



Invoice # 240811FWD

August 12, 2024

Bill To

Forestville Water District
6530 Maribel Road, Forestville, CA 95436
(707) 887-1551

For

Management Contract Services

Item Description	Hours	Rate	Amount
Management Contract Services July 12, 2024 - August 11, 2024			
Management of District	136	\$110.00	\$14,960.00
Board Meeting and Agenda Preparation			
Meetings with Board President and Members			
Meetings with Staff			
Recruitment Tasks			
Coordination and Meetings with Graton CSD			
Review of Engineering and Operations			
Budget and Bylaws Committee Meetings			
FY 2024-25 Budget Preparation Activities			
Field Review of District Facilities			
Total Invoiced Amount			\$14,960.00

Thank you

Dates	Hours	Description of Activity
7/12/2024	8	Assessment/Management of District operations and administration
Weekly Total	8	
7/15/2024	0	Chad out of Office - Not billable to FWD
7/16/2024	8	Assessment/Management of District operations and administration/Finance and Accounting Program Dev
7/17/2024	8	Assessment/Management of District operations and administration
7/18/2024	8	Meeting with Finance Consultant and DDW Inspection of Distribution System
7/19/2024	8	Assessment/Management of District operations and administration
Weekly Total	32	
7/22/2024	0	Chad out of office - Not billable to FWD
7/23/2024	8	Assessment/Management of District operations and administration
7/24/2024	8	Assessment/Management of District operations and admin/Meeting with Attorney and Board President
7/25/2024	8	Assessment/Management of District operations and admin/QB Development
7/26/2024	8	Assessment/Management of District operations and administration
Weekly Total	32	
7/29/2024	0	Chad out of office - Not billable to FWD
7/30/2024	8	Payroll Chart of Acct Development/Assessment of operations and admin/Monthly Drought Report Prep
7/31/2024	8	Establishment of District Asset Values/Beacon AMR Meeting
8/1/2024	8	Work with Staff to develop Payroll Module in QB
8/2/2024	8	LRO Duties and District Assessment
Weekly Total	32	
8/5/2024	0	Chad out of office - Not billable to FWD
8/6/2024	8	Board Meeting Preparation/Ops and Admin function assessment
8/7/2024	8	Board Meeting Preparation/Ops and Admin function assessment
8/8/2024	8	Board Meeting Preparation/Ops and Admin function assessment
8/9/2024	8	Board Meeting Preparation/Ops and Admin function assessment
Weekly Total	32	
Total Monthly	136	