services, 2024, Pneumatic Road Tubes or traffic counters for traffic surveys)

#### Placement

Oak Creek Drive – Near the intersection at Hawks Ridge

Saddle Creek Drive - Midway between the roundabout and Rock Ridge Lane

#### Purpose

Measure the volume of traffic and the speeds of motorists in both directions.



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## Set Up

The Tubes are to be placed perpendicular to traffic across the length of the road fixed down with anchor nails.

## Radar Recorders

Radar recorders can be mounted on poles and street lights. They use Doppler radar technology to measure and record the speed of vehicles.



Figure 6. (Melanie Basich, 201815 Things You Should Know About Speed Enforcement Tools)

## Placement

To be mounted on a pole or streetlight near pedestrian crossings along both Oak Creek Drive and Saddle Creek Drive.

## Purpose

To monitor and record vehicle speeds

## Set up

Radar records are to be mounted on poles and street lights with a clear line of vision. Ensure that Radar records are regularly calibrated before and during use.

## Data Collection and Timeline

The duration of the spot speed study should last for two weeks, ensuring data is gathered for both busy and quiet hours during week days as well as weekends. This greater range will ensure a more accurate set of results. The Collected Data will then be analyzed to identify Traffic Conditions. A detailed report can then be created with the study findings as well and Traffic Calming recommendations based on these findings.

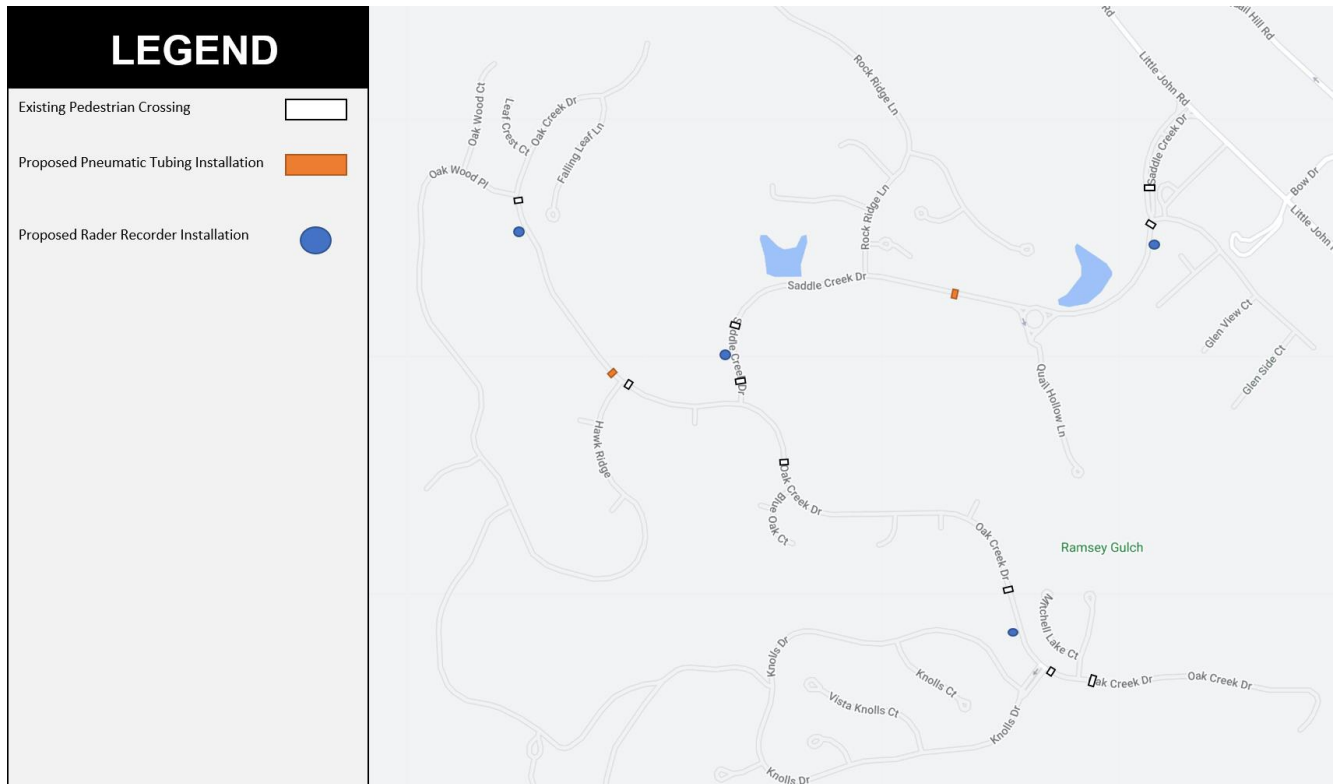


Figure 7. Strip map of Copper Valley including proposed areas for installing Spot Speed Study Equipment

## 7. Cost Estimate

### Equipment Costs:

#### Pneumatic Road Tubes

##### Cost per set

Approx. \$5,000 (Orbital Geospatial Services)

##### Number of sets

2 sets – Oak Creek Drive and Saddle Creek Drive

##### Total

Approx. \$10,000

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## **Radar Recorders**

### **Cost per Set**

Cost per unit vary from \$500 to \$1000 for basic models, to \$4,000 to \$5,000 for more advanced models.

Assuming mid-range radars are installed: \$3,000

### **Number of sets**

4 sets – 2 on Oak Creek Drive, 2 on Saddle Creek Drive

### **Total**

Approx. \$12,000

## **Data Analysis and Report Preparation**

### **Installation costs**

#### **Equipment installation and set up**

Installation of pneumatic Road tubes is usually included in proposal.

Pricing of labor will be required for installing Radar Recorders.

### **Installation**

Staff Required: 1

Hours Required: 12

Hourly Rate: \$150 (Assumed)

Total Cost of Radar Installation: \$1,800

### **Calibrating and Testing**

Staff Required: 2

Hours Required: 16

Hourly Rate: \$150 (Assumed)

Total Cost of Installation: \$2,400

## Miscellaneous Costs

### Safety equipment

PPE gear and Signing: \$500

### Summary of costs

Item	Cost per Unit	Quantity	Cost
Pneumatic Road Tubes	\$5000	2 units	\$10,000
Radar Recorder	\$3000	4 units	\$12,000
Installation	\$150/hour	12 hours	\$1,800
Calibrating and Testing	\$150/hour	16hours	\$2,400
Data Collection and Report Preparation	\$120/hour	100 hours	\$12,000
Safety Equipment	-	-	\$500
<b>Total</b>	-	-	<b>\$38,700</b>

To find more on pricing for equipment and installation, information can be found using manufacture and distributor websites.

### Manufacture Websites:

#### Stalker Radar

<https://www.bing.com/ck/a?!&&p=12124b8779eb1f2eJmltdHM9MTcxODIzNjgwMCZpZ3VpZD0xMzJjNDFiMS0xNDQ5LTZmZjQzM2U4My01NTM0MTVjZDZlMTgmaW5zaWQ9NTU0Mg&ptn=3&ver=2&hsh=3&fclid=132c41b1-1449-6ff4-3e83-553415cd6e18&psq=stalker+radar&u=a1aHR0cHM6Ly93d3cuc3RhbGtlcnJhZGFyLmNvbS8&ntb=1>

#### Decatur Electronics

<https://www.bing.com/ck/a?!&&p=b5c25f07fad91654JmltdHM9MTcxODIzNjgwMCZpZ3VpZD0xMzJjNDFiMS0xNDQ5LTZmZjQzM2U4My01NTM0MTVjZDZlMTgmaW5zaWQ9NTUyMw&ptn=3&ver=2&hsh=3&fclid=132c41b1-1449-6ff4-3e83-553415cd6e18&u=a1aHR0cHM6Ly93d3cuYmluZy5jb20vYWxpbnsvbGluaz91cmw9aHR0cHMIM2EIMmYIMmZkZWVhdHVyZWxIY3Ryb25pY3MuY29tJTJmJnNvdXJjZT1zZXJwLWxvY2FsJmg9RzYxaXFwQVJEdTFMNfjvb2ZGakpnd1dzUG9reUJPMUZzT WdvQW5TTDd2VSUzZCZwPWx3X2didCZpZz1FMDYwQzVBMTBDNjI0QUNDOUUYOEFFNzgxMjJjUxNCZ5cGlkPVlOODczeDU5OTM1MTY5NTY3NDExMTA2NTk&ntb=1>

#### Kustom Signals

<https://www.bing.com/ck/a?!&&p=38a6669781961b58JmltdHM9MTcxODIzNjgwMCZpZ3VpZD0xMzJjNDFiMS0xNDQ5LTZmZjQzM2U4My01NTM0MTVjZDZlMTgmaW5zaWQ9NTU0Nw&ptn=3&ver=2&hsh=3&fclid=132c41b1-1449-6ff4-3e83-553415cd6e18&psq=Kustom+Signals&u=a1aHR0cHM6Ly9rdXN0b21zaWduYWxzLmNvbS8&ntb=1>

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## Distributor Websites:

Traffic Logix

[Traffic Logix - Transforming Streets with Smart Traffic Solutions](#)

All Traffic Solutions

<https://www.bing.com/ck/a?!&&p=92d07f04c34c1ddbJmltdHM9MTcxODIzNjgwMCZpZ3VpZD0xMzJjNDFiMS0xNDQ5LTZmZiQtM2U4My01NTM0MTVjZDZlMTgmaW5zaWQ9NTIzNQ&ptn=3&ver=2&hsh=3&fclid=132c41b1-1449-6ff4-3e83-553415cd6e18&psq=all+traffic+solutions&u=a1aHR0cHM6Ly93d3cuYWxsdHJhZmZpY3NvbHV0aW9ucy5jb20v&ntb=1>

Jamar Technologies

[Traffic Data Collection Equipment | JAMAR Technologies](#)

Orbital Geospatial Services

[Professional Geospatial Services at Orbital Africa](#)

## 8. Expected Outcomes

### Improved Safety

The implementation of radar speed signs and traffic calming measures is expected to significantly reduce vehicle speeds, particularly in high-risk areas. This will lead to a decrease in traffic accidents and enhance the overall safety of pedestrians, cyclists, and drivers.

### Community Impact

This Traffic Control System will contribute to a safer and more stress-free community. Residents of Copperopolis will experience a reduction in traffic related stress, establishing a more pleasant environment in the neighborhood.

## 9. Other Challenges and Considerations

### Community Acceptance

Gaining community acceptance is essential for the success of the speed control system. Engaging residents through public meetings and feedback sessions will help address concerns and ensure broad support.

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## Maintenance Requirements

Maintenance of any equipment/infrastructure should be considered. Regular maintenance of radar speed signs and traffic calming infrastructure is necessary to ensure long-term functionality and effectiveness. This includes periodic calibration, repairs and updates to the system.

## 10. Conclusion

The proposed speed control system for Copperopolis, California, aims to address critical road safety concerns by reducing vehicle speeds and enhancing the safety of pedestrians, cyclists, and drivers. Through a combination of radar speed signs and traffic calming measures, the system is designed to create a safer and more livable community. The implication plan provided offers a realistic and systemic timeline.

## 11. References

1. "Traffic Calming Guide", California Department of Transportation, 2022. [https://dot.ca.gov/-/media/dot-media/programs/safety-programs/documents/traffic-calming/final-traffic-calming-guide\\_v2-a11y.pdf](https://dot.ca.gov/-/media/dot-media/programs/safety-programs/documents/traffic-calming/final-traffic-calming-guide_v2-a11y.pdf)
2. "Traffic Calming Program," Alameda County Public Work Agency, 2023. <https://permits.acgov.org/pwa/programs/traffic/index.htm>
3. "Spot Speed," Arizona State University, 2002. <https://popcenter.asu.edu/sites/default/files/learning/speeding/SpotSpeed.pdf>
4. "Speed Study Data Collection," U.S. Department of Transportation, 2024. <https://highways.dot.gov/safety/speed-management/methods-and-practices-setting-speed-limits-informational-report/speed-study>
5. Institution of Transportation Engineers, 2024 <https://www.ite.org/>
6. "Speed Lump Program," The City of Sacramento, 2024. <https://www.coppervalleycsd.org/files/509ed4653/ITEM+7c%29+Speed+Hump+Program+-+City+of+Sacramento.pdf>

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7. Google Earth, 2023

[https://earth.google.com/web/search/Copper+Valley,+Saddle+Creek+Drive,+Copperopolis,+CA/@37.91692587,-120.64449769,257.13578046a,872.38759577d,35y,0.03811543h,0.67530408t,0r/data=CigiJgokCRr1dmi4kJAETmHvP034kJAGVA\\_INFLnF7AIdOKPzXznF7AOgMKATA](https://earth.google.com/web/search/Copper+Valley,+Saddle+Creek+Drive,+Copperopolis,+CA/@37.91692587,-120.64449769,257.13578046a,872.38759577d,35y,0.03811543h,0.67530408t,0r/data=CigiJgokCRr1dmi4kJAETmHvP034kJAGVA_INFLnF7AIdOKPzXznF7AOgMKATA)

8. Urban Street Design Guide, National Association of City Transportation Officials, 2024

<https://nacto.org/publication/urban-street-design-guide/street-design-elements/curb-extensions/chicane/>

## List of Figures

Figure 1. Google Earth <https://earth.google.com/web/@37.91828007,-120.64307346,251.31489123a,3224.94044596d,35y,0.0381156h,0.67555339t,-0r/data=OgMKATA>

Figure 2. Trafficalm, 2023 Speed Radar Signs

<https://www.google.com/url?sa=i&url=https%3A%2F%2Ftrafficalm.com%2Fproducts%2Fradar-speed-signs&psig=AOvVaw0xySbWSrYUW0zpGuOYxjNQ&ust=1717102959177000&source=images&cd=vfe&opi=89978449&ved=0CBQQjhxqFwoTCMj94pLhs4YDFQAAAAAdAAAAABAJ>

Figure 3. Law Soup California, 2022 MUTCD Code W11-2 Signs at Pedestrian Crossing

<https://www.google.com/imgres?q=pedestrian%20crossing%20with%20signs%20california&imgurl=https%3A%2F%2Fi0.wp.com%2Fcal.lawsoup.org%2Fwp-content%2Fuploads%2Fsites%2F18%2F2014%2F10%2Fpedestrian-crossing-walking.jpg%3Fresize%3D300%252C225%26ssl%3D1&imgrefurl=https%3A%2F%2Fcal.lawsoup.org%2Flegal-guides%2Fpedestrian%2F&docid=bYpLOdhk5eUaMM&tbnid=RSICwoHkYDOnNM&vet=12ahUKEwjC2-r347OGAxVKAzQIHQhxA8cQM3oEChOQAA..i&w=300&h=225&hcb=2&ved=2ahUKEwjC2-r347OGAxVKAzQIHQhxA8cQM3oEChOQAA>

Figure 4. MUTCD, 2009, Pavement Markings for Speed Humps Without Crosswalks

[https://mutcd.fhwa.dot.gov/htm/2009/part3/fig3b\\_29\\_longdesc.htm](https://mutcd.fhwa.dot.gov/htm/2009/part3/fig3b_29_longdesc.htm)

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Figure 5. Pneumatic Road Tubes or traffic counters for traffic surveys, Orbital Geospatial Services, 2024  
<https://www.google.com/url?sa=i&url=https%3A%2F%2Forbital.co.ke%2Fpneumatic-road-tubes-and-traffic-counters%2F&psig=AOvVaw1JZzYpR1Yiz3rxpbrVf1MU&ust=1717523234225000&source=images&cd=vfe&opi=89978449&ved=0CBQQjhxqFwoTCMDEI-T-v4YDFQAAAAAdAAAAABAE>

Figure 6. (Melanie Basich, 2018)  
[15 Things You Should Know About Speed Enforcement Tools | Police Magazine](#)

Figure 7. Strip map of Copper Valley including proposed areas for installing Spot Speed Study Equipment



## **408 PURCHASING, CONTRACTING AND PROCUREMENT**

### **408.1 Purpose**

The Board of Directors of the District will be responsible for the awarding of all contracts. Final approval of all purchases of materials, supplies, equipment, and goods as well as construction, maintenance, repair and alteration services shall comply with the provisions of this policy. Under the direction of the Board of Directors, the General Manager shall act as the purchasing agent for the Board in the procurement of goods and services in accordance with these District policies and applicable provisions of law.

### **408.2 Purchasing of Materials, Supplies and Equipment Not Related to New Construction**

All purchases of items consisting of materials, supplies and equipment will require written approval from the appropriate department supervisor/manager prior to purchase. If the purchase exceeds the spending limit of the purchasers, approval must be obtained from the appropriate higher authority prior to purchase. After the proper approval has been obtained, a District printed purchase order may be issued. The following guidelines will be observed when purchasing such materials, supplies and equipment:

- A. When procuring materials, supplies and equipment costing less than Three Thousand Dollars (\$3,000.00), price competition is not required. However, every attempt should be made to secure the most reasonable price for the goods to be obtained.
- B. When procuring materials, supplies and equipment costing over Three Thousand Dollars (\$3,000.00) the purchase shall be based, wherever possible, on at least three (3) bids/quotes. The bid/quote shall be awarded to the lowest responsible bidder.
- C. When the District requires supplies, materials or equipment which are produced by only one manufacturer, such lists shall also include the phrase "or approved equivalent" to permit bidders to bid on alternative or additional makes, brands or types which are proved to be the equivalent to the manufacturer's make or brand specified. If the manufacturer or his representative is the sole responsible bidder or sole source of supply, the General Manager may negotiate an open market order or contract with the manufacturer or his representative at prices and on terms most advantageous to the District.

When the District requires supplies, materials or equipment which are patented or proprietary, and which are obtainable in two (2) or more equally satisfactory and competitive makes, brands or types, the District may list such acceptable and competitive makes, brands or types in the invitation to bid. Such lists shall also include the phrase "or approved equivalent" to permit bidders to bid on alternative or additional makes, brands or types. It shall be incumbent on each bidder to prove to the satisfaction of the General Manager that the alternate or additional make, brand or type which he offers is actually equal in quality or performance to those listed in the invitation to bid.

- D. The District may request the State Department of General Services to make purchases of materials, equipment, or supplies on its behalf if better value can be obtained by the District by utilizing this method of purchase.
- E. As an alternative, the District may request the purchasing agent of Tuolumne County to make purchases of materials, equipment, or supplies not related to new construction on its behalf if this method of purchase reduces the cost of acquisition to the District.

#### 408.4 Approval Limits for Purchases

The General Manager has signing authority for all budgeted items, and any unbudgeted items up to Ten Thousand Dollars (\$10,000). All unbudgeted items over Ten Thousand Dollars (\$10,000) must be approved by the Board of Directors. The General Manager may delegate signing and authorization responsibilities for budgeted items to department managers and supervisors. Department managers and supervisors have signing authority for up to Three Thousand Dollars (\$3,000).

#### 408.5 Contracting for Projects for New Construction, Alterations and Repairs; Contracting for Purchase of Materials, Supplies and Equipment Related to New Construction, Alterations, Maintenance or Repairs

The District will only use adequately licensed contractors, which shall be verified prior to contract execution. The Contractor's registration with the Department of Industrial Relations shall be verified when such is required. The District has adopted the Uniform Public Construction Cost Accounting Act (hereinafter "UPCCAA") and its contracting policies for projects consisting of: 1) new construction, maintenance, alterations or repairs, and 2) the purchasing of materials, supplies and equipment related to new construction, alterations, maintenance or repairs.

- A. When contracting for projects consisting of new construction, maintenance, alteration or repairs, or the purchasing of materials, supplies and equipment related to such construction, when the cost of materials, supplies and labor will not exceed the bid limits established in law, price competition is not required and the project or purchase may be performed by negotiated contract, by purchase order, or by the employees of the District by force account.
- B. When contracting for projects consisting of new construction, maintenance, alteration or repairs, or the purchasing of materials, supplies and equipment related to such new construction, when the cost of materials, supplies and labor for the project is less than the formal competitive bidding limits established in law, the project or purchase may be let to contract by informal bidding procedures specified in the District's informal bidding ordinance adopted pursuant to the provisions of Public Contract Code 22034.
- C. When the cost of materials, supplies and labor on the project, or the cost of purchase of materials, supplies and equipment related to such construction exceeds the formal competitive bid limits established in law, that project or purchase shall be let to contract by the formal bidding procedure specified in Public Contract Code Sections 22037, 22038 and 22039.
- D. Notice of inviting formal bids shall state the time and place for the receiving and opening of sealed bids and distinctly describe the project. The notice shall be published at least fourteen

(14) calendar days before the date of opening the bids in a newspaper of general circulation in the jurisdiction of the District. It shall also be mailed to all construction trade journals specified in Public Contract Code Section 22036 at least thirty (30) calendar days before the date for opening the bids.

- E. Upon receiving such bids for projects for new construction, alterations and repairs, the District Board of Directors may:
  - 1. Accept the bid of the lowest responsible bidder;
  - 2. Reject all bids and re-advertise; or
  - 3. By four-fifths (4/5) vote declare that the project can be performed more economically by the employees of the District and elect to have the project done by force account.
  
- E. Upon receiving such bids for purchasing of materials, supplies and equipment related to such new construction, alterations or repairs, the District Board of Directors may:
  - 1. Accept the bid of the lowest responsible bidder;
  - 2. Reject all bids and re-advertise; or
  - 3. By four-fifths (4/5) vote elect to purchase the materials, supplies or equipment in the open market.
  
- F. If two or more bids are the same and the lowest, the District may accept the one it chooses. If no bids are received through the formal or informal procedure, the project may be performed by the employees of the District by force account, or by negotiated contract.

#### 408.6 Emergency Purchases, Repairs and/or Replacements

In the case of an emergency, the District may, pursuant to a 4/5th vote of its Board of Directors, repair or replace a public facility or improvement, take any related and immediate action required by that emergency, and procure the necessary equipment, services, supplies, and materials for those purposes, without giving notice for bids to let contracts, without adopting plans, specifications and/or working details for the project. The emergency work may be done by day labor under the direction of the General Manager, or his designee.

- A. Before the Board of Directors takes any action to repair or replace a public facility or to procure necessary materials, supplies, equipment, or services for emergency purposes, the Board of Directors shall make a finding based on substantial evidence set forth in the minutes of its meeting that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the actions authorized by the Board to repair, replace, or purchase materials and supplies are necessary to respond to the designated emergency.

- B. The Board shall periodically review any action taken in response to such an emergency at its next regularly scheduled meeting and at every regularly scheduled meeting thereafter pursuant to the requirements of Public Contract Code Section 22050.
- C. For the purposes of this section, the term "Emergency" shall mean any event that immediately impacts the health and safety of the public or environment and that by delaying action will result in substantial harm or damage to individuals, property, or the environment.

#### 408.7 Bid Policies

##### A. Conflicts of Interest

The purchasing agent and the employees of the District are expressly prohibited from accepting, directly or indirectly, from any person, company, firm or corporation, to which a purchase order or contract is, or might be awarded, any rebate, gift, money, or anything of value whatsoever.

##### B. Consideration of Bids

After bids have been opened and read, they may be checked for accuracy and compliance with the requirements of the bidding documents including any Notice to Bidders, Instructions to Bidders as well as any plans and specifications for the project to be bid or the specifications of any equipment, materials or supplies to be purchased pursuant to bid.

It is the intent of the District to award a contract to the lowest responsible bidder provided the bid has been submitted in accordance with the requirements of the bidding documents and does not exceed funds available. With respect to projects consisting of new construction, maintenance, alterations or repairs, it is the intention of the District to award a contract only to a responsible bidder who has furnished satisfactory evidence that it has the requisite experience and ability and sufficient capital, facilities and plant to enable it to prosecute the work successfully and promptly, and to complete it within the time stated in the contract documents. With respect to the purchasing of equipment, materials, and supplies related to new construction, maintenance, or repairs, it is the intention of the District to award a contract only to a responsible bidder who has furnished satisfactory evidence that it has the requisite experience and ability to provide materials, supplies and equipment which meets specifications of the District.

##### C. Bid Security

Each bid shall be accompanied by bid security in a form and amount required herein to be specified by the District pledging that the bidder will enter into a contract with the District on the terms stated in the bid and will, if required, furnish bonds covering the faithful performance of the contract and payment of all obligations arising thereunder. Bid security shall be in the amount of not less than ten percent (10%) of the amount of the bid being submitted by the bidder, and may be in the form of a certified check, cashier's check or surety bond. Should the bidder refuse to enter into such a contract or fail to furnish the bonds

required, then the bidder shall forfeit the amount of bid security to the District as liquidated damages, and not as a penalty.

All surety bonds shall be issued by a surety admitted to do business in the State of California and accompanied by a Certificate of Fact issued by the County of Tuolumne County Clerk pursuant to CCP § 995.640(a) or a Certificate of Authority with respect to such surety issued by the State of California Department of Insurance.

#### D. Acceptance and Award of Bid

1. Contract Award. The award of the contract will be to the lowest responsible bidder as set forth above.
2. Waive Irregularities. The District shall have the right to waive informalities or irregularities in a bid received and to accept a bid which, in the District's judgment, is in the District's best interest.
3. Alternatives. The District shall have the right to accept alternates in any order or combination unless otherwise specifically provided in the bidding documents, and to determine the low bidder on the basis of the sum of the base bid and alternates accepted.
4. Rejection of Incomplete Bids. Until an award of bid is made, the purchasing agent reserves the right to reject any and all bids, reject a bid not accompanied by any other information required by the bidding documents, or reject a bid which is in any way incomplete or irregular.
5. Rejection of Bid for Technical Defects. Until an award of bid is made, the purchasing agent reserves the right to reject any and all bids and to waive technical defects, if to do so best serves the interests of the District.
6. Notice and Solicitation of Bid for Purchase of Supplies, Equipment and Property. The purchasing agent shall give notice inviting bids to all suppliers, persons and firms who file written requests with the District office for such notice. In addition, the purchasing agent shall send notice inviting bids to such other firms or persons as in his opinion may be necessary to inform the trade.

#### 408.8 Bidder Pre-Qualifications

The purchasing agent may require pre-qualifications of bidders and may require bidders to provide information for the purpose of preparing and maintaining lists of qualified bidders. Pre-qualification shall be based on any available information, including but not limited to information provided by the bidder. A bidder's name may be removed from the list of qualified bidders for any of the following reasons:

1. Failure to respond or providing misleading statements to questionnaires issued by the purchasing agent or to provide a financial statement or other information as may be requested.

2. Failure to respond to three (3) consecutive invitations or requests for bids or quotations on services or an item offered by the bidder.
3. Failure to satisfactorily perform under a previous purchase order or contract.
4. Failure to respond to any inquiry from the purchasing agent regarding whether the bidder continues to be interested in doing business with the District.
5. Submission to the purchasing agent by the bidder of a written request to be removed from the list of qualified bidders.
6. Change in qualifications of a bidder to the extent that he/she no longer meets the minimum requirements applicable to bidders offering the services or item offered by the bidder.

**RESOLUTION NO. 2024-003**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE COPPER VALLEY COMMUNITY SERVICES DISTRICT APPROVING THE DISTRICT'S FISCAL YEAR 2024/25 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 2024/25 Budget preparation during its regular Board meeting held May 18, 2023; and

**WHEREAS**, the District has prepared a Proposed Final Budget for the 2024/25 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 2024/25 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 2024/25 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 2024/25 Fiscal Year Final Budget as presented herein and the 2024/25 Salary Schedule as attached.

SECTION 2. The District General Manager or his/her designee is hereby authorized to expend the funds contained within the 2024/25 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 18, 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

APPROVED

---

BOARD PRESIDENT, COPPER VALLEY CSD

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. 2024-003 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 18, 2024  
SIGNED: \_\_\_\_\_ DATED: \_\_\_\_\_



## Elected Officials and Terms of Office

Please refer to the accompanying instructions for important information and instructions, **before** completion.

District Info: **COPPER VALLEY CSD**

**June 13, 2024**

x

**Contact 1:** Nicole McCutchen  
Office Manager  
PO Box 5158  
Sonora CA 95370

**Contact 2:**

*Phone:* (209)785-0100  
*Fax:*  
*Email:* coppervalleycsd@gmail.com

*Phone:* (209)272-0957  
*Fax:*  
*Email:* mccutchenconsulting@gmail.com

Ballot Heading(s):	Party	Elected/ Appointed	Term of Office
DISTRICT COPPER VALLEY COMMUNITY SERVICES DISTRICT			
<b>Director</b>		Appointed	12/4/2020 to 12/6/2024
	Roger Kenneth Golden President <i>Phone:</i> (209)785-5779 <i>Email:</i> 4cornerspd@sbcglobal.net <i>Web:</i>	<i>Fax:</i>	
<b>Director</b>		Elected	12/4/2020 to 12/6/2024
	Darlene M Long-Debaldo <i>Phone:</i> (209)785-7697 <i>Email:</i> dargogolf@gmail.com <i>Web:</i>	<i>Fax:</i>	
<b>Director</b>		Elected	12/2/2022 to 12/4/2026
	Rebecca Lyn Coleman <i>Phone:</i> (650)438-0235 <i>Email:</i> bcoleman52@gmail.com <i>Web:</i>	<i>Fax:</i>	
<b>Director</b>		Elected	12/2/2022 to 12/4/2026
	Robert Vezina Vice President <i>Phone:</i> (209)785-9841 <i>Email:</i> bob.vezina@yahoo.com <i>Web:</i>	<i>Fax:</i>	
<b>Director</b>		Elected	12/2/2022 to 12/4/2026
	Kenneth R Albertson <i>Phone:</i> 209-753-8118 <i>Email:</i> albertson124@gmail.com <i>Web:</i>	<i>Fax:</i>	

I have reviewed all information contained on this form and have indicated any changes necessary.

**Please Fax back to the number provided  
in the instructions.**

**Thank you for your help!**

\_\_\_\_\_  
*Signature*



June 13, 2024

Peter Kampa  
Copper Valley Community Services District  
3840 Little John Road  
Copperopolis CA 95228

Re: June Task Order Status

Dear Mr. Kampa,

Here is a summary of the status of each of the current Task Orders.

- Task Order 23-001 – Quail Creek Acceptance
  - Discussion is ongoing concerning the additional light installation.
    - Developer has been informed that a solar light is not acceptable.
    - Power is available on the side of the road, so no work needs to be done within the improved roadway.
  - There are still several outstanding items to be provided for final review and acceptance. An updated list is being compiled and sent to the developer and District this week.
- Task Order 23-003 – Sidewalk Improvements
  - The rebid of the project is completed and has been awarded.
  - Project contract documents are being prepared by Aaronson, Dickerson, Cohn, & Lanzone

Sincerely,

Michael Halterman, PLS 8040  
President – Benchmark Engineering