

REDWOOD VALLEY COUNTY WATER DISTRICT BOARD OF DIRECTORS
REGULAR MEETING AGENDA

Time: 5:00 p.m.

Date: Thursday, March 15, 2018

Location: District Office, 151 Laws Ave, Ukiah, CA

All items listed below are considered action items unless otherwise noted.

1. Roll Call
2. Comments or Questions from the Attending Public
See end of Agenda for information regarding public comments.
3. Consider Hearing of Urgent Items Received since the Agenda was Posted
See end of Agenda for information regarding the hearing of urgent items.
4. Acceptance of Agenda
5. Approval of Consent Calendar
 - A. Financial Reports
6. Approval of Meeting Minutes from February 15, 2018 Regular Meeting
7. Action Items
 - A. Consider Policy 18-01 – Payment Accruals for Fire Affected Customers
 - B. Consider Policy 18-02 – Reserved Allocations Policy
 - C. Consider Single Meter Relocation – 1925 to 1931 Mountain View Lane
8. General Manager Report
 - A. Report on FEMA and CalOES Efforts Related to Fire Recovery
 - B. Report on Upper Russian River Water Agency and Consolidation Activities
 - C. Report on SGMA Groundwater Sustainability Agency Activities
9. Report of Attendance at Agency Meetings
10. Consider Attendance at Seminars, Training Events and Conferences
11. Closed Session – Conference with Legal Counsel per Govt. Code Section 54956.9(b) – Anticipated Litigation
12. Board Member Comments
13. Adjournment

POSTED: March 9, 2018

Public Comments

Comments on a matter not on the agenda are limited to three (3) minutes per person and not more than ten (10) minutes for a particular subject. No action will be taken.

Urgent Items

In accordance with Section 54954.2 (b)(2) of the Government Code Brown Act, Two-thirds Vote Required for Action Items.

ADA Compliance

The Redwood Valley County Water District complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. To assist us in better understanding your request, please notify the District Office no less than 3 working days in advance of the meeting by calling (707) 485-0679.

Redwood Valley County Water District
Check Detail
 February 2018

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	12472	02/01/2018	Tamara Alaniz	GM Services January 2018	1000 · Cash - General ...		-4,980.00
				gl#5501.5 General Manager Contract labor	5501.5 · Management ...	-4,980.00	4,980.00
TOTAL						-4,980.00	4,980.00
Check	12473	02/01/2018	Primex	Invoice #CD99294871	1000 · Cash - General ...		-18,000.00
				gl#5699 record drawings for Tomki Site	5699 · 2017 Fire expen...	-2,000.00	2,000.00
				gl#5699 Tomki Booster pump station plc & oit programing	5699 · 2017 Fire expen...	-12,000.00	12,000.00
				gl#1845 Record drawings for valve valut site	1845 · Master Valve @...	-2,000.00	2,000.00
				gl#5130 record drawings for RWPS site	5130 · Repairs & Maint...	-2,000.00	2,000.00
TOTAL						-18,000.00	18,000.00
Check	12474	02/01/2018	U.S. Bank Corpora...	Statement 1/22/18 #4246 0445 5565 3629	1000 · Cash - General ...		-336.15
				gl#5644 Seakay Internet	5644 · Repairs - Comp...	-105.00	105.00
				gl#5660 ATT phone	5660 · Telephone - G &...	-168.53	168.53
				gl#5610 Certified mail	5610 · Postage & Deliv...	-7.29	7.29
				gl#5600 pens, post-it, staple removal, purell	5600 · Office Supplies -...	-55.33	55.33
TOTAL						-336.15	336.15
Check	12475	02/01/2018	Calpella County W...	Invoice 87	1000 · Cash - General ...		-2,952.28
				gl#5000 Invoice #87 1/31/18	5000 · Water Purchases	-2,952.28	2,952.28
TOTAL						-2,952.28	2,952.28
Check	12476	02/01/2018	Millview County W...	Invoice #32 1/30/18	1000 · Cash - General ...		-7,376.00
				gl#5000 Invoice #32 1/30/18	5000 · Water Purchases	-7,376.00	7,376.00
TOTAL						-7,376.00	7,376.00

9:30 AM

03/12/18

Redwood Valley County Water District Check Detail February 2018

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	12477	02/01/2018	Pace Supply Corp.	Statement 1/25/18	1000 · Cash - General ...		-7,666.19
				gl#5346 6" 2-way altitude valve	5346 · Repairs & Maint...	-6,878.96	6,878.96
				gl#5342 #024291652 gaskets	5342 · Repairs & Maint...	-14.50	14.50
				gl#5340 #024305553 couplings, pvc pipe	5340 · Domestic Main ...	-120.08	120.08
				gl#5650 #024306439/8/18 hose extension, test plugs	5650 · Small Tools & E...	-95.95	95.95
				GL#5340 #024312128 1/10/18 Gav nipples, gate valve, PVC...	5340 · Domestic Main ...	-397.23	397.23
				gl#5342 Concrete lid	5342 · Repairs & Maint...	-48.66	48.66
				gl#1824 #024335864 1/24/18 pvc couplings, nipples, bushing...	1824 · Domestic Distrib...	-110.81	110.81
TOTAL						-7,666.19	7,666.19
Check	12478	02/06/2018	ICMA-RC- 303129	Confirmation #41561049	1000 · Cash - General ...		-600.00
				#41561049 deferred comp 1/19/18 pay date	2195 · Section 457 Plan	-600.00	600.00
TOTAL						-600.00	600.00
Check	12479	02/06/2018	El Dorado Printing	Invoice #A76628 & A76755	1000 · Cash - General ...		-1,152.66
				gl#5620 Invoice #A76628 & A76755	5620 · Printing - G & A	-1,152.66	1,152.66
TOTAL						-1,152.66	1,152.66
Check	12480	02/06/2018	R.V. Gas Station &...	Statement 2/1/18	1000 · Cash - General ...		-152.24
				gl#5690 Statement 3/1/18	5690 · Vehicle Expens...	-152.24	152.24
TOTAL						-152.24	152.24
Check	12481	02/06/2018	Tri-Cities Answeri...	Invoice #180100205101	1000 · Cash - General ...		-86.60
				gl#5660 Invoice #180100205101 2/1/18	5660 · Telephone - G &...	-86.60	86.60
TOTAL						-86.60	86.60
Check	12482	02/06/2018	Waste Management	Invoice #2725893-2561-7	1000 · Cash - General ...		-62.18
				gl#5680 #2725893-2561-7	5680 · Utilities - G & A	-62.18	62.18
TOTAL						-62.18	62.18

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Redwood Valley County Water District
Check Detail
 February 2018

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	12483	02/06/2018	State Compensati...	#9017037-17	1000 · Cash - General ...		-565.25
				gl#5564 State comp insurance	5564 · State Comp. Ins...	-565.25	565.25
TOTAL						-565.25	565.25
Check	12484	02/06/2018	Valley Auto Center...	Invoice #275089	1000 · Cash - General ...		-146.40
				gl#5695 Invoice #275089 1/24/18	5695 · Maintenance Ve...	-146.40	146.40
TOTAL						-146.40	146.40
Check	12485	02/06/2018	Deep Valley Security	Invoice #325526 2/1/18	1000 · Cash - General ...		-52.95
				gl#5685 Invoice #325526 2/1/18	5685 · Property securit...	-52.95	52.95
TOTAL						-52.95	52.95
Check	12486	02/06/2018	Willow Count Wat...	Invoice #41 1/31/18	1000 · Cash - General ...		-21,297.67
				gl#5501 Invoice #41	5501 · Management Ex...	-21,084.17	21,084.17
				gl#5365 Invoice #2308702 supplies for tank maintenance	5365 · Tank Maintenance	-213.50	213.50
TOTAL						-21,297.67	21,297.67
Check	12487	02/06/2018	B & B Industrial S...	Statement 1/31/18	1000 · Cash - General ...		-31.94
				gl#5650 Statement 1/31/18	5650 · Small Tools & E...	-31.94	31.94
TOTAL						-31.94	31.94
Check	12488	02/06/2018	Alpha Analytical L...	Statement 1/31/18	1000 · Cash - General ...		-480.00
				gl#5250 Statement 1/31/18	5250 · Water Analysis -...	-480.00	480.00
TOTAL						-480.00	480.00
Check	12489	02/07/2018	McMaster-Carr Su...	Invoice #53970619	1000 · Cash - General ...		-36.76
				gl#5650 Invoice #53970619 1/11/18	5650 · Small Tools & E...	-36.76	36.76
TOTAL						-36.76	36.76

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Redwood Valley County Water District
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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	12490	02/08/2018	Adam Quihuis	Closing bill refund for 12947 Tomki Road	1000 · Cash - General ...		-40.27
				gl 2240 Tenant deposit refund for	2240 · Tenant Deposits	-40.27	40.27
TOTAL						-40.27	40.27
Check	12491	02/12/2018	Luhdorff & Scalma...	Invoice #33583 1/28/18	1000 · Cash - General ...		-3,319.00
				gl#5699 Invoice #33583 1/28/18	5699 · 2017 Fire expen...	-3,319.00	3,319.00
TOTAL						-3,319.00	3,319.00
Check	12492	02/12/2018	County of Mendoc...	Invoice #2018-1210-020 2/7/18	1000 · Cash - General ...		-200.00
				gl#5500 Invoice #2018-1210-020 2/7/18	5636 · Professional Fe...	-200.00	200.00
TOTAL						-200.00	200.00
Check	12493	02/12/2018	Graham Backflow ...	Invoice #69 1/27/18	1000 · Cash - General ...		-10,720.00
				gl#69 1/27/18	5430 · Backflow Preve...	-10,720.00	10,720.00
TOTAL						-10,720.00	10,720.00
Check	12494	02/12/2018	Verizon	Invoice #9800828927	1000 · Cash - General ...		-50.08
				gl#5644 Invoice #9800828927	5644 · Repairs - Comp...	-50.08	50.08
TOTAL						-50.08	50.08
Check	12495	02/12/2018	Eureka Oxygen Co...	Statement 1/31/18 acct#10063555	1000 · Cash - General ...		-109.79
				gl#5650 Invoice #U152135	5650 · Small Tools & E...	-32.01	32.01
				gl#5365 #U151948 tank maintenance repair	5365 · Tank Maintenance	-31.70	31.70
				gl#U152298 refill acetylene	5650 · Small Tools & E...	-46.08	46.08
TOTAL						-109.79	109.79
Check	12496	02/12/2018	McMaster-Carr Su...	Invoice #55561530 2/2/18	1000 · Cash - General ...		-71.59
				gl#5650 Invoice #55561530 2/2/18	5650 · Small Tools & E...	-71.59	71.59
TOTAL						-71.59	71.59

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Redwood Valley County Water District
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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	12497	02/12/2018	Jeanette Wise	Invoice 2/9/18 1/18/18 Board Meeting	1000 · Cash - General ...		-125.00
				gl#5500 Invoice 2/9/18	5500 · General & Admi...	-125.00	125.00
TOTAL						-125.00	125.00
Check	12498	02/12/2018	Nathan Miller	Closing bill refund for 9055 A East Road	1000 · Cash - General ...		-64.14
			Nathan Miller	gl#2220 Customers deposits (Dom & Irr)	2220 · Customer Depo...	-50.00	50.00
				gl#1220 Refund on overpayment	1220 · Accounts Recei...	-14.14	14.14
TOTAL						-64.14	64.14
Check	12499	02/14/2018	ICMA-RC- 303129	Confirmation #41565934	1000 · Cash - General ...		-600.00
				#41565934 2/16/18 Paydate	2195 · Section 457 Plan	-600.00	600.00
TOTAL						-600.00	600.00
Check	12500	02/14/2018	Stephen Lease	Tenant deposit refund for 604 Ellen Lynn	1000 · Cash - General ...		-100.00
				gl#2240 Tenant Deposit refund	2240 · Tenant Deposits	-100.00	100.00
TOTAL						-100.00	100.00
Check	12501	02/14/2018	Alice Watkins	Closing bill refund for 8243 Pinecrest Drive	1000 · Cash - General ...		-12.60
				gl#2260 Closing bill refund for	2260 · Owner Deposits	-12.60	12.60
TOTAL						-12.60	12.60
Check	12502	02/14/2018	Abigail Reed	Closing bill refund for 7899 Uva Drive	1000 · Cash - General ...		-238.00
				gl#2240 Tenant deposit refund for 7899 Uva Drive	2240 · Tenant Deposits	-100.00	100.00
				gl#1280 Refund on overpayment	1280 · Accounts Recei...	-138.00	138.00
TOTAL						-238.00	238.00

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Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	12503	02/14/2018	Michelle Linderman	Closing bill refund for 3181603x	1000 · Cash - General ...		-60.40
				gl#2240 Tenant deposit refund #3181603x	2240 · Tenant Deposits	-100.00	100.00
				gl#1280 refund on payment	1280 · Accounts Recei...	39.60	-39.60
TOTAL						-60.40	60.40
Check	12504	02/14/2018	Raymond Housek...	Closing bill refund for 1833 Road B	1000 · Cash - General ...		-40.00
				gl#2260 Refund owner's deposit 3091207 1833 Road B	2260 · Owner Deposits	-25.00	25.00
				gl#1280 refund overpayment	1280 · Accounts Recei...	-15.00	15.00
TOTAL						-40.00	40.00
Check	12505	02/14/2018	Mathew Coughlin	Closing bill refund for 11379 West Road	1000 · Cash - General ...		-56.52
				gl#2240 Refund on deposit for 11379 West Road	2240 · Tenant Deposits	-56.52	56.52
TOTAL						-56.52	56.52
Check	12506	02/14/2018	Dawn Banks	Owner's Deposit Refund for 1500 Road B	1000 · Cash - General ...		-25.00
				gl#2260 Owner's deposit refund	2260 · Owner Deposits	-25.00	25.00
TOTAL						-25.00	25.00
Check	12507	02/14/2018	Stephen Hambleton	Closing bill refund for 1010 Lennix Drive	1000 · Cash - General ...		-69.50
				gl#2240 Tenant deposit refund for 1038903 1010 Lennix Drive	2240 · Tenant Deposits	-100.00	100.00
				gl#1260 pmt	1280 · Accounts Recei...	30.50	-30.50
TOTAL						-69.50	69.50
Check	12508	02/15/2018	Armco Management	Closing bill refund for 8720 Gowan Ct.	1000 · Cash - General ...		-10.50
				gl#2260 Refund for 8720 Gowan Court	2260 · Owner Deposits	-10.50	10.50
TOTAL						-10.50	10.50

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Redwood Valley County Water District
Check Detail
 February 2018

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	12509	02/16/2018	Wipf Construction	Statement 2/12/18	1000 · Cash - General ...		-375.00
				gl#5342 Statement 2/12/18	5342 · Repairs & Maint...	-375.00	375.00
TOTAL						-375.00	375.00
Check	12510	02/20/2018	Jimmy Stephens	Tenant deposits refund for 4193002 , 1024802	1000 · Cash - General ...		-200.00
				gl#2240 Tenant deposit refunds for	2240 · Tenant Deposits	-200.00	200.00
TOTAL						-200.00	200.00
Check	12511	02/20/2018	Ada Fine	Closing bill refund for 1925 Mt. View	1000 · Cash - General ...		-113.97
			Ada Fine	gl#2240 Tenant deposit refund for 3068303	2240 · Tenant Deposits	-100.00	100.00
				gl#1240 Refund on overpayment 1925 Mt. View	1240 · Accounts Recei...	-13.97	13.97
TOTAL						-113.97	113.97
Check	12512	02/21/2018	Ricoh	Invoice #100152217 2/13/18	1000 · Cash - General ...		-159.79
				gl#5550 Invoice #100152217	5550 · Equipment Rent...	-159.79	159.79
TOTAL						-159.79	159.79
Check	12513	02/21/2018	Macquarie Holdin...	Invoice #10187	1000 · Cash - General ...		-947.01
				gl#5235 Invoice #101897 1/2018	5235 · Macquarie Holdi...	-947.01	947.01
TOTAL						-947.01	947.01
Check	12514	02/21/2018	Moir's Pool Suppli...	Invoice #142863 and #142929	1000 · Cash - General ...		-69.32
				gl#5224 Invoice #142863 12/7/17 liquid chlorine case	5224 · Chlorine	-51.99	51.99
				gl#5224 #142929 12/12/17 liquid chlorine case	5224 · Chlorine	-17.33	17.33
TOTAL						-69.32	69.32

Redwood Valley County Water District
Check Detail
 February 2018

Type	Num	Date	Name	Memo	Account	Paid Amount	Original Amount
Check	12515	02/21/2018	PG&E	Invoices Enclosed	1000 · Cash - General ...		-10,152.81
				gl#5120 Water Treatment plant, 1/9/18-2/7/18	5120 · Power Costs - P...	-45.45	45.45
				gl#5335 Central Ave intertie, 1/8/18-2/6/18	5335 · PG&E Intertie	-1,763.11	1,763.11
				gl#5330 East Rd pump station, 1/5-2/4/18	5330 · Power Costs - T...	-678.58	678.58
				gl#5120 Lake pump, 1/5-2/4/18	5120 · Power Costs - P...	-7,665.67	7,665.67
TOTAL						-10,152.81	10,152.81
Check	12516	02/22/2018	John McLeod	Closing bill refund for 10460 East Road	1000 · Cash - General ...		-5.00
				gl#2260 Closing bill refund for #1025602	2260 · Owner Deposits	-5.00	5.00
TOTAL						-5.00	5.00
Check	12517	02/23/2018	Lana Vasquez	Refund for 431 Ellen Lynn	1000 · Cash - General ...		-3.30
				gl#2240 Refund on tenant deposit	2240 · Tenant Deposits	-3.30	3.30
TOTAL						-3.30	3.30
Check	12519	02/27/2018	Randy Huffman	Closing bill refund 8070 Pinecrest Drive	1000 · Cash - General ...		-45.00
				gl#2260 Refund owners deposit	4020 · Water Sales - D...	-45.00	45.00
TOTAL						-45.00	45.00
Check	12520	02/28/2018	Tamara Alaniz	VOID: Invoice #2739	1000 · Cash - General ...		0.00
TOTAL						0.00	0.00
Check	12521	02/28/2018	RTI	Invoice #35345	1000 · Cash - General ...		-108.00
				gl#5660 1/16-2/16/18	5660 · Telephone - G &...	-108.00	108.00
TOTAL						-108.00	108.00

Redwood Valley County Water District

Profit & Loss

February 2018

03/12/18

Accrual Basis

	Feb 18	Jan 18	Feb 17
Ordinary Income/Expense			
Income			
1105 · Management Income	0.00	0.00	7,611.11
4000 · Water Sales			
4020 · Water Sales - Domestic (Billing)	33,397.71	32,391.18	23,122.03
4040 · Water Sales-Irrigation Billing	11,613.79	5,095.00	5,095.00
Total 4000 · Water Sales	45,011.50	37,486.18	28,217.03
4305 · Late Notices - Domestic	0.00	1,860.30	0.00
4310 · Doorhanger Fee's - Domestic	1,050.00	0.00	3,420.00
4320 · Return Check Fee's - Domestic	125.00	75.00	50.00
4330 · Meter Fee's - Domestic	27,080.00	27,080.00	54,160.00
4331 · Irrigation Meter Fees	8,740.00	8,740.00	17,480.00
4335 · Reconnect Fee's - Domestic	150.00	0.00	1,400.00
4340 · Late Notices - Irrigation	15.00	225.00	450.00
4345 · Doorhanger Fee's - Irrigation	135.00	0.00	300.00
4355 · Reconnect Fee's - Irrigation	0.00	0.00	200.00
4360 · Safe Drinking Water Bond S/C	266.40	266.40	532.80
4400 · Interest Income	42.43	2,265.80	41.50
4500 · County Taxes	0.00	-524.08	-457.02
Total Income	82,615.33	77,474.60	113,405.42
Cost of Goods Sold			
5000 · Water Purchases	10,328.28	8,807.34	7,828.53
Total COGS	10,328.28	8,807.34	7,828.53
Gross Profit	72,287.05	68,667.26	105,576.89
Expense			
1845 · Master Valve @ Vault	2,000.00	0.00	0.00
5100 · Pumping			
5120 · Power Costs - Pumping	7,711.12	609.00	723.49
5130 · Repairs & Maint. - Pumping	2,000.00	0.00	168.31
Total 5100 · Pumping	9,711.12	609.00	891.80
5200 · Water Treatment			
5230 · Power Costs - Wtr. Treatment	0.00	999.03	0.00
5240 · Repairs & Maint. - Water Treat.	0.00	129.00	1,641.99
5250 · Water Analysis - Water Treat.	480.00	1,604.00	366.00
Total 5200 · Water Treatment	480.00	2,732.03	2,007.99
5224 · Chlorine	69.32	0.00	0.00
5235 · Macquarie Holdings (solar power	947.01	947.01	1,415.45
5300 · Transmission & Distribution			
5330 · Power Costs - Trans. & Dist.	678.58	794.06	894.10
5340 · Domestic Main Repair			
5342 · Repairs & Maint. - Domestic	438.16	63.64	1,617.57
5344 · Repairs & Maint. - Irrigation	0.00	308.40	0.00
5346 · Repairs & Maint. - Other	6,878.96	108.36	0.00
5340 · Domestic Main Repair - Other	517.31	0.00	7.42
Total 5340 · Domestic Main Repair	7,834.43	480.40	1,624.99
Total 5300 · Transmission & Distribution	8,513.01	1,274.46	2,519.09
5335 · PG&E Intertie	1,763.11	1,761.01	1,394.66
5341 · Irrigation Main Repair	0.00	73.11	0.00
5345 · Flow Kana	0.00	1,720.00	0.00
5365 · Tank Maintenance	245.20	263.59	0.00
5400 · Customer Accounts			
5410 · Payroll - Customer Accts.	2,928.25	1,596.63	1,518.90
5415 · Payroll Taxes - Customer Accts.	234.52	147.69	113.74
Total 5400 · Customer Accounts	3,162.77	1,744.32	1,632.64
5430 · Backflow Prevention Tests & Dev	10,720.00	0.00	830.00
5500 · General & Administrative			
5510 · Payroll Expenses - G & A	1,115.46	2,414.93	6,207.87
5515 · Payroll Taxes - G & A	91.52	190.70	575.24
5540 · Dues & Subscriptions - G & A	0.00	510.00	420.00
5550 · Equipment Rental - G & A	159.79	333.93	172.46

9:47 AM

Redwood Valley County Water District
Profit & Loss
February 2018

03/12/18

Accrual Basis

	Feb 18	Jan 18	Feb 17
5560 · Insurance - G & A			
5564 · State Comp. Insurance - G & A	565.25	565.25	1,029.42
5560 · Insurance - G & A - Other	-50.00	3,068.22	2,844.80
Total 5560 · Insurance - G & A	515.25	3,633.47	3,874.22
5580 · Licenses & Permits - G & A	0.00	8,745.00	0.00
5600 · Office Supplies - G & A	55.33	0.00	248.88
5610 · Postage & Delivery - G & A	7.29	985.04	917.24
5620 · Printing - G & A	1,152.66	0.00	0.00
5630 · Professional Fees - G & A			
5632 · Professional Fees - Accting	177.58	132.24	187.58
5636 · Professional Fees - Legal	200.00	870.00	600.00
Total 5630 · Professional Fees - G & A	377.58	1,002.24	787.58
5640 · Repairs - G & A			
5644 · Repairs - Computer Equip.	155.08	155.08	285.08
Total 5640 · Repairs - G & A	155.08	155.08	285.08
5650 · Small Tools & Equipment - G & A	314.33	563.06	982.16
5660 · Telephone - G & A	363.13	294.60	317.50
5670 · Travel - G & A			
5674 · Travel - Board Members	10.90	97.51	46.44
Total 5670 · Travel - G & A	10.90	97.51	46.44
5680 · Utilities - G & A	62.18	136.82	54.70
5690 · Vehicle Expense - G & A	152.24	101.68	350.71
5500 · General & Administrative - Other	125.00	112.50	93.75
Total 5500 · General & Administrative	4,657.74	19,276.56	15,333.83
5501 · Management Expense	21,084.17	21,084.17	19,053.82
5501.5 · Management expense (Alaniz)	4,980.00	2,680.00	0.00
5522 · Return Check	1,347.87	462.45	219.26
5523 · Return Check Bank Fee	28.00	7.00	14.00
5575 · Deferred Comp. Employer	654.27	655.47	1,873.62
5685 · Property security system	52.95	52.95	52.95
5695 · Maintenance Vehicle	146.40	0.00	0.00
5699 · 2017 Fire expense	17,319.00	-141,429.23	0.00
5700 · Depreciation Expense	25,400.00	25,400.00	22,300.00
5750.5 · Upper Russian R. Water Agency	0.00	600.00	0.00
Total Expense	113,281.94	-60,086.10	69,539.11
Net Ordinary Income	-40,994.89	128,753.36	36,037.78
Other Income/Expense			
Other Expense			
5316 · Field-payroll	0.00	0.00	4,615.38
5316.5 · Field-Payroll Taxes Employer	0.00	0.00	353.08
Total Other Expense	0.00	0.00	4,968.46
Net Other Income	0.00	0.00	-4,968.46
Net Income	-40,994.89	128,753.36	31,069.32

Redwood Valley County Water District Balance Sheet

As of February 28, 2018

	Feb 28, 18	Jan 31, 18	Feb 28, 17
ASSETS			
Current Assets			
Checking/Savings			
1000 · Cash - General Checking	306,578.59	306,473.98	296,864.81
1020 · Petty Cash	200.00	200.00	200.00
1100 · Cash - Money Market			
1110 · Money Mkt-Water Payment Accts	71,908.62	71,900.35	71,800.84
1120 · Money Market - BUREC	130,609.53	130,594.50	187,113.93
1160 · Money Market - LAIF	734,481.25	734,481.25	727,212.46
1190 · Money Market-Sinking Fund	22,309.79	22,308.93	22,298.60
Total 1100 · Cash - Money Market	959,309.19	959,285.03	1,008,425.83
1180 · Payroll Bank Account	2,337.80	6,122.59	8,212.92
Total Checking/Savings	1,268,425.58	1,272,081.60	1,313,703.56
Accounts Receivable			
1200 · Accounts Receivable			
1220 · Accounts Receivable-Irrigation	14.14	0.00	0.00
1240 · Accounts Receivable-Domestic	13.97	0.00	0.00
Total 1200 · Accounts Receivable	28.11	0.00	0.00
1300 · Interest Receivable	1,677.87	1,677.87	984.84
Total Accounts Receivable	1,705.98	1,677.87	984.84
Other Current Assets			
1260 · Account Receivable-Irrigation	2,490.83	-3,473.48	51,450.51
1280 · Accounts Receivable-Domestic	85,955.71	106,733.51	193,664.21
1525 · Bark/mulch fill/to be reimburse	0.48	0.48	0.48
1540 · Prepaid insurance	6,498.75	6,498.75	6,062.00
Total Other Current Assets	94,945.77	109,759.26	251,177.20
Total Current Assets	1,365,077.33	1,383,518.73	1,565,865.60
Fixed Assets			
1700 · Land	62,924.57	62,924.57	62,924.57
1720 · Water Rights	1,486.75	1,486.75	1,473.40
1800 · Fixed Assets			
1820 · Buildings & Improvements			
1824 · Domestic Distribution	15,213.84	15,103.03	8,486.67
1860 · Accum. Depreciation-Bldg & Imp.	-10,756,408.00	-10,731,008.00	-10,427,519.00
Total 1820 · Buildings & Improvements	-10,741,194.16	-10,715,904.97	-10,419,032.33
Total 1800 · Fixed Assets	-10,741,194.16	-10,715,904.97	-10,419,032.33
1830 · Groundwater Study-New Well	0.00	0.00	100,476.59
1856 · Scada Upgrades	154,385.38	154,385.38	9,000.00
1859 · Intertie Calpella - Millview	-24.27	-24.27	-24.27
1920 · Pumping Plant.	1,741,145.37	1,741,145.37	1,741,145.37
1925 · Treatment Plant.	2,035,044.45	2,035,044.45	2,035,044.45
1930 · Transmission & Distribution.	10,201,990.66	10,201,990.66	10,201,990.66
1935 · Buildings & Improvements.	190,711.89	190,711.89	188,086.00
1940 · Operating Equipment.	254,005.97	254,005.97	153,529.38
Total Fixed Assets	3,900,476.61	3,925,765.80	4,074,613.82
TOTAL ASSETS	5,265,563.94	5,309,284.53	5,640,479.42
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
2060 · Compensated Absences	17,593.00	17,593.00	14,083.39
2185 · Deferred Conservation	34,349.73	34,349.73	42,836.40
2195 · Section 457 Plan	-600.01	-0.01	-0.01
2750 · Savings Bank Loan Excavator	29,612.38	30,819.89	42,678.61
Total Other Current Liabilities	80,955.10	82,762.61	99,598.39
Total Current Liabilities	80,955.10	82,762.61	99,598.39
Long Term Liabilities			
2200 · Deposits			
2220 · Customer Deposits	-50.00	0.00	0.00
2240 · Tenant Deposits	19,498.35	20,298.44	19,178.02
2260 · Owner Deposits	7,038.02	7,116.12	7,177.83
Total 2200 · Deposits	26,486.37	27,414.56	26,355.85
2700 · U.S. Bureau of Reclamation	7,255,000.00	7,255,000.00	7,255,000.00
2710 · Bureau-Interest Payable	1,436,722.00	1,436,722.00	1,436,722.00
2800 · Calif. Dept. of Water Resources	13,722.59	13,722.59	15,969.15
Total Long Term Liabilities	8,731,930.96	8,732,859.15	8,734,047.00
Total Liabilities	8,812,886.06	8,815,621.76	8,833,645.39

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Accrual Basis

Redwood Valley County Water District Balance Sheet

As of February 28, 2018

	Feb 28, 18	Jan 31, 18	Feb 28, 17
Equity			
3000 · Fund Balance			
3300 · Reserved- Sinking Fund	22,302.34	22,302.34	22,291.21
Total 3000 · Fund Balance	22,302.34	22,302.34	22,291.21
3900 · Retained Earnings	-3,478,568.76	-3,478,568.76	-3,359,138.25
Net Income	-91,065.70	-50,070.81	143,681.07
Total Equity	-3,547,332.12	-3,506,337.23	-3,193,165.97
TOTAL LIABILITIES & EQUITY	5,265,553.94	5,309,284.53	5,640,479.42

REDWOOD VALLEY COUNTY WATER DISTRICT

POLICY #18-01

**A POLICY OF THE BOARD OF DIRECTORS OF THE REDWOOD VALLEY
COUNTY WATER DISTRICT ON ACCRUAL LIENS FOR
UNPAID WATER SERVICE CHARGES ON FIRE-AFFECTED CUSTOMERS**

WHEREAS, the Board of Directors has the authority to set forth policies on the manner of District billing and financial management;

WHEREAS, it is in the best interest of the District to ensure that water service charges are billed and collected equitably and completely;

WHEREAS, the Board of Directors has directed that a policy be drafted specifically to address unpaid water service charges for fire-affected customers; and,

WHEREAS, the Board of Directors wishes to have a consistent approach to policy implementation.

THEREFORE, it is the policy of the Board of Directors of Redwood Valley County Water District, from date of enactment until changed, amended or cancelled, as follows:

1. Fire-affected customers who decline to pay the monthly service charges or the charge for water passed through their meter during the October 2017 fire emergency will have those charges assigned as an accruing lien on the property for the total water service charges incurred.
2. The accrual lien will be for an initial period of two years. After the initial two year period, the District will review the status of the property, including rebuilding progress, ownership and occupancy.
3. Customer accounts that accrue liens for water service charges will not be permitted by the District to resume water service at the time of re-occupancy, either temporarily or permanently, without first paying off the accrued lien amount assigned to the account.
4. This accrual lien option is not available for customers who have re-occupied their properties in a recreational vehicle or other temporary living situation where water service is being provided to the property for the temporary residence(s).

ADOPTED 15th of March, 2018 by the Board of Directors of Redwood Valley County Water District.

Granville Pool	Yes / No / Abstain / Absent
Pamela Ricetti	Yes / No / Abstain / Absent
Ken Todd	Yes / No / Abstain / Absent
Jeff Basili	Yes / No / Abstain / Absent
Marvin Talso	Yes / No / Abstain / Absent

Signed:

Granville Pool
President

Attest:

Tamara Alaniz
General Manager

REDWOOD VALLEY COUNTY WATER DISTRICT

POLICY #18-02

**A POLICY OF THE BOARD OF DIRECTORS OF THE REDWOOD VALLEY
COUNTY WATER DISTRICT ON RESERVED ALLOCATIONS**

WHEREAS, the Board of Directors has the authority to set forth policies on the manner of District financial management;

WHEREAS, it is in the best interest of the District to ensure that water service charges are collected equitably and spent appropriately;

WHEREAS, the Board of Directors has directed that a policy be drafted specifically to address how reserved allocation payments are assigned and spent; and,

WHEREAS, the Board of Directors wishes to have a consistent approach to policy implementation.

THEREFORE, it is the policy of the Board of Directors of Redwood Valley County Water District, from date of enactment until changed, amended or cancelled, as follows:

1. Reserved allocation payments are intended to provide revenue to secure water rights and water supply projects that improve the District water supply portfolio.
2. Customers paying for reserved allocations are investing in a future water supply that facilitates the end of the District-wide service connection moratorium.
3. Reserved allocation payments are to be used for water rights and water supply projects that are spent to increase the volume, availability, security and/or access to water supply by the District.
4. Reserved allocation payments will be separately accounted for in the financial system.

ADOPTED 15th of March, 2018 by the Board of Directors of Redwood Valley County Water District.

Granville Pool	Yes / No / Abstain / Absent
Pamela Ricetti	Yes / No / Abstain / Absent
Ken Todd	Yes / No / Abstain / Absent
Jeff Basili	Yes / No / Abstain / Absent
Marvin Talso	Yes / No / Abstain / Absent

Signed:

Granville Pool
President

Attest:

Tamara Alaniz
General Manager

Redwood Valley County Water District

General Manager Report – March 15, 2018

ACTION ITEMS

7A. Consider Policy 18-01 – Payment Accruals for Fire Affected Customers

A discussed at the February 15, 2018 Board meeting, a method for addressing unpaid water service charges on properties where customers' homes were burned in the fire is being recommended with this policy.

If customers decline to pay their monthly service charges or the charge for water loss incurred at their meter during the fire emergency, the District can assign those charges on the customer account by placing an accruing lien on the property to cover costs incurred over the initial designated period of two years. This alternative will provide customers with a window of time to rebuild their homes and restart water service to the property.

This alternative is not recommended for customers who are re-occupying their properties in a recreational vehicle or other temporary living situation where water service is being provided to the property for the temporary residence(s). Customers who opt to accrue charges on their water service account should not be permitted by the District to resume water service when they re-occupy their properties, either temporarily or permanently, without first paying off the accrued debt on the account.

Therefore, staff has drafted Policy #18-01 establishing the process for placing an accruing lien for unpaid water service charges on fire-affected customer accounts. A motion is recommended below:

A motion to approve Policy #18-01 establishing the process for placing an accruing lien for unpaid water service charges on fire-affected customer accounts.

7B. Consider Policy 18-02 – Reserved Allocations Policy

Customers on the District's reserved allocations list have been paying to improve the water supplies to the District. Over \$1.3 million has been spent to seek or secure water rights, water supply and water supply projects with no considerable success. Approximately \$700,000 has been collected over the years from reserved allocation list customers, which has been applied to these costs in compliance with Proposition 218.

To lift the service connection moratorium imposed by the State Water Resources Control Board Division of Drinking Water, the water supplies to the District must be improved. This could be done through water rights acquisitions, storage and supply developments, consolidation and collaboration with other agencies for the pooling of water resources or by other means that provide a physical solution toward water supply improvements.

After Board discussion and direction at its February 15, 2018 Regular meeting, and in order to ensure that the continued collection of reserved allocation income is to the above identified or similar ends, the proposed Policy 18-02 has been developed. A motion is recommended below:

A motion to approve Policy #18-02 assigning reserved allocation payments to the manner identified in the policy.

7C. Consider Single Meter Relocation – 1925 to 1931 Mountain View Lane

Mr. James Kerr has requested that his water meter be switched from the location at his 1st home, which burned in the fire, to his second home on the same property. Staff recommends that the Board approve the relocation requested by Mr. Kerr in that it does not increase the number of service connections. A motion is recommended below:

A motion to approve relocation of Mr. Kerr's meter from one home to another on his property at 1925 and 1931 Mountain View Lane.

GENERAL MANAGER REPORT

8A. Report on FEMA and CalOES Efforts Related to Fire Recovery

The FEMA application is complete and continues to offer promising returns on the hours of time invested in the application process. Through a great deal of support from the County, the District has been able to prepare and navigate these processes more smoothly than expected. There was one unfortunate setback where the wrong information was provided by Mr. Redding to FEMA at a site visit to the Tomki Pumping Station but that problem was able to be cleared up within a couple of weeks. As a mitigating improvement, a metal structure is being funded by FEMA to replace the wooden shed that formerly housed some of the components of the pumping station. CalOES and the State Housing and Urban Development continue to work toward securing funding to help the District bring sections of its distribution system up to current codes and standards.

8B. Report on Upper Russian River Water Agency and Consolidation Activities

The Willow County Water District submitted an amended service contract exhibit with fees and charges, increasing the proposed service agreement costs by 14% in one year. The Millview service contract was also increased by 14%. For the second year in a row, the methodology and final numbers used for the proposed increase have not been provided to the District. For months during 2017, this was similarly the case and GM Bill Koehler reported this lack of information to the Board. It calls to question how adjustments that are being calculated specifically for each district based on the actual labor demands and staff hours worked in 2017 would be exactly equal on both districts' contracts.

Unfortunately, without the complete information on how and why increases continue at such a high rate, it is difficult to recommend that the Board approve the proposed changes to the service contract amounts without supporting information for the increase. Increasing the service contract amounts without a fair public hearing and justification consistent with Proposition 218 requirements could be a liability for the District. Staff recommends that the Board direct that all corroborating information related to the proposed increase of the service contract agreement be provided to the Board for consideration at its soonest meeting following the receipt of the information.

With the separation plans of Willow County Water District to leave the Upper Russian River Water Agency JPA, the districts remain in a good position to continue our consolidation efforts. Although Willow County Water District used the efforts of the consolidation and its relationship to further their own water rights petition and increase their profits from the other members, we will be able to develop a revised plan forward. However, Willow County Water District's representative to the JPA Board voted in favor of its support for the basin-wide USGS Groundwater-Surface Water Interaction Study and is still liable for its share of the study. This item will go before the URRWA at its April meeting.

The separation of Willow County Water District from the URRWA also brings to light a difficult but necessary consideration regarding their request for petition to change its water right. Through many hours of work and collaboration both by GM Alaniz and GM Koehler, special conditions have been drafted for the Willow County Water District water rights petition. The benefit of the conditions to Redwood and the rest of the URRWA members proposed is now in question, as the special conditions to the water rights petitions may be injurious to the water rights held by the URRWA water districts. Staff recommends that the Board direct staff consultation with and the development of a legal opinion from counsel on whether the water rights petition should be protested or supported.

8C. Report on SGMA Groundwater Sustainability Agency Activities

The GSA met in March and adopted a Memorandum of Understanding for the Technical Advisory Committee after review by a subcommittee of staff and the GSA Board. Proposition 1 Round II grant funding application efforts are underway. Requests for Proposals on the Groundwater Sustainability Plan were submitted and reviewed by a subcommittee on March 12. The URRWA appointed an alternate representative to the GSA by resolution as required by the GSA JPA.