



**KINGSBURY GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES
MEETING NOTICE AND PUBLIC HEARING
AGENDA
TUESDAY, MARCH 21, 2023**

A meeting of the Kingsbury General Improvement District Board of Trustees will be held on Tuesday March 21, 2023, at Kingsbury G.I.D. office, 255 Kingsbury Grade, Stateline, NV, 89449, beginning at 5:00 p.m. The agenda and supporting material may be found on Kingsbury G.I.D. website (KGID.org), under the News & Notices tab. Copies of the agenda were also posted at the following locations at least 3 business days prior to the meeting day: Kingsbury G.I.D. Office, Stateline Post Office, Zephyr Cove Post Office, and the Douglas County Administration Building at Lake Tahoe.

Remote attendance for the public is available. To offer public comment before the Board meeting, members of the public may submit public comments using one of the following methods: Using our drop box located by the entrance to the district office, 255 Kingsbury Grade; fax to Kingsbury General Improvement District, Attn: General Manager, at 775-588-3548, or email to mitch@kgid.org.

- To make public comment or to join the meeting by phone during the Board meeting, the public must call **1-669-900-9128** and enter ID code **775-588-3548** with passcode **906347**. Although the public comment phone line can accommodate multiple incoming calls at once, if a member of the public should get a busy signal, please call back.
- Public comment is limited to three minutes and will occur at the beginning and end of the Board meeting and may also be invited during the Board's consideration of each action item, and before action is taken. Please limit your comments to three minutes or less. Nevada Open Meeting Law prohibits action on items not listed on the agenda. **The link below can be used to join the meeting by Zoom:**

Meeting ID:

<https://us02web.zoom.us/j/7755883548?pwd=UnF2YzBxb05Ya0pjWjRCNUNEMUFVZz09>

Meeting ID: 775 588 3548

Passcode: 5883548

**MISSION
STATEMENT**

As a team, our employees and Board of Trustees provide water and sewer service, maintain roads and drainage systems for the benefit of our customers using modern business systems in an efficient, courteous, and accountable manner which surpass standards set for public health, safety and the environment.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify KGID by calling 775-588-3548 at least one day in advance of the meeting.

AGENDA

5:00 P.M.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**

Notice: ALL MATTERS ON THE BOARD AGENDA ARE SCHEDULED WITH POSSIBLE BOARD ACTION.

4. Public Comment

(NO ACTION) This is the public's opportunity to speak on any topic pertinent to the district and not listed on this agenda, or to speak on those items appearing on the Consent Calendar. Public comment will also be invited during the Board's consideration of each action item, and before action is taken. Please limit your comments to three minutes or less. Nevada Open Meeting Law (NRS 241.034) prohibits action on items not listed on the agenda.

- 5. Approval of Agenda: For Possible Action:** Items on the agenda may be taken out of order; two or more agenda items may be combined for consideration; and items may be removed from the agenda or discussion relating thereto delayed at any time.
- 6. Approval of Minutes: For Possible Action:** Approval of the minutes for the Board of Trustees meeting held on February 21, 2023.
- 7. Approval of Consent Calendar: For Possible Action:** Items on the Consent Calendar will be approved without discussion unless the item is specifically "brought forward" for discussion.
 - A. For Possible Action:** List of Claims
 - B. For Possible Action:** Financials-January 2023

NEW BUSINESS

- 1. For Information and Possible Action:** Approve engineering services proposal of Market Street Lift Station Repairs and Renovation
- 2. For Information and Possible Action:** Approval of Appendix A to Personnel Manual providing list of approved positions
- 3. For Information and Possible Action:** Authorization to open investment account

ACTION WILL NOT BE TAKEN ON ANY REPORTS OR CORRESPONDENCE:

1. Board Member Reports
2. Management Report
3. Attorney's Report
4. Engineers Report
5. Correspondence
- 6. Announcements and Final Public Comment**
- 7. For Possible Action; Adjournment**

**MINUTES OF THE REGULAR MEETING OF THE
KINGSBURY GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES
TUESDAY, FEBRUARY 21, 2023**

CALL TO ORDER - The meeting was called to order at the Kingsbury General Improvement District office located at 255 Kingsbury Grade, Stateline, Nevada at 5:10 p.m. by Jodie Nelson.

PLEDGE OF ALLEGIANCE

ROLL CALL – In attendance were Trustees Nelson, Trigg, Parks, Schorr and Yanish. Trustee Yanish joined the meeting at 6:30 p.m. Also present were General Manager Mitch Dion, Operations Superintendent Brandon Garden, Administration & Human Resource Supervisor Judy Brewer, General Counsel Chuck Zumpft and Matt Van Dyne of DOWL Engineering.

PUBLIC COMMENT – None

APPROVAL OF AGENDA – Dion suggested removing Item 11: Engineering services proposal of Market Street Lift Station Repairs and Renovation.

M-2/21/2023-1 - Motion by Nelson, seconded by Trigg, and unanimously passed to approve the Agenda, as revised.

APPROVAL OF MINUTES – Regarding the minutes dated February 6, 2023, Schorr clarified his support of the full renovation project at 160 Pine Ridge, including upstairs renovations.

M-2/21/2023-2 - Motion by Trigg, seconded by Nelson, and unanimously passed to approve the Regular Meeting Minutes dated January 17, 2023 and the Special Meeting dated February 6, 2023, as amended.

APPROVAL OF CONSENT CALENDAR –

M-2/21/2023-3 - Motion by Nelson, seconded by Trigg, and unanimously passed to approve the Consent Calendar Item A: List of Claims in the amount of \$388,280.81 as represented by check numbers 62440 through 62543.

Schorr requested that the financial statements be reviewed as a separate line item. He noted that the financial statement is underestimated by \$3M as no real estate assets are included. He also noted that expenses are greater than revenues resulting in operating losses for YTD.

Brewer explained that the November 30, 2022 Balance Sheet fixed assets includes depreciation for infrastructure. Real estate is detailed according to the note per the audit standards. It was noted that real estate is noted in the General Fund. Schorr requested this asset be detailed. The General Fund statements were reviewed, indicating assets of \$7.3M in assets.

M-2/21/2023-4 - Motion by Nelson, seconded by Trigg, and unanimously passed to approve Item B Financials.

NEW BUSINESS

NO ACTION TOOK PLACE ON THE FOLLOWING ITEMS:

FOR POSSIBLE ACTION:

Mid-Year Financial Review

Mid-year reports were provided for review and discussion.

Schorr noted expenditures are greater than revenues and response indicated that tax revenues are received twice per year, in spring and fall. Cash versus accrual statements were discussed. Schorr noted the importance of reviewing these statements considering the large upcoming projects.

Nelson noted the Financials provided with the Consent Calendar are different than those provided with this report. She questioned the accuracy of the medical benefits noted on the financial statements. She also noted differences in the investment interest.

It was explained that \$16M with the Pool fund is currently earning approximately 3%; however, the goal is to ladder these funds with CD's to possibly earn an additional .50%. Investment income can be utilized to offset rates. The 2003 loan was paid off in December. Lift stations will be addressed during the budget process. The General Fund includes the annual road project and the Water Fund includes the water line project. Dion confirmed that general direction from the board has been received.

Policy Updates

A presentation was provided for discussion purposes. Framework will be established for tracking revisions and the goal is to review all policies over the next 18-months. It was clarified that there is a written accounting manual for procedures, but the policies could not be located.

Regarding the Capital Asset Policy, Nelson questioned if the account names will be renamed and Dion confirmed that this is for the depreciation schedule. She questioned how the Chart of Accounts would be affected and he confirmed that details would be tracked separately. This may be included in new software and upcoming changes were briefly discussed.

The depreciation and amortization schedules are from the accounting manual. Nelson suggested incorporating GAAP requirements. Dion confirmed that GAAP isn't descriptive regarding schedules and the auditors review the schedules provided. He offered to clarify this with the auditors.

Regarding the Reserve Policy, it was noted that it reflects best practices for developing reserves. Regarding large KGID balances, there are many near term and upcoming large projects. The policy will establish cash and debt policies for projects. The sewer fund project, equipment reserves and lift stations were discussed.

Nelson questioned how the items will be implemented into the financials and it was explained that the items will be included in the fund balances, similar to the equipment reserve fund incorporated last year. Emergency and liability reserves were noted for the board's review.

Nelson supported the capital improvement and vehicle replacement reserves. She noted the water facility and sewer waste charges are included with connection fees. Dion stated that connection fees are outdated and likely too low as connection fees should be considered as a buy-in to the asset. Remodels also tend to require sprinklers and affect water line size. Nelson and Trigg suggested removing the liability reserve. Nelson supported emergency fund.

Schorr noted the complications of implementing the policies to book entries, but supported the policies.

Yanish was joined the meeting around 6:30.

Dion stated that the policies are necessary and acknowledged the accounting challenges. He suggested approving the policies in anticipation of upcoming rate making. It was confirmed that the trustees do not support the rate stabilization and liability reserve. The emergency response was supported and Dion recommended retaining OPEC.

Regarding the Investment Policy, it was explained that the accounting manual included investment procedure.

Nelson suggested including language to allow the General Manager to appoint someone if desired. Dion explained that the decisions should be made by the General Manager or a Board Member. Nelson suggested investments be recorded monthly and reported to the Board of Trustees. Dion explained it is currently required to be reported quarterly which Nelson and Trigg agreed is sufficient.

Schorr stated that decisions should be made by the General Manager or if a Trustee is appointed, a licensed professional or a person with related investment qualifications should be consulted. Dion explained that the NRS dictates limitations on investment options and offered to improve the language in the policy. Schorr clarified that a bank representative selected should be familiar with government agencies.

Nelson questioned if there is a statement regarding the Board approving investment types. Dion explained that the options are limited as stated in the NRS and the section was provided. Trigg noted the section that defines the Board's responsibilities.

Award of FY 2021/22 Waterline Replacement Material Procurement

The benefits of advanced procurement of materials were explained as the purchasing of plumbing and hardware needed for the upcoming project.

Schorr questioned where the material will be stored, and response was that it will be stored at the Operations Yard. Delivery will be mid-May when most of the snow is melted. There is a gravel base to protect material.

Nelson questioned VanDyne about the sole bid. Van Dyne explained that the bid was broadcasted across the nation and other suppliers were interested. He speculated that the limited range of material manufacturers could be a factor. Western Supplier has a good range of supply and their ability to get materials is best in the area. He added they will not charge for re-stocking of materials; therefore, extra materials will be purchased in anticipation of changes. Western will pick-up and restock items without charge. Regarding the availability of materials, the bid includes guaranteed delivery date for early May in time for grading season to begin constructions.

Yanish noted that she is no longer working with a company related to Western and she feels comfortable voting on this item.

Parks called into the KGID office to confirm her vote. She then exited the meeting at 7:02 p.m.

M-2/21/2023-5 - Motion by Nelson, seconded by Trigg, and unanimously passed to approve award of the FY2022/23 Material procurement for the Waterline and Road Improvement Project to Western Nevada Supply Company for \$296,899.94 and authorize the General Manager to execute appropriate documents.

Board Reports

Nelson stated the Forrest Service is trying to repave and possibly reconfigure the Sewer Authority's access and parking at the pump station at Nevada Beach this summer. Nelson added that the Sewer Authority is updating the Bentley contracts, but the sale fell through. She noted the cost for power is the highest in history and increased from \$26K to \$41K last month.

Management Reports

General Manager's Report

Dion stated that they are doing a Request for Qualifications for auditor services. He requested interested participation from the Board. Nelson requested to be notified. Legislature is in session and it was noted that the Nevada League of Cities has taken a positive leadership role working with the Nevada League of Counties. A presentation was provided regarding lake storage and snow pack.

As requested, Schorr was provided with a staff update. There may be two positions available to fill various areas such as finance, contracts and construction administration. Dowl may be utilized for construction administration for storm water projects designed by Eastern Sierra.

An architectural planning update was provided. A revised package for combined project will be presented next meeting. Plans are anticipated to move through county quickly; however, the fire department requirements regarding sprinklers are still pending.

Schorr commented that US Treasuries are more conservative than CD's and are currently paying higher yields.

Utility Operations Superintendent's Report

Usage reports for natural gas were provided. Usage is similar, but the commodity prices are higher.

Schorr requested clarification regarding the attendance at safety meetings. It was explained that all personnel meet once a month on average and Garden's report included utility employees. Monthly safety meetings vary in discussion and each member of the organization has to provide a tutorial on specific topic, such as fire prevention, winter driving, first aid, etc.

Administrative and Human Resources Report

Nelson requested clarification regarding "incidents" included in the report. Brewer explained that request code report indicates when customers need meters turned on, inspections, escrow reads and other service requests. Customer contact for collection of payment has improved. The incident revenue was reviewed.

Schorr requested clarification regarding ending leases. It was explained the two units were month to month and the tenants will vacate by the end of the month. In response to Schorr's question, Dion noted that names for the larger delinquent accounts were published as part of the report last month and the district will periodically list them in the future.

Engineer's Report

The construction portion for Andrea and Barrett project is out to bid on and the Kim project will be brought for approval at the meeting next month. They are meeting Friday regarding the Palisades Sewer Lift Station Rehabilitation. For the Sewer Master Plan, they are finalizing the capital planning portion. They had a meeting regarding the Market Street Lift Station and will be preparing a modified strategy for task order next month.

Attorney's Report

There was nothing to report. Nelson requested an update on Griffin Court sewer backup and it was explained that a proposed settlement was provided to the owners and they have not yet responded.

CORRESPONDENCE – None.

FINAL PUBLIC COMMENT – None.

UNFINISHED BUSINESS

ADJOURNMENT

M-2/21/2023-6 - Motion by Trigg, seconded by Nelson, and unanimously passed to adjourn the meeting at 7:25 p.m.

Respectfully submitted,

Jodie Nelson, Chair

Attest:

Cindy Trigg, Secretary

KINGSBURY GENERAL IMPROVEMENT DISTRICT
 Check/Voucher Register - LIST OF CLAIMS
 From 2/11/2023 Through 3/16/2023

Check Number	Check Date	Payee	Transaction Description	Check Amount
62544	2/15/2023	CARRIE BAUWENS	Employee: BAUWEN; Pay Date: 2/15/2023	1,723.28
62545	2/15/2023	JUDITH BREWER	Employee: BREWER; Pay Date: 2/15/2023	2,074.40
62546	2/15/2023	MITCHELL S. DION	Employee: DION; Pay Date: 2/15/2023	3,710.40
62547	2/15/2023	MICHAEL E. EDWARDS, JR	Employee: EDWARD; Pay Date: 2/15/2023	2,452.13
62548	2/15/2023	JOSEPH ESENARRO	Employee: ESENAR; Pay Date: 2/15/2023	3,706.95
62549	2/15/2023	BRANDON GARDEN	Employee: GARDEN; Pay Date: 2/15/2023	3,388.35
62550	2/15/2023	AUSTIN Q. HICKMAN	Employee: HICKMA; Pay Date: 2/15/2023	972.72
62551	2/15/2023	BRANDY JOHNS	Employee: JOHNS; Pay Date: 2/15/2023	1,993.57
62552	2/15/2023	SHANE T. MORTENSEN	Employee: MORTEN; Pay Date: 2/15/2023	2,819.53
62553	2/15/2023	BYRAN D. MOSS	Employee: MOSS; Pay Date: 2/15/2023	2,014.42
62554	2/15/2023	LEIGH C. STANTON	Employee: STANTO; Pay Date: 2/15/2023	1,343.07
62555	2/21/2023	JODIE NELSON	Employee: NELSON; Pay Date: 2/21/2023	692.62
62556	2/21/2023	SANDRA D. PARKS	Employee: PARKS; Pay Date: 2/21/2023	689.12
62557	2/21/2023	CRAIG B. SCHORR	Employee: SCHORR; Pay Date: 2/21/2023	739.12
62558	2/21/2023	CYNTHIA M. TRIGG	Employee: TRIGG; Pay Date: 2/21/2023	739.12
62559	2/21/2023	NATALIE YANISH	Employee: YANISH; Pay Date: 2/21/2023	739.12
62560	2/21/2023	AIRGAS USA, LLC	ACCT. 3255567 RENT LIQUID IND LG 190-300 LT NITRO&LARGE CYL	371.20
62561	2/21/2023	MITCHELL S. DION	REIMBURSE MILEAGE LOG 2/3/23	61.57
62562	2/21/2023	DOWL, LLC	ENGINEERING SERVICES FY23 ANDRI & BARRETT WATER/ROAD PROJECT	30,825.00
62562	2/21/2023	DOWL, LLC	ENGINEERING SERVICES FY23 GIS	220.00
62562	2/21/2023	DOWL, LLC	ENGINEERING SERVICES SEWER PER	2,435.00
62562	2/21/2023	DOWL, LLC	ENGINERRING SERVICES 2021 WATERLINE REPLACEMENT PROJECT	495.00
62562	2/21/2023	DOWL, LLC	ENGINERRING SERVICES SURVEY FY23-FY25 PROJECTS	467.50
62562	2/21/2023	DOWL, LLC	GENERAL SERVICES 1/28/23	1,417.50

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Check/Voucher Register - LIST OF CLAIMS
From 2/11/2023 Through 3/16/2023

Check Number	Check Date	Payee	Transaction Description	Check Amount
62563	2/21/2023	EASTERN SIERRA ENGINEERING	GEOTECHNICAL INVESTIGATION FOR 2023 WATER/ROAD PROJECT	189.20
62563	2/21/2023	EASTERN SIERRA ENGINEERING	STORMWATER PLANNING REFINE PROPOSED DTAINAGE IMPROV TO DOUGL	75.00
62564	2/21/2023	EMPLOYERS ASSURANCE CO.	WORKERS COMPENSATION INSTALLMENT 09	1,231.30
62565	2/21/2023	FLYERS ENERGY LLC	FUEL REGULAR 110 GAL & DIESEL 130 GAL	1,111.31
62565	2/21/2023	FLYERS ENERGY LLC	FUEL REGULAR 130.1 GAL DIESEL 55 GAL	842.75
62565	2/21/2023	FLYERS ENERGY LLC	FUEL REGULAR 75 GAS UN1203, GASOLINE,3, PGII	343.38
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-150-0119-103174-5 EASY ST	50.80
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-150-0120-092376-5 DCLTSA	50.80
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-586-8471-100215-5 97 BEACH CLUB DR	173.15
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-588-2401-060791-5 PALISADES	41.53
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-588-2410-111700-5 EASY ST.	94.54
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-588-2419-091195-5 PALISADES	94.54
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-588-2705-042476-5 TERRACE VIEW	308.21
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-588-4482-052798-5 MARKET	52.36
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-588-7495-061182-5 MARKET	43.13
62566	2/21/2023	FRONTIER COMMUNICATIONS	775-588-8311-081082-5 GALAXY	58.16
62567	2/21/2023	HVAC HOME TUNE UP AND REPAIR	298 KINGSBURY #1A TOILET REPAIR	115.00
62567	2/21/2023	HVAC HOME TUNE UP AND REPAIR	298 KINGSBURY 2B TOILET REPAIR	200.58
62567	2/21/2023	HVAC HOME TUNE UP AND REPAIR	298 KINGSBURY GRADE UNIT #1B TOILET BACKED UP W/O #2598297	115.00
62568	2/21/2023	JOSEPH ESENARRO	REIMBURSE NDEP RECURRING RENEWAL FEE. 6722633302246068003046	102.50
62569	2/21/2023	KONICA MINOLTA PREMIER FINANCE	ACCT. 3691777720 COPIER LEASE 2/28/23	216.91
62570	2/21/2023	MANCHESTER ENTERPRISES	SNOW REMOVAL SERVICES 1/1/23 TO 1/21/23	233,379.63
62571	2/21/2023	SOUTH LAKE TAHOE ACE HARDWARE	160 PINERIDGE KEY COPIES	7.87

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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 From 2/11/2023 Through 3/16/2023

Check Number	Check Date	Payee	Transaction Description	Check Amount
62572	2/21/2023	PAMELA JOANNE NANCE	160 PINERIDGE/298 KINGSBURY 5 CLEANINGS JANUARY	1,250.00
62573	2/21/2023	NAPA AUTO PARTS	SMALL ENGINE REPAIR - DAYTON GENERATOR - CARB KIT	58.98
62573	2/21/2023	NAPA AUTO PARTS	SMALL ENGINE REPAIR - DAYTON GENERATOR - SPARK PLUG	3.77
62574	2/21/2023	NEVADA RURAL WATER ASSOCIATION	2023 NV RURAL WATER TRAINING (CEU'S)	899.30
62575	2/21/2023	PACIFIC OFFICE AUTOMATION	ACCT: 710273 MAINTENANCE AGREEMENT B&W 558606	136.42
62576	2/21/2023	PAUL CAVIN ARCHITECT LLC	160 PINERIDGE ARCHITECTURAL & ENGINEERING SERVICES JANUARY	30,475.00
62577	2/21/2023	LINDE GAS & EQUIPMENT INC.	ACCT. 71572887 CYLINDER RENT INDUSTRIAL ACETYLENE	161.59
62578	2/21/2023	QUADIENT LEASING USA, INC.	ACCT. 00250606 LEASE FOLDING MACHINE 3/1/23 - 5/31/23	1,128.99
62578	2/21/2023	QUADIENT LEASING USA, INC.	LEASE FOR POSTAGE MACHINE 3/1 TO 6/30/23	475.68
62579	2/21/2023	SHRED-IT	SHRED	37.00
62580	2/21/2023	SIERRA ENVIRONMENTAL MONITORIN	BROMATE	160.00
62580	2/21/2023	SIERRA ENVIRONMENTAL MONITORIN	COLIFORMS-P/A & COLIFORMS-QT	375.00
62580	2/21/2023	SIERRA ENVIRONMENTAL MONITORIN	COLIFORMS-QT	100.00
62580	2/21/2023	SIERRA ENVIRONMENTAL MONITORIN	HAA5, HALOACETIC ACIDS (5) & TTHM, TOTAL TRIHALOMETHANES	1,010.00
62581	2/21/2023	SOUTH TAHOE REFUSE	10534153 169 TERRACE VIEW DR.	68.60
62581	2/21/2023	SOUTH TAHOE REFUSE	ACCT 13186400 160 PINE RIDGE DR.	411.60
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000322763 3 BUCHANAN PUMP	140.68
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000561117 698 KINGSBURY GRADE	143.34
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000561180 5 KIMBERLY BROOK PUMP	225.93
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000561274 4 ANDRIA (384) PUMP	176.65
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000561387 2 TERRACE VIEW PUMP	493.71
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000799713 160 PINERIDGE 1	367.98
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000799714 160 PINERIDGE 2	168.99
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000799715 160 PINERIDGE 4-6	334.60

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62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000799716 298 KINGSBURY	205.06
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000799717 298. KINGSBURY UP	34.10
62582	2/21/2023	SOUTHWEST GAS CORPORATION	910000799718 298 KINGSBURY DOWN	476.16
62583	2/21/2023	SPRINGBROOK SOFTWARE COMPANY	COMPUTER EXP/ACH & CC CHARGES 1/31/23	1,497.00
62584	2/21/2023	STRATIS PRINT COMMUNICATIONS	#9 REGUALR ENVELOPES QTY. 5,000	622.34
62585	2/21/2023	SUMMIT PLUMBING LLC	SEWER PUMP STATION MAINTENANCE 2-23	7,176.89
62586	2/21/2023	TAHOE BASIN CONTAINER	ACCT 54591700 160 PINERIDGE/298 KINGSBURY GRADE	32.50
62586	2/21/2023	TAHOE BASIN CONTAINER	ACCT. 54345000 801 KINGSBURY GRADE	30.00
62587	2/21/2023	THUNDERBIRD COMMUNICATIONS INC	ENG. SVCE FOR SCADA 1/21/23 GOTOMYPC & 1/25/23 TANK 2 ALAMS	412.50
62587	2/21/2023	THUNDERBIRD COMMUNICATIONS INC	WIN911 SOFTWARE SUPPORT 3 YR SUBSCRIPTION EXPIRE 1/31/6	2,160.00
62587	2/21/2023	THUNDERBIRD COMMUNICATIONS INC	WONDERWARE SUPPORT FOR SCADA SYST. EXPIRE 2/22/24, STATION 2	4,548.50
62588	2/21/2023	TROJAN TECHNOLOGIES	UV SUPPLIES ACTICLEAN GEL, 100%T, LIME-A-WAY	396.45
62589	2/28/2023	CARRIE BAUWENS	Employee: BAUWEN; Pay Date: 2/28/2023	1,363.84
62590	2/28/2023	JUDITH BREWER	Employee: BREWER; Pay Date: 2/28/2023	2,074.40
62591	2/28/2023	MITCHELL S. DION	Employee: DION; Pay Date: 2/28/2023	3,710.40
62592	2/28/2023	MICHAEL E. EDWARDS, JR	Employee: EDWARD; Pay Date: 2/28/2023	2,671.38
62593	2/28/2023	JOSEPH ESENARRO	Employee: ESENAR; Pay Date: 2/28/2023	2,305.19
62594	2/28/2023	BRANDON GARDEN	Employee: GARDEN; Pay Date: 2/28/2023	3,395.12
62595	2/28/2023	AUSTIN Q. HICKMAN	Employee: HICKMA; Pay Date: 2/28/2023	1,099.84
62596	2/28/2023	BRANDY JOHNS	Employee: JOHNS; Pay Date: 2/28/2023	1,572.33
62597	2/28/2023	SHANE T. MORTENSEN	Employee: MORTEN; Pay Date: 2/28/2023	2,132.76
62598	2/28/2023	BYRAN D. MOSS	Employee: MOSS; Pay Date: 2/28/2023	2,050.53
62599	2/28/2023	LEIGH C. STANTON	Employee: STANTO; Pay Date: 2/28/2023	1,081.16
62600	2/28/2023	AFLAC	ACCT. FA935 - INSURANCE 2/23	515.07

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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Check Number	Check Date	Payee	Transaction Description	Check Amount
62601	2/28/2023	AIRGAS USA, LLC	NITROGEN FG LIQ 230LT 350PSI	379.12
62602	2/28/2023	AT & T MOBILITY	ACCT. 287301170124X02192023 CELL PHONES	631.66
62603	2/28/2023	CAROL BENTLEY	REFUND ACCT. 1689 OVERPAID/CLOSED ESCROW 2/13/23	173.41
62604	2/28/2023	CHARTER COMMUNICATIONS	ACCT. 8354156800003100 169 TERRACE VIEW DR	439.94
62605	2/28/2023	F AND B INC	SNOW REMOVED ALONG HEAVENLY STAGE COACH SLOPE/RUN ON QUAKING	6,000.00
62606	2/28/2023	KINGSBURY HARDWARE	OFFICE COFFEE MAKER 4CMP ADAPTER	4.05
62606	2/28/2023	KINGSBURY HARDWARE	OFFICE COFFEE MAKER 4MPT ADAPTER/4X24 SS CONNECTOR	12.82
62607	VOID	NV Energy		
62608	2/28/2023	NV ENERGY	1000044086803274204 GALAXY LN PUMP	127.09
62608	2/28/2023	NV ENERGY	1000044086803294236 160 PINERIDGE UNIT LIGHTS	14.76
62608	2/28/2023	NV ENERGY	1000044086803297452 298 KINGSBURY GRADE APT ADOWN	84.76
62608	2/28/2023	NV ENERGY	1000044086803297460 298 KINGSBURY GRADE APT B-UP	196.00
62608	2/28/2023	NV ENERGY	1000044086803297478 298 KINGSBURY GRADE APT CDOWN	113.89
62608	2/28/2023	NV ENERGY	1000044086803297486 298 KINGSBURY GRADE APT DDOWN	93.50
62608	2/28/2023	NV ENERGY	1000044086803297494 160 PINERIDGE DR UNIT A	56.39
62608	2/28/2023	NV ENERGY	1000044086803297502 160 PINERIDGE DR UNIT B	62.22
62608	2/28/2023	NV ENERGY	1000044086803297510 160 PINERIDGE DR UNIT C	234.57
62608	2/28/2023	NV ENERGY	1000044086803297718 403 KIMBERLY BROOKE LN	534.02
62608	2/28/2023	NV ENERGY	1000044086803301502 504 LAUREL LN UNIT PMPSTA	33.22
62608	2/28/2023	NV ENERGY	1000044086803301940 EASY ST UNIT N/T134	36.99
62608	2/28/2023	NV ENERGY	1000044086803305073 KINGSBURY GRADE UNIT PMPPLS	49.13

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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Check Number	Check Date	Payee	Transaction Description	Check Amount
62608	2/28/2023	NV ENERGY	1000044086803320205 KINGSBURY GRADE UNIT PMPHS2	4,201.56
62608	2/28/2023	NV ENERGY	1000044086803320221 314 ANDRIA WAY UNIT BRADBU	1,380.71
62608	2/28/2023	NV ENERGY	1000044086803320239 698 KINGSBURY GRADE UNIT NTFRS	2,123.60
62608	2/28/2023	NV ENERGY	1000044086803320247 176 BUCHANAN RD UNIT PMPHS3	2,718.97
62608	2/28/2023	NV ENERGY	1000044086804563654 255 KINGSBURY GRADE UNIT C	110.86
62608	2/28/2023	NV ENERGY	1000044086804563795 255 KINGSBURY GRADE UNIT D	81.01
62608	2/28/2023	NV ENERGY	1000044086804621577 801 KINGSBURY GRADE UNIT B	37.72
62608	2/28/2023	NV ENERGY	1000044087003270836 801 KINGSBURY GRADE	33.11
62608	2/28/2023	NV ENERGY	1000044771003320176 KINGSBURY GRADE UNIT DISPMP	1,963.80
62609	2/28/2023	PUBLIC EMPLOYEES	EMPLOYEE AND EMPLOYERS PERS CONTRIBUTION 2/23	20,795.27
62610	2/28/2023	VANGUARD FIDUCIARY TRUST	MICHAEL GARDEN_SEP/IRA#8803...	27.00
62610	2/28/2023	VANGUARD FIDUCIARY TRUST	MIKE EDWARDS SEP/IRA ACCT. #27246160 2/2023	16.38
62610	2/28/2023	VANGUARD FIDUCIARY TRUST	SEP/IRA 0027-88044180872 JOE ESENARRO_ 2/2023	17.24
62610	2/28/2023	VANGUARD FIDUCIARY TRUST	SEP/IRA 88020707567 BRANDY JOHNS_2/2023	14.25
62611	2/28/2023	BURGARELLO ALARM	399 KAHLE DR ALARM MONITORING 3/1/23-5/31/23	150.00
62611	2/28/2023	BURGARELLO ALARM	97 BEACH CLUB DR ALARM MONITORING 3/1/23-5/31/23	192.00
62612	2/28/2023	FLYERS ENERGY LLC	FUEL REGULAR 125.1 GAL DIESEL 50 GAL	796.58
62612	2/28/2023	FLYERS ENERGY LLC	FUEL REGULAR 205.1 GAL DIESEL 100 GAL	1,332.66
62613	2/28/2023	HOMESERVE USA	LOSS & LINE INSURANCE 02/28/23	1,440.40
62613	2/28/2023	HOMESERVE USA	LOSS & LINE INSURANCE 1/31/23	1,436.00

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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Check Number	Check Date	Payee	Transaction Description	Check Amount
62614	2/28/2023	IMMENSE IMPACT, LLC	ANNUAL WEBSITE SUBSCRIPTION HOSTING, SOFTWARE UPDATES, CUSTO	526.00
62615	2/28/2023	STATIONARY ENGINEERS LOCAL 39	LOCAL 39 HEALTH/LIFE PREMIUMS 3/1/23	16,863.00
62616	2/28/2023	JEWISH COMMUNITY CENTER	255 KINGSBURY GRADE CAM CREDIT 1/31/22 TO 10/31/22	(998.50)
62616	2/28/2023	JEWISH COMMUNITY CENTER	255 KINGSBURY GRADE JANITORIAL SERVICES 12/31/22`	286.00
62616	2/28/2023	JEWISH COMMUNITY CENTER	255 KINGSBURY GRADE JANTIORIAL 1/31/23	286.00
62616	2/28/2023	JEWISH COMMUNITY CENTER	255 KINGSBURY GRADE RENT 3/1/23	5,416.40
62616	2/28/2023	JEWISH COMMUNITY CENTER	255 KINGSBURY GRADE UTILILITES 12/31/22	264.00
62616	2/28/2023	JEWISH COMMUNITY CENTER	255 KINGSBURY GRADE UTILITIES 11/30/22	264.00
62617	2/28/2023	LUMOS AND ASSOCIATES INC	LOGGING ROAD SITE ASSESSMENT 12/24/22 TO 1/20/23	2,964.50
62618	2/28/2023	NV ENERGY	1000044046907329692 399 EUGENE DR	710.21
62618	2/28/2023	NV ENERGY	1000044086803270814 801 KINGSBURY GRADE UNIT LIGHTS	44.27
62618	2/28/2023	NV ENERGY	1000044086803304290 KINGSBURY GRADE UNIT F1	18.37
62618	2/28/2023	NV ENERGY	1000044086805221187 180 LAKE PKWY UNIT PUMP	424.94
62618	2/28/2023	NV ENERGY	1000044086807006297 97 BEACH CLUB DR	7,254.47
62619	2/28/2023	ROUND HILL GENERAL IMPR DIST	COMMERICAIL CONS DORLA CT 1/17/23 TO 2/17/23	211.99
62620	2/28/2023	LINDE GAS & EQUIPMENT INC.	LIQUID OXYGEN, NSF60 QTY 1,115.55 CCF	8,500.10
62621	3/9/2023	BEATRIZ HERNANDEZ	255 KINGSBURY GRADE 4 CLEANINGS	460.00
62622	3/9/2023	IMPORTS AND SPORTS	HEAVY DUTY MOTOR OIL TRUCK \$1020 LIGHT BULB	20.99
62622	3/9/2023	IMPORTS AND SPORTS	SM EQUIP. FHP LOW HORSE-POWER V-BELT	15.36
62622	3/9/2023	IMPORTS AND SPORTS	SM EQUIP. STARTING FLUID, OIL FILTER, BELT, AIR FILTER	57.66
62622	3/9/2023	IMPORTS AND SPORTS	STATION 7 GENERATOR BLOCK HEATER HOSE & CLAMP-HOSE	34.84
62623	3/9/2023	INTERNAL REVENUE SERVICE	88-0094898 FORM 941 PAYROLL TAXES 12/31/22	161.20

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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Check Number	Check Date	Payee	Transaction Description	Check Amount
62623	3/9/2023	INTERNAL REVENUE SERVICE	88-0094898 FROM 941 PAYROLL TAXES 12/31/22	80.60
62624	3/9/2023	IUOE STATIONARY ENGINEERS LO39	EMPLOYEE UNION DUES 3/1/23	536.43
62624	3/9/2023	IUOE STATIONARY ENGINEERS LO39	UNION DUES CREDIT HICKMAN 1/1/23	(60.75)
62624	3/9/2023	IUOE STATIONARY ENGINEERS LO39	UNION DUES CREDIT HICKMAN 12/1/22	(60.75)
62625	3/9/2023	RICHARD T & IONA M MERIDETH	310 GRIFFEN CT. 12/9/22 SEWER SPILL CLEAN UP/REPAIRS	7,260.76
62626	3/9/2023	PAMELA JOANNE NANCE	160 PINERIDGE/298 KINGSBURY GRADE 4 CLEANINGS	1,000.00
62627	3/9/2023	NEVADA NEWS GROUP	AD PROPOSAL REPLACEMENT WATER MAIN 2023	110.00
62628	3/9/2023	NEXTIVA, INC.	ACCT. 3680856 OFFICE PHONE LINES	259.73
62629	3/9/2023	NV ENERGY	1000044086805221187 180 LAKE PKWY UNIT PUMP	1,565.92
62630	3/9/2023	PACIFIC STATES COMMUNICATIONS	MONTHLY NETWORK MONITORING SERVICES 03/31/23	1,222.50
62631	3/9/2023	PACIFIC OFFICE AUTOMATION	ACCT 710273 MAINTENANCE AGREEMENT B&W 12714 COLOR 1957	209.73
62632	3/9/2023	NEVADA STATE FIRE MARSHAL	ACCT. 57464 HAZARDOUS MATERIALS STORAGE PERMIT	310.00
62633	3/9/2023	SGS SILVER STATE LABORATORIES	BROMATE	175.00
62633	3/9/2023	SGS SILVER STATE LABORATORIES	COLIFORMS-P/A	81.00
62633	3/9/2023	SGS SILVER STATE LABORATORIES	COLIFORMS-P/A & COLIFORMS-QT	81.00
62633	3/9/2023	SGS SILVER STATE LABORATORIES	COLIFORMS-QT	108.00
62634	3/9/2023	SIERRA ENVIRONMENTAL MONITORIN	COLIFORM-P/A & COLIFORMS-QT	108.00
62634	3/9/2023	SIERRA ENVIRONMENTAL MONITORIN	COLIFORMS-P/A & COLIFORMS-QT	150.00
62634	3/9/2023	SIERRA ENVIRONMENTAL MONITORIN	COLIFORMS-QT	150.00
62635	3/9/2023	SUMMIT PLUMBING LLC	CAMERA MH-Q22-2 TO 22-1A MADE REPORT & VIDEO	156.11
62635	3/9/2023	SUMMIT PLUMBING LLC	SEWER PUMP STATION MAINTENANCE CONTRACT 3/1/23	7,176.89
62636	3/9/2023	TESSENDERLO KERLEY, INC.	44085 CAPTOR, NSF STD 60, MINI-BULK QTY 2	3,388.91
<i>62637 & 62638 VOID</i>		<i>US Bank Visa Rewards</i>		
62639	3/9/2023	US BANK VISA REWARDS	AMAZON ORDER 111-5511171-8804245 OFFICE COFFEE MAKER	791.47
62639	3/9/2023	US BANK VISA REWARDS	BILLING PAPER, LABEL MAKER TAPE, FILE BOXES	252.26
62639	3/9/2023	US BANK VISA REWARDS	BIRTHDAY GIFT CARD	25.00

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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Check Number	Check Date	Payee	Transaction Description	Check Amount
62639	3/9/2023	US BANK VISA REWARDS	BIRTHDAYS GIFT CARDS	115.80
62639	3/9/2023	US BANK VISA REWARDS	DARYA'S PLAQUE MAILED 9534 6100 4886 3034 0954 37	9.85
62639	3/9/2023	US BANK VISA REWARDS	DEPOSIT ON ROOM NUGGET NVRWA CONFERENCE 3/14 TO 3/16/23	101.02
62639	3/9/2023	US BANK VISA REWARDS	GASOLINE FOR THE ACADIA 17.863 GAL AT 3.799/GAL	67.86
62639	3/9/2023	US BANK VISA REWARDS	IRON SUBMERSIBLE SUMP PUMP, COTTON MOP, LARGE CORN BROOM	284.41
62639	3/9/2023	US BANK VISA REWARDS	OFFICE CUISINART COFFEE GRIND MAKER	(160.64)
62639	3/9/2023	US BANK VISA REWARDS	OFFICE PAPER TOWELS SHOP TISSUE, GERM-X, PAPER TOWELS, GOVES	111.91
62639	3/9/2023	US BANK VISA REWARDS	OFFICE TEA & CHOCOLATES	18.07
62639	3/9/2023	US BANK VISA REWARDS	ON CALL TRUCK CANOPY STRUTS	31.56
62639	3/9/2023	US BANK VISA REWARDS	PLAQUE FOR DARYA VOGT	49.28
62639	3/9/2023	US BANK VISA REWARDS	RETURNED WARING WCM50P COFFEE BREWER	(661.35)
62639	3/9/2023	US BANK VISA REWARDS	SAFETY LUNCH	122.27
62639	3/9/2023	US BANK VISA REWARDS	SEWER COLLECTION CERTIFICATION RENEWAL BRANDON GARDEN	130.00
62639	3/9/2023	US BANK VISA REWARDS	SKIDSTEER RAIN-X, TRUCK 20 RAIN-X 20IN WIPER BLADE & 22IN WI	153.29
62639	3/9/2023	US BANK VISA REWARDS	SOCKET SETS, TRUCK #1720 BREAK PADS AND GREASE	133.70
62639	3/9/2023	US BANK VISA REWARDS	STATIONS 3&5 LIQUID CHLORINE	25.17
62639	3/9/2023	US BANK VISA REWARDS	STATION 1 40LB NATURAL SALT QTY. 63	528.60
62639	3/9/2023	US BANK VISA REWARDS	STATION 2 INK CARTRIDGE BLACK/CYAN/MAGENTA/...	60.48
62639	3/9/2023	US BANK VISA REWARDS	STATION 2 SCADA POWER SUPPLY	540.50
62639	3/9/2023	US BANK VISA REWARDS	STATION 3 & 5 KEMTEK LIQUID (CHLORINE)	37.76
62639	3/9/2023	US BANK VISA REWARDS	STATION 7 STANDBY GENERATOR HOTSTART ENGINE HEATER	160.64
62639	3/9/2023	US BANK VISA REWARDS	STATIONS 3 & 5 LIQUID CHLORINE	25.17
62639	3/9/2023	US BANK VISA REWARDS	STATIONS 3&5 LIQUID CHLORINE	37.76

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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 From 2/11/2023 Through 3/16/2023

Check Number	Check Date	Payee	Transaction Description	Check Amount
62639	3/9/2023	US BANK VISA REWARDS	TACOMA REPLACEMENT RIGID PANEL V6 ENGINE AIR FILTER	28.64
62639	3/9/2023	US BANK VISA REWARDS	TRUCK #0808 INTERSTATE BATTERIES	249.98
62639	3/9/2023	US BANK VISA REWARDS	TRUCK #0808 WINDSHIELD WIPER ARM	40.78
62639	3/9/2023	US BANK VISA REWARDS	TRUCK #1726 RATCHET TIE DOWNS	12.90
62640	3/15/2023	CARRIE BAUWENS	Employee: BAUWEN; Pay Date: 3/15/2023	1,723.28
62641	3/15/2023	JUDITH BREWER	Employee: BREWER; Pay Date: 3/15/2023	2,074.40
62642	3/15/2023	MITCHELL S. DION	Employee: DION; Pay Date: 3/15/2023	3,710.40
62643	3/15/2023	MICHAEL E. EDWARDS, JR	Employee: EDWARD; Pay Date: 3/15/2023	2,818.99
62644	3/15/2023	JOSEPH ESENARRO	Employee: ESENAR; Pay Date: 3/15/2023	4,005.06
62645	3/15/2023	BRANDON GARDEN	Employee: GARDEN; Pay Date: 3/15/2023	3,388.35
62646	3/15/2023	AUSTIN Q. HICKMAN	Employee: HICKMA; Pay Date: 3/15/2023	1,919.14
62647	3/15/2023	BRANDY JOHNS	Employee: JOHNS; Pay Date: 3/15/2023	1,993.57
62648	3/15/2023	SHANE T. MORTENSEN	Employee: MORTEN; Pay Date: 3/15/2023	2,819.53
62649	3/15/2023	BYRAN D. MOSS	Employee: MOSS; Pay Date: 3/15/2023	2,136.71
62650	3/15/2023	LEIGH C. STANTON	Employee: STANTO; Pay Date: 3/15/2023	1,343.07
62651	3/15/2023	JOSEPH ESENARRO	Employee: ESENAR; Pay Date: 3/15/2023	1,231.87
62652	3/15/2023	BYRAN D. MOSS	Employee: MOSS; Pay Date: 3/15/2023	1,117.29
Report Total				534,903.01

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

COMBINED GENERAL FUND, 160 PINERIDGE & 298 KINGSBURY GRADE	Current Period Actual	Current Period Budget	Current Period Budget Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget	Total Budget Variance	Percent Total Budget Remaining
REVENUES									
TAXES									
ADVALOREM TAXES	56,762.01	83,201.00	(26,438.99)	439,182.34	443,737.00	(4,554.66)	554,671.00	(115,488.66)	(20.82)%
PERSONAL PROPERTY TAX	3,128.58	5,000.00	(1,871.42)	4,001.55	6,500.00	(2,498.45)	9,664.00	(5,662.45)	(58.59)%
ADVALOREM MAKE-UP	42,820.47	68,073.00	(25,252.53)	369,073.95	363,056.00	6,017.95	453,822.00	(84,748.05)	(18.67)%
STATE TAX DISTRIBUTION	57,745.00	57,745.00	0.00	404,215.00	404,215.00	0.00	692,940.00	(288,725.00)	(41.67)%
Total TAXES	160,456.06	214,019.00	(53,562.94)	1,216,472.84	1,217,508.00	(1,035.16)	1,711,097.00	(494,624.16)	(28.91)%
MISCELLANEOUS									
319 NON POINT SOURCE EPA GRANT	0.00	0.00	0.00	40,000.00	40,000.00	0.00	40,000.00	0.00	0.00%
INTEREST ON INVESTMENTS	21,208.30	652.00	20,556.30	106,733.18	4,561.00	102,172.18	7,821.00	98,912.18	1,264.70%
RENTAL INCOME	10,100.73	7,369.00	2,731.73	69,020.64	51,583.00	17,437.64	88,430.00	(19,409.36)	(21.95)%
OTHER REVENUE	1,204.53	84.00	1,120.53	1,861.16	584.00	1,277.16	1,000.00	861.16	86.12%
Total MISCELLANEOUS	32,513.56	8,105.00	24,408.56	217,614.98	96,728.00	120,886.98	137,251.00	80,363.98	58.55%
Total REVENUES	192,969.62	222,124.00	(29,154.38)	1,434,087.82	1,314,236.00	119,851.82	1,848,348.00	(414,260.18)	(22.41)%
EXPENDITURES									
PAYROLL RELATED EXPENSES									
PAYROLL - MANAGER	4,384.52	4,311.00	(73.52)	30,917.76	30,175.00	(642.76)	51,728.00	20,910.24	40.42%
PAYROLL - MAINTENANCE	0.00	5,397.00	5,397.00	9,001.05	37,783.00	28,781.95	64,771.00	55,769.95	86.10%
PAYROLL - OFFICE	2,036.40	2,041.00	4.60	13,152.34	14,290.00	1,137.66	24,497.00	11,344.66	46.31%
EMPLOYEE BENEFITS - FICAMEDIC	97.89	175.00	77.11	800.22	1,225.00	424.78	2,099.00	1,298.78	61.88%
EMPLOYEE BENEFITS - MED. INS	4,633.02	5,785.00	1,151.98	25,105.11	33,580.00	8,474.89	55,590.00	30,484.89	54.84%
EMPLOYEE BENEFITS - PERS	1,525.98	3,054.00	1,528.02	13,359.72	21,376.00	8,016.28	36,646.00	23,286.28	63.54%
EMPLOYEE BENEFITS - SIIS	129.43	255.00	125.57	373.27	933.00	559.73	1,698.00	1,324.73	78.02%
SEP/IRA	6.42	8.00	1.58	49.41	56.00	6.59	97.00	47.59	49.06%
UNIFORMS	57.38	582.00	524.62	175.78	1,164.00	988.22	1,164.00	988.22	84.90%
OPEB EXPENSE	1,265.83	3,634.00	2,368.17	8,860.81	25,439.00	16,578.19	43,609.00	34,748.19	79.68%
ACCURUED LEAVE EXPENSE	48.14	375.00	326.86	1,211.90	2,625.00	1,413.10	4,500.00	3,288.10	73.07%
OTHER PAYROLL EXPENSES	0.03	38.00	37.97	76.84	263.00	186.16	450.00	373.16	82.92%
CAR ALLOWANCE EXPENSE	(49.05)	(58.00)	(8.95)	(419.85)	(408.00)	11.85	(700.00)	(280.15)	40.02%
Total PAYROLL RELATED EXPENSES	14,135.99	25,597.00	11,461.01	102,564.36	168,501.00	65,936.64	286,149.00	183,584.64	64.16%
OPERATING EXPENSES									
ACCOUNTING	0.00	0.00	0.00	1,911.10	2,100.00	188.90	2,100.00	188.90	9.00%
LEGAL	110.34	230.00	119.66	810.02	1,605.00	794.98	2,750.00	1,939.98	70.54%
LEGAL - LABOR NEGOTIATIONS	0.00	0.00	0.00	145.20	32.00	(113.20)	32.00	(113.20)	(353.75)%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

COMBINED GENERAL FUND, 160 PINERIDGE & 298 KINGSBURY GRADE	Current Period	Current Period	Current Period	Current Year Actual	YTD Budget	YTD Budget	Total Budget	Total Budget	Percent Total Budget
	Actual	Budget	Budget Variance			Variance		Variance	Remaining
ENGINEERING & SURVEYING	70.88	3,667.00	3,596.12	15,237.44	25,667.00	10,429.56	44,000.00	28,762.56	65.37%
EROSION AND DRAINAGE	0.00	0.00	0.00	0.00	3,500.00	3,500.00	5,000.00	5,000.00	100.00%
ROAD MAINTENANCE & SUPPLIES	0.00	7,959.00	7,959.00	318,236.43	275,804.00	(42,432.43)	315,599.00	(2,637.43)	(0.84)%
BUILDING REPAIRS AND MAINT.	756.24	1,409.00	650.76	6,381.93	9,861.00	3,479.07	16,904.00	10,522.07	62.25%
COMPUTER EXPENSE	68.13	224.00	155.87	2,474.74	2,873.00	398.26	3,993.00	1,518.26	38.02%
DUES & SUBSCRIPTIONS	0.00	0.00	0.00	572.91	587.00	14.09	674.00	101.09	15.00%
EQUIP. SUPPLIES/MAINT./REPAIRS	0.00	375.00	375.00	913.55	2,625.00	1,711.45	4,500.00	3,586.45	79.70%
EQUIPMENT RENTAL	32.35	43.00	10.65	226.45	298.00	71.55	515.00	288.55	56.03%
FIELD SUPPLIES, TOOLS & SIGNS	0.00	50.00	50.00	1,222.00	20,350.00	19,128.00	20,630.00	19,408.00	94.08%
SECURITY EXPENSE	0.00	0.00	0.00	0.00	18.00	18.00	18.00	18.00	100.00%
INSURANCE AND BONDS	0.00	0.00	0.00	9,800.13	10,037.00	236.87	10,037.00	236.87	2.36%
SAFETY EQUIPMENT	0.00	0.00	0.00	0.00	500.00	500.00	500.00	500.00	100.00%
MISCELLANEOUS EXPENDITURES	8.57	1,174.00	1,165.43	6,551.21	8,215.00	1,663.79	14,088.00	7,536.79	53.50%
OFFICE JANITORIAL	783.36	569.00	(214.36)	5,066.35	3,975.00	(1,091.35)	6,816.00	1,749.65	25.67%
OFFICE AND FACILITIES RENT	270.82	316.00	45.18	1,895.74	2,217.00	321.26	3,800.00	1,904.26	50.11%
OFFICE SUPPLIES	108.35	150.00	41.65	590.03	1,188.00	597.97	2,076.00	1,485.97	71.58%
PERMITS AND FEES	0.00	0.00	0.00	63.16	67.00	3.84	67.00	3.84	5.73%
PUBLICATION CHARGES	0.00	0.00	0.00	0.00	100.00	100.00	265.00	265.00	100.00%
SHOP SUPPLIES/SMALL TOOLS	19.55	0.00	(19.55)	19.55	0.00	(19.55)	0.00	(19.55)	0.00%
TELEPHONE	12.99	12.00	(0.99)	90.15	84.00	(6.15)	144.00	53.85	37.40%
TRAINING AND SEMINARS	22.35	394.00	371.65	52.24	2,757.00	2,704.76	4,726.00	4,673.76	98.89%
TRAVEL	0.00	188.00	188.00	185.17	1,313.00	1,127.83	2,250.00	2,064.83	91.77%
TRUSTEE FEES	187.50	188.00	0.50	1,130.00	1,163.00	33.00	2,100.00	970.00	46.19%
UTILITIES - GAS & ELECTRIC	1,515.46	1,369.00	(146.46)	9,721.80	4,930.00	(4,791.80)	13,690.00	3,968.20	28.99%
VEHICLE EXP FUEL/OIL/SUPP	283.52	1,036.00	772.48	2,958.12	7,255.00	4,296.88	12,436.00	9,477.88	76.21%
VEH EXP R&M	926.20	717.00	(209.20)	10,704.99	5,016.00	(5,688.99)	8,601.00	(2,103.99)	(24.46)%
Total OPERATING EXPENSES	5,158.61	20,070.00	14,911.39	396,960.41	394,137.00	(2,823.41)	498,311.00	101,350.59	20.34%
OTHER EXPENSES									
INTEREST EXPENSE	0.00	0.00	0.00	0.00	5.00	5.00	5.00	5.00	100.00%
CAPITAL OUTLAY	18,462.58	4,666.00	(13,796.58)	852,811.02	1,711,073.00	858,261.98	2,278,866.00	1,426,054.98	62.58%
Total OTHER EXPENSES	18,462.58	4,666.00	(13,796.58)	852,811.02	1,711,073.00	858,266.98	2,278,871.00	1,426,059.98	62.58%
Total EXPENDITURES	37,757.18	50,333.00	12,575.82	1,352,335.79	2,273,716.00	921,380.21	3,063,331.00	1,710,995.21	55.85%
EXCESS REVENUE OVER EXPENDITURES	155,212.44	171,791.00	(16,578.56)	81,752.03	(959,480.00)	1,041,232.03	(1,214,983.00)	1,296,735.03	(106.73)%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Combined Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

	Current Period Actual	Current Period Budget	Current Period Budget Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget	Total Budget Variance	Percent Total Budget Remaining
REVENUES									
TAXES									
ADVALOREM TAXES	56,762.01	83,201.00	(26,438.99)	439,182.34	443,737.00	(4,554.66)	554,671.00	(115,488.66)	(20.82)%
PERSONAL PROPERTY TAX	3,128.58	5,000.00	(1,871.42)	4,001.55	6,500.00	(2,498.45)	9,664.00	(5,662.45)	(58.59)%
ADVALOREM MAKE-UP	42,820.47	68,073.00	(25,252.53)	369,073.95	363,056.00	6,017.95	453,822.00	(84,748.05)	(18.67)%
STATE TAX DISTRIBUTION	57,745.00	57,745.00	0.00	404,215.00	404,215.00	0.00	692,940.00	(288,725.00)	(41.67)%
Total TAXES	160,456.06	214,019.00	(53,562.94)	1,216,472.84	1,217,508.00	(1,035.16)	1,711,097.00	(494,624.16)	(28.91)%
MISCELLANEOUS									
319 NON POINT SOURCE EPA GRANT	0.00	0.00	0.00	160,000.00	160,000.00	0.00	160,000.00	0.00	0.00%
INTEREST ON INVESTMENTS	62,377.35	2,037.00	60,340.35	307,630.50	14,253.00	293,377.50	24,440.00	283,190.50	1,158.72%
PLAN REVIEW FEE	250.00	0.00	250.00	1,250.00	1,500.00	(250.00)	2,750.00	(1,500.00)	(54.55)%
RENTAL INCOME	10,100.73	7,369.00	2,731.73	69,020.64	51,583.00	17,437.64	88,430.00	(19,409.36)	(21.95)%
OTHER REVENUE	2,410.15	2,249.00	161.15	18,920.42	15,736.00	3,184.42	26,976.00	(8,055.58)	(29.86)%
Total MISCELLANEOUS	75,136.23	11,655.00	63,481.23	556,821.56	243,072.00	313,749.56	302,596.00	254,225.56	84.01%
USER FEES									
USER FEES - RESIDENTIAL	474,157.69	473,084.00	1,073.69	3,302,225.04	3,311,585.00	(9,359.96)	5,677,010.00	(2,374,784.96)	(41.83)%
RESIDENTIAL TIER 1 CONSUMPTION	28,782.07	31,672.00	(2,889.93)	221,836.28	240,524.00	(18,687.72)	380,600.00	(158,763.72)	(41.71)%
RESIDENTIAL TIER 2 CONSUMPTION	2,235.25	3,200.00	(964.75)	47,044.20	54,400.00	(7,355.80)	80,000.00	(32,955.80)	(41.19)%
RESIDENTIAL TIER 3 CONSUMPTION	3,054.20	2,880.00	174.20	48,456.18	52,560.00	(4,103.82)	72,000.00	(23,543.82)	(32.70)%
RESIDENTIAL FIRE PROTECTION	6,939.75	6,742.00	197.75	47,368.09	47,190.00	178.09	80,900.00	(33,531.91)	(41.45)%
USER FEES - COMMERCIAL	37,143.52	37,163.00	(19.48)	259,871.67	260,135.00	(263.33)	445,955.00	(186,083.33)	(41.73)%
COMMERCIAL FIRE PROTECTION	7,844.78	7,844.00	0.78	54,613.94	54,912.00	(298.06)	94,137.00	(39,523.06)	(41.98)%
COMMERCIAL CONSUMPTION	10,401.71	7,969.00	2,432.71	104,375.30	86,930.00	17,445.30	120,547.00	(16,171.70)	(13.42)%
PENALTIES ON USER FEES	6,934.50	6,334.00	600.50	49,283.35	44,338.00	4,945.35	76,008.00	(26,724.65)	(35.16)%
SERVICE CHARGES	1,388.00	1,350.00	38.00	7,465.50	9,450.00	(1,984.50)	16,200.00	(8,734.50)	(53.92)%
RETURN CHECK FEES	40.00	40.00	0.00	300.00	280.00	20.00	480.00	(180.00)	(37.50)%
CONNECTION FEES	1,200.00	0.00	1,200.00	24,800.00	13,200.00	11,600.00	16,200.00	8,600.00	53.09%
TRANSFER FEE REVENUE	300.00	894.00	(594.00)	4,521.86	6,258.00	(1,736.14)	10,728.00	(6,206.14)	(57.85)%
SERVLINE ADMIN REVENUE	152.55	150.00	2.55	1,063.94	1,048.00	15.94	1,798.00	(734.06)	(40.83)%
SERVLINE LOSS INSURANCE	1,219.68	2,608.00	(1,388.32)	12,723.36	18,253.00	(5,529.64)	31,293.00	(18,569.64)	(59.34)%
SERVLINE LINE INSURANCE	233.20	189.00	44.20	1,592.36	1,323.00	269.36	2,270.00	(677.64)	(29.85)%
Total USER FEES	582,026.90	582,119.00	(92.10)	4,187,541.07	4,202,386.00	(14,844.93)	7,106,126.00	(2,918,584.93)	(41.07)%
Total REVENUES	817,621.19	807,793.00	9,828.19	5,960,835.47	5,662,966.00	297,869.47	9,119,819.00	(3,158,983.53)	(34.64)%

KINGSBURY GENERAL GOVERNMENT DISTRICT
Combined Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

	Current Period	Current Period	Current Period	Current Year	YTD Budget	YTD Budget	Total Budget	Total Budget	Percent Total Budget
	Actual	Budget	Budget Variance	Actual	Budget	Variance	Budget	Variance	Remaining
EXPENDITURES									
PAYROLL RELATED EXPENSES									
PAYROLL - MANAGER	29,230.02	28,738.00	(492.02)	205,455.62	201,159.00	(4,296.62)	344,852.00	139,396.38	40.42%
PAYROLL - MAINTENANCE	35,057.48	43,535.00	8,477.52	234,964.36	304,741.00	69,776.64	522,419.00	287,454.64	55.02%
PAYROLL - OFFICE	13,576.06	13,608.00	31.94	87,682.19	95,254.00	7,571.81	163,306.00	75,623.81	46.31%
EMPLOYEE BENEFITS - FICAMEDIC	1,227.69	1,336.00	108.31	8,052.90	9,351.00	1,298.10	16,039.00	7,986.10	49.79%
EMPLOYEE BENEFITS - MED. INS	34,902.80	39,054.00	4,151.20	193,464.60	219,034.00	25,569.40	359,961.00	166,496.40	46.25%
EMPLOYEE BENEFITS - PERS	17,677.41	21,160.00	3,482.59	122,388.63	148,109.00	25,720.37	253,911.00	131,522.37	51.80%
EMPLOYEE BENEFITS - SII	2,106.65	1,708.00	(398.65)	2,978.83	6,257.00	3,278.17	11,380.00	8,401.17	73.82%
SEPIRA	81.94	103.00	21.06	628.60	717.00	88.40	1,235.00	606.40	49.10%
UNIFORMS	510.00	3,879.00	3,369.00	2,120.78	7,760.00	5,639.22	7,760.00	5,639.22	72.87%
OPEB EXPENSE	15,822.83	25,958.00	10,135.17	110,759.81	181,707.00	70,947.19	311,495.00	200,735.19	64.44%
ACCRUED LEAVE EXPENSE	(1,032.96)	1,958.00	2,990.96	5,671.20	13,706.00	8,034.80	23,500.00	17,828.80	75.87%
OTHER PAYROLL EXPENSES	(0.07)	80.00	80.07	1,593.07	3,753.00	2,159.93	4,150.00	2,556.93	61.61%
CAR ALLOWANCE EXPENSE	(326.97)	(428.00)	(101.03)	(2,798.97)	(2,998.00)	(199.03)	(5,150.00)	(2,351.03)	45.65%
Total PAYROLL RELATED EXPENSES	148,832.88	180,689.00	31,856.12	972,961.62	1,188,550.00	215,588.38	2,014,858.00	1,041,896.38	51.71%
OPERATING EXPENSES									
ACCOUNTING	0.00	0.00	0.00	38,222.00	42,000.00	3,778.00	42,000.00	3,778.00	9.00%
LEGAL	4,004.75	4,584.00	579.25	28,023.32	32,063.00	4,039.68	55,000.00	26,976.68	49.05%
LEGAL - LABOR NEGOTIATIONS	0.00	0.00	0.00	1,320.00	967.00	(353.00)	967.00	(353.00)	(36.50)%
ENGINEERING & SURVEYING	1,417.50	5,250.00	3,832.50	18,442.73	37,251.00	18,808.27	63,500.00	45,057.27	70.96%
EROSION AND DRAINAGE	0.00	0.00	0.00	0.00	3,500.00	3,500.00	5,000.00	5,000.00	100.00%
ROAD MAINTENANCE & SUPPLIES	0.00	7,959.00	7,959.00	318,236.43	275,804.00	(42,432.43)	315,599.00	(2,637.43)	(0.84)%
SNOW REMOVAL - FLOWING	250,930.75	150,000.00	(100,930.75)	491,717.41	370,000.00	(121,717.41)	675,000.00	183,282.59	27.15%
SNOW REMOVAL - SANDING	8,379.96	15,000.00	6,620.04	29,219.92	36,500.00	7,280.08	75,000.00	45,780.08	61.04%
SNOW REMOVAL ANTI/ICE ICING	0.00	0.00	0.00	0.00	4,400.00	4,400.00	6,600.00	6,600.00	100.00%
DCLTSA PRO-RATA M & O	183,605.25	183,231.00	(374.25)	379,024.75	549,693.00	170,668.25	732,924.00	353,899.25	48.29%
DCLTSA ASSESSMENTS	123,662.25	124,162.00	499.75	370,986.75	372,486.00	1,499.25	496,649.00	125,662.25	25.30%
BAD DEBTS	0.00	0.00	0.00	0.00	29,796.00	29,796.00	29,796.00	29,796.00	100.00%
BANK CHARGES	8,919.26	7,039.00	(1,880.26)	49,520.00	49,273.00	(247.00)	84,474.00	34,954.00	41.38%
BUILDING REPAIRS AND MAINT.	985.20	6,967.00	5,981.80	9,766.62	48,763.00	38,996.38	83,599.00	73,832.38	88.32%
COMPUTER EXPENSE	2,189.94	5,514.00	3,324.06	44,750.42	65,219.00	20,468.58	105,351.00	60,600.58	57.52%
DUES & SUBSCRIPTIONS	125.00	359.00	234.00	12,638.29	13,321.00	682.71	14,743.00	2,104.71	14.28%
EQUIP. SUPPLIES/MAINT./REPAIRS	8,134.18	15,407.00	7,272.82	70,839.59	116,399.00	45,559.41	193,737.00	122,897.41	63.44%
EQUIPMENT RENTAL	441.00	532.00	91.00	7,268.32	7,733.00	464.68	13,222.00	5,953.68	45.03%

KINGSBURY GENERAL GOVERNMENT DISTRICT
Combined Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

	Current Period Actual	Current Period Budget	Current Period Budget Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget	Total Budget Variance	Percent Total Budget Remaining
FIELD SUPPLIES, TOOLS & SIGNS	0.00	50.00	50.00	6,932.00	30,350.00	23,418.00	30,630.00	23,698.00	77.37%
SECURITY EXPENSE	2,112.61	2,680.00	567.39	9,127.66	11,195.00	2,067.34	16,687.00	7,559.34	45.30%
INSURANCE AND BONDS	1,462.88	2,333.00	880.12	118,537.48	128,661.00	10,113.52	140,316.00	21,778.52	15.52%
SAFETY EQUIPMENT	0.00	125.00	125.00	0.00	875.00	875.00	1,100.00	1,100.00	100.00%
INVENTORY PARTS	0.00	7,500.00	7,500.00	7,906.15	15,500.00	7,593.85	15,500.00	7,593.85	48.99%
METER REPAIR & MAINT	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	100.00%
LIEN FEES	0.00	34.00	34.00	47.00	238.00	191.00	410.00	363.00	88.54%
MISCELLANEOUS EXPENDITURES	171.55	2,624.00	2,452.45	16,595.09	18,365.00	1,769.91	31,488.00	14,892.91	47.30%
OFFICE JANITORIAL	1,536.00	1,728.00	192.00	13,000.35	12,088.00	(912.35)	20,724.00	7,723.65	37.27%
OFFICE AND FACILITIES RENT	5,416.40	6,333.00	916.60	37,914.80	44,330.00	6,415.20	75,997.00	38,082.20	50.11%
OFFICE SUPPLIES	2,789.24	2,004.00	(785.24)	10,447.93	14,160.00	3,712.07	24,313.00	13,865.07	57.03%
PERMITS AND FEES	556.32	660.00	103.68	5,767.44	6,640.00	872.56	9,911.00	4,143.56	41.81%
POSTAGE	2,000.00	959.00	(1,041.00)	8,547.13	7,207.00	(1,340.13)	12,500.00	3,952.87	31.62%
PUBLICATION CHARGES	110.00	0.00	(110.00)	1,237.76	1,470.00	232.24	7,300.00	6,062.24	83.04%
SHOP SUPPLIES/SMALL TOOLS	111.47	583.00	471.53	819.90	4,083.00	3,263.10	7,000.00	6,180.10	88.29%
TELEPHONE	1,333.08	1,465.00	131.92	9,468.81	10,255.00	786.19	17,580.00	8,111.19	46.14%
TRAINING AND SEMINARS	149.00	2,869.00	2,720.00	3,570.88	20,076.00	16,505.12	34,420.00	30,849.12	89.63%
TRAVEL	0.00	1,759.00	1,759.00	2,561.40	12,305.00	9,743.60	21,100.00	18,538.60	87.86%
TRUSTEE FEES	3,750.00	3,751.00	1.00	22,600.00	23,251.00	651.00	42,000.00	19,400.00	46.19%
UTILITIES - GAS & ELECTRIC	34,627.21	19,314.00	(15,313.21)	172,662.91	134,303.00	(38,359.91)	234,958.00	62,295.09	26.51%
VEHICLE EXP FUEL/OIL/SUPP	2,624.37	10,363.00	7,738.63	25,859.38	72,541.00	46,681.62	124,358.00	98,498.62	79.21%
VEH EXP R&M	2,002.69	3,396.00	1,393.31	30,261.52	23,773.00	(6,488.52)	40,760.00	10,498.48	25.76%
WATER MONITORING/SAMPLING	1,770.00	1,482.00	(288.00)	11,880.00	10,375.00	(1,505.00)	17,785.00	5,905.00	33.20%
WATER/SEWER SHED MANAGEMENT	0.00	0.00	0.00	15,231.24	15,000.00	(231.24)	15,000.00	(231.24)	(1.54)%
WATER DIST SYSTEM EXPENSE	292.43	5,543.00	5,250.57	39,559.19	38,803.00	(756.19)	66,520.00	26,960.81	40.53%
WATER TREATMENT SYSTEM EXP	750.62	6,076.00	5,325.38	17,768.44	42,530.00	24,761.56	72,910.00	55,141.56	75.63%
AMORTIZATION OF BONDS	975.12	975.00	(0.12)	6,825.84	6,825.00	(0.84)	11,701.00	4,875.16	41.66%
DEPRECIATION EXPENSE	117,662.36	113,629.00	(4,033.36)	823,931.29	795,405.00	(28,526.29)	1,363,551.00	539,619.71	39.57%
Total OPERATING EXPENSES	775,008.39	724,239.00	(50,769.39)	3,289,038.14	3,555,782.00	266,743.86	5,499,680.00	2,210,641.86	40.20%
OTHER EXPENSES									
INTEREST EXPENSE	26,232.49	28,908.00	2,675.51	194,354.59	202,402.00	8,047.41	346,940.00	152,585.41	43.98%
CAPITAL OUTLAY	68,156.10	104,825.00	36,668.90	2,257,327.35	5,354,591.00	3,097,263.65	10,990,991.00	8,733,663.65	79.46%
Total OTHER EXPENSES	94,388.59	133,733.00	39,344.41	2,451,681.94	5,556,993.00	3,105,311.06	11,337,931.00	8,886,249.06	78.38%
Total EXPENDITURES	1,018,229.86	1,038,661.00	20,431.14	6,713,681.70	10,301,325.00	3,587,643.30	18,852,469.00	12,138,787.30	64.39%
EXCESS REVENUE OVER EXPENDITURES	(200,608.67)	(230,868.00)	(30,259.33)	(752,846.23)	(4,638,359.00)	(3,885,512.77)	(9,732,650.00)	(8,979,803.77)	(92.26)%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

	Current Period		Current Period		Current Year		YTD Budget		Total Budget -		Percent Total Budget	
	Actual	Budget	Budget	Variance	Actual	YTD Budget	Variance	Revised	Variance	Remaining		
GENERAL FUND (10)												
REVENUES												
TAXES												
ADVALOREM TAXES	56,762.01	83,201.00	(26,438.99)		439,182.34	443,737.00	(4,554.66)	554,671.00	(115,488.66)	(20.82)%		
PERSONAL PROPERTY TAX	3,128.58	5,000.00	(1,871.42)		4,001.55	6,500.00	(2,498.45)	9,664.00	(5,662.45)	(58.59)%		
ADVALOREM MAKE-UP	42,820.47	68,073.00	(25,252.53)		369,073.95	363,056.00	6,017.95	453,822.00	(84,748.05)	(18.67)%		
STATE TAX DISTRIBUTION	57,745.00	57,745.00	0.00		404,215.00	404,215.00	0.00	692,940.00	(288,725.00)	(41.67)%		
Total TAXES	160,456.06	214,019.00	(53,562.94)		1,216,472.84	1,217,508.00	(1,035.16)	1,711,097.00	(494,624.16)	(28.91)%		
MISCELLANEOUS												
319 NON POINT SOURCE EPA GRANT	0.00	0.00	0.00		40,000.00	40,000.00	0.00	40,000.00	0.00	0.00%		
INTEREST ON INVESTMENTS	21,208.30	652.00	20,556.30		106,733.18	4,561.00	102,172.18	7,821.00	98,912.18	1,264.70%		
RENTAL INCOME	0.00	1,850.00	(1,850.00)		0.00	12,950.00	(12,950.00)	22,200.00	(22,200.00)	(100.00)%		
OTHER REVENUE	1,204.53	84.00	1,120.53		1,576.16	584.00	992.16	1,000.00	576.16	57.62%		
Total MISCELLANEOUS	22,412.83	2,586.00	19,826.83		148,309.34	58,095.00	90,214.34	71,021.00	77,288.34	108.82%		
Total REVENUES	182,868.89	216,605.00	(33,736.11)		1,364,782.18	1,275,603.00	89,179.18	1,782,118.00	(417,335.82)	(23.42)%		
EXPENDITURES												
PAYROLL RELATED EXPENSES												
PAYROLL - MANAGER	4,384.52	4,311.00	(73.52)		30,817.76	30,175.00	(642.76)	51,728.00	20,910.24	40.42%		
PAYROLL - MAINTENANCE	0.00	5,397.00	5,397.00		9,001.05	37,783.00	28,781.95	64,771.00	55,769.95	86.10%		
PAYROLL - OFFICE	2,036.40	2,041.00	4.60		13,152.34	14,290.00	1,137.66	24,497.00	11,344.66	46.31%		
EMPLOYEE BENEFITS - FICA/MEDIC	97.89	175.00	77.11		800.22	1,225.00	424.78	2,099.00	1,298.78	61.88%		
EMPLOYEE BENEFITS - MED. INS	4,633.02	5,785.00	1,151.98		25,105.11	33,580.00	8,474.89	55,590.00	30,484.89	54.84%		
EMPLOYEE BENEFITS - PERS	1,525.98	3,054.00	1,528.02		13,359.72	21,376.00	8,016.28	36,646.00	23,286.28	63.54%		
EMPLOYEE BENEFITS - SIIIS	129.43	255.00	125.57		373.27	933.00	559.73	1,698.00	1,324.73	78.02%		
SEPI/IRA	6.42	8.00	1.58		49.41	56.00	6.59	97.00	47.59	49.06%		
UNIFORMS	57.38	582.00	524.62		175.78	1,164.00	988.22	1,164.00	988.22	84.90%		
OPEB EXPENSE	1,265.83	3,634.00	2,368.17		8,860.81	25,439.00	16,578.19	43,609.00	34,748.19	79.68%		
ACCRUED LEAVE EXPENSE	48.14	375.00	326.86		1,211.90	2,625.00	1,413.10	4,500.00	3,288.10	73.07%		
OTHER PAYROLL EXPENSES	0.03	38.00	37.97		76.84	263.00	186.16	450.00	373.16	82.92%		
CAR ALLOWANCE EXPENSE	(49.05)	(58.00)	(8.95)		(419.85)	(408.00)	11.85	(700.00)	(280.15)	40.02%		
Total PAYROLL RELATED EXPENSES	14,135.99	25,597.00	11,461.01		102,564.36	168,501.00	65,936.64	286,149.00	183,584.64	64.16%		
OPERATING EXPENSES												
ACCOUNTING	0.00	0.00	0.00		1,911.10	2,100.00	188.90	2,100.00	188.90	9.00%		
LEGAL	110.34	230.00	119.66		810.02	1,605.00	794.98	2,750.00	1,939.98	70.54%		

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

	Current Period Actual	Current Period Budget	Current Period Budget Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget - Revised	Total Budget Variance	Percent Total Budget Remaining
GENERAL FUND (10)									
LEGAL - LABOR NEGOTIATIONS	0.00	0.00	0.00	145.20	32.00	(113.20)	32.00	(113.20)	(353.75)%
EROSION AND DRAINAGE	0.00	0.00	0.00	0.00	3,500.00	3,500.00	5,000.00	5,000.00	100.00%
ROAD MAINTENANCE & SUPPLIES	0.00	7,959.00	7,959.00	318,236.43	275,804.00	(42,432.43)	315,599.00	(2,637.43)	(0.84)%
BUILDING REPAIRS AND MAINT.	8.34	579.00	570.66	159.95	4,051.00	3,891.05	6,942.00	6,782.05	97.70%
COMPUTER EXPENSE	68.13	224.00	155.87	2,474.74	2,873.00	398.26	3,993.00	1,518.26	38.02%
DUES & SUBSCRIPTIONS	0.00	0.00	0.00	572.91	587.00	14.09	674.00	101.09	15.00%
EQUIP. SUPPLIES/MAINT./REPAIRS	0.00	375.00	375.00	913.55	2,625.00	1,711.45	4,500.00	3,586.45	79.70%
EQUIPMENT RENTAL	13.01	30.00	16.99	91.07	212.00	120.93	364.00	272.93	74.98%
FIELD SUPPLIES, TOOLS & SIGNS	0.00	50.00	50.00	1,222.00	20,350.00	19,128.00	20,630.00	19,408.00	94.08%
SECURITY EXPENSE	0.00	0.00	0.00	0.00	18.00	18.00	18.00	18.00	100.00%
INSURANCE AND BONDS	0.00	0.00	0.00	3,633.33	6,879.00	3,245.67	6,879.00	3,245.67	47.18%
SAFETY EQUIPMENT	0.00	0.00	0.00	0.00	500.00	500.00	500.00	500.00	100.00%
MISCELLANEOUS EXPENDITURES	8.57	631.00	622.43	2,528.82	4,420.00	1,891.18	7,578.00	5,049.18	66.63%
OFFICE JANITORIAL	39.61	167.00	127.39	417.60	1,166.00	748.40	1,997.00	1,579.40	78.09%
OFFICE AND FACILITIES RENT	270.82	316.00	45.18	1,895.74	2,217.00	321.26	3,800.00	1,904.26	50.11%
OFFICE SUPPLIES	108.35	150.00	41.65	305.30	1,052.00	746.70	1,804.00	1,498.70	83.08%
PERMITS AND FEES	0.00	0.00	0.00	63.16	67.00	3.84	67.00	3.84	5.73%
PUBLICATION CHARGES	0.00	0.00	0.00	0.00	100.00	100.00	265.00	265.00	100.00%
SHOP SUPPLIES/SMALL TOOLS	19.55	0.00	(19.55)	19.55	0.00	(19.55)	0.00	(19.55)	0.00%
TELEPHONE	12.99	12.00	(0.99)	90.15	84.00	(6.15)	144.00	53.85	37.40%
TRAINING AND SEMINARS	22.35	394.00	371.65	52.24	2,757.00	2,704.76	4,726.00	4,673.76	98.89%
TRAVEL	0.00	188.00	188.00	185.17	1,313.00	1,127.83	2,250.00	2,064.83	91.77%
TRUSTEE FEES	187.50	188.00	0.50	1,130.00	1,163.00	33.00	2,100.00	970.00	46.19%
UTILITIES - GAS & ELECTRIC	65.43	342.00	276.57	354.49	1,232.00	877.51	3,420.00	3,065.51	89.63%
VEHICLE EXP FUEL/OIL/SUPP	263.52	1,036.00	772.48	2,958.12	7,255.00	4,296.88	12,436.00	9,477.88	76.21%
VEH EXP R&M	926.20	717.00	(209.20)	10,704.99	5,016.00	(5,688.99)	8,601.00	(2,103.99)	(24.46)%
Total OPERATING EXPENSES	2,195.59	17,255.00	15,059.41	366,113.07	374,645.00	8,531.93	463,169.00	97,055.93	20.95%
OTHER EXPENSES									
INTEREST EXPENSE	0.00	0.00	0.00	0.00	5.00	5.00	5.00	5.00	100.00%
CAPITAL OUTLAY	18,462.58	4,666.00	(13,796.58)	845,716.02	1,711,073.00	865,356.98	2,278,866.00	1,433,149.98	62.89%
Total OTHER EXPENSES	18,462.58	4,666.00	(13,796.58)	845,716.02	1,711,078.00	865,361.98	2,278,871.00	1,433,154.98	62.89%
Total EXPENDITURES	34,794.16	47,518.00	12,723.84	1,314,393.45	2,254,224.00	939,830.55	3,028,189.00	1,713,795.55	56.59%
EXCESS REVENUE OVER EXPENDITURES	148,074.73	169,087.00	(21,012.27)	50,368.73	(978,621.00)	1,029,009.73	(1,246,071.00)	1,296,459.73	(104.04)%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

WATER FUND (20)	Current Period		Current Period		Current Year		YTD Budget		Total Budget -		Percent Total Budget	
	Actual	Budget	Budget	Variance	Actual	YTD Budget	Variance	Revised	Variance	Remaining	Remaining	
REVENUES												
MISCELLANEOUS												
INTEREST ON INVESTMENTS	25,574.72	876.00	24,698.72		126,442.23	6,129.00	120,313.23	10,509.00	115,933.23	1,103.18%		
PLAN REVIEW FEE	0.00	0.00	0.00		500.00	750.00	(250.00)	1,250.00	(750.00)	(60.00)%		
OTHER REVENUE	628.43	2,150.00	(1,521.57)		16,482.27	15,050.00	1,432.27	25,800.00	(9,317.73)	(36.12)%		
Total MISCELLANEOUS	26,203.15	3,026.00	23,177.15		143,424.50	21,929.00	121,495.50	37,559.00	105,865.50	281.86%		
USER FEES												
USER FEES - RESIDENTIAL	292,807.75	292,028.00	779.75		2,034,921.41	2,044,193.00	(9,271.59)	3,504,333.00	(1,469,411.59)	(41.93)%		
RESIDENTIAL TIER 1 CONSUMPTION	25,450.03	28,000.00	(2,549.97)		201,179.54	224,000.00	(22,820.46)	350,000.00	(148,820.46)	(42.52)%		
RESIDENTIAL TIER 2 CONSUMPTION	2,235.25	3,200.00	(964.75)		47,044.20	54,400.00	(7,355.80)	80,000.00	(32,955.80)	(41.19)%		
RESIDENTIAL TIER 3 CONSUMPTION	3,054.20	2,880.00	174.20		48,456.18	52,560.00	(4,103.82)	72,000.00	(23,543.82)	(32.70)%		
RESIDENTIAL FIRE PROTECTION	6,939.75	6,742.00	197.75		47,368.09	47,190.00	178.09	80,900.00	(33,531.91)	(41.45)%		
USER FEES - COMMERCIAL	30,371.67	30,382.00	(10.33)		212,459.67	212,674.00	(214.33)	364,584.00	(152,124.33)	(41.73)%		
COMMERCIAL FIRE PROTECTION	7,844.78	7,844.00	0.78		54,613.94	54,912.00	(298.06)	94,137.00	(39,523.06)	(41.98)%		
COMMERCIAL CONSUMPTION	5,394.02	5,339.00	55.02		82,208.04	68,520.00	13,688.04	88,987.00	(6,778.96)	(7.62)%		
PENALTIES ON USER FEES	4,678.12	4,100.00	578.12		28,295.69	28,700.00	(404.31)	49,200.00	(20,904.31)	(42.49)%		
SERVICE CHARGES	1,388.00	1,350.00	38.00		7,465.50	9,450.00	(1,984.50)	16,200.00	(8,734.50)	(53.92)%		
RETURN CHECK FEES	40.00	40.00	0.00		300.00	280.00	20.00	480.00	(180.00)	(37.50)%		
CONNECTION FEES	0.00	0.00	0.00		15,800.00	10,200.00	5,600.00	10,200.00	5,600.00	54.90%		
TRANSFER FEE REVENUE	196.50	480.00	(283.50)		3,060.00	3,360.00	(300.00)	5,760.00	(2,700.00)	(46.88)%		
SERVLINE ADMIN REVENUE	152.55	150.00	2.55		1,063.94	1,048.00	15.94	1,798.00	(734.06)	(40.83)%		
SERVLINE LOSS INSURANCE	1,219.68	2,608.00	(1,388.32)		12,723.36	18,253.00	(5,529.64)	31,293.00	(18,569.64)	(59.34)%		
SERVLINE LINE INSURANCE	233.20	189.00	44.20		1,592.36	1,323.00	269.36	2,270.00	(677.64)	(29.85)%		
Total USER FEES	382,005.50	385,332.00	(3,326.50)		2,798,551.92	2,831,063.00	(32,511.08)	4,752,142.00	(1,953,590.08)	(41.11)%		
Total REVENUES	408,208.65	388,358.00	19,850.65		2,941,976.42	2,852,992.00	88,984.42	4,789,701.00	(1,847,724.58)	(38.58)%		
EXPENDITURES												
PAYROLL RELATED EXPENSES												
PAYROLL - MANAGER	14,703.12	14,432.00	(271.12)		103,506.24	101,024.00	2,482.24	173,189.00	69,682.76	40.24%		
PAYROLL - MAINTENANCE	35,057.48	34,282.00	(775.48)		219,533.99	239,972.00	(20,438.01)	411,382.00	191,848.01	46.64%		
PAYROLL - OFFICE	5,430.44	5,443.00	(12.56)		35,072.96	38,101.00	(3,028.04)	65,321.00	30,248.04	46.31%		
EMPLOYEE BENEFITS - FICAMEDIC	859.53	840.00	(19.53)		5,332.54	5,879.00	(546.46)	10,079.00	4,746.46	47.09%		
EMPLOYEE BENEFITS - MED. INS	21,239.64	23,484.00	(2,244.36)		123,524.78	133,244.00	(9,719.22)	219,521.00	95,996.22	43.73%		

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

WATER FUND (20)

	Current Period Actual	Current Period Budget	Current Period Budget Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget - Revised	Total Budget - Variance	Percent Total Budget Remaining
EMPLOYEE BENEFITS - PERS	12,256.82	13,027.00	770.18	79,996.44	91,185.00	11,188.56	156,320.00	76,323.56	48.83%
EMPLOYEE BENEFITS - SIIS	1,689.82	1,188.00	(501.82)	2,112.65	4,354.00	2,241.35	7,917.00	5,804.35	73.32%
SEP/IRA	65.68	80.00	14.32	497.15	560.00	62.85	962.00	464.85	48.32%
UNIFORMS	412.25	2,866.00	2,473.75	1,800.02	5,772.00	3,971.98	5,772.00	3,971.98	68.81%
OPEB EXPENSE	11,550.67	16,613.00	5,062.33	80,854.69	116,291.00	35,436.31	199,356.00	118,501.31	59.44%
ACCRUED LEAVE EXPENSE	(1,675.29)	1,083.00	2,758.29	354.25	7,581.00	7,226.75	13,000.00	12,645.75	97.28%
OTHER PAYROLL EXPENSES	(0.10)	0.00	0.10	1,308.36	3,200.00	1,891.64	3,200.00	1,891.64	59.11%
CAR ALLOWANCE EXPENSE	(245.23)	(333.00)	(87.77)	(2,099.23)	(2,331.00)	(231.77)	(4,000.00)	(1,900.77)	47.52%
Total PAYROLL RELATED EXPENSES	101,344.83	113,025.00	11,680.17	651,794.84	744,832.00	93,037.16	1,262,019.00	610,224.16	48.35%
OPERATING EXPENSES									
ACCOUNTING	0.00	0.00	0.00	22,933.20	25,200.00	2,266.80	25,200.00	2,266.80	9.00%
LEGAL	1,875.86	2,750.00	874.14	20,296.97	19,250.00	(1,046.97)	33,000.00	12,703.03	38.49%
LEGAL - LABOR NEGOTIATIONS	0.00	0.00	0.00	950.40	756.00	(194.40)	756.00	(194.40)	(25.71)%
ENGINEERING & SURVEYING	850.50	1,062.00	211.50	1,989.40	7,437.00	5,447.60	12,750.00	10,760.60	84.40%
BAD DEBTS	0.00	0.00	0.00	0.00	13,383.00	13,383.00	13,383.00	13,383.00	100.00%
BANK CHARGES	4,816.40	3,808.00	(1,008.40)	26,740.80	26,656.00	(84.80)	45,696.00	18,955.20	41.48%
BUILDING REPAIRS AND MAINT.	168.62	2,500.00	2,331.38	2,265.21	17,500.00	15,234.79	30,000.00	27,734.79	92.45%
COMPUTER EXPENSE	1,587.45	3,090.00	1,502.55	29,089.42	41,442.00	12,352.58	68,942.00	39,852.58	57.81%
DUES & SUBSCRIPTIONS	125.00	200.00	75.00	8,054.97	8,084.00	29.03	9,038.00	983.03	10.88%
EQUIP. SUPPLIES/MAINT./REPAIRS	3.75	550.00	546.25	10,755.72	12,000.00	1,244.28	14,750.00	3,994.28	27.08%
EQUIPMENT RENTAL	317.64	369.00	51.36	4,436.29	4,635.00	198.71	8,028.00	3,591.71	44.74%
SECURITY EXPENSE	1,182.06	1,800.00	617.94	4,624.16	6,725.00	2,100.84	9,531.00	4,906.84	51.48%
INSURANCE AND BONDS	1,452.88	2,333.00	880.12	83,304.06	92,566.00	9,261.94	104,231.00	20,926.94	20.08%
SAFETY EQUIPMENT	0.00	100.00	100.00	0.00	300.00	300.00	500.00	500.00	100.00%
INVENTORY PARTS	0.00	7,000.00	7,000.00	7,906.15	15,000.00	7,093.85	15,000.00	7,093.85	47.29%
METER REPAIR & MAINT	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	100.00%
LIEN FEES	0.00	34.00	34.00	47.00	238.00	191.00	410.00	363.00	88.54%
MISCELLANEOUS EXPENDITURES	102.93	600.00	497.07	6,388.40	4,200.00	(2,188.40)	7,200.00	811.60	11.27%
OFFICE JANITORIAL	475.35	732.00	256.65	5,010.96	5,124.00	113.04	8,784.00	3,773.04	42.95%
OFFICE AND FACILITIES RENT	3,249.84	3,800.00	550.16	22,748.88	26,599.00	3,850.12	45,598.00	22,849.12	50.11%
OFFICE SUPPLIES	1,636.19	1,136.00	(500.19)	5,458.38	7,952.00	2,493.62	13,632.00	8,173.62	59.96%
PERMITS AND FEES	556.32	660.00	103.68	4,762.16	5,500.00	737.84	8,771.00	4,008.84	45.71%

KINGSBURY GENERAL GOVERNMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

	Current Period	Current Period	Current Period	Current Year	YTD Budget	YTD Budget	Total Budget -	Total Budget	Percent Total Budget
	Actual	Budget	Budget Variance	Actual	Variance	Variance	Revised	Variance	Remaining
WATER FUND (20)									
POSTAGE	1,080.00	0.00	(1,080.00)	4,327.54	3,375.00	(952.54)	6,750.00	2,422.46	35.89%
PUBLICATION CHARGES	110.00	0.00	(110.00)	110.00	1,180.00	1,070.00	3,180.00	3,070.00	96.54%
SHOP SUPPLIES/SMALL TOOLS	91.92	583.00	491.08	800.35	4,083.00	3,282.65	7,000.00	6,199.65	88.57%
TELEPHONE	1,176.83	1,314.00	137.17	8,384.73	9,198.00	813.27	15,768.00	7,383.27	46.82%
TRAINING AND SEMINARS	59.60	1,914.00	1,854.40	3,242.33	13,398.00	10,155.67	22,968.00	19,725.67	85.88%
TRAVEL	0.00	1,117.00	1,117.00	1,627.38	7,819.00	6,191.62	13,404.00	11,776.62	87.86%
TRUSTEE FEES	2,250.00	2,250.00	0.00	13,560.00	13,950.00	390.00	25,200.00	11,640.00	46.19%
UTILITIES - GAS & ELECTRIC	30,476.86	15,741.00	(14,735.86)	148,631.17	116,098.00	(32,533.17)	196,779.00	48,147.83	24.47%
VEHICLE EXP FUEL/OIL/SUPP	2,098.52	8,291.00	6,192.48	20,240.70	58,034.00	37,793.30	99,486.00	79,245.30	79.65%
VEH EXP R&M	1,053.69	2,025.00	971.31	17,925.26	14,179.00	(3,746.26)	24,307.00	6,381.74	26.25%
WATER MONITORING/SAMPLING	1,770.00	1,482.00	(288.00)	11,880.00	10,375.00	(1,505.00)	17,785.00	5,905.00	33.20%
WATER/SEWER SHED MANAGEMENT	0.00	0.00	0.00	15,231.24	15,000.00	(231.24)	15,000.00	(231.24)	(1.54)%
WATER DIST SYSTEM EXPENSE	292.43	5,543.00	5,250.57	39,559.19	38,803.00	(756.19)	66,520.00	26,960.81	40.53%
WATER TREATMENT SYSTEM EXP	750.62	6,076.00	5,325.38	17,768.44	42,530.00	24,761.56	72,910.00	55,141.56	75.63%
AMORTIZATION OF BONDS	975.12	975.00	(0.12)	6,825.84	6,825.00	(0.84)	11,701.00	4,875.16	41.66%
DEPRECIATION EXPENSE	112,830.14	107,782.00	(5,048.14)	790,278.62	754,476.00	(35,802.62)	1,293,387.00	503,108.38	38.90%
Total OPERATING EXPENSES	173,416.52	187,617.00	14,200.48	1,368,155.32	1,449,870.00	81,714.68	2,417,345.00	1,049,189.68	43.40%
OTHER EXPENSES									
INTEREST EXPENSE	26,232.49	28,908.00	2,675.51	194,354.59	202,352.00	7,997.41	346,890.00	152,535.41	43.97%
CAPITAL OUTLAY	35,434.80	100,159.00	64,724.20	1,124,292.45	3,277,318.00	2,153,025.55	8,040,385.00	6,916,092.55	86.02%
Total OTHER EXPENSES	61,667.29	129,067.00	67,399.71	1,318,647.04	3,479,670.00	2,161,022.96	8,387,275.00	7,068,627.96	84.28%
Total EXPENDITURES	336,428.64	429,709.00	93,280.36	3,338,597.20	5,674,372.00	2,335,774.80	12,066,639.00	8,728,041.80	72.33%
EXCESS REVENUE OVER EXPENDITURES	71,780.01	(41,351.00)	113,131.01	(396,620.78)	(2,821,380.00)	2,424,759.22	(7,276,938.00)	6,880,317.22	(94.55)%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

SEWER FUND (30)	Current Period	Current Period	Current Year	YTD Budget	YTD Budget	Total Budget -	Total Budget	Percent Total Budget
	Actual	Budget	Actual	YTD Budget	Variance	Revised	Variance	Remaining
REVENUES								
MISCELLANEOUS								
INTEREST ON INVESTMENTS	12,475.47	407.00	60,604.03	2,849.00	57,755.03	4,888.00	55,716.03	1,139.85%
PLAN REVIEW FEE	250.00	0.00	750.00	750.00	0.00	1,500.00	(750.00)	(50.00)%
OTHER REVENUE	411.33	13.00	411.33	88.00	323.33	150.00	261.33	174.22%
Total MISCELLANEOUS	13,136.80	420.00	61,765.36	3,687.00	58,078.36	6,538.00	55,227.36	844.71%
USER FEES								
USER FEES - RESIDENTIAL	146,148.32	145,926.00	1,021,179.70	1,021,482.00	(302.30)	1,751,117.00	(729,937.30)	(41.68)%
RESIDENTIAL TIER 1 CONSUMPTION	3,332.04	3,672.00	20,656.74	16,524.00	4,132.74	30,600.00	(9,943.26)	(32.49)%
USER FEES - COMMERCIAL	3,526.15	3,533.00	24,690.30	24,731.00	(40.70)	42,401.00	(17,710.70)	(41.77)%
COMMERCIAL CONSUMPTION	5,007.69	2,630.00	22,167.26	18,410.00	3,757.26	31,560.00	(9,392.74)	(29.76)%
PENALTIES ON USER FEES	1,740.23	1,700.00	15,859.81	11,900.00	3,959.81	20,400.00	(4,540.19)	(22.26)%
CONNECTION FEES	1,200.00	0.00	9,000.00	3,000.00	6,000.00	6,000.00	3,000.00	50.00%
TRANSFER FEE REVENUE	83.25	333.00	1,192.21	2,331.00	(1,138.79)	3,996.00	(2,803.79)	(70.16)%
Total USER FEES	161,037.68	157,794.00	1,114,746.02	1,098,378.00	16,368.02	1,886,074.00	(771,327.98)	(40.90)%
Total REVENUES	174,174.48	158,214.00	1,176,511.38	1,102,065.00	74,446.38	1,892,612.00	(716,100.62)	(37.84)%
EXPENDITURES								
PAYROLL RELATED EXPENSES								
PAYROLL - MANAGER	7,048.36	6,943.00	49,453.80	48,599.00	(854.80)	83,314.00	33,860.20	40.64%
PAYROLL - OFFICE	4,072.84	4,083.00	26,304.69	28,576.00	2,271.31	48,991.00	22,686.31	46.31%
EMPLOYEE BENEFITS - FICAMEDIC	191.09	187.00	1,290.23	1,309.00	18.77	2,249.00	958.77	42.63%
EMPLOYEE BENEFITS - MED. INS	5,271.24	5,209.00	25,293.48	26,782.00	1,488.52	43,147.00	17,853.52	41.38%
EMPLOYEE BENEFITS - PERS	2,738.04	2,821.00	19,046.28	19,747.00	700.72	33,854.00	14,807.72	43.74%
EMPLOYEE BENEFITS - SIIS	201.97	92.00	230.33	338.00	107.67	614.00	383.67	62.49%
SEPIRA	7.46	11.00	61.01	73.00	11.99	128.00	66.99	52.34%
UNIFORMS	8.50	48.00	59.30	97.00	37.70	97.00	37.70	38.87%
OPEB EXPENSE	2,056.97	3,115.00	14,398.79	21,805.00	7,406.21	37,380.00	22,981.21	61.48%
ACCRUED LEAVE EXPENSE	353.29	333.00	2,769.69	2,331.00	(438.69)	4,000.00	1,230.31	30.76%
OTHER PAYROLL EXPENSES	(0.05)	17.00	138.36	115.00	(23.36)	200.00	61.64	30.82%
CAR ALLOWANCE EXPENSE	(32.69)	(33.00)	(279.89)	(231.00)	48.89	(400.00)	(120.11)	30.03%
Total PAYROLL RELATED EXPENSES	21,917.02	22,826.00	138,766.07	149,541.00	10,774.93	253,574.00	114,807.93	45.28%
OPERATING EXPENSES								
ACCOUNTING	0.00	0.00	11,466.60	12,600.00	1,133.40	12,600.00	1,133.40	9.00%
LEGAL	1,908.21	1,375.00	6,106.31	9,625.00	3,518.69	16,500.00	10,393.69	62.99%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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	Current Period	Current Period	Current Period	Current Year	YTD Budget	YTD Budget	Total Budget -	Total Budget	Percent Total Budget
	Actual	Budget	Budget Variance	Actual	YTD Budget	YTD Budget Variance	Revised	Variance	Remaining
SEWER FUND (30)									
LEGAL - LABOR NEGOTIATIONS	0.00	0.00	0.00	105.60	84.00	(21.60)	84.00	(21.60)	(25.71)%
ENGINEERING & SURVEYING	425.24	521.00	95.76	1,061.18	3,647.00	2,585.82	6,250.00	5,188.82	83.02%
DCLTSA PRO-RATA M & O	183,605.25	183,231.00	(374.25)	379,024.75	549,693.00	170,668.25	732,924.00	353,899.25	48.29%
DCLTSA ASSESSMENTS	123,662.25	124,162.00	499.75	370,986.75	372,486.00	1,499.25	496,649.00	125,662.25	25.30%
BAD DEBTS	0.00	0.00	0.00	0.00	13,202.00	13,202.00	13,202.00	13,202.00	100.00%
BANK CHARGES	3,300.13	2,599.00	(701.13)	18,322.41	18,193.00	(129.41)	31,191.00	12,868.59	41.26%
BUILDING REPAIRS AND MAINT.	50.00	2,618.00	2,568.00	959.53	18,326.00	17,366.47	31,419.00	30,459.47	96.95%
COMPUTER EXPENSE	454.98	2,000.00	1,545.02	9,190.89	16,484.00	7,293.11	26,484.00	17,293.11	65.30%
DUES & SUBSCRIPTIONS	0.00	150.00	150.00	3,437.50	4,046.00	608.50	4,346.00	908.50	20.90%
EQUIP. SUPPLIES/MAINT./REPAIRS	8,130.43	14,482.00	6,351.57	59,170.32	101,374.00	42,203.68	173,787.00	114,616.68	65.95%
EQUIPMENT RENTAL	78.00	100.00	22.00	2,129.39	2,260.00	130.61	3,847.00	1,717.61	44.65%
SECURITY EXPENSE	930.55	880.00	(50.55)	4,503.50	4,434.00	(69.50)	7,120.00	2,616.50	36.75%
INSURANCE AND BONDS	0.00	0.00	0.00	21,799.96	22,327.00	527.04	22,327.00	527.04	2.36%
INVENTORY PARTS	0.00	500.00	500.00	0.00	500.00	500.00	500.00	500.00	100.00%
MISCELLANEOUS EXPENDITURES	51.48	383.00	331.52	3,130.41	2,681.00	(449.41)	4,600.00	1,469.59	31.95%
OFFICE JANITORIAL	237.68	366.00	128.32	2,505.44	2,562.00	56.56	4,392.00	1,886.56	42.95%
OFFICE AND FACILITIES RENT	1,624.92	1,900.00	275.08	11,374.44	13,299.00	1,924.56	22,799.00	11,424.56	50.11%
OFFICE SUPPLIES	880.34	606.00	(274.34)	3,087.36	4,236.00	1,148.64	7,266.00	4,178.64	57.51%
PERMITS AND FEES	0.00	0.00	0.00	378.96	405.00	26.04	405.00	26.04	6.43%
POSTAGE	740.00	771.00	31.00	2,959.79	3,083.00	123.21	4,625.00	1,665.21	36.00%
PUBLICATION CHARGES	0.00	0.00	0.00	0.00	90.00	90.00	1,590.00	1,590.00	100.00%
TELEPHONE	130.27	127.00	(3.27)	903.78	889.00	(14.78)	1,524.00	620.22	40.70%
TRAINING AND SEMINARS	44.70	490.00	445.30	224.07	3,424.00	3,199.93	5,874.00	5,649.93	96.19%
TRAVEL	0.00	289.00	289.00	290.09	2,017.00	1,726.91	3,462.00	3,171.91	91.62%
TRUSTEE FEES	1,125.00	1,125.00	0.00	6,780.00	6,975.00	195.00	12,600.00	5,820.00	46.19%
UTILITIES - GAS & ELECTRIC	2,569.46	2,117.00	(452.46)	13,957.76	12,935.00	(1,022.76)	23,518.00	9,560.24	40.65%
DEPRECIATION EXPENSE	4,852.22	5,847.00	994.78	33,652.67	40,929.00	7,276.33	70,164.00	36,511.33	52.04%
Total OPERATING EXPENSES	334,801.11	346,639.00	11,837.89	967,509.46	1,242,806.00	275,296.54	1,742,049.00	774,539.54	44.46%
OTHER EXPENSES									
INTEREST EXPENSE	0.00	0.00	0.00	0.00	35.00	35.00	35.00	35.00	100.00%
CAPITAL OUTLAY	12,586.74	0.00	(12,586.74)	40,655.11	78,700.00	38,044.89	211,634.00	170,978.89	80.79%
Total OTHER EXPENSES	12,586.74	0.00	(12,586.74)	40,655.11	78,735.00	38,079.89	211,669.00	171,013.89	80.79%
Total EXPENDITURES	369,304.87	369,465.00	160.13	1,146,930.64	1,471,082.00	324,151.36	2,207,292.00	1,060,361.36	48.04%
EXCESS REVENUE OVER EXPENDITURES	(195,130.39)	(211,251.00)	16,120.61	29,580.74	(369,017.00)	398,597.74	(314,680.00)	344,260.74	(109.40)%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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From 1/1/2023 Through 1/31/2023

	Current Period		Current Period		Current Year		YTD Budget		Total Budget -		Percent Total Budget Remaining
	Actual	Budget	Budget	Variance	Actual	YTD Budget	YTD Budget	Variance	Revised	Total Budget Variance	
SNOW REMOVAL SPECIAL REVENUE (60)											
REVENUES											
MISCELLANEOUS											
319 NON POINT SOURCE EPA GRANT	0.00	0.00	0.00	0.00	120,000.00	120,000.00	120,000.00	0.00	120,000.00	0.00	0.00%
INTEREST ON INVESTMENTS	3,118.86	102.00	3,016.86	3,016.86	13,851.06	714.00	13,137.06	13,137.06	1,222.00	12,629.06	1,033.47%
OTHER REVENUE	<u>165.86</u>	<u>2.00</u>	<u>163.86</u>	<u>163.86</u>	<u>165.66</u>	<u>14.00</u>	<u>151.66</u>	<u>151.66</u>	<u>26.00</u>	<u>139.66</u>	537.15%
Total MISCELLANEOUS	3,284.72	104.00	3,180.72	3,180.72	134,016.72	120,728.00	13,288.72	13,288.72	121,248.00	12,768.72	10.53%
USER FEES											
USER FEES - RESIDENTIAL	35,201.62	35,130.00	71.62	71.62	246,123.93	245,910.00	213.93	213.93	421,560.00	(175,436.07)	(41.62)%
USER FEES - COMMERCIAL	3,245.70	3,248.00	(2.30)	(2.30)	22,721.70	22,730.00	(8.30)	(8.30)	38,970.00	(16,248.30)	(41.69)%
PENALTIES ON USER FEES	516.15	534.00	(17.85)	(17.85)	5,127.85	3,738.00	1,389.85	1,389.85	6,408.00	(1,280.15)	(19.98)%
TRANSFER FEE REVENUE	<u>20.25</u>	<u>81.00</u>	<u>(60.75)</u>	<u>(60.75)</u>	<u>269.65</u>	<u>567.00</u>	<u>(297.35)</u>	<u>(297.35)</u>	<u>972.00</u>	<u>(702.35)</u>	<u>(72.26)%</u>
Total USER FEES	38,983.72	38,993.00	(9.28)	(9.28)	274,243.13	272,945.00	1,298.13	1,298.13	467,910.00	(193,666.87)	(41.39)%
Total REVENUES	42,268.44	39,097.00	3,171.44	3,171.44	408,259.85	393,673.00	14,586.85	14,586.85	569,158.00	(180,898.15)	(30.70)%
EXPENDITURES											
PAYROLL RELATED EXPENSES											
PAYROLL - MANAGER	3,094.02	3,052.00	(42.02)	(42.02)	21,677.82	21,361.00	(316.82)	(316.82)	36,621.00	14,943.18	40.80%
PAYROLL - MAINTENANCE	0.00	3,856.00	3,856.00	3,856.00	6,429.32	26,986.00	20,556.68	20,556.68	46,266.00	39,836.68	86.10%
PAYROLL - OFFICE	2,036.38	2,041.00	4.62	4.62	13,152.20	14,287.00	1,134.80	1,134.80	24,497.00	11,344.80	46.31%
EMPLOYEE BENEFITS - FICAMEDIC	79.18	134.00	54.82	54.82	629.91	938.00	308.09	308.09	1,612.00	982.09	60.92%
EMPLOYEE BENEFITS - MED. INS	3,758.90	4,576.00	817.10	817.10	19,541.23	25,428.00	5,886.77	5,886.77	41,703.00	22,161.77	53.14%
EMPLOYEE BENEFITS - PERS	1,156.57	2,258.00	1,101.43	1,101.43	9,986.19	15,801.00	5,814.81	5,814.81	27,091.00	17,104.81	63.14%
EMPLOYEE BENEFITS - SIIS	85.43	173.00	87.57	87.57	262.58	632.00	369.42	369.42	1,151.00	888.42	77.19%
SEP/IRA	2.38	4.00	1.62	1.62	21.03	28.00	6.97	6.97	48.00	26.97	56.19%
UNIFORMS	31.87	363.00	331.13	331.13	85.68	727.00	641.32	641.32	727.00	641.32	88.21%
OPEB EXPENSE	949.36	2,596.00	1,646.64	1,646.64	6,645.52	18,172.00	11,526.48	11,526.48	31,150.00	24,504.48	78.67%
ACCRUED LEAVE EXPENSE	240.90	167.00	(73.90)	(73.90)	1,335.36	1,169.00	(166.36)	(166.36)	2,000.00	664.64	33.23%
OTHER PAYROLL EXPENSES	0.05	25.00	24.95	24.95	69.51	175.00	105.49	105.49	300.00	230.49	76.83%
CAR ALLOWANCE EXPENSE	<u>0.00</u>	<u>(4.00)</u>	<u>(4.00)</u>	<u>(4.00)</u>	<u>0.00</u>	<u>(28.00)</u>	<u>(28.00)</u>	<u>(28.00)</u>	<u>(50.00)</u>	<u>(50.00)</u>	<u>100.00%</u>
Total PAYROLL RELATED EXPENSES	11,435.04	19,241.00	7,805.96	7,805.96	79,836.35	125,676.00	45,839.65	45,839.65	213,116.00	133,279.65	62.54%
OPERATING EXPENSES											
ACCOUNTING	0.00	0.00	0.00	0.00	1,911.10	2,100.00	188.90	188.90	2,100.00	188.90	9.00%
LEGAL	110.34	229.00	118.66	118.66	810.02	1,603.00	792.98	792.98	2,750.00	1,939.98	70.54%
LEGAL - LABOR NEGOTIATIONS	0.00	0.00	0.00	0.00	118.80	95.00	(23.80)	(23.80)	95.00	(23.80)	(25.05)%
ENGINEERING & SURVEYING	70.88	0.00	(70.88)	(70.88)	154.71	500.00	345.29	345.29	500.00	345.29	69.06%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
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From 1/1/2023 Through 1/31/2023

	Current Period Actual	Current Period Budget	Current Period Budget Variance	Current Year Actual	YTD Budget	YTD Budget Variance	Total Budget - Revised	Total Budget Variance	Percent Total Budget Remaining
SNOW REMOVAL SPECIAL REVENUE (60)									
SNOW REMOVAL - PLOWING	250,930.75	150,000.00	(100,930.75)	491,717.41	370,000.00	(121,717.41)	675,000.00	183,282.59	27.15%
SNOW REMOVAL - SANDING	8,379.96	15,000.00	6,620.04	29,219.92	36,500.00	7,280.08	75,000.00	45,780.08	61.04%
SNOW REMOVAL ANTIDE ICING	0.00	0.00	0.00	0.00	4,400.00	4,400.00	6,600.00	6,600.00	100.00%
BAD DEBTS	0.00	0.00	0.00	0.00	3,211.00	3,211.00	3,211.00	3,211.00	100.00%
BANK CHARGES	802.73	632.00	(170.73)	4,456.79	4,424.00	(32.79)	7,587.00	3,130.21	41.26%
BUILDING REPAIRS AND MAINT.	8.34	440.00	431.66	159.95	3,076.00	2,916.05	5,276.00	5,116.05	96.97%
COMPUTER EXPENSE	79.38	200.00	120.62	3,995.37	4,420.00	424.63	5,932.00	1,936.63	32.65%
DUES & SUBSCRIPTIONS	0.00	9.00	9.00	572.91	604.00	31.09	685.00	112.09	16.36%
EQUIP. SUPPLIES/MAINT./REPAIRS	0.00	0.00	0.00	0.00	400.00	400.00	700.00	700.00	100.00%
EQUIPMENT RENTAL	13.01	20.00	6.99	476.19	540.00	63.81	832.00	355.81	42.77%
FIELD SUPPLIES, TOOLS & SIGNS	0.00	0.00	0.00	5,710.00	10,000.00	4,290.00	10,000.00	4,290.00	42.90%
SECURITY EXPENSE	0.00	0.00	0.00	0.00	18.00	18.00	18.00	18.00	100.00%
INSURANCE AND BONDS	0.00	0.00	0.00	3,633.33	3,721.00	87.67	3,721.00	87.67	2.36%
SAFETY EQUIPMENT	0.00	25.00	25.00	0.00	75.00	75.00	100.00	100.00	100.00%
MISCELLANEOUS EXPENDITURES	8.57	467.00	458.43	525.07	3,269.00	2,743.93	5,600.00	5,074.93	90.62%
OFFICE JANITORIAL	39.61	61.00	21.39	417.60	427.00	9.40	732.00	314.40	42.95%
OFFICE AND FACILITIES RENT	270.82	317.00	46.18	1,895.74	2,215.00	319.26	3,800.00	1,904.26	50.11%
OFFICE SUPPLIES	164.36	112.00	(52.36)	1,312.16	784.00	(528.16)	1,339.00	26.84	2.00%
PERMITS AND FEES	0.00	0.00	0.00	563.16	668.00	104.84	668.00	104.84	15.69%
POSTAGE	180.00	188.00	8.00	1,259.80	749.00	(510.80)	1,125.00	(134.80)	(11.98)%
PUBLICATION CHARGES	0.00	0.00	0.00	1,127.76	100.00	(1,027.76)	2,285.00	1,137.24	50.21%
TELEPHONE	12.99	12.00	(0.99)	90.15	84.00	(6.15)	144.00	53.85	37.40%
TRAINING AND SEMINARS	22.35	71.00	48.65	52.24	497.00	444.76	862.00	799.76	93.87%
TRAVEL	0.00	165.00	165.00	458.76	1,156.00	697.24	1,984.00	1,525.24	76.88%
TRUSTEE FEES	187.50	188.00	0.50	1,130.00	1,163.00	33.00	2,100.00	970.00	46.19%
UTILITIES - GAS & ELECTRIC	65.43	87.00	21.57	352.18	340.00	(12.18)	971.00	618.82	63.73%
VEHICLE EXP FUEL/OIL/SUPP	262.33	1,036.00	773.67	2,660.56	7,252.00	4,591.44	12,436.00	9,775.44	78.61%
VEH EXP R&M	22.80	654.00	631.20	1,631.27	4,578.00	2,946.73	7,852.00	6,220.73	79.22%
Total OPERATING EXPENSES	261,632.15	169,913.00	(91,719.15)	556,412.95	466,969.00	(87,443.95)	841,975.00	285,562.05	33.92%
OTHER EXPENSES									
INTEREST EXPENSE	0.00	0.00	0.00	0.00	10.00	10.00	10.00	10.00	100.00%
CAPITAL OUTLAY	1,671.98	0.00	(1,671.98)	239,568.77	287,500.00	47,931.23	460,106.00	220,537.23	47.93%
Total OTHER EXPENSES	1,671.98	0.00	(1,671.98)	239,568.77	287,510.00	47,941.23	460,116.00	220,547.23	47.93%
Total EXPENDITURES	274,739.17	189,154.00	(85,585.17)	875,818.07	882,155.00	6,336.93	1,515,207.00	639,388.93	42.20%
EXCESS REVENUE OVER EXPENDITURES	(232,470.73)	(150,057.00)	(82,413.73)	(467,558.22)	(488,482.00)	20,923.78	(926,049.00)	458,490.78	(49.51)%

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

	Current Period	Current Period	Current Period	Current Year	YTD Budget	YTD Budget	Total Budget -	Total Budget	Percent Total Budget
	Actual	Budget	Budget Variance	Actual	Actual	Variance	Revised	Variance	Remaining
160 PINERIDGE RENTAL (70)									
REVENUES									
MISCELLANEOUS									
RENTAL INCOME	1,550.00	0.00	1,550.00	10,350.00	0.00	10,350.00	0.00	10,350.00	0.00%
Total MISCELLANEOUS	<u>1,550.00</u>	<u>0.00</u>	<u>1,550.00</u>	<u>10,350.00</u>	<u>0.00</u>	<u>10,350.00</u>	<u>0.00</u>	<u>10,350.00</u>	<u>0.00%</u>
Total REVENUES	<u>1,550.00</u>	<u>0.00</u>	<u>1,550.00</u>	<u>10,350.00</u>	<u>0.00</u>	<u>10,350.00</u>	<u>0.00</u>	<u>10,350.00</u>	<u>0.00%</u>
EXPENDITURES									
OPERATING EXPENSES									
BUILDING REPAIRS AND MAINT.	39.10	0.00	(39.10)	818.90	0.00	(818.90)	0.00	(818.90)	0.00%
EQUIPMENT RENTAL	3.09	0.00	(3.09)	21.63	0.00	(21.63)	0.00	(21.63)	0.00%
INSURANCE AND BONDS	0.00	0.00	0.00	3,083.40	0.00	(3,083.40)	0.00	(3,083.40)	0.00%
MISCELLANEOUS EXPENDITURES	0.00	0.00	0.00	665.42	0.00	(665.42)	0.00	(665.42)	0.00%
OFFICE JANITORIAL	118.75	0.00	(118.75)	773.75	0.00	(773.75)	0.00	(773.75)	0.00%
OFFICE SUPPLIES	0.00	0.00	0.00	89.51	0.00	(89.51)	0.00	(89.51)	0.00%
UTILITIES - GAS & ELECTRIC	246.56	0.00	(246.56)	1,490.06	0.00	(1,490.06)	0.00	(1,490.06)	0.00%
Total OPERATING EXPENSES	<u>407.50</u>	<u>0.00</u>	<u>(407.50)</u>	<u>6,942.67</u>	<u>0.00</u>	<u>(6,942.67)</u>	<u>0.00</u>	<u>(6,942.67)</u>	<u>0.00%</u>
Total EXPENDITURES	<u>407.50</u>	<u>0.00</u>	<u>(407.50)</u>	<u>6,942.67</u>	<u>0.00</u>	<u>(6,942.67)</u>	<u>0.00</u>	<u>(6,942.67)</u>	<u>0.00%</u>
EXCESS REVENUE OVER EXPENDITURES	<u>1,142.50</u>	<u>0.00</u>	<u>1,142.50</u>	<u>3,407.33</u>	<u>0.00</u>	<u>3,407.33</u>	<u>0.00</u>	<u>3,407.33</u>	<u>0.00%</u>

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Statement of Revenues and Expenditures
From 1/1/2023 Through 1/31/2023

298 KINGSBURY GRADE RENTAL (80)	Current Period		Current Period		Current Year	YTD Budget		Total Budget - Revised	Total Budget - Variance	Percent Total Budget Remaining
	Actual	Budget	Budget	Variance		Actual	YTD Budget			
REVENUES										
MISCELLANEOUS										
RENTAL INCOME	8,550.73	5,519.00	3,031.73	3,031.73	58,670.64	38,633.00	20,037.64	66,230.00	(7,559.36)	(11.41)%
OTHER REVENUE	0.00	0.00	0.00	0.00	285.00	0.00	285.00	0.00	285.00	0.00%
Total MISCELLANEOUS	<u>8,550.73</u>	<u>5,519.00</u>	<u>3,031.73</u>	<u>3,031.73</u>	<u>58,955.64</u>	<u>38,633.00</u>	<u>20,322.64</u>	<u>66,230.00</u>	<u>(7,274.36)</u>	<u>(10.98)%</u>
Total REVENUES	<u>8,550.73</u>	<u>5,519.00</u>	<u>3,031.73</u>	<u>3,031.73</u>	<u>58,955.64</u>	<u>38,633.00</u>	<u>20,322.64</u>	<u>66,230.00</u>	<u>(7,274.36)</u>	<u>(10.98)%</u>
EXPENDITURES										
OPERATING EXPENSES										
BUILDING REPAIRS AND MAINT.	710.80	830.00	119.20	119.20	5,403.08	5,810.00	406.92	9,962.00	4,558.92	45.76%
EQUIPMENT RENTAL	16.25	13.00	(3.25)	(3.25)	113.75	86.00	(27.75)	151.00	37.25	24.67%
INSURANCE AND BONDS	0.00	0.00	0.00	0.00	3,083.40	3,158.00	74.60	3,158.00	74.60	2.36%
MISCELLANEOUS EXPENDITURES	0.00	543.00	543.00	543.00	3,366.97	3,795.00	438.03	6,510.00	3,153.03	48.43%
OFFICE JANITORIAL	625.00	402.00	(223.00)	(223.00)	3,875.00	2,809.00	(1,066.00)	4,819.00	944.00	19.59%
OFFICE SUPPLIES	0.00	0.00	0.00	0.00	195.22	136.00	(59.22)	272.00	76.78	28.23%
UTILITIES - GAS & ELECTRIC	1,203.47	1,027.00	(176.47)	(176.47)	7,877.25	3,698.00	(4,179.25)	10,270.00	2,392.75	23.30%
Total OPERATING EXPENSES	<u>2,555.52</u>	<u>2,815.00</u>	<u>259.48</u>	<u>259.48</u>	<u>23,904.67</u>	<u>19,492.00</u>	<u>(4,412.67)</u>	<u>35,142.00</u>	<u>11,237.33</u>	<u>31.98%</u>
OTHER EXPENSES										
CAPITAL OUTLAY	0.00	0.00	0.00	0.00	7,095.00	0.00	(7,095.00)	0.00	(7,095.00)	0.00%
Total OTHER EXPENSES	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>7,095.00</u>	<u>0.00</u>	<u>(7,095.00)</u>	<u>0.00</u>	<u>(7,095.00)</u>	<u>0.00%</u>
Total EXPENDITURES	<u>2,555.52</u>	<u>2,815.00</u>	<u>259.48</u>	<u>259.48</u>	<u>30,999.67</u>	<u>19,492.00</u>	<u>(11,507.67)</u>	<u>35,142.00</u>	<u>4,142.33</u>	<u>11.79%</u>
EXCESS REVENUE OVER EXPENDITURES	5,995.21	2,704.00	3,291.21	3,291.21	27,955.97	19,141.00	8,814.97	31,088.00	(3,132.03)	(10.07)%

KINGSBURY GENERAL GOVERNMENT DISTRICT
Balance Sheet
As of 1/31/2023

	GENERAL FUND	WATER FUND	SEWER FUND	SNOW REMOVAL SPECIAL REVENUE	160 PINERIDGE RENTAL	298 KINGSBURY GRADE RENTAL	Total
ASSETS							
CURRENT ASSETS							
CASH							
PETTY CASH	300.00	0.00	0.00	0.00	0.00	0.00	300.00
CASH ON HAND	200.00	0.00	0.00	0.00	0.00	0.00	200.00
CASH IN BANK	7,382,896.36	6,473,346.15	4,548,231.99	912,410.58	2,681.13	156,059.81	19,475,626.02
DISTRIBUTION DEBT SERVICE	0.00	68,594.36	0.00	0.00	0.00	0.00	68,594.36
TREATMENT DEBT SERVICE	0.00	104,184.20	0.00	0.00	0.00	0.00	104,184.20
CAPITAL IMPROVEMENT RESERVE	0.00	1,165,897.00	0.00	0.00	0.00	0.00	1,165,897.00
CASH HELD BY DOUGLAS COUNTY	102,711.06	0.00	0.00	0.00	0.00	0.00	102,711.06
Total CASH	7,486,107.42	7,812,021.71	4,548,231.99	912,410.58	2,681.13	156,059.81	20,917,512.64
INVESTMENTS							
INVESTMENTS	84,837.57	245,244.48	2,775.65	48,990.94	0.00	0.00	381,848.64
Total INVESTMENTS	84,837.57	245,244.48	2,775.65	48,990.94	0.00	0.00	381,848.64
ACCOUNTS RECEIVABLE							
ACCOUNTS RECEIVABLE	6.73	293,911.32	97,304.53	30,123.46	0.00	0.00	421,346.04
RENT RECEIVABLE	0.00	0.00	0.00	0.00	1,992.38	15,392.66	17,385.04
GRANT RECEIVABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STATE TAX DIST. RECEIVABLE	89,569.70	0.00	0.00	0.00	0.00	0.00	89,569.70
A/R-EDGEWOOD WTR CO.	0.00	1,189.37	0.00	0.00	0.00	0.00	1,189.37
INTEREST RECEIVABLE - INVEST.	21,207.84	25,574.16	12,475.20	3,118.79	0.00	0.00	62,375.99
DELINQ. PROPERTY TAXES RECEIV	8,564.31	0.00	0.00	0.00	0.00	0.00	8,564.31
DEPOSITS RECEIVABLE	221.58	2,658.96	1,329.48	221.58	0.00	0.00	4,431.60
EMPLOYEE ADVANCES	141.80	125.74	49.30	103.80	0.00	0.00	420.64
Total ACCOUNTS RECEIVABLE	119,711.96	323,459.55	111,158.51	33,567.63	1,992.38	15,392.66	605,282.69
MATERIAL INVENTORY							
MATERIAL INVENTORY	0.00	142,728.28	807.62	0.00	0.00	0.00	143,535.90
Total MATERIAL INVENTORY	0.00	142,728.28	807.62	0.00	0.00	0.00	143,535.90
PREPAID EXPENSES							
PREPAID EXPENSES	5.50	3,719.36	1,167.23	281.40	0.00	0.00	5,173.49
Total PREPAID EXPENSES	5.50	3,719.36	1,167.23	281.40	0.00	0.00	5,173.49
DEFERRED CHARGES BOND ISSUE COSTS (NET)							
BOND ISSUE COST	0.00	349,699.54	0.00	0.00	0.00	0.00	349,699.54
AMORT. OF BOND ISSUE COSTS	0.00	(286,568.17)	0.00	0.00	0.00	0.00	(286,568.17)
Total DEFERRED CHARGES BOND ISSUE COSTS (NET)	0.00	63,131.37	0.00	0.00	0.00	0.00	63,131.37
Total CURRENT ASSETS	7,690,662.45	8,590,304.75	4,664,141.00	995,250.55	4,673.51	171,452.47	22,116,484.73

KINGSBURY GENERAL GOVERNMENT DISTRICT
Balance Sheet
As of 1/31/2023

	GENERAL FUND	WATER FUND	SEWER FUND	SNOW REMOVAL SPECIAL REVENUE	160 PINERIDGE RENTAL	298 KINGSBURY GRADE RENTAL	Total
SIIS PAYABLE	0.00	(4,448.79)	0.00	0.00	0.00	0.00	(4,448.79)
MEDICAL INSURANCE PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
AFLAC PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total PAYROLL RELATED PAYABLES	121,963.34	600,186.77	110,199.25	87,026.09	0.00	0.00	919,375.45
REFUNDABLE DEPOSITS							
REFUNDABLE DEPOSITS	0.00	124,389.00	73,631.00	0.00	1,000.00	7,176.00	206,196.00
PREPAID USER FEES	0.00	46,220.51	16,753.61	4,328.01	0.00	0.00	67,302.13
Total REFUNDABLE DEPOSITS	0.00	170,609.51	90,384.61	4,328.01	1,000.00	7,176.00	273,498.13
Total CURRENT LIABILITIES	135,220.26	812,914.03	213,381.52	374,911.22	1,405.25	9,542.10	1,547,374.38
LONG TERM LIABILITIES							
BONDS PAYABLE							
1994 REFUNDING CHARGES	0.00	(323,655.69)	0.00	0.00	0.00	0.00	(323,655.69)
AMORTIZATION OF REFUNDING CHG. DISCOUNT ON BONDS	0.00	323,655.69	0.00	0.00	0.00	0.00	323,655.69
AMORTIZATION BOND DISCOUNT	0.00	169,898.91	0.00	0.00	0.00	0.00	169,898.91
SRF Loan Payable	0.00	(169,898.91)	0.00	0.00	0.00	0.00	(169,898.91)
SRF LOAN INTEREST PAYABLE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SRF Loan Payable #2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SRF Loan Interest Payable	0.00	989,265.54	0.00	0.00	0.00	0.00	989,265.54
SRF Loan Payable #3	0.00	2,440.19	0.00	0.00	0.00	0.00	2,440.19
SRF Loan Interest Payable #3	0.00	1,393,254.06	0.00	0.00	0.00	0.00	1,393,254.06
SRF Loan Payable #4	0.00	3,308.98	0.00	0.00	0.00	0.00	3,308.98
SRF Loan Interest Payable #4	0.00	6,401,347.97	0.00	0.00	0.00	0.00	6,401,347.97
SRF LOAN #5 PAYABLE	0.00	12,749.52	0.00	0.00	0.00	0.00	12,749.52
SRF LOAN #5 INTEREST PAYABLE	0.00	4,070,421.69	0.00	0.00	0.00	0.00	4,070,421.69
Total BONDS PAYABLE	0.00	7,733.80	0.00	0.00	0.00	0.00	7,733.80
Total LONG TERM LIABILITIES	0.00	12,880,521.75	0.00	0.00	0.00	0.00	12,880,521.75
Total LIABILITIES	135,220.26	13,693,435.78	213,381.52	374,911.22	1,405.25	9,542.10	14,427,896.13
FUND EQUITY							
CONTRIBUTED CAPITAL							
CONTRIBUTED CAPITAL	0.00	815,873.22	536,502.18	0.00	0.00	0.00	1,352,375.40
Total CONTRIBUTED CAPITAL	0.00	815,873.22	536,502.18	0.00	0.00	0.00	1,352,375.40
RETAINED EARNINGS							
RETAINED EARNINGS	6,929,471.78	30,962,844.78	2,156,152.90	1,087,897.55	(139.07)	133,954.40	41,270,182.34
Total RETAINED EARNINGS	6,929,471.78	30,962,844.78	2,156,152.90	1,087,897.55	(139.07)	133,954.40	41,270,182.34

KINGSBURY GENERAL IMPROVEMENT DISTRICT
Balance Sheet
As of 1/31/2023

	GENERAL FUND	WATER FUND	SEWER FUND	SNOW REMOVAL SPECIAL REVENUE	160 PINERIDGE RENTAL	298 KINGSBURY GRADE RENTAL	Total
EMPLOYEE BENEFITS - FICA/MEDIC	(800.22)	(5,332.54)	(1,290.23)	(629.91)	0.00	0.00	(8,052.90)
EMPLOYEE BENEFITS - MED. INS	(25,105.11)	(123,524.78)	(25,293.48)	(19,541.23)	0.00	0.00	(193,464.60)
EMPLOYEE BENEFITS - PERS	(13,359.72)	(79,996.44)	(19,046.28)	(9,986.19)	0.00	0.00	(122,388.63)
EMPLOYEE BENEFITS - SIIS	(373.27)	(2,112.65)	(230.33)	(262.58)	0.00	0.00	(2,978.83)
SEP/IRA	(49.41)	(497.15)	(61.01)	(21.03)	0.00	0.00	(628.60)
UNIFORMS	(175.78)	(1,800.02)	(59.30)	(85.68)	0.00	0.00	(2,120.78)
OPEB EXPENSE	(8,860.81)	(80,854.69)	(14,398.79)	(6,645.52)	0.00	0.00	(110,759.81)
ACCRUED LEAVE EXPENSE	(1,211.90)	(354.25)	(2,769.69)	(1,335.36)	0.00	0.00	(5,671.20)
OTHER PAYROLL EXPENSES	(76.84)	(1,308.36)	(138.36)	(69.51)	0.00	0.00	(1,593.07)
CAR ALLOWANCE EXPENSE	419.85	2,099.23	279.89	0.00	0.00	0.00	2,798.97
ACCOUNTING	(1,911.10)	(22,933.20)	(11,466.60)	(1,911.10)	0.00	0.00	(38,222.00)
LEGAL	(810.02)	(20,296.97)	(6,106.31)	(810.02)	0.00	0.00	(28,023.32)
LEGAL - LABOR NEGOTIATIONS	(145.20)	(950.40)	(105.60)	(118.80)	0.00	0.00	(1,320.00)
ENGINEERING & SURVEYING	(15,237.44)	(1,989.40)	(1,061.18)	(154.71)	0.00	0.00	(18,442.73)
ROAD MAINTENANCE & SUPPLIES	(318,236.43)	0.00	0.00	0.00	0.00	0.00	(318,236.43)
SNOW REMOVAL - PLOWING	0.00	0.00	0.00	(491,717.41)	0.00	0.00	(491,717.41)
SNOW REMOVAL - SANDING	0.00	0.00	0.00	(29,219.92)	0.00	0.00	(29,219.92)
DCLTSA PRO-RATA M & O	0.00	0.00	(379,024.75)	0.00	0.00	0.00	(379,024.75)
DCLTSA ASSESSMENTS	0.00	0.00	(370,986.75)	0.00	0.00	0.00	(370,986.75)
BANK CHARGES	0.00	(26,740.80)	(18,322.41)	(4,456.79)	0.00	0.00	(49,520.00)
BUILDING REPAIRS AND MAINT.	(159.95)	(2,265.21)	(959.53)	(159.95)	(818.90)	(5,403.08)	(9,766.62)
COMPUTER EXPENSE	(2,474.74)	(29,089.42)	(9,190.89)	(3,995.37)	0.00	0.00	(44,750.42)
DUES & SUBSCRIPTIONS	(572.91)	(8,054.97)	(3,437.50)	(572.91)	0.00	0.00	(12,638.29)
EQUIP. SUPPLIES/MAINT./REPAIRS	(913.55)	(10,755.72)	(59,170.32)	0.00	0.00	0.00	(70,839.59)
EQUIPMENT RENTAL	(91.07)	(4,436.29)	(2,129.39)	(476.19)	(21.63)	(113.75)	(7,268.32)
FIELD SUPPLIES, TOOLS & SIGNS	(1,222.00)	0.00	0.00	(5,710.00)	0.00	0.00	(6,932.00)
SECURITY EXPENSE	0.00	(4,624.16)	(4,503.50)	0.00	0.00	0.00	(9,127.66)
INSURANCE AND BONDS	(3,633.33)	(83,304.06)	(21,799.96)	(3,633.33)	(3,083.40)	(3,083.40)	(118,537.48)
INVENTORY PARTS	0.00	(7,906.15)	0.00	0.00	0.00	0.00	(7,906.15)
LIEN FEES	0.00	(47.00)	0.00	0.00	0.00	0.00	(47.00)
MISCELLANEOUS EXPENDITURES	(2,528.82)	(6,388.40)	(3,130.41)	(525.07)	(665.42)	0.00	(16,595.09)
OFFICE JANITORIAL	(417.60)	(5,010.96)	(2,505.44)	(417.60)	(773.75)	(3,875.00)	(13,000.35)

**KINGSBURY GENERAL IMPROVEMENT DISTRICT
AGENDA ITEM # 1**

**TITLE: APPROVE ENGINEERINGS SERVICES PROPOSAL OF MARKET STREET
LIFT STATION REPAIRS AND RENNOVATION**

For Discussion and Possible Action: Receive presentation, discuss, and approve task order for professional engineering services for the Design and Construction management of the Market Street Lift Station Repairs and Renovation

MEETING DATE: 21 March 2023

PREPARED BY: Mitchell Dion, General Manager

RECOMMENDED ACTION: Approve engineering services proposal of Market Street Lift Station Repairs and Renovation as Task Order # 63 with DOWL for the amount not to exceed \$113,000.00 and authorize the General Manager to execute appropriate contracts.

BACKGROUND INFORMATION: The Market Street Lift Station was constructed in 1970's and has been in operation since. It is the district's only direct connection to the Sewage Treatment Facilities via a 12-inch force main. The liftstation is on a very small parcel and is sited directly adjacent to a tributary of Edgewood creek with very limited storage capacity. The district considers this as a significant vulnerability.

The building, pumps and controls need to be evaluated and validated for future use or replaced as part of the renovation. A visual inspection of the building reveals that it is in poor condition with rotting rafters and partially abandoned components for previous repairs. Operationally, the motors are not sized for efficient operations. The need to repair and renovate the station has been discussed for several years and the facility has continued to degrade and repair costs increase.

The purpose of the project is to assess the facility, validate the size of the facilities and components and develop a repair and renovation specification program to the 15% level of design. It is anticipated that this project will be approximately \$4.5 million dollars. The deliverables for this project are 15% level of design effort and three basis of design reports (BDR) which are required for NDEP financing and simply prudent management/decision tools for a project of this size and complexity.

- BDR #1 – Alternative Analysis to determine the location of the future Lift Station between four sites.
- BDR #2 – Lift Station sizing and hydraulic calculations.
- BDR #3 – Prepare 15% level plans along with an opinion of probable cost.

The design work will be initiated during this fiscal year, but construction work will not commence until next fiscal year (at the earliest) and will be included in the budget development process or guidance sought for alternative funding.

INCLUDED:

- **DOWL Task Order #63 for Design and Construction Services for the Market Street Lift Station Repairs and Renovation**

Fund impacted by above action:

- | | |
|---|--|
| <input type="checkbox"/> All Funds | <input type="checkbox"/> Not a Budget Item |
| <input type="checkbox"/> Water Fund | <input checked="" type="checkbox"/> Sewer Fund |
| <input type="checkbox"/> General Fund | <input type="checkbox"/> Snow Removal Fund |
| <input type="checkbox"/> Not Budgeted for | <input type="checkbox"/> Emergency Spending |

Task Order

Task Order Number: 63

Date: March 21, 2023

Title: Market St Lift Station Preliminary Alternatives Evaluation and 15% Design

Project Description: Kingsbury General Improvement District (KGID) has coordinated and requested DOWL to progress with the evaluation and design of the rehabilitation or replacement of the existing Market Street Sewer Lift Station (Lift Station). After a kickoff meeting to review and identify the many questions, unknowns, and possible approaches, DOWL recommended separating the overall effort into two efforts with the first being an initial planning level study to analyze the existing conditions, potential alternatives strategies, preliminary costs, and the 15% design and costs for the selected alternative.

The purpose and focus of this scope are to develop 15% plans along with three Basis of Design Reports (BDR) to address the following:

- BDR #1 – Alternative Analysis to determine the location of the future Lift Station between three sites.
- BDR #2 – Lift Station sizing and hydraulic calculations.
- BDR #3 – Prepare 15% level plans along with an opinion of probable cost.

The second effort for this project would prepare an amendment or new task order to progress the 15% design to final design.

The Master Services Agreement is amended and supplemented to include the following agreement of the parties.

PART 1 – SERVICES

Task 1 – Project Management

Objective

To plan, organize, direct, control, and communicate all relevant activities set forth in this Scope of Work within the approved budget and schedule.

Approach

DOWL will routinely review Project progress and communicate Project status on a regular basis. Communication will be through email and telephone, and at project coordination meetings with KGID and DOWL staff. This task will include the following activities:

- Project administration includes monthly invoicing, resource allocation, and routine communications.
- Team coordination, including conference calls and internal meetings.
- Monitoring changes to the scope, budget, and schedule and developing change management strategies with KGID.

Deliverables

The following deliverables will be submitted under this task:

- Project schedule and status reports.
- Monthly invoices.

Assumptions

The following assumptions apply:

- This task includes one (1) project kickoff meeting and one (1) project site visit. All meetings will be held at KGID facilities and are estimated to last one and one-half hours.
- Additional project coordination meetings will occur. These will be associated with task 2 under this scope of work.
- Project-related issues will be identified, communicated, and resolved.
- The overall effort for the project is estimated at 5 months.

Task 2 – Basis of Design Reports

Objective

To develop the basis of design for the Lift Station facility.

Approach

DOWL will prepare three (3) BDRs and a 15% set of improvement plans to communicate design recommendations. The BDR's will include the following activities:

- BDR #1 – Site Alternatives Analysis
 - *Description:* Evaluate three (3) site alternatives to determine the ideal location for the lift station facility. The three sites are identified as:
 - Rehabilitation of facility at the existing location
 - New facility located just west of current location on USFS parcel
 - Eliminate KGID facility, gravity flow within DCLTSA mains, and provide improvements to DCLTSA's linear and pumping facilities.

<i>BDR Section</i>	<i>Description</i>
Alternative #1 - #3 Analysis	Each of the three (3) sites will be evaluated based on the following categories: <ul style="list-style-type: none">- Existing Sewer System Modifications- Required Lift Station Components- Site Constraints- Stakeholder Engagement- Future Permitting List- Non-cost Analysis Matrix- Planning Level Opinion of Probable Cost
Alternative Recommendation	The requirements of the three (3) sites will be compared and a site will be recommended.
Exhibits	A general overview of the site locations and the required improvements at each site (3 exhibits total).

- BDR #2 – Hydraulic Analysis
 - *Description:* Design the lift station following NDEP WTS-14 standards.

<i>BDR Section</i>	<i>Description</i>
Background Information	<ul style="list-style-type: none"> - Existing Sewer Facilities - Service Area - Projected Wastewater Flows
Lift Station Design	<ul style="list-style-type: none"> - <u>Forcemain Design</u> - System Curve, Downstream Impacts, Velocity Analysis - <u>Wet Well Design</u> - Wet Well Depth, Emergency Storage, Pump Selection - <u>General Design</u> - Electricity and Controls, Emergency Design, Construction Sequencing
Exhibits	Engineering calculations and figures (e.g system curve) will be included in BDR #2.

- BDR #3 – 15% Construction Plans and Opinion of Probable Cost
 - *Description:* Create a set of preliminary plans that will provide the basis for further design efforts and develop an opinion of probable cost for all recommended improvements.
 - This BDR will include bid item descriptions, the basis of costs and any other assumptions associated with the quantities. PCSG Engineering will be consulted to provide an additional opinion of probable cost.
 - The number and type of sheets included in these plans will be dependent upon the Lift Station Site selected in BDR #1. They will include the following:

<i>SHEET #</i>	<i>DESCRIPTION</i>
1	COVER
2	GENERAL NOTES
3	ABBREVIATIONS AND LEGEND
4	KEY MAP
6	LS SITE PLAN
7	LS RESTORATION PLAN
8	LS MECHANICAL PLAN
9	LS SECTION VIEW
10	LS DETAILS
11	GRAVITY SS PLAN AND PROFILE*
12	SSFM PLAN AND PROFILE*
13	GENERAL DETAILS*

*Number of sheets dependent on alternative selected.

- One (1) site visit with KGID staff to walk Project site.
- Quality assurance and quality control of deliverables to KGID.

Deliverables

The following will be delivered under this task:

- Draft BDR #1, #2 and #3 (PDF)
- 15% Improvement Plans (PDF)

- Final Combined BDR (PDF)

Assumptions

The following assumptions apply:

- Field survey activities will be required to supplement sewer dips, investigate existing utilities, and provide select surface shots. A future TOPO will be required prior to final design.
- KGID will provide DOWL with lift station record drawings.
- DOWL will use flow information from the KGID 2023 Sanitary Sewer Preliminary Engineering Report.
- KGID staff will be available for a 2-hour workshop to discuss alternative analysis matrix.
- KGID staff will return comments on all draft reports within 10 business days. DOWL will incorporate these comments into the draft reports and submit a final combined report.
- BDR #1 will be finalized with site selection agreed upon by KGID prior to initiating BDR #2 and BDR #3.
- We will engage with the following entities for stakeholder engagement:
 - Tahoe Regional Planning Agency (TRPA) – one (1) meeting at their office (10 hours)
 - Nevada Department of Transportation (NDOT) – one (1) meeting via Teams/Phone (4 hours)
 - United States Forest Service (USFS) – one (1) meeting via Teams/Phone (4 hours)
 - Douglas County Lake Tahoe Sewer Authority (DCLTSA) – one (1) meeting at their office (10 hours).
- The basis of design for the Lift Station will be the buildout condition and the facility will be sized to accommodate full, buildout sewer flows. However, the BDR may recommend that KGID replace or add pumps in phases to convey sewer flows at various stages of development in the service area.
- PCSE Engineering will provide a preliminary planning level opinion of probable construction costs (OPCC) for the three (3) alternative sites in BDR #1. They will also provide an OPCC based on the 15% Improvement Plans in BDR #3.
- CME will provide a review of historic aerials, NRCS Web Soil Survey, published geologic maps, and geotechnical and hydrologic reports to support the site alternative analysis in BDR #1.
- A planning level SCADA strategy will be identified and presented in BDR #1.
- Structural, mechanical, electrical, and other support engineering disciplines are not included under this scope of work.
- A future amendment will be prepared to initiate permitting and progress plans to final.

Task 3 – Owner Direct Services

Objective

To provide the capability for KGID staff to request additional services from DOWL which were unknown or outside of this scope of work.

Approach

The following approach applies:

- At the time of request, DOWL will provide a budget and schedule for any work associated with this task.

Deliverables

There are no formal deliverables associated with this task.

Assumptions

The following assumptions apply:

- Any request for services under this task must be provided in writing by KGID. Example of owner directed service request may be support and presentation of findings at a KGID Board Meeting.

PART 2 – COMPENSATION

KGID shall pay DOWL on a time and materials basis, including travel, not to exceed One Hundred Twelve Thousand One Hundred and Twenty-Eight Dollars (\$112,128.00). Hourly rates and other expenses shall be in accordance with Exhibit C of the Master Services Agreement (Standard Hourly Rates). A breakdown of the individual task budgets is as follows:

Task		Cost
SEWER	Task 1 – Project Management	\$8,610
	Task 2 – Basis of Design Reports	\$93,518
	Task 3 – Owner Directed Services	\$10,000
Total Project Budget:		\$112,128

PART 3 – SCHEDULE

The following is a proposed schedule to be used as a general guideline only.

Award of Task Order:	March 2023 Board Meeting
Draft BDR #1:	May 2023
Draft BDR #2:	June 2023
Draft BDR #3 and 15% plans:	July 2023
Final Combined BDR:	July/August 2023
Contract Ends:	July/August 2023

IN WITNESS WHEREOF, the parties hereto have executed this Task Order.

Owner: Kingsbury General Improvement District

Engineer: DOWL

By: _____

By: _____

Print Name: Mitchell S. Dion

Print Name: Matt Van Dyne, P.E.

Title: General Manager

Title: Sr. Project Manager

Date
Signed: _____

Date
Signed: _____



Project: Market St Lift Station
Client: Kingsbury GID
Project or Contract #: 30077
3/21/2023

Prepared By:
Q Lovelady
 Reviewed By:
J Trowbridge

Summary

Phase Name	Task	Labor Subtotal		Subconsultants	Project Totals
		Hours	Cost		
Project Management	1 Monthly Reports/Progress Billings	10	\$ 1,400.00	\$ -	\$ 1,400.00
	2 Project Coordination and Management	20	\$ 4,030.00	\$ -	\$ 4,030.00
	3 Project Kickoff Meeting and Site Visit	18	\$ 3,180.00	\$ -	\$ 3,180.00
	<input checked="" type="checkbox"/> T&M <input type="checkbox"/> Lump Sum <input type="checkbox"/> Other Subtotal	48	\$ 8,610.00	\$ -	\$ 8,610.00
Basis of Design Reports	1 Data Collection and Review	38	\$ 5,790.00	\$ -	\$ 5,790.00
	2 Stakeholder Engagement	42	\$ 8,190.00	\$ -	\$ 8,190.00
	3 BDR #1 - LS Site Alternative Analysis	98	\$ 14,600.00	\$ 2,933.00	\$ 17,533.00
	4 BDR #2 - LS Hydraulic Analysis	86	\$ 12,990.00	\$ -	\$ 12,990.00
	5 BDR #3 - Opinion of Probable Cost	62	\$ 9,490.00	\$ 5,635.00	\$ 15,125.00
	6 BDR #3 - 15% Improvement Plans	88	\$ 12,980.00	\$ -	\$ 12,980.00
	7 Select Field Survey Shots at Alternative Sites.	-	\$ 5,500.00	\$ -	\$ 5,500.00
	8 Final Basis of Design Report	42	\$ 6,450.00	\$ -	\$ 6,450.00
	9 Quality Control	20	\$ 4,300.00	\$ -	\$ 4,300.00
	10 Meetings	24	\$ 4,660.00	\$ -	\$ 4,660.00
	<input checked="" type="checkbox"/> T&M <input type="checkbox"/> Lump Sum <input type="checkbox"/> Other Subtotal	500	\$ 84,950.00	\$ 8,568.00	\$ 93,518.00
				Subtotal	\$ 102,128.00

Owner Directed Services	1 Owner Directed Services	-	\$ 10,000.00	\$ -	\$ 10,000.00
	<input checked="" type="checkbox"/> T&M <input type="checkbox"/> Lump Sum <input type="checkbox"/> Other Subtotal		\$ 10,000.00	\$ -	\$ 10,000.00
				FINAL TOTAL	\$ 112,128.00
				Subtotal	\$ 8,568.00
				Subtotal	\$ 103,560.00



Market St Lift Station
 Client: Kingsbury GID
 Project or Contract #: 30077
 3/21/2023

Prepared By:
Q Lovelady
 Reviewed By:
J Trowbridge

Phase Name	Task	Senior Manager										Labor Subtotal		
		Senior Manager II Greg Lyman \$ 245/hour	Senior Manager II Matt Van Dyne \$ 245/hour	Engineer IV Jared Trowbridge \$ 170/hour	Engineer III Alex Stodmeister \$ 155/hour	Engineer II Cuim Lovelady \$ 140/hour	Engineer in Training II Hunter Pinto \$ 115/hour	Administrator III Daire Blanton \$ 110/hour	Hours	Cost				
Project Management	1 Monthly Reports/Progress Billings			5								5	\$ 1,400.00	
	2 Project Coordination and Management	2	8	8								2	\$ 4,030.00	
	3 Project Kickoff Meeting and Site Visit		6	6								6	\$ 3,180.00	
	Subtotal	2	14	19								48	\$ 8,610.00	
Basis of Design Reports	1 Data Collection and Review		4	8								4	\$ 5,790.00	
	2 Stakeholder Engagement		14	28								12	\$ 8,190.00	
	3 BDR #1 - LS Site Alternative Analysis	4	8	10								8	\$ 14,600.00	
	4 BDR #2 - LS Hydraulic Analysis	2	4	8								32	\$ 12,990.00	
	5 BDR #3 - Opinion of Probable Cost	2	8	12								24	\$ 9,490.00	
	6 BDR #3 - 15% Improvement Plans	2	8	12								36	\$ 12,990.00	
	7 Select Field Survey Shots at Alternative Sites.													\$ 5,500.00
	8 Final Basis of Design Report	2	4	8								16	\$ 6,450.00	
	9 Quality Control	4	8	8								2	\$ 4,300.00	
	10 Meetings	2	8	8								4	\$ 4,660.00	
	Subtotal	18	66	102							140	500	\$ 84,990.00	
Owner Directed Services	1 Owner Directed Services													\$ 10,000.00
	Subtotal													\$ 10,000.00
LABOR HOUR TOTAL		20	80	121							140	132	548	\$ 103,560.00
LABOR COST TOTAL		\$ 4,900.00	\$ 19,600.00	\$ 20,570.00	\$ 7,440.00	\$ 19,600.00	\$ 15,180.00	\$ 770.00	\$ 15,180.00	\$ 19,600.00	\$ 15,180.00	\$ 770.00	\$ 103,560.00	



Project: Market St Lift Station
 Client: Kingsbury GID
 Project or Contract #: 30077
 3/21/2023

Prepared By:
 Q Lovelady
 Reviewed By:
 J Trowbridge

Subconsultants

Phase Name	Task	PCSG Engineering			CME			Subconsultants Subtotal
		Cost*	% Mark Up	Total w/Markup	Cost*	% Mark Up	Total w/Markup	
Project Management	1			\$ -			\$ -	
	2			\$ -			\$ -	
	3			\$ -			\$ -	
	Subtotal			\$ -			\$ -	
Basis of Design Reports	1			\$ -			\$ -	
	2			\$ -			\$ -	
	3			\$ -			\$ -	
	4			\$ -			\$ -	
	5			\$ 4,900.00	15%		\$ 5,635.00	
	6			\$ -			\$ -	
	7			\$ -			\$ -	
	8			\$ -			\$ -	
	9			\$ -			\$ -	
	10			\$ -			\$ -	
	Subtotal			\$ 4,900.00			\$ 5,635.00	
Owner Directed Services	1			\$ -			\$ -	
		Subtotal		\$ -			\$ -	
	SUBCONSULTANTS TOTAL			\$ 4,900.00			\$ 5,635.00	
				\$ 4,900.00			\$ 2,933.00	\$ 8,568.00

**KINGSBURY GENERAL IMPROVEMENT DISTRICT
AGENDA ITEM # 2**

TITLE: APPROVAL OF APPENDIX A TO PERSONNEL MANUAL PROVIDING LIST OF APPROVED POSITIONS

For Discussion and Possible Action. Receive presentation, discuss, and consider action to approve Appendix A to Personnel Manual including the addition of Financial Systems Analyst and Engineering Technician

MEETING DATE: 21 March 2023

PREPARED BY: Mitchell Dion, General Manager

RECOMMENDED ACTION: It is recommended that the Board of Trustees approve Appendix A to the district Personnel Manual with the addition of Administrative & Financial Systems Analyst and Engineering Technician.

BACKGROUND INFORMATION:

Currently the district has 17 active job descriptions and 11 employees (13 authorized). The purpose of Appendix A to the Personnel Manual is to provide a list of job descriptions which are approved by the Board of Trustees (policy). The Board also authorizes the positions annually by funding decisions in the budget process. The General Manager has the responsibility to organize and align approved and authorized positions to best serve the district.

The district's approved job descriptions have been created or modified as the district's needs evolved. Some jobs were subject to minor tweaks while others became something entirely new. There is no organized method to keep track of the position descriptions beyond the bargaining unit contract for represented positions.

Management and exempt position descriptions were adjusted based upon the most recent selection process. This methodology is reactive and lacks planning and structure appropriate for public agencies. In addition, the district is working towards a proposal to restructure the compensation with steps and ranges.

In addition, it is prudent to have approved positions in the list which reflect the district's needs even before they are authorized by the board as critical tasks are identified for discussion and considered in current workload both organic and outsourced. This provides the district flexibility and fits succession planning or strategic planning objectives. For example, some positions may be aligned in preparation for a planned departure or retirement while others are critical to ensure continuity of services.

During the past year, the district has identified the need to improve the quality of our financial reporting and management decision tools. Similarly, the district has sought to improve technical, and engineering as required in using asset management tools. Currently, some of the work being

done is by district employees and many of the tasks have been provided by consultants. Costs and consultant availability affects the degrees which some tasks get done while other work involves engagement with the workforce, board and public and are best provided onsite.

Approval of these positions for inclusion in Appendix A of the Personnel Manual is not authorization to hire or fill. It simply places the appropriate job description in the toolbox which may be proposed at budget process or later time when the necessity becomes convincing for policy makers to act upon it.

INCLUDED:

- Appendix A to Personnel Manual
- Job Description – Administrative & Financial Systems Analyst
- Job Description - Engineering Technician

Fund impacted by above action:

- | | |
|---|---|
| <input type="checkbox"/> All Funds | <input checked="" type="checkbox"/> Not a Budget Item |
| <input type="checkbox"/> Water Fund | <input type="checkbox"/> Sewer Fund |
| <input type="checkbox"/> General Fund | <input type="checkbox"/> Snow Removal Fund |
| <input type="checkbox"/> Not Budgeted for | <input type="checkbox"/> Emergency Spending |

APPENDIX A
APPROVED JOB DESCRIPTIONS

- **Water Treatment/Distribution Operator in Training**
- **Water Treatment/Distribution Operator I**
- **Water Treatment/Distribution Operator II**
- **Water Treatment/Distribution Operator III**
- **Water Treatment/Distribution Operator IV**
- **Water Treatment/Distribution Lead Operator**
- **Street Maintenance Technician I**
- **Street Maintenance Technician II**
- **Street Maintenance Specialist**
- **Utility Worker I**
- **Administrative Clerk/Secretary**
- **Utility Billing Coordinator**
- **Bookkeeper**
- **Accountant II**
- **Utility Operations Superintendent**
- **Administrative and Human Resource Supervisor**
- **General Manager**

Administrative and Financial Systems Analyst

FLSA Status: Exempt
Safety/CDL Sensitive: No

Created: 21 March 2023
Last Revised: N/A

DEFINITION: Under general supervision or direction, provides analytical assistance in the administration of assigned operations, programs, and projects including financial, contracts, programmatic, internal audit systems and related functions; researches and analyzes programmatic practices and procedures and makes recommendations for organizational, financial, operational, policy, and procedural improvements; conducts analyses, feasibility studies, and evaluations for assigned projects and programs. Administers and maintains a variety of accounts and financial records and provides budgetary forecasts, detailed and complex reports, and modifications. Assist to administer banking relations and other functions throughout the organization. Oversees administration of non-routine purchases, service contracts and construction contracts in coordination with partnering agencies or consultants. Performs a variety of technical tasks relative to assigned area of responsibility.

DISTINGUISHING CHARACTERISTICS: This is the journey level position requiring mastery of financial and analytical tools as appropriate for the agency. Individuals in this class analyze and prepare financial and statistical reports for internal management and external government agency reporting, maintain integrity and integration of major system within the district. Employees within this class are distinguished from the other financial and administrative positions by the performance of the full range of duties as assigned, including managing contracts, administering funds, preparing program budgets, preparing annual financial statements, disbursing expenditures, administering grants, preparing detailed and complex analytical reports, and assist in performing daily banking and investment activities.

ESSENTIAL FUNCTIONS: *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

1. Analyzes, reviews and/or prepares financial statements; maintains a variety of accounts to include general ledger and reconciliation of all organization financial transactions, including bank accounts; prepares monthly fiscal reports and special reports relating to the progress of assigned accounts/projects or area of responsibility.
2. Analyzes revenues and expenditures of organization or grant funds; forecasts revenues and expenditures, recommends amendments to the budget as appropriate; prepares final cost estimates for the annual budget, special funds, or grants being sought.
3. Participates in the compilation and preparation of the organization's annual budget; prepares cash flow and expenditure projections and various budget-related forecasts and reports; provides personnel costs from salary projections.
4. Prepares annual financial reports for organization departments or revenue sources; prepares statistical financial reports; prepares necessary work papers for the annual budget.
5. Serve as project or program manager. Initiates solicitations, including requests for proposal and sole source requests to provide materials and services.
6. Analyzes, accounts for, and audits grant monies and special revenues received by the organization; acts as liaison between the division of assignment and grantors; processes requests for funds and ensures compliance with all laws and regulations related to the grant or funding source.
7. Assists in the development of policy and a procedure; may administer and enforces the policy and procedures; trains employees on proper procedures; prepares required reports.

8. Assists managers in the proper classification of revenues and expenditures; provides technical assistance and training to organization staff in matters related to financial accounting, budget administration, and financial and operational performance management.
9. Monitors various accounts, verifying availability of funds and classification of expenditures; researches and analyzes transactions to resolve problems.
10. Must maintain confidential information.
11. Recommends and implements changes in accounting, budgeting, and auditing systems and procedures.
12. Assists managers conduct performance audits and deploys analytical tools for evaluation.
13. May supervise technical and administrative personnel.
14. Acting as a liaison to outside agencies and other utilities.
15. Other duties which may be assigned from time to time.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)

Knowledge of:

- Principles and practices of public sector budget preparation and monitoring and cash management;
- Finance and accounting principles and procedures;
- Intermediate principles and practices of financial auditing;
- Principles and procedures of internal control systems;
- Intermediate principles and procedures of financial record keeping and reporting;
- Principles of advanced report preparation;
- Modern office methods, practices, procedures, and computer equipment;
- Laws, rules, regulations, and procedures applicable to assigned position;
- Spreadsheet and word processing software; and
- Correct English usage including grammar, punctuation, and vocabulary.

Skill to:

- Understand and interpret governmental accounting principles and practices;
- Understand and administer automated financial management systems;
- Prepare and interpret a variety of complex financial statements, reports, and analyses;
- Operate a computer, including a variety of software programs; and
- Communicate clearly and concisely, both orally and in writing.

Ability to:

- Administer all aspects of an internal cash control program;
- Train organization staff in appropriate policies and procedures;
- Forecast short term cash flow of organization funds;
- Administer banking relations;
- Examine and verify a wide variety of financial documents and reports;
- Follow written and oral instructions; and
- Establish and maintain effective cooperative working relationships with those contacted in the course of work.

Required Certifications and Licenses: None. Possession of licensing as Certified Public Account (CPA) warrants a special pay allowance of 10% above base pay.

Possession of a valid driver's license or alternate means of travel.

Experience and Training:

Any combination of training, education, and experience that would provide the required knowledge, skills, and abilities. A typical way to gain the required knowledge, skills, and abilities is:

Bachelor's degree or equivalent from an accredited college or university with major course work in accounting, finance, or a related field **and** four years of increasingly responsible experience involving analytical work in finance, budgets, grants, audit, or investments in the public sector.

Physical and Mental Requirements:

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Strength, dexterity, and coordination to use keyboard and video display terminal for prolonged periods. Cognitive ability to operate a personal computer using word processing and databases. Strength and stamina to bend, stoop, sit, and stand for long periods of time. Dexterity and coordination to handle files and single pieces of paper; occasional lifting of files, stacks of paper or reports, references, and other materials. Some reaching for items above and below desk level. Some reaching, bending, squatting, and stooping to access files and records is necessary. The ability to interact professionally, communicate effectively, and exchange information accurately with all internal and external customers. Ability to appropriately handle stress and interact with others, including supervisors, coworkers, clients, and customers. Regular and consistent punctuality and attendance. Light lifting (up to 25 pounds) is occasionally required.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Applicants and incumbents are encouraged to discuss potential accommodations with the employer.

Working Conditions:

Work is performed under the following conditions:

Position functions indoors in an office type environment where most work is performed at a desk. Infrequently, the position may be assigned to observe work or assets in an outdoor environment with mountainous terrain. Position may occasionally be required to travel by car to pick up or deliver material. Environment is generally clean with limited exposure to conditions such as dust, fumes, noise, or odors. Frequent interruptions to planned work activities occur.

Employee's Acknowledgment: I acknowledge that I have read the above job description and have received a copy for my records.

Employee's Signature

Date Signed

Engineering Technician

FLSA Status: Exempt
Safety/CDL Sensitive: No

Created: 03/21/2023
Last Revised: N/A

DEFINITION: Under general supervision, incumbents perform a broad range of duties involving technical engineering work in support of technical personnel, managers, and professional engineers. Duties include, but are not limited to, drafting, engineering calculations, surveying (GPS), construction inspection, asset management, roadway/right-of-way engineering, planning, permitting and inspection in support of civil or related engineering and operations programs, as well as other duties as may be required.

DISTINGUISHING CHARACTERISTICS: This is the journey level position within the Engineering field. Incumbents exercise judgment when applying guidelines and specifications regarding the course of action to accomplish assignments. Incumbents are required to understand and integrate engineering concepts and practical solutions for operations and contractors. The knowledge, skills and abilities acquired at the Engineering Technician level are suited to prepare incumbents for performing more specialized and technical engineering related work or advance within management of engineering and operations of a public utility.

ESSENTIAL FUNCTIONS: *(Performance of these functions is the reason the job exists. Assigned job tasks/duties are not limited to the essential functions).*

1. Performs a variety of basic technical engineering support work in the design and construction of public works, roads, culverts, drainage, capital improvements projects, and related areas.
2. Performs field inspections of construction projects, reservoirs, pump stations, wells and customer properties relating to water use, material, equipment, property lines and boundaries, right-of-way mapping, and safety barriers. Performs field measurements and records data.
3. Reviews and interprets construction plans and specifications to determine compliance.
4. Oversees the maintenance management system and assists operations for scheduling, monitoring and tracking routine work, planned maintenance, preventative maintenance and preemptive maintenance.
5. Prepares graphic displays, organization charts, and similar materials.
6. Prepares traffic safety plans as necessary.
7. Responds to and provides information, discusses problems, and recommends solutions to contractors, consultants, property owners, district personnel, and the public.
8. Performs manual and computer-aided drafting assignments by preparing maps, charts, graphs, tables, slopes, and contours for construction projects, right-of-way location, and water rights ownership, water rights data, data analysis, and local, state, federal, and private property locations and ensures integration into the GIS and CMMS.
9. Assists in performing field and laboratory tests, setting up equipment for water quality as well as surveying ensuring results are technically accurate and comply with the end use.
10. Gathers and compiles data, analyzes technical problems, conducts research and analyzes data to ensure accuracy and conformance to policies, procedures, guidelines, and standards.
11. Assists engineers, contractors, district personnel, other agencies, the general public, and private businesses regarding water right ownership, bid documents, contract plans, right-of-way plans, acquisition and disposal documentation, contract specifications, test results and local, state, and federal guidelines and procedures.
12. Performs technical research to ensure department programs, testing methods, policies and procedures comply with local, state, and federal requirements.
13. Prepares scope, plans and specifications appropriate for small purchases and serves as project manager in programs as appropriate.

14. Reviews contracts and tracks warranty and discrepancy corrections for purchases and contracts.
15. Reviews technical documents, analyzes and interprets data and notes discrepancies.
16. Maintains records and contract documents in accordance with established filing system.
17. Enters data into computer system for analysis and reviews construction, and contract documents, and/or plan specifications.
18. Must maintain confidentiality and proprietary information including non-disclosure agreements.
19. Checks applications and technical reports for completeness, clarity, and conformance to district guidelines and local, state, and federal policies and procedures.
20. Research county and federal records to determine property ownership, boundaries, encumbrances, and condition of title.
21. May supervise administrative or technical personnel.

QUALIFICATIONS FOR EMPLOYMENT:

Knowledge, Skills, and Abilities: (KSAs are the attributes required to perform a job; generally demonstrated through qualifying experience, education, or training.)

Knowledge of:

- Automated engineering and operations software tools such as Maintenance Management Systems and related systems such as GIS, SCADA, customer service desk/work orders, cross-connection control as commonly used in public utilities.
- Safety procedures when working in labs, construction sites, or other work sites;
- Trigonometry, algebra, and geometry used in engineering calculations;
- Construction plans and specifications;
- Traffic safety plans;
- Testing and calibration for laboratory and field equipment;
- Engineering maps and records and management/maintenance of these records;
- Personal computers and related ancillary equipment;
- Methods of compiling technical data and analytical tools to evaluate, make reports and refine as information for management and policy decisions;
- Engineering drafting methods, conventional symbols and sources of information.
- AWWA Standards for Construction and Analytical analysis.
- General engineering practices and procedures relating to water, sewerage, roads and stormwater.

Skill to:

- Perform technical engineering calculations applicable to typical tasks;
- Accurately copy, post or transcribe data;
- Convert mathematical data, quantities and measurements, and calculate area, volume, length and proportion.
- Comprehend and integrate automated data management from multiple systems.
- Design and conduct technical studies and refine complex material into a useable tool for planning or implementing solutions.

Ability to:

- Operate and manipulate drawing/drafting, GIS and CMMS software;
- Write technically correct inspection reports, field notes and other documents;
- Apply general rules to specific problems to generate solutions;
- Understand and apply instructions from technical manuals to specific situations;
- Work effectively with frequent interruptions;
- Read, draft and understand policy and procedures;
- Perform repetitive work according to prescribed procedures, sequence and pace;
- Work as a member of a team;
- Effectively communicate with coworkers and public.

Required Certifications and Licenses: None. The position may be eligible for special pay commensurate with certifications identified in the district Human Resources Policy Manual.

Experience and Training:

Any combination of training, education, and experience that would provide the required knowledge and abilities. A typical way to gain the required knowledge and ability is:

Associate's degree from an accredited college, university, or technical school with major coursework in engineering, engineering technology, environmental science, geology, math, physical sciences, or related field and six months of experience in an applicable role; **or** graduation from high school or equivalent education and five years of progressively responsible experience as described above; **or** two years' experience in a similar role as Engineering aide; **or** an equivalent combination of education and experience.

Physical and Mental Requirements:

The physical and mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of the job.

Frequent sitting, standing, and occasional walking on uneven construction sites, lifting manholes and storm drain covers. Position requires typing and writing. The employee must be able to give, receive, and understand written and oral instructions. Requires climbing into confined spaces, hearing, seeing, climbing stairs, and lifting up to 50 lbs. Stamina to sit at a desk for prolonged periods of time. Visual stamina to view a computer monitor for long periods of time.

The incumbent must have situational awareness and be comfortable in a dynamic environment which requires adapting to immediate changes due to customer needs, management and other external drivers such as regulatory and safety compliance.

In compliance with applicable disability laws, reasonable accommodations may be provided for qualified individuals with a disability who require and request such accommodations. Incumbents and individuals who have been offered employment are encouraged to discuss potential accommodations with the employer.

Working Conditions:

Work is performed under the following conditions.

Standard office environment with some work in outdoor conditions which can include wet, dusty, poor lighting, dirty, and noisy circumstances. Winter conditions may occur while working outside. Work with public and contractors. Requires driving to construction sites. Physical hazard from traffic and construction equipment may be present.

Employee's Acknowledgment: I acknowledge that I have read the above job description and have received a copy for my records.

Employee's Signature

Date Signed

**KINGSBURY GENERAL IMPROVEMENT DISTRICT
AGENDA ITEM # 3**

TITLE: AUTHORIZATION TO OPEN INVESTMENT ACCOUNT

For Discussion and Possible Action. Discuss and consider possible action authorizing the General Manager to open an investment account with Moreton Capital Markets LLC

MEETING DATE: 21 March 2023

PREPARED BY: Mitchell S. Dion, General Manager

RECOMMENDED ACTION: It is recommended that the General Manager be authorized to open an investment account with Moreton Capital Markets LLC, for the purpose of making investments of district funds in accordance with the district investment policy and NRS Chapter 355.

BACKGROUND INFORMATION:

Currently, the district's reserve funds are placed in the district has an investment account and routine banking account with US Bank. Because interest rates have increased rapidly, the district's use of the State Local Agency Investment Pool has fallen short (3.521% most recent). Therefore, seeking high rates which comply with the law and district objectives seems prudent.

The instruments which the district is authorized to hold are prescribed in NRS Chapter 355.170. In addition, some investments may be acceptable but only insured to the limits (\$250k) per account by FDIC. Considering recent events, having more than one investment tool seems prudent.

Moreton Capital Markets LLC specializes in assisting public agencies and has Nevada experience. They are used by Gardnerville Ranchos GID for similar strategies as Kingsbury GID is pursuing. In addition, they will work with funding increments smaller than the \$500k of our US Bank while providing more options in reporting (such as by our fund source) which makes management of the investment simpler.

Opening an account, is not a commitment of funding which cannot be pursued until the revised reserve and investment policies are adopted (presented in February).

INCLUDED:

- About Moreton Capital Markets LLC
- Excerpt NRS Chapter 355.170
- Current Treasury notes and investment laddering examples

Fund impacted by above action:

- | | |
|---|---|
| <input type="checkbox"/> All Funds | <input checked="" type="checkbox"/> Not a Budget Item |
| <input type="checkbox"/> Water Fund | <input type="checkbox"/> Sewer Fund |
| <input type="checkbox"/> General Fund | <input type="checkbox"/> Snow Removal Fund |
| <input type="checkbox"/> Not Budgeted for | <input type="checkbox"/> Emergency Spending |

About Moreton Capital Markets, LLC.

Moreton Capital Markets, LLC, is a registered broker-dealer with an experienced team of investment professionals serving institutional investors from various central and western U.S. locations. We recognize you have countless tasks and responsibilities in addition to managing investments, and we are here to help:

- **Experienced representatives** with specialized experience serving clients like you: public entities, mid-market corporations, community banks, credit unions, and independent advisors. Our representatives average about 20 years industry experience!
- **A vast array of product options** from our robust network of investment providers ensure a broad selection of fixed income products, as well as mutual funds and managed accounts.
- **Reporting tools** powered by industry leading providers enable best in class reporting for accounting or portfolio analysis.
- **Communication and education** to ensure you are confident in your investment decisions. Frequent travel enables our representatives to provide in person visits to your location as needed, resulting in superior customer service.
- **Our consultative approach** emphasizes a disciplined priority of capital preservation, liquidity, and then yield. Wall Street expertise, Main Street sensibilities.

Moreton Capital Markets does not carry proprietary products for our representatives to sell. We continually monitor market conditions to match your needs with the products and services available today, and in the future. As a result, we provide recommendations that are truly focused on your investment goals and objectives. This consistent focus results in long-term relationships. We go the extra mile to deliver the capital markets to you!

Our firm has a contractual agreement with RBC Correspondent Services® to serve as our clearing firm. Client assets are held by RBC Capital Markets, LLC.®

Account Protection

MORETON CAPITAL MARKETS HAS TAKEN GREAT PRECAUTIONS TO ENSURE THE SAFETY OF THE ASSETS YOU HAVE ENTRUSTED WITH US. WE HAVE SELECTED RBC CAPITAL MARKETS, LLC® AS OUR CLEARING FIRM AND THE CUSTODIAN OF OUR CLIENTS' ASSETS. SIPC AND ADDITIONAL COVERAGE FOR OUR CLIENTS ARE OUTLINED BELOW:

ABOUT RBC CORRESPONDENT SERVICES

RBC Correspondent Services® (RBC CS), is a division of RBC Capital Markets, LLC®, member NYSE/FINRA/SIPC. RBC Capital Markets, LLC, is one of the nation's largest full-service securities firms. RBC Capital Markets, LLC, is a wholly owned subsidiary of, and separate legal entity from, Royal Bank of Canada. RBC Capital Markets, LLC, is a member of the NYSE, AMEX, CHX, CBOE and PSE and has execution capabilities on all principal exchanges. RBC Capital Markets, LLC is owned by Royal Bank of Canada, which trades under the symbol RY on the New York Stock Exchange. Royal Bank of Canada does not guarantee any debts or obligations of RBC Capital Markets, LLC.

MORETON CAPITAL MARKET'S RELATIONSHIP WITH RBC CS

Our firm has a contractual agreement with RBC Correspondent Services to serve as our clearing firm. This fully disclosed agreement states the responsibilities of each party. Prior to the agreement becoming effective, RBC CS is responsible for making all disclosures to our firm's designated examining authority as required by FINRA Rule 4311. Each client of our firm is notified of the relationship via a disclosure letter. The disclosure letter details the responsibilities that our firm (the introducing broker-dealer) and RBC CS (the clearing firm) have to the client. Although client assets are held by RBC Capital Markets, LLC®, neither RBC Capital Markets, LLC, nor RBC CS has responsibility for the financial condition or performance of our firm or our Financial Advisors.

Securities offered through Moreton Capital Markets, LLC. RBC Correspondent Services is not affiliated with Moreton Capital Markets, LLC.

SIPC & ADDITIONAL COVERAGE FOR CLIENT ACCOUNTS

RBC Capital Markets, LLC, is a member of the Securities Investor Protection Corporation (SIPC). SIPC is a nonprofit membership corporation funded by its member security broker-dealers. SIPC protects the securities clients of its members in the event of the failure of a member firm. SIPC reimburses clients the cash value of their securities up to \$500,000 per client. Any cash in a client's account would be reimbursed by SIPC up to \$250,000 (reducing the \$500,000 above).

RBC Capital Markets, LLC, has purchased an additional policy that offers coverage in excess of the protection provided by SIPC. This coverage covers additional securities and cash protection up to \$99.5 million per client, of which \$900,000 may be in cash. A \$400 million aggregate limit applies to this additional coverage.

RBC Capital Markets, LLC, also offers protection if a client's securities are missing because of theft by an outsider, computer fraud or theft by an employee for personal gain, subject to that policy's terms, conditions and limits. Moreton Capital Markets also has a Fidelity bond which covers any potential employee dishonesty.

Note: Neither SIPC protection, nor protection in excess of that offered by SIPC, covers a decline in the value of a client's assets due to market loss.

Visit www.sipc.org or contact SIPC at (202) 371-8300 for more information about SIPC coverage.

(j) Subject to the limitations contained in [NRS 355.177](#), negotiable notes or medium-term obligations issued by local governments of the State of Nevada pursuant to [NRS 350.087](#) to [350.095](#), inclusive.

(k) Bankers' acceptances of the kind and maturities made eligible by law for rediscount with Federal Reserve Banks, and generally accepted by banks or trust companies which are members of the Federal Reserve System. Eligible bankers' acceptances may not exceed 180 days' maturity. Purchases of bankers' acceptances may not exceed 20 percent of the money available to a local government for investment as determined at the time of purchase.

(l) Obligations of state and local governments:

(1) If:

(I) The interest on the obligation is exempt from gross income for federal income tax purposes; and

(II) The obligation has been rated "A" or higher by one or more nationally recognized bond credit rating agencies; or

(2) If the obligation is secured by the proceeds that are paid into the tax increment account of a tax increment area created by a municipality pursuant to [NRS 278C.220](#).

(m) Commercial paper issued by a corporation organized and operating in the United States or by a depository institution licensed by the United States or any state and operating in the United States that:

(1) At the time of purchase has a remaining term to maturity of no more than 270 days; and

(2) Is rated by a nationally recognized rating service as "A-1," "P-1" or its equivalent, or better,

↪ except that investments pursuant to this paragraph may not, in aggregate value, exceed 25 percent of the total par value of the portfolio as determined at the time of purchase, and not more than 5 percent of the total par value of the portfolio may be invested in commercial paper issued by any one corporation or depository institution. If the rating of an obligation is reduced to a level that does not meet the requirements of this paragraph, the investment advisor must report the reduction in the rating to the governing body of the local government that purchased the investment, the governing body of the local government or, if the purchase was effected by the State Treasurer pursuant to his or her investment of a pool of money from local governments, the State Treasurer must take such action as the governing body or State Treasurer deems appropriate to preserve the principal value and integrity of the portfolio as a whole and the governing body or State Treasurer, as applicable, must report to the State Board of Finance any action taken pursuant to this paragraph.

(n) Money market mutual funds which:

(1) Are registered with the Securities and Exchange Commission;

(2) Are rated by a nationally recognized rating service as "AAA" or its equivalent; and

(3) Invest only in:

(I) Securities issued by the Federal Government or agencies of the Federal Government;

(II) Master notes, bank notes or other short-term commercial paper rated by a nationally recognized rating service as "A-1," "P-1" or its equivalent, or better, issued by a corporation organized and operating in the United States or by a depository institution licensed by the United States or any state and operating in the United States; or

(III) Repurchase agreements that are fully collateralized by the obligations described in subparagraphs (I) and (II).

(o) Obligations of the Federal Agricultural Mortgage Corporation.

2. Repurchase agreements are proper and lawful investments of money of a governing body of a local government for the purchase or sale of securities which are negotiable and of the types listed in subsection 1 if made in accordance with the following conditions:

(a) The governing body of the local government shall designate in advance and thereafter maintain a list of qualified counterparties which:

(1) Regularly provide audited and, if available, unaudited financial statements;

(2) The governing body of the local government has determined to have adequate capitalization and earnings and appropriate assets to be highly creditworthy; and

(3) Have executed a written master repurchase agreement in a form satisfactory to the governing body of the local government pursuant to which all repurchase agreements are entered into. The master repurchase agreement must require the prompt delivery to the governing body of the local government and the appointed custodian of written confirmations of all transactions conducted thereunder, and must be developed giving consideration to the Federal Bankruptcy Act.

(b) In all repurchase agreements:

(1) At or before the time money to pay the purchase price is transferred, title to the purchased securities must be recorded in the name of the appointed custodian, or the purchased securities must be delivered with all appropriate, executed transfer instruments by physical delivery to the custodian;

(2) The governing body of the local government must enter a written contract with the custodian appointed pursuant to subparagraph (1) which requires the custodian to:

(I) Disburse cash for repurchase agreements only upon receipt of the underlying securities;

(II) Notify the governing body of the local government when the securities are marked to the market if the required margin on the agreement is not maintained;

(III) Hold the securities separate from the assets of the custodian; and

(IV) Report periodically to the governing body of the local government concerning the market value of the securities;

(3) The market value of the purchased securities must exceed 102 percent of the repurchase price to be paid by the counterparty and the value of the purchased securities must be marked to the market weekly;

(4) The date on which the securities are to be repurchased must not be more than 90 days after the date of purchase; and

(5) The purchased securities must not have a term to maturity at the time of purchase in excess of 10 years.

3. The securities described in paragraphs (a), (d) and (e) of subsection 1 and the repurchase agreements described in subsection 2 may be purchased when, in the opinion of the governing body of the local government, there is sufficient money in any fund of the local government to purchase those securities and the purchase will not result in the impairment of the fund for the purposes for which it was created.

4. When the governing body of the local government has determined that there is available money in any fund or funds for the purchase of bonds as set out in subsection 1 or 2, those purchases may be made and the bonds paid for out of any one or more of the funds, but the bonds must be credited to the funds in the amounts purchased, and the money received from the redemption of the bonds, as and when redeemed, must go back into the fund or funds from which the purchase money was taken originally.

5. Any interest earned on money invested pursuant to subsection 3, may, at the discretion of the governing body of the local government, be credited to the fund from which the principal was taken or to the general fund of the local government.

6. The governing body of a local government may invest any money apportioned into funds and not invested pursuant to subsection 3 and any money not apportioned into funds in bills and notes of the United States Treasury, the maturity date of which is not more than 1 year after the date of investment. These investments must be considered as cash for accounting purposes, and all the interest earned on them must be credited to the general fund of the local government.

7. This section does not authorize the investment of money administered pursuant to a contract, debenture agreement or grant in a manner not authorized by the terms of the contract, agreement or grant.

8. As used in this section:

(a) "Counterparty" means a bank organized and operating or licensed to operate in the United States pursuant to federal or state law or a securities dealer which is:

(1) A registered broker-dealer;

(2) Designated by the Federal Reserve Bank of New York as a “primary” dealer in United States government securities; and

(3) In full compliance with all applicable capital requirements.

(b) “Local government” has the meaning ascribed to it in [NRS 354.474](#).

(c) “Repurchase agreement” means a purchase of securities by the governing body of a local government from a counterparty which commits to repurchase those securities or securities of the same issuer, description, issue date and maturity on or before a specified date for a specified price.

[1:95:1945; 1943 NCL § 1987.01] + [2:95:1945; 1943 NCL § 1987.02]—(NRS A [1959, 36, 424; 1967, 275; 1969, 1087; 1971, 270; 1973, 1091; 1975, 268; 1979, 448, 1887; 1985, 2110; 1989, 1260; 1991, 106, 341, 343; 1993, 211, 2286, 2289; 1995, 1823; 1999, 1481; 2001, 598, 2296, 2327; 2003, 162; 2003, 20th Special Session, 281; 2015, 3209; 2019, 661; 2021, 460](#))

Parking Spots Monthly Interest Comparison



BROKERED CD RATES		
3 MO	6 MO	9 MO
4.80%	4.90%	4.95%
1 YR	18 MO	2 YR
5.00%	5.10%	5.00%
3 YR	4 YR	5 YR
5.05%	4.95%	5.00%

TREASURY BILL/NOTE YIELDS		
1 MO	3 MO	6 MO
4.49%	4.69%	4.92%
9 MO	1 YR	2 YR
4.62%	4.77%	4.75%
3 YR	4 YR	5 YR
4.47%	4.30%	4.14%

1.5 yr CD ladder

Amount	FDIC Insurance	Brokered CD from the following bank	Coupon	Maturity Date	Term
\$ 250,000.00	\$ 250,000.00	Merchants Bk of Indiana	4.80	6/13/2023	3 mo
\$ 250,000.00	\$ 250,000.00	Eaglebank Bethesda Md	4.90	9/11/2023	6 mo
\$ 250,000.00	\$ 250,000.00	Wells Fargo	4.95	12/14/2023	9 mo
\$ 250,000.00	\$ 250,000.00	Charles Schwab Bank	5.00	3/5/2024	1 yr
\$ 250,000.00	\$ 250,000.00	Fourth Cap Bk Nashville Tn	5.00	6/17/2024	15 mo
\$ 250,000.00	\$ 250,000.00	Morgan Stanley Bk	5.10	9/9/2024	18 mo
\$ 1,500,000.00			4.96		

\$1,500,000 X 4.96% = \$74,400 in approximate annual interest income

Amount	Issuer	Coupon	Term	Maturity	Price	Yield to Maturity
\$ 750,000.00	TREASURY BILL	0	3 mo	6/8/2023	4.58	4.70
\$ 1,000,000.00	TREASURY BILL	0	6 mo	9/7/2023	4.765	4.95
\$ 750,000.00	TREASURY BILL	0	9 mo	11/30/2023	4.595	4.79
\$ 1,000,000.00	TREASURY BILL	0	1 yr	2/22/2024	4.74	4.98
\$ 750,000.00	US TREASURY N/B	3.00	15 mo	6/30/2024	97.305	5.14
\$ 750,000.00	US TREASURY N/B	4.25	18 mo	9/30/2024	98.774	5.07
\$ 750,000.00	US TREASURY N/B	4.25	21 mo	12/31/2024	98.733	4.99
\$ 1,000,000.00	US TREASURY N/B	1.75	2 yr	3/15/2025	94.055	4.88
\$ 750,000.00	US TREASURY N/B	2.75	27 mo	6/30/2025	95.609	4.77
\$ 750,000.00	US TREASURY N/B	3.50	30 mo	9/15/2025	97.15	4.71
\$ 750,000.00	US TREASURY N/B	4.00	33 mo	12/15/2025	98.677	4.51
\$ 1,000,000.00	US TREASURY N/B	2.50	3 yr	2/28/2026	94.3	4.57
\$ 10,000,000.00						4.84

Amount	Issuer	Coupon	Term	Maturity	Price	Yield to Maturity
\$ 500,000.00	TREASURY BILL	0	1 mo	4/6/2023	4.363	4.44
\$ 500,000.00	TREASURY BILL	0	2 mo	5/11/2023	4.453	4.55
\$ 500,000.00	TREASURY BILL	0	3 mo	6/8/2023	4.58	4.70
\$ 500,000.00	TREASURY BILL	0	4 mo	7/13/2023	4.618	4.76
\$ 500,000.00	TREASURY BILL	0	5 mo	8/10/2023	4.728	4.89
\$ 1,000,000.00	TREASURY BILL	0	6 mo	9/7/2023	4.765	4.95
\$ 500,000.00	TREASURY BILL	0	7 mo	10/5/2023	4.59	4.77
\$ 500,000.00	TREASURY BILL	0	8 mo	11/2/2023	4.595	4.78
\$ 500,000.00	TREASURY BILL	0	9 mo	11/30/2023	4.588	4.78
\$ 500,000.00	TREASURY BILL	0	10 mo	12/28/2023	4.585	4.79
\$ 500,000.00	TREASURY BILL	0	11 mo	1/25/2024	4.633	4.85
\$ 1,250,000.00	TREASURY BILL	0	1 yr	2/22/2024	4.74	4.98
\$ 500,000.00	US TREASURY N/B	4.25	18 mo	9/30/2024	98.774	5.07
\$ 1,250,000.00	US TREASURY N/B	1.75	2 yr	3/15/2025	94.055	4.88
\$ 500,000.00	US TREASURY N/B	3.50	2.5 yr	9/15/2025	97.15	4.71
\$ 500,000.00	US TREASURY N/B	2.50	3 yr	2/28/2026	94.3	4.57
\$ 10,000,000.00						4.78

Amount	Issuer	Coupon	Term	Maturity	Price	Yield to Maturity
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\$ 500,000.00	TREASURY BILL	0	1 yr	2/22/2024	4.74	4.98
\$ 500,000.00	US TREASURY N/B	3.00	15 mo	6/30/2024	97.305	5.14
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\$ 500,000.00	US TREASURY N/B	2.75	27 mo	6/30/2025	95.609	4.77
\$ 500,000.00	US TREASURY N/B	3.50	30 mo	9/15/2025	97.15	4.71
\$ 500,000.00	US TREASURY N/B	4.00	33 mo	12/15/2025	98.677	4.51
\$ 500,000.00	US TREASURY N/B	2.50	3 yr	2/28/2026	94.3	4.57
\$ 500,000.00	US TREASURY N/B	1.875	39 mo	6/30/2026	92.097	4.47
\$ 500,000.00	US TREASURY N/B	0.875	42 mo	9/30/2026	88.3	4.46
\$ 500,000.00	US TREASURY N/B	1.250	45 mo	12/31/2026	88.964	4.43
\$ 500,000.00	US TREASURY N/B	2.50	4 yr	3/31/2027	93.084	4.38
\$ 500,000.00	US TREASURY N/B	3.250	51 mo	6/30/2027	95.741	4.34
\$ 500,000.00	US TREASURY N/B	4.125	54 mo	9/30/2027	99.25	4.31
\$ 500,000.00	US TREASURY N/B	3.875	57 mo	12/31/2027	98.3	4.27
\$ 500,000.00	US TREASURY N/B	1.250	5 yr	3/31/2028	86.634	4.21
<u>\$ 10,000,000.00</u>						<u>4.65</u>

MEMO TO: Kingsbury GID Board of Trustees

FROM: Mitchell S. Dion, General Manager

SUBJECT: General Manager's Report for the meeting of March 21, 2023

Programs:

Request for Qualifications for Audit services was advertised, so far no specific questions have resulted. We do have one firm that expressed an interest in proposing.

Our Fy 23 Waterline and Road Project received no bids. While several firms were contacted, they all expressed that they were too busy. In addition to incomplete work from the previous year and our prolonged winter, these firms were hesitant to try and take on more work. A couple other firms have expressed an interest, so the district has rebid.

We have included the SCADA upgrade project into the Market Street liftstation project. The intent is to select a replacement SCADA system and bring it online with the wastewater collection system, then migrate the water system to it. Currently, wastewater is without SCADA.

A brief presentation updating the board on building 160 PineRidge Repair and Renovation is available and will be provided with this report (the current schedule is attached).

Removing ice dams and flood prevention have been priority of work for crews. The district has also experienced two leaks, both required extensive snow removal and preparatory work. We have responded to numerous frozen lines including one of the district's service lines which we experienced a calamity of equipment failures. We have had to keep a generator stationed near reservoirs 10 (A&B) due to frequent power outages and the need to keep communication systems working.

Customers:

The district has been inundated with calls and concerns regarding snow removal and potential flooding. The district made sand and sandbags available for customers.

At least three homes in the district have been identified by the county building official as uninhabitable due to snow load. We reached out to owners regarding their desires to keep water service on or to have it shut off. All requested the shut off, however removing the snow to get to the meters was quite a task.

Snow removal contractor has nearly caught up on the street clearing work, as of yet have not gotten to all streets in Lower Kingsbury with blower. Dangerous intersections are being opened to improve visibility and safety.

Our Spring Outreach event is being set up likely mid-May. Looking at a creek clean-up project in coordination with the Tahoe Water Suppliers Association.

The district has not received confirmation from NDEP that the proposal for Ponderosa Park would qualify for full debt forgiveness. They are pursuing a new residential income survey, but we have not been in the loop on the progress of that work.

Associations and outside meetings:

Nevada League of Cities and Municipalities Executive Director resigned. The efforts for the legislative session have been picked up by the Carson City legislative team. It has significant ramifications for attempts to lobby for federal funding, but it is too early to know the full impact.

EPA issued draft for PFAS/PFOS regulations. This will have a significant impact on the district in the forthcoming years. Although there are over 4,000 chemicals in this category, the current regulations only address a handful. As included in last months report, we are participating in the EPS unregulated contaminants data gathering. A survey was conducted at Lake Tahoe a couple years ago on 17 of these compounds, only one was near the new regulatory standards. The Nevada PFAS/PFOS working group (I serve as member) recommended to NDEP to follow EPA's program, so likely more implementation language is expected during the next year. Attached is a schedule of our work plan.

Tahoe Water Suppliers' Association meeting highlighted concern with use of fire retardants in the basin. Additionally, they received the report for the conclusion of the plastics study which they sponsored. Based on samples from the north side of the lake and south end, they found the presence of various sizes of plastics to be present in the raw water intakes. However, the concentrations seemed relatively low as compared to bottled water.

Miscellaneous:

The district completed a phase one assessment for a piece of land owned by Douglas County (old landfill site) for possible use for equipment storage versus the yard. Results were favorable we will be considering the next steps during the upcoming months. Largest hazard identified were encroachments and fuel spills from the adjacent property.

Attached are excerpts from the State FY 23/24 FINAL Revenue Projections as applicable to Kingsbury General Improvement District.

Water Resources:

Storm door in the Pacific remains open. We anticipate a little more precipitation before this season is over. It will likely be the new record year for snow fall on 1 April. But the water year lasts until September.

Lake Tahoe is currently at 6225.18. The natural rim is 6223.0 and the max legal limit is 6229.1

Future Items:

- SCADA software replacement
- Possible finance and administration software replacement
- Asset Management System acquisition
- Snow plowing process and opportunity to improve levels of service

Dear Board Members:

I have submitted my letter of resignation to President Bagwell on February 19 and my final day with the League will be March 3. I will be available in Reno/Carson City during that time to help with any transitional matters, duties, and questions.

It was a great privilege to serve as the CEO/Executive Director of the Nevada League of Cities and Municipalities for the past three years. Thanks to each of you, I have had wonderful experiences, learned amazing things, and come to appreciate the unique and special character of each Member Municipality.

I have truly appreciated each of the Executive Boards and the Boards of Directors that I worked with to advance the interests and priorities of each and every Member Municipality and I hope, at least in a small way, that the League made a contribution for the benefit of your residents.

The best days for the League are ahead and I look forward to all that will be achieved. Thank you again for the confidence and belief you showed in the path we chose and if I can be a resource for anyone, I would be honored to be of service.

My very best to each of you. Thank you for your membership. There is strength in unity.

Wesley Harper
702.817.5718

Paul Cavin Architect LLC

Preliminary Project Schedule KGID Building 160 Improvements

03/15/2023

The Proposed Project Schedule is as follows:

Consultant Agreements	October 3, 2022
TRPA Coordination Start (Scope and timing unknown)	October 17, 2022
<i>TRPA and Civil run on a parallel track with building design</i>	
Project Kick-Off Meeting	November 1, 2022
Schematic Design Package Due	November 18, 2022
<i>Schematic Design Presentation</i>	<i>November 22, 2022</i>
Thanksgiving	November 24-25, 2022
Design Development Package Due	December 13, 2022
<i>Design Development Presentation</i>	<i>December 13, 2022</i>
Christmas / New Year's Holiday	December 24 – January 1, 2023
Martin Luther King Jr. Day	January 16, 2023
50% Construction Documents (1 st floor only)	February 3, 2023
<i>Internal Design Team only</i>	
Presidents Day	February 20, 2023
100% Construction Documents (with 2 nd floor)	March 21, 2023
<i>Building Department Review Period – approx. 4 weeks</i>	
<i>Design Team Response Period – 1 week</i>	
Bid Documents	April 25, 2023
Advertise for Bids (3-weeks):	May 2 - 16, 2023
<i>Pre-bid job walk (non-mandatory)</i>	<i>May 9, 2023</i>
<i>Bid RFI's due</i>	<i>May 16, 2023</i>
<i>Addendum response to RFI's due</i>	<i>May 23, 2023</i>
Memorial Day	May 29, 2023
Bid Opening:	May 30, 2023
Award Contract:	June 27, 2023
Issue Contractor Notice to Proceed:	June 30, 2023

Project Schedule
Nevada PFAS Action Plan

ID	Task Number	Task Name	Duration	Start	Finish	Processor	Resource Name	September	October	November	December	January	February	March	April	May	June	
1	N/A	Contact Period of Performance	26d days	Mon 8/20/21	Tue 8/30/22			8/22/2021 8:55 AM	9/14/2021 10:00 AM	10/13/2021 11:17 AM	11/14/2021 12:41 PM	12/12/2021 12:22 PM	1/12/2022 10:12 AM	2/12/2022 10:12 AM	3/12/2022 10:12 AM	4/12/2022 10:12 AM	5/12/2022 10:12 AM	6/12/2022 10:12 AM
2	N/A	Kickoff Meeting	1 day	Thu 10/28/21	Thu 10/28/21													
3	Task 1	PFAS Working Group	127 days	Thu 10/28/21	Fri 4/22/22													
4	Task 1.1	Develop Stakeholder List	24 days	Thu 10/28/21	Tue 11/30/21													
5	Task 1.1.1	Finalize Stakeholder List	1 day	Wed 12/1/21	Wed 12/1/21													
6	Task 1.2	Send Stakeholder Invitation	1 day	Wed 12/15/21	Wed 12/15/21													
7	Task 1.3	Finalize Working Group List	1 day	Thu 12/30/21	Thu 12/30/21													
8	Task 1.4	First Working Group Meeting	1 day	Wed 1/26/22	Wed 1/26/22													
9	Task 1.5	Second Working Group Meeting	1 day	Wed 3/16/22	Wed 3/16/22													
10	Task 1.6	Third Working Group Meeting	1 day	Fri 4/22/22	Fri 4/22/22													
11	Task 2	PFAS Action Plan	185 days	Fri 11/19/21	Fri 8/24/22													
12	Task 2.1	Develop Draft PFAS Action Plan Outline	35 days	Wed 12/8/21	Tue 1/25/22													
13	Task 2.1.1	NDP Mapping Tool Call	1 day	Fri 11/19/21	Fri 11/19/21													
14	Task 2.2	Draft PFAS Action Plan (60%)	15 days	Thu 11/27/21	Wed 2/16/22													
15	Task 2.2.2	NDP and Working Group Review of Draft PFAS Action Plan (60%)	15 days	Thu 2/17/22	Wed 3/8/22													
16	Task 2.3	Draft Final PFAS Action Plan (75%)	15 days	Thu 3/17/22	Wed 4/6/22													
17	Task 2.3.2	NDP and Working Group Review of Draft PFAS Action Plan (75%)	15 days	Thu 4/7/22	Wed 4/27/22													
18	Task 2.4	Draft Final PFAS Action Plan	15 days	Thu 4/28/22	Wed 5/18/22													
19	Task 2.4.1	NDP and Working Group Review of Draft Final PFAS Action Plan	15 days	Thu 5/19/22	Wed 6/8/22													
20	Task 2.4.2	Final PFAS Action Plan	12 days	Thu 6/9/22	Fri 6/24/22													
21	Task 3	PFAS Website	48 days	Wed 1/26/22	Mon 4/18/22													
22	Task 3.1	Website Planning Call with NDP	1 day	Wed 1/26/22	Wed 1/26/22													
23	Task 3.2	Develop Website Content	30 days	Mon 1/31/22	Fri 3/17/22													
24	Task 3.2.1	NDP Review of Website Content	5 days	Mon 3/14/22	Fri 3/18/22													
25	Task 3.3	Develop Website Layout	30 days	Mon 2/14/22	Fri 3/25/22													
26	Task 3.3.1	NDP Review of Website Layout	5 days	Mon 3/28/22	Fri 4/1/22													
27	Task 3.3	Submit Website Content and Layout	1 day	Mon 4/18/22	Mon 4/18/22													

Project Nevada PFAS Action Plan Task Milestone Summary Progress



**STATE OF NEVADA
DEPARTMENT OF TAXATION**
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March 15, 2023

FINAL
LOCAL GOVERNMENT REVENUE PROJECTIONS
FISCAL YEAR 2023-2024

Enclosed are the **FINAL REVENUE PROJECTIONS FOR THE 2023-2024 FISCAL YEAR.**

Please be reminded that these Final Revenue Projections for FY 2023-2024 do not reflect any of the effects of abatements on property taxes. The Department recommends that each local government entity which receives property tax monitor its property tax revenues closely; and adjust its budget projections accordingly.

NRS 361.4535 requires the Department to provide a projection of the property tax revenue for the upcoming fiscal year on or before March 25th. The Department expects the information contained in the March 25th report on projected property taxes will be useful for budgeting purposes because it will be based in part on the total expected amount of taxes after abatement for each existing property on the secured and unsecured rolls, as well as centrally assessed properties.

The information on property taxes contained in this packet may be useful with regard to establishing tax rates for funds with specified revenue dollar amounts and for establishing the maximum allowed tax rate pursuant to NRS 354.59811. Please be advised that you should take into account the effects of abatement.

Sales and Use Tax revenue continues to show an increase over the last 12 to 18 months, however the Department still believes it is appropriate to continue to take a conservative approach. Overall, statewide sales tax has been projected to show an increase of 5.60% for Fiscal Year 2022-2023 and a growth of 2.47% for Fiscal Year 2023-2024.

Please feel free to contact us if you have any questions regarding these projections. We are here to assist you in understanding not only the amount of projected revenue for your local government, but also the underlying assumptions and calculations used to construct the projections. Our telephone numbers and e-mail addresses are listed below.

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Keri Gransbery
Evelyn Barragan
Kellie Grahmann
Ande Thorpe

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CONSOLIDATED TAX DISTRIBUTION

Mary Meyers

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FINAL NRS 361.4722 TAX CAP FACTORS FISCAL 2023-2024

Tax cap may be no higher than:

COUNTY	MOVING AVERAGE GROWTH RATE	2 X 8.0% CPI CHANGE	RESIDENTIAL CAP	GENERAL CAP	RESIDENTIAL CAP FACTOR	GENERAL CAP FACTOR
CARSON CITY	7.1%	16.0%	3.0%	8.0%	1.030	1.080
CHURCHILL	5.6%	16.0%	3.0%	8.0%	1.030	1.080
CLARK	8.6%	16.0%	3.0%	8.0%	1.030	1.080
DOUGLAS	6.0%	16.0%	3.0%	8.0%	1.030	1.080
ELKO	3.7%	16.0%	3.0%	8.0%	1.030	1.080
ESMERALDA	13.2%	16.0%	3.0%	8.0%	1.030	1.080
EUREKA	2.8%	16.0%	3.0%	8.0%	1.030	1.080
HUMBOLDT	2.0%	16.0%	3.0%	8.0%	1.030	1.080
LANDER	2.3%	16.0%	3.0%	8.0%	1.030	1.080
LINCOLN	-1.8%	16.0%	3.0%	8.0%	1.030	1.080
LYON	9.6%	16.0%	3.0%	8.0%	1.030	1.080
MINERAL	8.5%	16.0%	3.0%	8.0%	1.030	1.080
NYE	5.2%	16.0%	3.0%	8.0%	1.030	1.080
PERSHING	3.1%	16.0%	3.0%	8.0%	1.030	1.080
STOREY	23.7%	16.0%	3.0%	8.0%	1.030	1.080
WASHOE	9.0%	16.0%	3.0%	8.0%	1.030	1.080
WHITE PINE	8.5%	16.0%	3.0%	8.0%	1.030	1.080
STATEWIDE	8.2%	16.0%	3.0%	8.0%	1.030	1.080

Note (1): The General Tax Cap is calculated by taking the greater of the moving average growth rate or twice the CPI, up to a maximum of 8%. See NRS 361.4722(1)(b).
 Note (2): The Residential Tax Cap is 3% unless the General Tax Cap is less than 3%. If the General Tax Cap is less than 3%, then the Residential Tax Cap must equal the General Tax Cap. See NRS 361.4722(2)(a).
 Note (3): The Consumer Price Index (CPI) used is All Urban Consumers, Series ID CUUR0000SA0, Not Seasonally Adjusted, U.S. City Average All Items, Annual Average. Source: Bureau of Labor Statistics. This year, the CPI annual average for 2023 is 8.0%. Twice the CPI is therefore 16.0%.
 Note (4): The Moving Average Growth Rate is based on data from the Statistical Analysis of the Roll from 2014-15 through 2021-22 published by the Department of Taxation; the October 2022 Segregation Report for the 2022-23 Secured and Unsecured Rolls; and the January 2023 Preliminary Projected Segregation Report for 2023-24 Secured and Unsecured Rolls reported by County Assessors.

DOUGLAS FINAL PROPERTY TAX RATE CALCULATION FY 2023-24

ENTITY	(9) FY 2024 TAX RATE SUBJECT TO REVENUE LIMITATIONS (8)/(5) x 100	(10) FY 2023 TAX RATE SUBJECT TO REVENUE LIMITATIONS	(11) FY 2024 TAX RATE BASED ON THE GREATER OF 9 OR 10	(12) FY 2024 AD VALOREM REVENUE CALCULATED (5)x(11) / 100	(13) PROJECTED NET PROCEEDS OF MINES	(14) FY 2024 ASSESSED VALUE INCLUDING NET PROCEEDS OF MINES (5)+(13)	(15) TAX RATE AUTHORIZED BY VOTER APPROVAL	(16) REVENUE AUTHORIZED BY VOTER APPROVAL
DOUGLAS CO	0.3166	0.6838	0.6838	31,734,301	-	4,640,874,683	0.0475	2,204,415
GARDNERVILLE	0.8567	0.9797	0.9797	2,897,721	-	295,776,397	-	-
GENOA	0.3861	0.5395	0.5395	110,528	-	20,487,182	-	-
MINDEN	1.0752	1.1103	1.1103	3,017,712	-	271,792,513	-	-
CRS-TRK WATER DO	0.0026	0.0027	0.0027	121,370	-	4,495,185,303	-	-
CC WTR SUBCONV DO	-	-	-	-	-	3,070,498,559	-	-
CAVE ROCK	0.0123	0.0129	0.0129	4,198	-	32,540,607	0.3000	97,622
DO CO MOSQUITO	0.0554	0.0585	0.0585	1,686,900	-	2,883,590,391	-	-
***EAST FORK FIRE	0.6471	0.6797	0.6797	20,272,177	-	2,982,518,302	0.0860	2,564,966
EAST FORK SWIM POOL	0.3404	0.3578	0.3578	10,649,778	-	2,976,461,213	-	-
ELK PNT SANITATION	0.0072	0.0095	0.0095	6,298	-	55,749,862	-	-
GARDNERVL RANCHOS	1.0987	1.1504	1.1504	4,319,667	-	375,492,625	-	-
INDIAN HILLS	1.1235	1.1942	1.1942	2,150,717	-	180,086,893	-	-
KINGSBURY	0.3008	0.3076	0.3076	989,595	-	321,715,046	-	-
LAKERIDGE	0.0771	0.0805	0.0805	29,081	-	36,125,678	-	-
LOGAN CREEK	0.1349	0.1402	0.1402	12,148	-	8,655,029	0.4500	36,993
MARLA BAY	0.0281	0.0360	0.0360	20,180	-	55,988,966	-	-
MND/GDNV SANITATION	0.4427	0.4818	0.4818	2,734,547	-	567,588,910	-	-
OLIVER PARK	0.5851	0.5942	0.5942	75,624	-	12,726,994	-	-
ROUND HILL	0.1215	0.1225	0.1225	165,074	-	134,754,689	-	-
SKYLAND	0.0205	0.0219	0.0219	24,936	-	113,865,021	0.1500	170,798
TAHOE DO FIRE	0.8526	0.8804	0.8804	13,507,933	-	1,534,283,583	0.1400	2,147,997
TAHOE DO SEWER	0.0387	0.0407	0.0407	338,879	-	835,094,071	-	-
TOPAZ RANCH	0.9899	1.0897	1.0897	438,627	-	40,817,737	-	-
ZEPHYR COVE	0.0205	0.0292	0.0292	11,992	-	41,067,172	-	-
ZEPHYR HEIGHTS	0.4879	0.5121	0.5121	275,749	-	53,846,620	-	-
ZEPHYR KNOWLS	0.0121	0.0129	0.0129	1,489	-	11,540,572	0.4800	55,395

DOUGLAS FINAL PROPERTY TAX RATE CALCULATION FY 2023-24

ENTITY	(2) COL 6 FY 2023	(3)	(4) (2)x1.06/(3)x100	(5)	(8) (4)x(5)/100	(7)	(8) (6)+(7)
AD VALOREM REVENUE BASE	FY 2024 VALUE OF PROPERTY ON THE FY 2023 ROLL	TAX RATE FOR GROWTH FORMULA CALCULATIONS	FY 2024 ASSESSED VALUE FOR TAX RATE CALCULATION EXCLUDES REDEVELOPMENT	ALLOWED AD VALOREM REVENUE BASE	LEGISLATIVE AMOUNTS ADDED EACH YEAR	ALLOWED AD VALOREM REVENUE CALCULATION	
DOUGLAS CO	\$ 12,711,995	4,407,993,256	0.3057	4,840,874,883	14,187,164	506,850.00	14,893,804
GARDNERVILLE	2,381,910	292,255,901	0.8567	285,776,387	2,533,916	-	2,533,916
GENDA	73,163	20,084,953	0.3861	20,487,182	79,101	-	79,101
MINDEN	2,652,302	261,480,050	1.0752	271,792,513	2,922,313	-	2,922,313
CC-WTR SUBCONV DO	104,209	4,268,339,763	0.0026	4,495,185,303	116,875	-	116,875
CAVE ROCK	3,786	2,971,243,483	-	3,070,498,559	-	-	-
DO CO MOSQUITO	1,456,850	32,524,341	0.0123	32,540,607	4,002	-	4,002
EAST FORK FIRE	17,597,400	2,785,437,938	0.0554	2,883,590,391	1,597,509	-	1,597,509
EAST FORK SWIM POOL	9,237,390	2,892,387,877	0.6471	2,982,518,302	19,298,876	-	19,298,876
EIK PNT SANITATION	3,779	2,876,573,282	0.3404	2,976,461,213	10,131,874	-	10,131,874
GARDNERVL RANCHOS	3,833,491	55,580,181	0.0072	55,749,862	4,014	-	4,014
INDIAN HILLS	1,878,414	389,861,397	1.0987	378,492,625	4,125,537	-	4,125,537
KINGSBURY	905,712	177,039,489	1.1235	180,096,893	2,023,389	-	2,023,389
LAKERIDGE	26,036	319,174,291	0.3008	321,715,046	967,719	-	967,719
LOGAN CREEK	11,003	35,810,744	0.0771	36,125,678	27,853	-	27,853
MARLA BAY	14,786	8,646,209	0.1349	8,665,029	11,689	-	11,689
MINDGDNV SANITATION	2,312,479	55,847,820	0.0281	55,998,966	15,736	-	15,736
OLIVER PARK	67,934	553,735,951	0.4427	567,568,910	2,512,628	-	2,512,628
ROUND HILL	153,999	12,307,555	0.5851	12,726,994	74,466	-	74,466
SKYLAND	21,942	134,365,824	0.1215	134,754,689	163,727	-	163,727
TAHOE DO FIRE	12,270,843	113,290,343	0.0205	113,865,021	23,342	-	23,342
TAHOE DO SEWER	303,231	1,525,595,360	0.8526	1,534,283,563	13,081,302	-	13,081,302
TOPAZ RANCH	378,032	830,543,195	0.0387	835,084,071	323,178	-	323,178
ZEPHYR COVE	7,852	40,267,011	0.0205	40,817,737	404,055	-	404,055
ZEPHYR HEIGHTS	245,923	40,680,971	0.4879	41,067,172	8,419	-	8,419
ZEPHYR KNOLLS	1,314	53,425,082	0.0121	53,946,620	282,718	-	282,718
		11,504,611		11,540,572	1,396	-	1,396

****Includes the assessed values for the Town of Gardnerville
 *****NOTE: The Nevada Constitution limits the total ad valorem property tax levied to an amount not to exceed \$6.00 per \$100 of assessed valuation. NRS 361.453 (1) further limits the combined tax rate to \$3.84 per \$100 of assessed valuation. Pursuant to NRS 354.59611 (a), a 6% growth factor is applied to the allowed revenue base for the preceding fiscal year (column 2). Tax rates presented in column (4) are calculated based on the adjusted revenue base and represent rates that are necessary to generate the allowed revenue base for the subsequent fiscal year as displayed in column (5).

DOUGLAS FINAL PROPERTY TAX RATE CALCULATION FY 2023-24

ENTITY	(25) OTHER LEGISLATIVE INCREASES OUTSIDE REVENUE LIMITATION	(26) FY 2024 AD VALOREM MAKE-UP REVENUE NRS 364.59813	(27) TAX RATE INCREASE NEEDED TO FUND COL 26	(28) TOTAL REVENUE FROM LEGISLATIVE OVERRIDES	(29) TAX RATES FOR LEGISLATIVE OVERRIDES (28)/(14)	(30) FY 2024 TOTAL ALLOWED AD VALOREM REVENUE (12)+(16)+(28)	(31) FY 2024 TOTAL COMBINED TAX RATE (11)+(15)+(29)
DOUGLAS CO	189,000	17,782,247	0.3832	28,085,235	0.6052	82,023,952	1.3365
GARDNERVILLE	-	422,977	0.1430	422,977	0.1430	3,320,698	1.1227
GENOA	-	17,398	0.0849	17,398	0.0849	127,826	0.6244
MINDEN	-	571,830	0.2104	571,830	0.2104	3,889,543	1.3207
CRS-TRK WATER DO	-	38,171	0.0008	38,171	0.0008	159,541	0.0035
CC WTR SUBCONV DO	-	-	-	921,150	0.0300	921,150	0.0300
CAVE ROCK	-	27,894	0.0857	27,894	0.0857	129,714	0.3986
DO CO MOSQUITO	-	212,475	0.0074	212,475	0.0074	1,899,376	0.0869
***EAST FORK FIRE	-	2,680,755	0.0902	2,680,755	0.0902	25,527,897	0.8559
EAST FORK SWIM POOL	-	-	-	-	-	10,649,778	0.3578
ELK PNT SANITATION	-	-	-	-	-	5,296	0.0095
GARDNERVIL RANCHOS	-	1,227,578	0.3269	1,227,578	0.3269	5,547,245	1.4773
INDIAN HILLS	-	418,642	0.2325	418,642	0.2325	2,569,389	1.4267
KINGSBURY	-	820,684	0.2551	820,684	0.2551	1,610,279	0.5627
LAKERIDGE	-	26,636	0.0737	26,636	0.0737	55,718	0.1542
LOGAN CREEK	-	11,223	0.1295	11,223	0.1295	62,364	0.7197
MARLA BAY	-	83,905	0.1498	83,905	0.1498	104,065	0.1858
MND/GDNV SANITATION	-	-	-	-	-	2,734,547	0.4818
OLIVER PARK	-	46,876	0.3683	46,876	0.3683	122,500	0.9625
ROUND HILL	-	596,336	0.4425	596,336	0.4425	761,410	0.5650
SKYLAND	-	117,862	0.1035	117,862	0.1035	313,596	0.2754
TAHOE DO FIRE	-	6,290,354	0.4100	6,290,354	0.4100	21,946,184	1.4304
TAHOE DO SEWER	-	-	-	-	-	339,879	0.0407
TOPAZ RANCH	-	103,909	0.2546	103,909	0.2546	540,537	1.3243
ZEPHYR COVE	-	48,092	0.1122	48,092	0.1122	59,084	0.1414
ZEPHYR HEIGHTS	-	136,152	0.2529	136,152	0.2529	411,900	0.7650
ZEPHYR KNOLLS	-	4,953	0.0429	4,953	0.0429	61,836	0.5358

***NOTE: The Nevada Constitution limits the total ad valorem property tax levied to an amount not to exceed \$5.00 per \$100 of assessed valuation. NRS 361.453 (1) further limits the combined tax rate to \$3.64 per \$100 of assessed valuation. Pursuant to NRS 354.59811 (9), a 6% growth factor is applied to the allowed revenue base for the preceding fiscal year (column 2). Tax rates presented in column (4) are calculated based on the adjusted revenue base and represent rates that are necessary to generate the allowed revenue base for the subsequent fiscal year as displayed in column (6).

FINAL ESTIMATE - FISCAL YEAR 2023-24
 NRS 360.600 through NRS 360.740

	(1)	(2)	(3)	(4)	(5)
THE COUNTY OF DOUGLAS	CONSOLIDATED REVENUE	FY 23-24 BASE DISTRIBUTION	% OF FY 24 BASE ALLOCATION	MODIFIED FY 23-24 DISTRIBUTION	EXCESS DISTRIBUTION OR SHORTFALL
TOTAL REVENUE AVAILABLE TO DISTRIBUTE	31,089,164.85				
ENTERPRISE DISTRICTS					
DOUGLAS COUNTY SEWER IMPROVEMENT GID		137,984.42			
ELK POINT SANITATION GID		7,310.98			
MANDEN/GARDNERVILLE SANITATION GID		134,659.41			
TAHOE DOUGLAS SEWER IMPROVEMENT GID		437,670.34			
LOCAL GOVERNMENTS					
DOUGLAS COUNTY		16,434,529.53	0.5535		
GARDNERVILLE		395,163.27	0.0133		
GENOA		16,158.18	0.0005		
MANDEN		525,222.22	0.0177		
SPECIAL DISTRICTS					
CARSON-TRUCKEE WATER CONSERVANCY		35,811.66	0.0012		
CAVE ROCK GID		26,865.16	0.0009		
DOUGLAS MOSQUITO PROTECTION GID		197,459.43	0.0067		
EAST FORK FIRE PROTECTION		2,502,098.92	0.0843		
GARDNERVILLE RANCHOS GID		1,154,573.54	0.0389		
INDIAN HILLS GID		395,736.95	0.0133		
KINGSBURY GID		790,069.82	0.0266		
LAKERIDGE GID		25,459.14	0.0009		
LOGAN CREEK GID		10,911.96	0.0004		
MARLA BAY GID		79,276.19	0.0027		
OLIVER PARK GID		31,080.20	0.0010		
ROUND HILL GID		583,931.23	0.0197		
SKYL AND GID		112,086.81	0.0038		
TAHOE DOUGLAS FIRE PROTECTION		6,100,213.21	0.2054		
TOPAZ RANCH GID		98,305.10	0.0033		
ZEPHYR COVE GID		41,955.69	0.0014		
ZEPHYR HEIGHTS GID		130,513.76	0.0044		
ZEPHYR KNOLLS GID		4,777.80	0.0002		
TOTAL DOUGLAS COUNTY	30,409,834.92		1.0000	-	679,329.93

Please refer to 'NOTES' page (D-43) for information and assumptions.

FINAL ESTIMATE - FISCAL YEAR 2023-24
NRS 360.600 through NRS 360.740

	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
	POPULATION GROWTH FACTOR	ASSESSED VALUE GROWTH FACTOR	1 PLUS GROWTH FACTOR	COMBINED GROWTH AMOUNT (2) x (8)	PERCENTAGE GOV'T ENTITY TO TOTAL	EXCESS DISTRIBUTION	ESTIMATE FY 23-24 DISTRIBUTION	ESTIMATE MONTHLY FY 23-24 DISTRIBUTION
THE COUNTY OF DOUGLAS								
TOTAL REVENUE AVAILABLE TO DISTRIBUTE								
ENTERPRISE DISTRICTS								
DOUGLAS COUNTY SEWER IMPROVEMENT GID							137,984.42	11,498.70
ELK POINT SANITATION GID							7,310.98	609.25
MUNDEN/GARDNERVILLE SANITATION GID							134,659.41	11,221.62
TAHOE DOUGLAS SEWER IMPROVEMENT GID							437,670.34	36,472.53
LOCAL GOVERNMENTS								
DOUGLAS COUNTY	0.0177	0.0825	1.1003	18,082,335.77	0.5610	381,133.69	16,815,663.19	1,401,305.27
GARDNERVILLE	-0.0041	0.0926	1.0884	430,114.66	0.0133	9,065.82	404,229.10	33,685.76
GENOA	0.0020	0.0928	1.0949	17,691.17	0.0005	372.89	16,331.07	1,377.59
MUNDEN	0.0086	0.0985	1.1071	581,480.19	0.0180	12,256.26	437,478.48	44,789.87
SPECIAL DISTRICTS								
CARSON/RUCKER WATER CONSERVANCY								
CAVE ROCK GID	0.0839	0.0558	1.0839	38,815.29	0.0012	818.14	36,629.80	3,052.48
DOUGLAS MOSQUITO PROTECTION GID	0.0942	0.0558	1.0942	28,365.02	0.0009	597.87	27,463.03	2,288.59
EAST FORK FIRE PROTECTION	0.0935	0.0942	1.0935	216,061.03	0.0067	4,554.07	202,013.50	16,834.46
GARDNERVILLE RANCHOS GID	0.0812	0.0935	1.0812	2,736,161.79	0.0849	57,671.98	2,559,770.90	213,314.24
INDIAN HILLS GID	0.0812	0.0935	1.0812	1,248,293.72	0.0387	26,311.15	1,180,884.69	98,407.06
KINGSBURY GID	0.0757	0.0563	1.0757	425,706.31	0.0132	8,972.91	404,709.85	33,725.82
LAKERIDGE GID	0.0639	0.0563	1.0639	27,085.98	0.0259	17,590.03	807,659.85	67,304.99
LOGAN CREEK GID	0.0458	0.0639	1.0458	11,411.91	0.0004	570.91	26,030.05	2,169.17
MARLA BAY GID	0.0763	0.0458	1.0763	85,321.30	0.0026	240.54	11,182.50	929.38
OLIVER PARK GID	0.5332	0.0763	1.5332	47,666.76	0.0015	1,798.38	81,074.57	6,756.21
ROUND HILL GID	0.0458	0.0763	1.0458	11,411.91	0.0004	1,004.71	32,094.91	2,674.58
SKYLAND GID	0.0385	0.0458	1.0385	606,398.88	0.0188	12,781.49	596,712.72	49,726.06
TAHOE DOUGLAS FIRE PROTECTION	0.0693	0.0486	1.0693	119,850.52	0.0037	2,526.17	114,612.98	9,551.08
TOPAZ RANCHO GID	0.0486	0.0486	1.0486	6,396,505.15	0.1985	134,823.56	6,238,036.78	519,586.40
ZEPHYR COVE GID	0.0748	0.0486	1.0748	105,662.69	0.0033	2,227.13	100,592.22	8,577.69
ZEPHYR HEIGHTS GID	0.1171	0.0748	1.1171	46,869.74	0.0015	987.91	42,943.60	3,578.63
ZEPHYR KNOLLS GID	0.0608	0.0748	1.0608	138,449.39	0.0043	2,918.19	133,431.95	11,119.33
TOTAL DOUGLAS COUNTY	1.0541	0.0541	1.0541	51,036.22	0.0002	106.15	4,883.96	407.00
TOTAL DOUGLAS COUNTY	32,229,806.55				1.0000	679,329.93	31,089,164.85	2,590,763.74

Please refer to 'NOTES' page (D-43) for information and assumptions.

NOTES - CONSOLIDATED TAX DISTRIBUTION

Sales and use taxes have been estimated using several sources available to staff, such as in-state SCCRT collections by county, taxable sales by county and sales and use tax activity trends for the first six months of the fiscal year compared to activity during the second six months of the fiscal year. Staff has utilized data pertaining to the first six months of fiscal year 2022-23.

Column (2) is an estimate of the FY 2023-24 total distribution from the fund. In accordance with NRS 360.680, the base allocation for FY 2023-24 depends on the actual distribution for FY 2022-23. This amount will be available after the final FY 2022-23 distribution is made in August 2023.

Please remember that local governments are to use these projections as a guide and should take into account local economic conditions when preparing the budget.

"Modified" distribution, column (4), is present when the anticipated revenues from the consolidated taxes are less than the base distribution. In these cases, all revenues received will be distributed based on the percentages in column (3). Each local government will receive at least the year to date base distribution before any excess distributions are added.

Base monthly allocation is determined by dividing column (2) by 12. Given additional revenue is available, staff will calculate the excess distribution and add that result to the base monthly allocation.

Truckee Meadows Fire Protection District and Sierra Forrest Protection District have merged into one entity.

Key:

- BCCRT - Basic City County Relief Tax
- SCCRT - Supplemental City County Relief Tax
- RPTT - Real Property Transfer Tax
- GST - Government Services Tax

Unless indicated the percentage display: .0050 = .5% .1425 = 14.25%

Please contact the Administrative Services Division, Distributions and Statistics if you have any questions regarding the Consolidated Tax Distribution Program.
Mary Meyers (775) 684-2023

ASSESSED VALUATION
Data Base

	ASSESSMENT YEAR	ASSESSED VALUE	PERCENTAGE CHANGE	ASSESSED VALUE	PERCENTAGE CHANGE	ASSESSED VALUE	PERCENTAGE CHANGE	ASSESSED VALUE	PERCENTAGE CHANGE	ASSESSED VALUE	PERCENTAGE CHANGE
	19	20		21		22		23		24	
DOUGLAS CO	3,411,278,949	3,627,782,459	0.0615	3,753,169,274	0.0355	4,108,511,243	0.0733	4,440,574,983	0.0820	4,640,574,983	0.1283
GARDENVIEW	210,678,871	223,653,690	0.0612	228,244,394	0.0206	241,086,026	0.0718	256,776,397	0.0656	265,776,397	0.2258
GEORIA	13,904,084	15,154,943	0.0892	16,191,575	0.0713	18,405,683	0.1374	20,487,182	0.1131	22,487,182	0.1131
HINDEN	184,444,883	208,944,781	0.1320	216,971,261	0.0459	228,891,595	0.0549	271,792,513	0.1861	271,792,513	0.1378
CHRYSTAL WATER	3,289,781,148	3,603,961,987	0.0961	3,833,643,981	0.0631	3,974,115,973	0.0370	4,695,162,308	0.1837	4,695,162,308	0.1811
CAVE ROCK GID	25,795,079	26,043,431	0.0091	27,598,598	0.0588	28,899,145	0.0482	32,540,607	0.1267	32,540,607	0.0857
DO CO SEWER #1	238,083,942	247,115,239	0.1085	258,198,694	0.0459	266,750,910	0.1083	310,211,988	0.2018	310,211,988	0.1500
DO MOSQUITO	2,094,734,115	2,174,901,459	0.0387	2,274,777,645	0.0469	2,500,179,453	0.1004	2,883,390,391	0.1500	2,883,390,391	0.1500
EAST FORK FIRE	42,591,109	48,888,510	0.1483	47,248,248	0.0452	2,892,427,970	0.0452	2,892,427,970	0.0885	2,892,427,970	0.1605
EAST PNT SANITATION	261,453,478	301,135,733	0.1508	308,498,888	0.0244	51,081,889	0.0807	55,746,882	0.0918	55,746,882	0.0918
GARDENVIEW RANCHOS	132,687,688	144,465,899	0.0892	149,643,356	0.0360	162,417,396	0.0893	170,096,893	0.1163	170,096,893	0.1163
MOON HILLS GID	254,678,389	287,121,170	0.1280	302,460,411	0.0499	32,673,513	0.0290	37,649,025	0.1521	37,649,025	0.1088
LONGSBURY GID	281,293,047	29,070,164	0.0466	7,354,108	0.0272	294,444,682	0.0403	321,716,048	0.0871	321,716,048	0.0828
LOGAN CREEK GID	7,282,221	7,854,108	0.0466	7,359,899	0.0099	7,927,109	0.0061	39,125,578	0.0714	39,125,578	0.0931
MARLA BAY GID	42,800,231	49,200,216	0.1508	48,591,101	0.0181	60,610,081	0.0815	65,988,986	0.0871	65,988,986	0.0821
WILDGOWN SANIT	381,605,130	431,741,435	0.1316	458,453,105	0.0619	479,588,620	0.0579	507,588,910	0.0622	507,588,910	0.1825
OLIVER PARK GID	23,293,767	30,150,823	0.2530	44,894,438	0.0391	65,027,866	0.0718	65,027,866	0.2412	65,027,866	0.2092
ROUND HILL GID	118,354,072	117,880,941	0.0041	118,138,694	0.0114	128,228,590	0.0855	134,754,689	0.0515	134,754,689	0.0875
SERRA FIRE	88,087,311	93,348,178	0.0591	94,109,836	0.0265	102,830,782	0.0917	113,666,021	0.1086	113,666,021	0.1106
STYLAND GID	1,316,470,846	1,299,104,103	0.0274	1,409,869,132	0.0839	1,817,409,473	0.0941	1,934,233,583	0.0680	1,934,233,583	0.0711
TAYLOR DO SENIER	851,474,188	778,775,331	0.0916	699,542,063	0.1816	755,188,520	0.0894	859,156,889	0.1385	859,156,889	0.2884
TOPAZ RANCH GID	31,118,647	32,458,258	0.0431	32,677,351	0.0061	35,805,713	0.0987	40,817,737	0.1444	40,817,737	0.1444
ZEPHYR COVERED	25,341,640	29,891,827	0.1774	31,533,333	0.1389	35,208,905	0.1184	41,087,172	0.1684	41,087,172	0.1684
ZEPHYR HEIGHTS GID	42,847,482	44,210,733	0.0320	44,894,438	0.0148	49,621,285	0.1018	53,846,520	0.0882	53,846,520	0.0882
ZEPHYR INOLLS GID	9,187,056	9,470,915	0.0338	9,580,410	0.0287	10,515,739	0.1066	11,540,972	0.0989	11,540,972	0.0975

NOTE: SERRA FOREST FIRE WAS WHOLLY ABSORBED BY EAST FORK FIRE DISTRICT EFFECTIVE 7/1/2008.

ELKO CO	1,822,943,632	2,096,459,744	0.1501	2,096,459,744	0.0735	2,096,159,591	0.0001	2,176,523,486	0.0383	2,398,422,912	0.1009
CARLIN	37,913,422	40,120,524	0.0041	40,120,524	0.0582	38,979,577	0.0037	41,395,768	0.0249	45,431,134	0.0844
ELKO	565,598,114	635,979,218	0.0610	635,979,218	0.1234	614,304,314	0.0332	639,781,480	0.0317	713,843,841	0.1285
WELLS	31,274,284	36,097,272	0.1530	36,097,272	0.1642	32,977,164	0.0864	34,321,987	0.0408	37,929,175	0.1049
WEST WINDOVER	145,164,702	147,335,028	0.0150	145,801,734	0.0150	145,801,734	0.0235	145,788,932	0.0152	165,181,846	0.1330
JACROFT	25,820,248	28,705,449	0.1117	27,023,387	0.1117	27,023,387	0.0387	28,823,246	0.0388	32,842,311	0.1019
MOUNTAIN CITY	1,944,673	2,051,239	0.0564	2,051,239	0.0547	2,050,781	0.0071	2,088,476	0.0181	2,280,081	0.1019
ELKO CONWARRANTOR	1,896,109	2,121,346	0.1217	2,121,346	0.0817	2,194,008	0.0343	2,339,337	0.0659	2,477,179	0.0684
ELKO TV	1,209,855,171	1,428,473,070	0.1804	1,428,473,070	0.1886	1,434,443,319	0.0042	1,475,542,319	0.0293	1,649,554,479	0.1172
EMERALDA	66,826,114	75,182,889	0.1303	72,824,478	0.0303	72,824,478	0.0019	76,587,612	0.0379	80,114,347	0.1383
GOLDFIELD	6,891,515	7,114,008	0.0480	7,114,008	0.0832	7,019,247	0.0139	7,178,419	0.1078	8,223,629	0.1359
SILVER PEAK	3,823,851	8,540,316	0.0925	8,540,316	0.7095	8,792,158	0.3423	13,055,590	0.4943	20,823,677	0.6882

ADMINISTRATIVE SERVICES DIVISION, 3/15/23

POPULATION DATA BASE

	JULY 17- FY19/19		JULY 18- FY19/20		JULY 18- FY20/21		JULY 20- FY21/22		JULY 21- FY22/23		JULY 22- FY23/24		3 YEARS NEGATIVE	6 YEAR AVERAGE
	POPULATION	PERCENT CHANGE	POPULATION	PERCENT CHANGE	POPULATION	PERCENT CHANGE	POPULATION	PERCENT CHANGE	POPULATION	PERCENT CHANGE	POPULATION	PERCENT CHANGE		
DOUGLAS CO	48,899	0.0159	49,078	0.0159	49,637	0.0085	49,082	(0.0089)	49,981	0.0118	50,674	0.0807		0.5177
GARDENVILLE	5,893	0.0318	5,974	0.0318	6,058	0.0275	5,833	(0.0179)	6,198	0.0430	6,533	0.1059		(0.0041)
GENOA	219	0.0282	219	0.0282	220	0.0088	218	(0.0089)	219	(0.0249)	215	0.0094		0.0089
MINDEN	3,191	0.0246	3,278	0.0246	3,293	0.0089	3,294	0.0003	3,480	0.0565	3,323	(0.0389)		0.0088
CBS-TRK WATER														
CAVE ROCK GID														
*DO CO SEWER #1														
DO MOSQUITO														
EAST FORK FIRE														
*ELK PNT SANITATION														
GARDENWILL RANCH-OS														
INDIAN HILLS GID														
KINGSBURY GID														
LAGENBERG GID														
LOGAN CREEK GID														
MARLA BAY GID														
*MIDWINTER/SAINT														
OLIVER PARK GID														
ROUND HILL GID														
SERRA FIRE														
SKYLAND GID														
TAYLOR DD FIRE														
*TAYLOR DD SEWER														
TOPAZ RANCH GID														
ZEPHYR COVE#2														
ZEPHYR HEIGHTS GID														
ZEPHYR KNOLLS GID														

BASE CALCULATION

	PROJECTED FY 23 ALLOCATION	2022 CPI 0.0360	FY 24 BASE ALLOCATION	FY 24 BASE MONTHLY ALLOCATION
THE COUNTY OF DOUGLAS				
ENTERPRISE DISTRICTS				
DOUGLAS COUNTY SEWER IMPROVEMENT GID	137,984.42		137,984.42	11,498.70
ELK POINT SANITATION GID	7,310.98		7,310.98	609.25
MINDEN/GARDNERVILLE SANITATION GID	134,658.41		134,658.41	11,221.62
TAHOE DOUGLAS SEWER IMPROVEMENT GID	437,670.34		437,670.34	36,472.53
LOCAL GOVERNMENTS				
DOUGLAS COUNTY	15,863,445.49	0.0360	16,434,528.53	1,369,544.13
GARDNERVILLE	381,431.73	0.0360	395,163.27	32,930.27
GENOA	15,586.70	0.0360	16,158.18	1,346.52
MINDEN	506,971.25	0.0360	525,222.22	43,788.52
SPECIAL DISTRICTS				
CARSON-TRUCKEE WATER CONSERVANCY	34,567.24	0.0360	35,811.66	2,984.31
CAVE ROCK GID	25,931.62	0.0360	26,865.16	2,238.76
DOUGLAS MOSQUITO PROTECTION GID	190,597.91	0.0360	197,459.43	16,454.95
EAST FORK FIRE PROTECTION	2,415,153.40	0.0360	2,502,098.92	208,508.24
GARDNERVILLE RANCHOS GID	1,114,453.22	0.0360	1,154,573.54	98,214.46
INDIAN HILLS GID	381,985.47	0.0360	395,736.95	32,978.08
KINGSBURY GID	762,616.66	0.0360	790,069.82	65,839.15
LAKERIDGE GID	24,574.46	0.0360	25,459.14	2,121.60
LOGAN CREEK GID	10,532.78	0.0360	10,911.96	909.33
MARLA BAY GID	76,521.42	0.0360	79,276.19	6,606.35
OLIVER PARK GID	30,008.85	0.0360	31,090.20	2,590.85
ROUND HILL GID	563,640.18	0.0360	583,931.23	48,660.94
SKYLAND GID	108,191.80	0.0360	112,086.81	9,340.57
TAHOE DOUGLAS FIRE PROTECTION	5,888,236.89	0.0360	6,100,213.21	508,351.10
TOPAZ RANCH GID	94,889.09	0.0360	98,305.10	8,192.09
ZEPHYR COVE GID	40,487.77	0.0360	41,956.66	3,496.31
ZEPHYR HEIGHTS GID	125,978.53	0.0360	130,513.76	10,876.15
ZEPHYR KNOLLS GID	4,811.78	0.0360	4,777.80	398.15
TOTAL DOUGLAS COUNTY	29,378,069.29		30,409,834.62	2,534,152.91
total w/out enterprise	28,660,434.14			

ADMINISTRATIVE SERVICES DIVISION, 3/15/23

CPI Calculation

5 year average	2022	2021	2020	2019	2018
3.6%	<input type="text" value="8.0%"/>	4.7%	1.2%	1.8%	2.4%

All Urban Consumers - (CPI-U) All Items

*Use average % change year over year from <http://www.bls.gov/cpi/#tables>

MEMO TO: Mitch Dion, General Manager

FROM: Brandon Garden, Utility Operations Superintendent

SUBJECT: Operations Report for the meeting of March 21, 2022

Station 1	346 Eugene Dr.
Station 2	169 Terrace View
Station 3	176 Buchanan
Station 4	314 Andria
Station 5	403 Kimberly Brooke
Tank 6	481 Kimberly Brooke
Station 7	698 Kingsbury Grade
Tank 10 A&B	1640 Black Bear Run

Leaks Repaired - 0

Turn On/Offs - 9

Profiles/Leak Detects/Frozen Meters - 4

Escrow Reads/Meter Re-Reads - 13

Inspections - 2

UTILITY OPERATIONS:

Daily operations for all crew members has been related to weather response, snow removal, drain clearing, and multiple instances of isolating service lines for structurally compromised homes throughout the district while still maintaining our daily responsibility to provide water service and sanitary sewer collections. Our response to these activities has been prudent and priority is based on severity of the issue at hand.

Coordinated efforts to provide sandbag location on Andria at Station 4

A sampling violation was received for February because 6 coliform samples were taken instead of 8, due to weather and February being a short month. The violation will be rescinded once the required number of samples are taken in March.

On two separate occasions the District's water service line feeding 135 & 131 Aspen Way was found to be frozen. The crew thawed the line both times.

Byran Moss and I have been working on connection permit plan reviews. Many have been approved for customers wanting to begin work at the beginning of the dig season. More information has been requested from applicants that did not supply proper information.

Crew continues to monitor the sump pump at 357 Terrace View Street daily.

Supply purchases have been made for treatment chemicals and maintenance supplies.

VEHICLES and EQUIPMENT:

Engine block heater was replaced on the stand-by generator at Station 7

Small engine maintenance has started and is ongoing.

TRAINING:

All utility personnel attended monthly safety meeting. Shane Mortensen and Joe Esenarro attended the Nevada Rural Water Association annual conference.

PROJECTS:

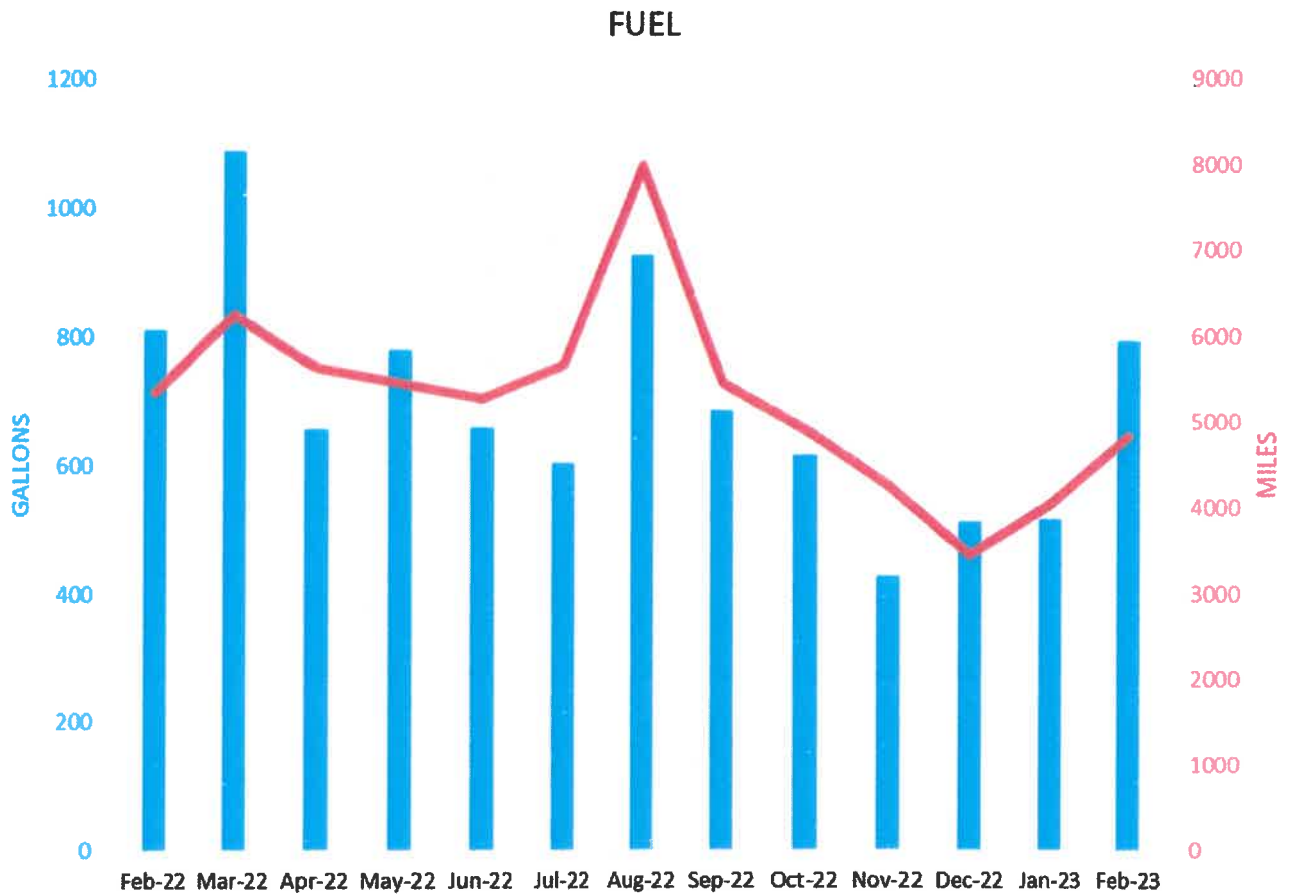
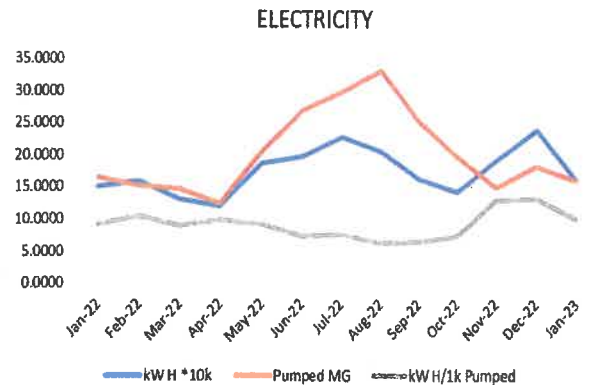
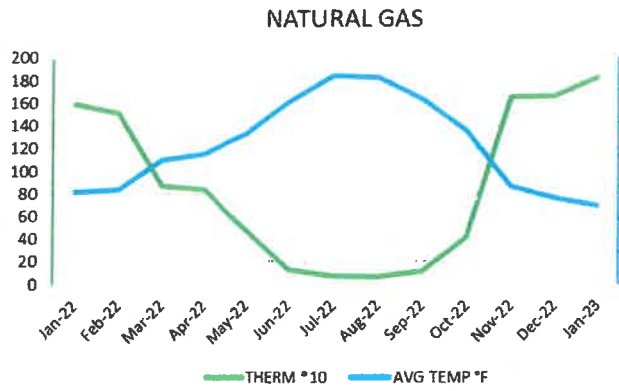
Met with Dowl Engineering on site at Palisades Lift Station to discuss project requirements.

Follow up meeting to discuss Market Street Lift Station was held with Dowl.

WATERLOSS:

Month/ Yr	Finished Water	Plus Water From EWC	Plus Water From RHGID	Less Water To EWC	Net Water	Billed Water Cons	Water Loss	% Water Loss	Raw Water	Net Raw Water	Loss/Gain	% Water Loss
YEAR												
Jan-23	18,172,500	0	18,000	29,826	18,160,674	13,641,521	4,519,153	25%	15,060,000	15,048,174	1,406,653	9%
Feb-23	15,992,800	23,734	29,000	11,948	16,033,586	13,027,960	3,005,626	19%	14,230,000	14,270,786	1,242,826	9%
Mar-23					0		0	#DIV/0!		0	0	#DIV/0!
Apr-23					0		0	#DIV/0!		0	0	#DIV/0!
May-23					0		0	#DIV/0!		0	0	#DIV/0!
Jun-23					0		0	#DIV/0!		0	0	#DIV/0!
Jul-23					0		0	#DIV/0!		0	0	#DIV/0!
Aug-23					0		0	#DIV/0!		0	0	#DIV/0!
Sep-23					0		0	#DIV/0!		0	0	#DIV/0!
Oct-23					0		0	#DIV/0!		0	0	#DIV/0!
Nov-23					0		0	#DIV/0!		0	0	#DIV/0!
Dec-23					0		0	#DIV/0!		0	0	#DIV/0!
TOTAL	34,165,300	23,734	47,000	41,774	34,194,260	26,669,481	7,524,779	22%	29,290,000	29,318,960	2,649,479	9%
Month/ Yr	Finished Water	Plus Water From EWC	Plus Water From RHGID	Less Water To EWC	Net Water	Billed Water Cons	Water Loss	% Water Loss	Raw Water	Net Raw Water	Loss/Gain	% Water Loss
YEAR												
Jan-22	16,459,800	19,430	13,000	0	16,492,230	13,056,719	3,435,511	21%	14,120,000	14,152,430	1,095,711	8%
Feb-22	15,252,000	24,172	46,000	22,366	15,299,806	11,449,959	3,849,847	25%	13,320,000	13,367,806	1,917,847	14%
Mar-22	14,649,000	22,126	23,000	43,712	14,650,414	11,377,500	3,272,914	22%	13,000,000	13,001,414	1,623,914	12%
Apr-22	12,287,800	24,994	39,000	0	12,351,794	9,335,652	3,016,142	24%	10,790,000	10,853,994	1,518,342	14%
May-22	20,528,300	19,078	17,000	26,310	20,538,068	17,492,537	3,045,531	15%	18,030,000	18,039,768	547,231	3%
Jun-22	26,875,600	0	151,000	20,026	27,006,574	24,012,577	2,993,997	11%	24,440,000	24,570,974	558,397	2%
Jul-22	29,844,200	21,582	96,000	0	29,961,782	27,115,330	2,846,452	10%	28,350,000	28,467,582	1,352,252	5%
Aug-22	33,138,200	0	116,000	42,736	33,211,464	28,645,898	4,565,566	14%	29,590,000	29,663,264	1,017,366	3%
Sep-22	25,157,400	0	100,000	0	25,257,400	21,765,104	3,492,296	14%	21,750,000	21,850,000	84,896	0%
Oct-22	19,724,500	0	98,000	0	19,822,500	15,911,811	3,910,689	20%	16,930,000	17,028,000	1,116,189	7%
Nov-22	14,872,700	0	23,000	16,666	14,879,034	11,403,263	3,475,771	23%	13,260,000	13,266,334	1,863,071	14%
Dec-22	24,451,100	179,860	19,000	133,878	24,516,082	20,814,241	3,701,841	15%	22,530,000	22,594,982	1,780,741	8%
TOTAL	253,240,600	311,242	741,000	305,694	229,471,066	212,380,591	41,606,557	18%	226,110,000	226,856,548	14,475,957	6%

ENERGY USAGE:



MEMO TO: Mitch Dion, General Manager
FROM: Judy Brewer, Administrative & Human Resource Supervisor
SUBJECT: Status Report for the meeting of March 21, 2023

Rental Properties

- 160 Pineridge is vacant, and all tenants are gone.
- Minimal exterior landscape work was done in 2022, considerable work should be completed next Spring to restore the site. Repairs to the large sign, irrigation work and restoration of landscaped areas all are needed
- Awaiting proposal from the Property Manager to fix roof leaks in 298 Bldg
- Reviewing the level of custodial support and performance at 298 Kingsbury rentals

Miscellaneous

- Continued effort to collect large past due accounts
- Distributed RFQ's for auditing services and replacement of water main
- Reviewing and updating routine forms and customer facing documents to reflect service-oriented tone and eliminate repetitive messaging
- Updating KGID Website as needed

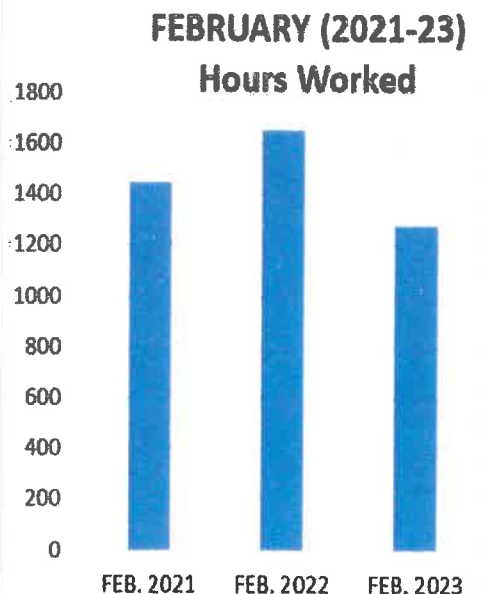
Human Resource

- Placed an ad for a Water Distribution and/or Treatment Utility Operator (Applications accepted till 3/22/23)
- Updating internal procedures and safety manual (many dated 2002)
- Minor revision to the personnel manual to reflect 9/80 schedule for time keeping and holidays
- Revising labor and productivity measurements and reporting
- Enrolling new Employee in Pers/Insurance/Union etc.
- Researching how to provide a smooth payroll transition to be bi-weekly

General Information

- Admin. staff accepting numerous calls regarding snow removal issues, trying to keep customers at bay
- Writing recommended revision to procedures to avoid shut off notices for accounts with nominal balance due
- Developing refund policy for balances with diminutive amounts. Evaluating cost effective alternatives to checks
- Conducting an audit on all outstanding permits that we currently have
- Followed up with Douglas County regarding information needed for VHR's, next step is to note in Springbrook

Feb-22			Feb-23		
REQUEST CODE:	COUNT:	AMOUNT:	REQUEST CODE:	COUNT:	AMOUNT:
OFF/ON	8	414.00	OFF/ON	0	
LEAK	1		LEAK	0	
INSPECTION	7		INSPECTION	0	
ONCALL	0		ONCALL	4	432.50
PROFILE	2		PROFILE	1	
OFF	9	1,125.00	OFF	8	865.00
ESCROW	17	850.00	ESCROW	4	200.00
ON	12	400.00	ON	5	350.00
FROZEN	2	50.00	FROZEN	2	100.00
REREAD	4		REREAD	0	
UPC	1		UPC	0	
NEW	3		NEW	0	
PLUM	1	100.00	QUALITY	0	
REPAIR	1	61.25	REPAIR	2	336.50
TOTAL		3,000.25	TOTAL		2,284.00





MEMORANDUM

TO: Mitchell S. Dion, General Manager, Kingsbury GID
FROM: Matt Van Dyne, PE, Sr. Project Manager, DOWL
DATE: March 14, 2023
SUBJECT: Engineering Report for the Meeting of March 21, 2023

GENERAL

- Assisted with general service request items and general correspondence.
- Water treatment plant meter mag calibration correspondence to alleviate discrepancies.
- System water loss calculation.

PROJECTS

Task Order #33: Tahoe Beach Club Management/Observation Services

- Performed a plan review and provided comments for a modification to the Phase 2 development design.

Task Order #53: 2021 Waterline and Road Improvement Project

- Update of KGID's GIS with the record drawing information is taking place.

Task Order #54: Sewer Master Plan

- Technical Memos #1, #2, #3, and #4 have been submitted to Kingsbury GID for review and comment. Comments have been received for TMs 2-4 and are being finalized.
- Work is underway for a draft Technical Memo #5 (Capital Planning).

Task Order #59: FY23 GIS On-Call

- Engaging with Kingsbury GID for on-call GIS support, as requested.

Task Order #60: Survey Support for FY23 – FY 25 Water Main and Road Improvement Projects

- FY23: Andria and Barrett (West)
 - Tasks complete for design.
- FY 24-25 efforts will commence once site conditions allow (no snow).

Task Order #61: FY23 Water Main and Road Improvement Project

- Comments from NDEP-BSDW received, incorporated, and re-submitted for permit approval.
- The material procurement was awarded to Western Nevada Supply. Contracting is complete and submittal processing is underway.
- Construction bids were due on March 10th; however, no bids were received.
 - DOWL is seeing low number of bids on many public works projects. RHGID had zero bids on a sewer project in February. Qualified contractors are busy, and the long winter has shut down projects throughout the valley areas, which is pushing schedules back into the summer. The Tahoe Basin Grading Season KGID is constrained by presents additional challenges and influences to bidding projects and contractor availability.

MEMORANDUM

- Review and discussion with the General Manager, this project is being re-bid. The bid period will begin March 20th, bids due April 10th, and hopeful award to a contractor at the April 18th Board Meeting.

Task Order #62: Palisades Sewer Lift Station Rehabilitation Project

- A kickoff site visit meeting was rescheduled for March 7th due to weather.
- Preliminary preparation of plans and specifications has begun and will be provided to KGID for review and comment by the end of March.

Task Orders on Agenda

- #63: Market Street Lift Station Preliminary Alternatives Evaluation and 15% Design