

5A MARCH

RNVWD - Operating Fund
Balance Sheet

As of March 31, 2023

	<u>Mar 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
160.020 · Cash WFB Checking #3799	640,051
160.025 · Cash PayPal Account	232
160.029 · Cash In Treasury - Fund 164	<u>433,375</u>
Total Checking/Savings	1,073,658
Accounts Receivable	
11010 · Water Right Inst. Payments Due	5,108
11000 · Hydrant Custs & Loan Pmt Rec	<u>12,508</u>
Total Accounts Receivable	17,616
Other Current Assets	
160.110 · Water Svc Accounts Rec.	70,880
160.139 · Accrued Interest Receivable	<u>14,872</u>
Total Other Current Assets	85,752
Total Current Assets	1,177,026
Fixed Assets	
160.310 · Construction in Progress	484,143
160.315 · Infrastructure	12,826,854
160.340 · Equipment	406,104
160.370 · Allowance For Depreciation	<u>(8,623,894)</u>
Total Fixed Assets	5,093,207
Other Assets	
164.242 · LT Receivable - Fade	38,000
164.241 · LT Receivable - Sondrol	38,000
164.240 · LT Receivable - Mojas	38,000
164.239 · LT Receivable - Martin	36,586
164.238 · LT Receivable - DelCampo	140,000
164.236 · LT Receivable - Anguilano	36,586
164.235 · LT Receivable - Hamilton	36,586
164.234 · LT Receivable - Sellers	36,586
164.230 · LT Receivable - Morgan	517,707
164.231 · LT Receivable - Demyan	35,399
164.233 · LT Receivable - Pitcavage	<u>31,015</u>
Total Other Assets	984,464
TOTAL ASSETS	<u><u>7,254,697</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
160.500 · Deposit Payables	9,766
Total Accounts Payable	9,766
Credit Cards	
160.600 · Wells Fargo Visa Card	1,780
Total Credit Cards	1,780
Other Current Liabilities	
160.510 · Accounts Payable	74,301
Total Other Current Liabilities	74,301
Total Current Liabilities	85,847
Long Term Liabilities	
164.600 · Loan Payable	1,200,000
Total Long Term Liabilities	1,200,000
Total Liabilities	1,285,847
Equity	
160.740 · Fund Balance Available	0
160.749 · County Reserve Funds	426,075
160.770 · Investment in Fixed Assets	5,093,206
32000 · Retained Earnings	449,569
Net Income	<u>(0)</u>
Total Equity	5,968,850
TOTAL LIABILITIES & EQUITY	<u><u>7,254,697</u></u>

RNVWD - Operating Fund
Profit & Loss Budget Performance
 March 2023

	Mar 23	Budget	\$ Over B...	Jul '22 - ...	YTD Bud...	\$ Over B...	Annual B...
Ordinary Income/Expense							
Income							
60.9000 · Revenues							
60.9005 · Base Fee	30,326	29,889	437	272,063	269,001	3,062	358,668
60.9010 · Supplemental Fees	5,130	5,130	0	46,440	46,170	270	61,560
60.9015 · Tier 1	3,989	6,917	(2,927)	57,189	62,250	(5,061)	83,000
60.9020 · Tier 2	291	2,417	(2,125)	19,625	21,750	(2,125)	29,000
60.9025 · Tier 3	(160)	1,779	(1,940)	15,285	16,013	(727)	21,350
60.9027 · Capital Recovery Charge	18,675	18,450	225	167,280	166,050	1,230	221,400
60.9030 · Hydrant Water Usage	0	583	(583)	5,097	5,250	(153)	7,000
60.9065 · Water Rights	0	3,343	(3,343)	120,000	30,084	89,916	40,112
60.9075 · Admin Fees, Late Fees	145	663	(518)	7,372	5,968	1,404	7,957
60.9080 · Interest Income	2,327	2,496	(169)	24,970	22,465	2,505	29,953
60.9111 · CoBank Loan	0	600,000	(600,000)	0	600,000	(600,000)	600,000
Total 60.9000 · Revenues	60,724	671,667	(610,943)	735,321	1,245,000	(509,679)	1,460,000
60.9110 · Funds from Op Reserves	191,985	0	191,985	1,020,276	459,497	560,779	980,000
Total Income	252,709	671,667	(418,958)	1,755,597	1,704,497	51,100	2,440,000
Expense							
60.2000 · Operating Expenses							
60.2005 · General Manager	6,143	6,144	(1)	55,167	55,292	(125)	73,722
60.2006 · Recruiter / Transition	2,770	2,500	270	8,125	22,500	(14,375)	30,000
60.2010 · Administration & Board Clerk	2,730	600	2,130	7,616	5,400	2,216	7,200
60.2015 · Billing Manager	3,593	3,488	105	34,720	31,388	3,332	41,850
60.2020 · Meter Reading	1,149	1,133	16	10,213	10,197	16	13,596
60.2025 · Backflow Testing	0	0	0	17,865	18,000	(135)	18,000
60.2028 · Plant & Facilities Operations	14,811	10,833	3,977	122,248	97,500	24,748	130,000
60.2033 · Weed Abatement	0	220	(220)	0	1,980	(1,980)	2,640
60.2035 · Legal	0	583	(583)	4,280	5,250	(970)	7,000
60.2040 · Engineering	2,210	1,250	960	6,702	11,250	(4,548)	15,000
60.2045 · Audit	0	0	0	11,332	11,000	332	11,000
60.2050 · Accountant CPA	1,100	1,100	0	10,050	9,900	150	13,200
60.2065 · USA Marking	477	583	(106)	12,538	5,250	7,288	7,000
60.2070 · Webmaster	0	833	(833)	6,338	7,500	(1,162)	10,000
60.2075 · Office Supplies	475	188	287	1,456	1,688	(231)	2,250
60.2090 · Postage & PO Box Rental	0	292	(292)	3,362	2,625	737	3,500

RNVWD - Operating Fund
Profit & Loss Budget Performance
 March 2023

	Mar 23	Budget	\$ Over B...	Jul '22 - ...	YTD Bud...	\$ Over B...	Annual B...
60.2105 · Ins. Gen. Liab., Prop., & Bond	0	0	0	5,370	5,500	(130)	5,500
60.2115 · Electricity, PGE	6,765	5,078	1,687	55,104	45,982	9,122	60,000
60.2125 · Office Equipment	0	42	(42)	0	375	(375)	500
60.2130 · Bank & Bankcard Fees	279	417	(137)	3,291	3,750	(459)	5,000
60.2135 · Interest on Loan	0	2,500	(2,500)	17,211	22,500	(5,289)	30,000
60.2145 · Phone Service	65	42	23	583	375	208	500
60.2150 · Tank Access Rd. Maint. & Gate	5,088	667	4,421	17,254	6,000	11,254	8,000
60.2160 · CORE SW Lic., Data Stg, Trng.	1,238	0	1,238	3,407	2,000	1,407	2,000
60.2175 · Publications & Legal Notices	0	58	(58)	304	525	(221)	700
60.2185 · Trade Memberships & Training	311	0	311	8,508	8,500	8	8,500
60.2190 · Licenses, Permits & Fees	0	333	(333)	4,431	3,000	1,431	4,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	708	(708)	2,308	6,375	(4,067)	8,500
60.2205 · Fees & Administration	(50)	417	(467)	1,585	3,750	(2,165)	5,000
60.2208 · Underground Leak Repairs	4,836	11,667	(6,831)	103,122	105,000	(1,878)	140,000
60.2210 · Routine Maintenance & Minor Rep	5,565	5,833	(268)	45,121	52,500	(7,379)	70,000
60.2235 · Contingency	2,700	4,167	(1,467)	19,363	37,500	(18,137)	50,000
60.2384 · Bucktown Road Improvements	0	2,500	(2,500)	0	22,500	(22,500)	30,000
60.2392 · Standby Generator	0	4,154	(4,154)	23,167	37,382	(14,215)	49,842
60.2395 · Well #2 Repairs	5,072	0	5,072	17,974	0	17,974	0
60.2397 · Well #1 Repairs	325	0	325	80,930	0	80,930	0
60.2405 · Fire Repairs Station #1	(1,500)	0	(1,500)	(600)	0	(600)	0
60.2410 · Arsenic	154,845	118,333	36,512	990,363	1,065,000	(74,637)	1,420,000
60.2415 · Condition Assessment	6,980	6,333	647	7,995	57,000	(49,005)	76,000
60.2420 · Tank Inspections	3,140	2,500	640	3,140	22,500	(19,360)	30,000
60.2430 · Meter/ERT Replacement AMI	691	4,167	(3,476)	12,356	37,500	(25,144)	50,000
60.2450 · Solar	20,900	0	20,900	21,300	0	21,300	0
Total 60.2000 · Operating Expenses	252,708	199,661	53,047	1,755,597	1,842,232	(86,635)	2,440,000
Total Expense	252,708	199,661	53,047	1,755,597	1,842,232	(86,635)	2,440,000
Net Ordinary Income	0	472,005	(472,005)	(0)	(137,735)	137,735	(0)
Net Income	0	472,005	(472,005)	(0)	(137,735)	137,735	(0)

**RNVWD - Operating Fund
Check Register
March 2023**

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	03/01/2023		PG & E		160.020 - Cash WFB Checking #3799	*			
Check	03/01/2023		PG & E		60.2115 - Electricity, PGE	*		2,740.59	2,740.59
Check	03/02/2023		Wells Fargo		160.020 - Cash WFB Checking #3799	*			
Check	03/02/2023		Wells Fargo		160.600 - Wells Fargo Visa Card	*		76.86	76.86
Check	03/02/2023		PG & E		160.020 - Cash WFB Checking #3799	*			
Check	03/02/2023		PG & E		60.2115 - Electricity, PGE	*		1,215.13	1,215.13
Check	03/03/2023	2818	Veerkamp	1/31	160.020 - Cash WFB Checking #3799	*			
Check	03/03/2023	2818	Veerkamp	1/31	60.2010 - Administration & Board Clerk	*		1,365.00	1,365.00
Check	03/03/2023	2814	BK Bookkeeping Inc	6127	160.020 - Cash WFB Checking #3799	*			
Check	03/03/2023	2814	BK Bookkeeping Inc	6127	60.2015 - Billing Manager	*		3,593.00	3,593.00
Check	03/03/2023	2813	Trites Backflow Svc Inc	13081	160.020 - Cash WFB Checking #3799	*			
Check	03/03/2023	2813	Trites Backflow Svc Inc	13081	60.2210 - Routine Maintenance & Minor Rep	*		1,374.31	1,374.31
Check	03/07/2023	2828	Veerkamp	1/31	160.020 - Cash WFB Checking #3799	*			
Check	03/07/2023	2816	Danlin	1/31	60.2020 - Meter Reading	*		225.00	225.00
Check	03/07/2023	2817	Danlin	1/31	160.020 - Cash WFB Checking #3799	*		1,149.31	1,149.31
Check	03/07/2023	2817	Shaw & Associates	Feb 2023	160.020 - Cash WFB Checking #3799	*			
Check	03/07/2023	2819	RG West Builders, Inc	6M-Feb	60.2050 - Accountant CPA	*		1,100.00	1,100.00
Check	03/07/2023	2819	RG West Builders, Inc	6M-Feb	160.020 - Cash WFB Checking #3799	*			
Check	03/07/2023	2819	RG West Builders, Inc	6M-Feb	60.2005 - General Manager	*		6,143.00	6,143.00
Check	03/07/2023	2819	RG West Builders, Inc	6M-Feb	60.2410 - Arsenic	*		1,350.00	1,350.00
Check	03/07/2023	2819	RG West Builders, Inc	SOI MSR	60.2450 - Solar	*		2,700.00	2,700.00
Check	03/07/2023	2819	RG West Builders, Inc	Meter	60.2235 - Contingency	*		150.00	150.00
Check	03/07/2023	2819	RG West Builders, Inc	Well 2	60.2430 - Meter/ERT Replacement AMI	*		600.00	600.00
Check	03/07/2023	2819	RG West Builders, Inc	Cond Assmt	60.2415 - Condition Assessment	*		150.00	150.00
Check	03/07/2023	2819	RG West Builders, Inc	Tank	60.2420 - Tank Inspections	*		900.00	900.00
Check	03/07/2023	2819	RG West Builders, Inc	Solar	60.2450 - Solar	*		150.00	150.00
Check	03/07/2023	2819	RG West Builders, Inc	Insurance	60.2405 - Fire Repairs Station #1	*		150.00	150.00
Check	03/07/2023	2819	NorCal	Check #2819 ...	160.500 - Deposit Payables	*		150.00	150.00
Check	03/10/2023	2820	Best Buy	Computer	160.020 - Cash WFB Checking #3799	*		150.00	150.00
Check	03/10/2023	2820	Best Buy	Computer	60.2006 - Recruiter / Transition	*		1,420.13	1,420.13
Check	03/10/2023	2820	Best Buy	Computer	160.020 - Cash WFB Checking #3799	*			
Check	03/10/2023	2821	Bancard Discount Fee	Bancard Fee	160.020 - Cash WFB Checking #3799	*		45.54	45.54
Check	03/10/2023	2821	Bancard Discount Fee	Bancard Fee	60.2130 - Bank & Bankcard Fees	*			
Check	03/10/2023	2821	Bancard Discount Fee	Bancard Fee	160.020 - Cash WFB Checking #3799	*		64.74	64.74
Check	03/10/2023	2821	Bancard Discount Fee	Bancard Fee	60.2130 - Bank & Bankcard Fees	*			
Check	03/10/2023	2821	Bancard Discount Fee	Bancard Fee	160.020 - Cash WFB Checking #3799	*		80.95	80.95
Check	03/10/2023	2821	Bancard Discount Fee	Bancard Fee	60.2130 - Bank & Bankcard Fees	*			
Check	03/13/2023	2821	Gerald Skinner	VOID: Return ...	160.020 - Cash WFB Checking #3799	X		80.95	80.95
Check	03/13/2023	2821	Skimmer (v)	VOID: Return ...	160.500 - Deposit Payables	X		0.00	0.00
Bill P...	03/13/2023	2822	Brett Atkinson	39489 - 39487	160.020 - Cash WFB Checking #3799	*			1,500.00
Bill P...	03/13/2023	2822	Brett Atkinson	39489 - 39487	160.500 - Deposit Payables	*		1,500.00	1,500.00
Check	03/13/2023	2823	Fade	deposit refund	160.020 - Cash WFB Checking #3799	*		1,017.80	1,017.80
Check	03/13/2023	2824	John Phillips	deposit refund	160.500 - Deposit Payables	*		3,943.98	3,943.98
Check	03/13/2023	2824	John Phillips	deposit refund	160.020 - Cash WFB Checking #3799	*			
Check	03/13/2023	2825	Courthee Ballesteros	deposit refund	160.500 - Deposit Payables	*		397.68	397.68
Check	03/13/2023	2825	Courthee Ballesteros	deposit refund	160.020 - Cash WFB Checking #3799	*			
Check	03/15/2023	2830	BWD General Engine...	#05 2/28 ME	160.500 - Deposit Payables	*		145,017.50	145,017.50
Check	03/15/2023	2830	BWD General Engine...	#05 2/28 ME	160.020 - Cash WFB Checking #3799	*			
Check	03/15/2023	2829	LSCE	39489 - 39487	60.2410 - Arsenic	*		9,972.54	9,972.54
Check	03/15/2023	2829	LSCE	39489 - 39487	160.020 - Cash WFB Checking #3799	*		5,500.74	5,500.74
Check	03/15/2023	2829	LSCE	39489 - 39487	60.2410 - Arsenic	*		4,471.80	4,471.80
Check	03/15/2023	2829	LSCE	39489 - 39487	160.020 - Cash WFB Checking #3799	*			

**RNVWD - Operating Fund
Check Register
March 2023**

11:24 AM
04/19/23
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	03/15/2023	2828	Metron-Farmer, LLC	VOID: 37336	160.020 - Cash WFB Checking #3799	X	60.2430 - Meter/EFT Replacement AMI	0.00	
Check	03/15/2023	2828	Metron-Farmer, LLC	VOID: 37336	60.2430 - Meter/EFT Replacement AMI	X	160.020 - Cash WFB Checking #3799	0.00	
Check	03/15/2023	2827	AWWA	S075255	160.020 - Cash WFB Checking #3799	*	60.2185 - Trade Memberships & Training		311.00
Check	03/15/2023	2827	AWWA	S075255	160.020 - Cash WFB Checking #3799	*	160.020 - Cash WFB Checking #3799	311.00	
Check	03/15/2023	2826	Martin	Deposit Refund	160.020 - Cash WFB Checking #3799	*	160.500 - Deposit Payables		230.00
Check	03/15/2023	2826	Martin	Deposit Refund	160.020 - Cash WFB Checking #3799	*	160.020 - Cash WFB Checking #3799	230.00	
Check	03/17/2023		CoBank		160.020 - Cash WFB Checking #3799	*	60.2130 - Bank & Bankcard Fees		30.00
Check	03/17/2023		CoBank		60.2130 - Bank & Bankcard Fees	*	160.020 - Cash WFB Checking #3799	30.00	
Check	03/17/2023		PG & E		160.020 - Cash WFB Checking #3799	*	60.2115 - Electricity, PGE		357.11
Check	03/17/2023		PG & E		60.2115 - Electricity, PGE	*	160.020 - Cash WFB Checking #3799	357.11	
Check	03/23/2023		PG & E		160.020 - Cash WFB Checking #3799	*	60.2115 - Electricity, PGE		198.91
Check	03/23/2023		PG & E		60.2115 - Electricity, PGE	*	160.020 - Cash WFB Checking #3799	198.91	
Check	03/27/2023	2832	Power Services, Inc.	Invoice 7151	160.020 - Cash WFB Checking #3799	*	60.2397 - Well #1 Repairs		325.00
Check	03/27/2023	2832	Power Services, Inc.	Invoice 7151	60.2397 - Well #1 Repairs	*	160.020 - Cash WFB Checking #3799	325.00	
Check	03/27/2023	2831	Metron-Farmer, LLC	37385	160.020 - Cash WFB Checking #3799	*	60.2430 - Meter/EFT Replacement AMI		540.63
Check	03/27/2023	2831	Metron-Farmer, LLC	37385	160.020 - Cash WFB Checking #3799	*	160.020 - Meter/EFT Replacement AMI	540.63	
Check	03/27/2023	2833	Solano Irrigation Distr...	0035272	160.020 - Cash WFB Checking #3799	*	-SPLIT-		60,966.78
Check	03/27/2023	2833	Solano Irrigation Distr...	Maintenance	60.2210 - Routine Maintenance & Minor Rep	*	160.020 - Cash WFB Checking #3799	11,515.30	
Check	03/27/2023	2833	Solano Irrigation Distr...	OPS	60.2028 - Plant & Facilities Operations	*	160.020 - Cash WFB Checking #3799	14,810.80	
Check	03/27/2023	2833	Solano Irrigation Distr...	USA	60.2065 - USA Marking	*	160.020 - Cash WFB Checking #3799	476.99	
Check	03/27/2023	2833	Solano Irrigation Distr...	ENG	60.2040 - Engineering	*	160.020 - Cash WFB Checking #3799	2,209.53	
Check	03/27/2023	2833	Solano Irrigation Distr...	Leaks	60.2208 - Underground Leak Repairs	*	160.020 - Cash WFB Checking #3799	4,835.98	
Check	03/27/2023	2833	Solano Irrigation Distr...	Arsenic	60.2410 - Arsenic	*	160.020 - Cash WFB Checking #3799	3,126.98	
Check	03/27/2023	2833	Mojas	SID ck #2833-...	160.500 - Deposit Payables	*	160.020 - Cash WFB Checking #3799	4,178.86	
Check	03/27/2023	2833	Solano Irrigation Distr...	Fire Fence	60.2405 - Fire Repairs Station #1	*	160.020 - Cash WFB Checking #3799	10,858.00	
Check	03/27/2023	2833	Solano Irrigation Distr...	0035272	60.2150 - Tank Access Rd. Maint. & Gate	*	160.020 - Cash WFB Checking #3799	5,088.00	
Check	03/27/2023	2833	Solano Irrigation Distr...	Tank	60.2420 - Tank Inspections	*	160.020 - Cash WFB Checking #3799	2,990.00	
Check	03/27/2023	2833	Solano Irrigation Distr...	Maintenance	60.2210 - Routine Maintenance & Minor Rep	*	160.020 - Cash WFB Checking #3799	876.34	
Check	03/28/2023	2834	Gerald Skinner	Hydrant Refund	160.020 - Cash WFB Checking #3799	*	160.500 - Deposit Payables		1,500.00
Check	03/28/2023	2834	ACH Return	Pecotte-Depo...	160.500 - Deposit Payables	*	160.020 - Cash WFB Checking #3799	1,500.00	
Check	03/28/2023		ACH Return	Pecotte-Depo...	160.020 - Cash WFB Checking #3799	*	60.9075 - Admin Fees, Late Fees		319.00
Check	03/29/2023		PG & E		160.020 - Cash WFB Checking #3799	*	60.2115 - Electricity, PGE		206.83
Check	03/29/2023		PG & E		60.2115 - Electricity, PGE	*	160.020 - Cash WFB Checking #3799	206.83	
Check	03/30/2023	2835	Coastland	55789	160.020 - Cash WFB Checking #3799	*	60.2415 - Condition Assessment		6,830.00
Check	03/30/2023	2835	Coastland	Condition Ass...	60.2415 - Condition Assessment	*	160.020 - Cash WFB Checking #3799	6,830.00	
Check	03/31/2023		PG & E		160.020 - Cash WFB Checking #3799	*	60.2115 - Electricity, PGE		2,046.76
Check	03/31/2023		PG & E		60.2115 - Electricity, PGE	*	160.020 - Cash WFB Checking #3799	2,046.76	
								283,945.77	283,945.77

Mar 23

Adjustments Detail Report

From: 3/1/2023

To: 3/30/2023

These Adjustments Have Been Posted to the Customer's Balance:

These Adjustments Haven't Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
3/20/2023	29602	OFF AND PAID	CONS	\$2.08	ADMIN	close out account. Home sold
3/20/2023	29602	OFF AND PAID	CAPR	(\$45.00)	ADMIN	Home sold new owner billed
3/20/2023	29602	OFF AND PAID	BASE	(\$72.90)	ADMIN	Home sold. New owner billed also
Total Number of Adjustments =			3	Total =	(\$115.82)	

These Adjustments Have Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
3/3/2023	11101	ACTIVE	CFEE	\$5.00	ADMIN	
3/11/2023	18701	ACTIVE	PR	\$131.22	ADMIN	Client sent copy of her payment and
3/11/2023	21403	ACTIVE	CFEE	\$5.00	ADMIN	posted convience fee payment twice
3/20/2023	8401	ACTIVE	LC1	\$24.96	ADMIN	
3/20/2023	8701	ACTIVE	LC1	\$37.31	ADMIN	
3/20/2023	14102	ACTIVE	LC1	\$12.95	ADMIN	
3/20/2023	24402	ACTIVE	LC1	\$14.50	ADMIN	
3/20/2023	33501	ACTIVE	LC1	\$12.95	ADMIN	
3/20/2023	40902	ACTIVE	LC1	\$20.92	ADMIN	
3/20/2023	44302	ACTIVE	LC1	\$28.05	ADMIN	
3/20/2023	25101	ACTIVE	LC1	\$26.28	ADMIN	
3/20/2023	87001	ACTIVE	LC1	\$17.49	ADMIN	
3/20/2023	44003	ACTIVE	LC1	\$17.13	ADMIN	
3/20/2023	43201	ACTIVE	LC1	\$19.42	ADMIN	
3/20/2023	2701	ACTIVE	LC1	\$19.44	ADMIN	
3/20/2023	38601	ACTIVE	LC1	\$37.91	ADMIN	
3/20/2023	82001	ACTIVE	LC1	\$18.03	ADMIN	
3/20/2023	2502	ACTIVE	LC1	\$19.08	ADMIN	
3/20/2023	21403	ACTIVE	CFEE	\$5.00	ADMIN	
3/20/2023	28702	ACTIVE	LC1	\$32.55	ADMIN	
3/20/2023	2602	ACTIVE	LC1	\$19.08	ADMIN	
3/25/2023	37903	ACTIVE	ADMIN	\$150.00	ADMIN	Will Service Letter
3/25/2023	6603	ACTIVE	CFEE	\$5.00	ADMIN	
Total Number of Adjustments =			23	Total =	\$679.27	

Total Number of Adjustments = 26 Total = \$563.45

Total Number of Adjustments for Group: 1 = 26 Total = \$563.45

Total Number of Adjustments for Area: 1 = 26 Total = \$563.45

These Adjustments Have Been Posted to the Customer's Balance:

These Adjustments Have Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
3/20/2023	19301	ACTIVE	LC1	\$17.74	ADMIN	
3/20/2023	47802	ACTIVE	PR	\$122.06	ADMIN	Payment information incorrect
3/20/2023	47702	ACTIVE	PR	\$117.90	ADMIN	Account information incorrect
3/20/2023	7102	ACTIVE	LC1	\$13.18	ADMIN	
Total Number of Adjustments =		4	Total =	\$270.88		
Total Number of Adjustments =		4	Total =	\$270.88		
Total Number of Adjustments for Group: 1 =		4	Total =	\$270.88		
Total Number of Adjustments for Area: 3 =		4	Total =	\$270.88		

These Adjustments Have NOT Been Posted to the Customer's Balance:

These Adjustments Haven't Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
3/20/2023	34002	OFF AND BILLED	BASE	(\$72.90)		Home sold new owner billed
Total Number of Adjustments =		1	Total =	(\$72.90)		
Total Number of Adjustments =		1	Total =	(\$72.90)		

These Adjustments Have Been Posted to the Customer's Balance:

These Adjustments Haven't Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
3/20/2023	34002	OFF AND BILLED	CAPR	(\$45.00)	ADMIN	Home sold new owner billed
Total Number of Adjustments =		1	Total =	(\$45.00)		

These Adjustments Have Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
3/3/2023	30001	ACTIVE	CFEE	\$5.00	ADMIN	
3/20/2023	20801	ACTIVE	LC1	\$17.38	ADMIN	
3/20/2023	1001	ACTIVE	LC1	\$14.58	ADMIN	
3/20/2023	17203	ACTIVE	LC1	\$12.95	ADMIN	
3/20/2023	27701	ACTIVE	LC1	\$13.86	ADMIN	
3/20/2023	28302	ACTIVE	LC1	\$17.19	ADMIN	
3/20/2023	30103	ACTIVE	LC1	\$19.27	ADMIN	
3/20/2023	39502	ACTIVE	LC1	\$20.11	ADMIN	
3/20/2023	18402	ACTIVE	CONS3	(\$200.00)	ADMIN	Credit for water leak. Approved by G
3/20/2023	26101	ACTIVE	CFEE	\$5.00	ADMIN	
3/20/2023	2802	ACTIVE	CFEE	\$5.00	ADMIN	
3/20/2023	5301	ACTIVE	LC1	\$4.84	ADMIN	
3/25/2023	18402	ACTIVE	CFEE	\$5.00	ADMIN	
3/29/2023	15801	ACTIVE	CFEE	\$5.00	ADMIN	

Total Number of Adjustments =	14	Total =	(\$54.82)
Total Number of Adjustments =	15	Total =	(\$99.82)
Total Number of Adjustments for Group: 1 =	16	Total =	(\$172.72)
Total Number of Adjustments for Area: 4 =	16	Total =	(\$172.72)
Total Number of Adjustments for All Areas: =	46	Total =	\$661.61

RNVWD - Operating Fund
Balance Sheet
As of April 30, 2023

	<u>Apr 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
160.020 · Cash WFB Checking #3799	495,061
160.025 · Cash PayPal Account	159
160.029 · Cash in Treasury - Fund 164	<u>442,339</u>
Total Checking/Savings	937,559
Accounts Receivable	
11010 · Water Right Inst. Payments Due	14,519
11000 · Hydrant Custs & Loan Pmt Rec	<u>12,508</u>
Total Accounts Receivable	27,027
Other Current Assets	
160.110 · Water Svc Accounts Rec.	76,254
160.139 · Accrued Interest Receivable	<u>14,872</u>
Total Other Current Assets	<u>91,126</u>
Total Current Assets	1,055,711
Fixed Assets	
160.310 · Construction in Progress	484,143
160.315 · Infrastructure	12,826,854
160.340 · Equipment	406,104
160.370 · Allowance For Depreciation	<u>(8,663,849)</u>
Total Fixed Assets	5,053,252
Other Assets	
160.243 · LT Receivable - Forfang	38,000
164.242 · LT Receivable - Fade	38,000
164.241 · LT Receivable - Sondrol	38,000
164.240 · LT Receivable - Mojas	38,000
164.239 · LT Receivable - Martin	36,586
164.238 · LT Receivable - DelCampo	134,790
164.236 · LT Receivable - Anguiano	36,586
164.235 · LT Receivable - Hamilton	36,586
164.234 · LT Receivable - Sellers	36,586
164.230 · LT Receivable-Morgan	517,707
164.231 · LT Receivable - Demyan	35,399
164.233 · LT Receivable - Pitcavage	<u>31,015</u>
Total Other Assets	<u>1,017,254</u>
TOTAL ASSETS	<u><u>7,126,217</u></u>
LIABILITIES & EQUITY	

RNVWD - Operating Fund
Balance Sheet
As of April 30, 2023

	<u>Apr 30, 23</u>
Liabilities	
Current Liabilities	
Accounts Payable	
160.500 · Deposit Payables	9,647
Total Accounts Payable	9,647
Credit Cards	
160.600 · Wells Fargo Visa Card	821
Total Credit Cards	821
Other Current Liabilities	
160.510 · Accounts Payable	74,301
Total Other Current Liabilities	74,301
Total Current Liabilities	84,770
Long Term Liabilities	
164.600 · Loan Payable	1,200,000
Total Long Term Liabilities	1,200,000
Total Liabilities	1,284,770
Equity	
160.740 · Fund Balance Available	0
160.749 · County Reserve Funds	426,075
160.770 · Investment in Fixed Assets	5,053,251
32000 · Retained Earnings	362,121
Net Income	0
Total Equity	5,841,448
TOTAL LIABILITIES & EQUITY	7,126,217

RNVWD - Operating Fund
Profit & Loss Budget Performance
 April 2023

	Apr 23	Budget	\$ Over B...	Jul '22 - A...	YTD Bud...	\$ Over B...	Annual B...
Ordinary Income/Expense							
Income							
60.9000 · Revenues							
60.9005 · Base Fee	30,254	29,889	365	302,316	298,890	3,426	358,668
60.9010 · Supplemental Fees	5,130	5,130	0	51,570	51,300	270	61,560
60.9015 · Tier 1	6,706	6,917	(211)	63,895	69,167	(5,272)	83,000
60.9020 · Tier 2	1,357	2,417	(1,060)	20,982	24,167	(3,185)	29,000
60.9025 · Tier 3	191	1,779	(1,588)	15,477	17,792	(2,315)	21,350
60.9027 · Capital Recovery Charge	18,720	18,450	270	186,000	184,500	1,500	221,400
60.9030 · Hydrant Water Usage	0	583	(583)	5,097	5,833	(737)	7,000
60.9065 · Water Rights	40,000	3,343	36,657	160,000	33,427	126,573	40,112
60.9075 · Admin Fees, Late Fees	441	663	(222)	7,813	6,631	1,182	7,957
60.9080 · Interest Income	10,802	2,496	8,306	35,772	24,961	10,811	29,953
60.9111 · CoBank Loan	600,000	0	600,000	600,000	600,000	0	600,000
Total 60.9000 · Revenues	713,601	71,667	641,934	1,448,921	1,316,667	132,255	1,460,000
60.9110 · Funds from Op Reserves	87,448	0	87,448	1,107,724	459,497	648,227	980,000
Total Income	801,049	71,667	729,382	2,556,645	1,776,164	780,482	2,440,000
Expense							
60.2000 · Operating Expenses							
60.2005 · General Manager	6,143	6,144	(1)	61,310	61,435	(125)	73,722
60.2006 · Recruiter / Transition	6,400	2,500	3,900	14,525	25,000	(10,475)	30,000
60.2010 · Administration & Board Clerk	650	600	50	8,266	6,000	2,266	7,200
60.2015 · Billing Manager	3,593	3,488	105	38,313	34,875	3,437	41,850
60.2020 · Meter Reading	0	1,133	(1,133)	10,213	11,330	(1,117)	13,596
60.2025 · Backflow Testing	0	0	0	17,865	18,000	(135)	18,000
60.2028 · Plant & Facilities Operations	20,442	10,833	9,608	142,689	108,333	34,356	130,000
60.2033 · Weed Abatement	2,765	220	2,545	2,765	2,200	565	2,640
60.2035 · Legal	0	583	(583)	4,280	5,833	(1,553)	7,000
60.2040 · Engineering	5,531	1,250	4,281	12,233	12,500	(267)	15,000
60.2045 · Audit	0	0	0	11,332	11,000	332	11,000
60.2050 · Accountant CPA	1,204	1,100	104	11,254	11,000	254	13,200
60.2065 · USA Marking	1,328	583	744	13,866	5,833	8,032	7,000
60.2070 · Webmaster	350	833	(483)	6,688	8,333	(1,645)	10,000
60.2075 · Office Supplies	0	188	(188)	1,456	1,875	(419)	2,250
60.2090 · Postage & PO Box Rental	0	292	(292)	3,362	2,917	445	3,500

RNVWD - Operating Fund
Profit & Loss Budget Performance
 April 2023

	Apr 23	Budget	\$ Over B...	Jul '22 - A...	YTD Bud...	\$ Over B...	Annual B...
60.2105 · Ins. Gen. Liab., Prop., & Bond	0	0	0	5,370	5,500	(130)	5,500
60.2115 · Electricity, PGE	1,692	1,507	185	56,795	47,489	9,306	60,000
60.2125 · Office Equipment	0	42	(42)	0	417	(417)	500
60.2130 · Bank & Bankcard Fees	463	417	46	3,754	4,167	(413)	5,000
60.2135 · Interest on Loan	0	2,500	(2,500)	17,211	25,000	(7,789)	30,000
60.2136 · Co-Bank Balance Sheet Offset	600,000	0	600,000	600,000	0	600,000	0
60.2145 · Phone Service	65	42	24	648	417	232	500
60.2150 · Tank Access Rd. Maint. & Gate	4,785	667	4,118	22,039	6,667	15,372	8,000
60.2160 · CORE SW Lic., Data Stg, Trng.	2	0	2	3,409	2,000	1,409	2,000
60.2175 · Publications & Legal Notices	0	58	(58)	304	583	(280)	700
60.2185 · Trade Memberships & Training	0	0	0	8,500	8,500	8	8,500
60.2190 · Licenses, Permits & Fees	596	333	263	5,027	3,333	1,694	4,000
60.2200 · ITRON Mobile Reader SW & Warr.	0	708	(708)	2,308	7,083	(4,775)	8,500
60.2205 · Fees & Administration	150	417	(267)	1,735	4,167	(2,432)	5,000
60.2208 · Underground Leak Repairs	9,329	11,667	(2,337)	112,451	116,667	(4,215)	140,000
60.2210 · Routine Maintenance & Minor Rep	24,585	5,833	18,752	69,706	58,333	11,373	70,000
60.2235 · Contingency	2,025	4,167	(2,142)	21,388	41,667	(20,279)	50,000
60.2384 · Bucktown Road Improvements	150	2,500	(2,350)	150	25,000	(24,850)	30,000
60.2392 · Standby Generator	0	4,154	(4,154)	23,167	41,535	(18,368)	49,842
60.2395 · Well #2 Repairs	31,060	0	31,060	49,033	0	49,033	0
60.2397 · Well #1 Repairs	1,622	0	1,622	82,552	0	82,552	0
60.2405 · Fire Repairs Station #1	600	0	600	0	0	0	0
60.2410 · Arsenic	59,883	118,333	(58,451)	1,050,246	1,183,333	(133,087)	1,420,000
60.2415 · Condition Assessment	14,436	6,333	8,103	22,431	63,333	(40,902)	76,000
60.2420 · Tank Inspections	0	2,500	(2,500)	3,140	25,000	(21,860)	30,000
60.2430 · Meter/ERT Replacement AMI	0	4,167	(4,167)	12,356	41,667	(29,311)	50,000
60.2450 · Solar	1,200	0	1,200	22,500	0	22,500	0
Total 60.2000 · Operating Expenses	801,048	196,090	604,958	2,556,645	2,038,323	518,323	2,440,000
Total Expense	801,048	196,090	604,958	2,556,645	2,038,323	518,323	2,440,000
Net Ordinary Income	0	(124,424)	124,424	0	(262,159)	262,159	(0)
Net Income	0	(124,424)	124,424	0	(262,159)	262,159	(0)

RNVWD - Operating Fund
Check Register
April 2023

11:51 AM
05/10/23
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	04/01/2023	2838	RG West Builders, Inc	6M-Feb	160.020 - Cash WFB Checking #3799	X	-SPLIT-		
Check	04/01/2023	2838	RG West Builders, Inc	6M-Feb	60.2005 - General Manager		160.020 - Cash WFB Checking #3799	6,143.00	13,793.00
Check	04/01/2023	2838	RG West Builders, Inc	New GM	60.2006 - Recruiter / Transition		160.020 - Cash WFB Checking #3799	2,400.00	
Check	04/01/2023	2838	RG West Builders, Inc	Arsenic	60.2410 - Arsenic		160.020 - Cash WFB Checking #3799	1,950.00	
Check	04/01/2023	2838	RG West Builders, Inc	SOI MSR	60.2235 - Contingency		160.020 - Cash WFB Checking #3799	450.00	
Check	04/01/2023	2838	RG West Builders, Inc	Bucktown	60.2384 - Bucktown Road Improvements		160.020 - Cash WFB Checking #3799	150.00	
Check	04/01/2023	2838	RG West Builders, Inc	Well 2	60.2395 - Well #2 Repairs		160.020 - Cash WFB Checking #3799	1,050.00	
Check	04/01/2023	2838	RG West Builders, Inc	Comd Assmt	60.2415 - Condition Assessment		160.020 - Cash WFB Checking #3799	300.00	
Check	04/01/2023	2838	RG West Builders, Inc	Solar	60.2450 - Solar		160.020 - Cash WFB Checking #3799	450.00	
Check	04/01/2023	2838	RG West Builders, Inc	Insurance	60.2405 - Fire Repairs Station #1		160.020 - Cash WFB Checking #3799	600.00	
Check	04/01/2023	2838	NorCal	Check #2838 ...	160.500 - Deposit Payables		160.020 - Cash WFB Checking #3799	450.00	
Check	04/01/2023	2838	RG West Builders, Inc	Will Serve	60.2205 - Fees & Administration		160.020 - Cash WFB Checking #3799	150.00	
Check	04/01/2023	2837	Buxup Corporation	8586	160.020 - Cash WFB Checking #3799		160.020 - Cash WFB Checking #3799	150.00	
Check	04/01/2023	2836	BK Bookkeeping Inc	8586	60.2006 - Recruiter / Transition	X	60.2006 - Recruiter / Transition	150.00	
Check	04/01/2023	2836	BK Bookkeeping Inc	6142	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	4,000.00	4,000.00
Check	04/03/2023		PG & E		60.2015 - Billing Manager	X	60.2015 - Billing Manager	3,593.00	3,593.00
Check	04/03/2023		PG & E		160.020 - Cash WFB Checking #3799	X	60.2115 - Electricity, PGE	913.43	913.43
Check	04/03/2023		Wells Fargo		160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	1,025.86	1,025.86
Check	04/05/2023	2842	Shaw & Associates	March	160.600 - Wells Fargo Visa Card	X	160.600 - Wells Fargo Visa Card	1,100.00	1,100.00
Check	04/05/2023	2842	Shaw & Associates	March	60.2050 - Accountant CPA	X	60.2050 - Accountant CPA	650.00	650.00
Check	04/05/2023	2841	Veerkamp	March	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	1,929.10	1,929.10
Check	04/05/2023	2840	Bay City Electric Works	March	60.2010 - Administration & Board Clerk	X	60.2010 - Administration & Board Clerk	349.96	349.96
Check	04/05/2023	2840	Bay City Electric Works	W273437	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	30,009.77	30,009.77
Check	04/05/2023	2839	Randall Larson Mayn...	March Web	60.2210 - Routine Maintenance & Minor Rep	X	60.2210 - Routine Maintenance & Minor Rep	750.00	750.00
Check	04/05/2023	2843	Randall Larson Mayn...	March Web	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	6,754.04	6,754.04
Check	04/05/2023	2843	Eaton Pumps Sales ...	26336	60.2070 - Webmaster	X	60.2070 - Webmaster	43.91	43.91
Check	04/05/2023	2843	Eaton Pumps Sales ...	Well #2	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	66.08	66.08
Check	04/11/2023	2844	Fouk Civil Engineeri...	2700	60.2395 - Well #2 Repairs	X	60.2395 - Well #2 Repairs	81.79	81.79
Check	04/11/2023	2844	Fouk Civil Engineeri...	Solar	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	355.13	355.13
Check	04/11/2023	2845	LSCE	39620 & 39618	60.2450 - Solar	X	60.2450 - Solar	5,131.58	5,131.58
Check	04/11/2023	2845	LSCE	39620 & 39618	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	1,622.46	1,622.46
Check	04/12/2023	2846	Bancard Discount Fee	Discount fee	60.2397 - Well #1 Repairs	X	60.2397 - Well #1 Repairs	43.91	43.91
Check	04/12/2023	2846	Bancard Discount Fee	Discount fee	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	66.08	66.08
Check	04/12/2023	2846	Bancard Discount Fee	Interchange fee	60.2130 - Bank & Bankcard Fees	X	60.2130 - Bank & Bankcard Fees	81.79	81.79
Check	04/12/2023	2846	Bancard Discount Fee	Bankcard Fee	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	355.13	355.13
Check	04/17/2023	2846	PG & E	0039569	60.2130 - Bank & Bankcard Fees	X	60.2130 - Bank & Bankcard Fees	71,164.73	71,164.73
Check	04/17/2023	2846	PG & E	0039569	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799	22,655.83	22,655.83
Check	04/18/2023	2846	Solano Irrigation Distr...	Maintenance	60.2210 - Routine Maintenance & Minor Rep	X	60.2210 - Routine Maintenance & Minor Rep	20,441.57	20,441.57
Check	04/18/2023	2846	Solano Irrigation Distr...	OPS	60.2028 - Plant & Facilities Operations	X	60.2028 - Plant & Facilities Operations	1,327.62	1,327.62
Check	04/18/2023	2846	Solano Irrigation Distr...	USA	60.2065 - USA Marking	X	60.2065 - USA Marking	9,329.47	9,329.47
Check	04/18/2023	2846	Solano Irrigation Distr...	ENG	60.2040 - Engineering	X	60.2040 - Engineering	5,858.60	5,858.60
Check	04/18/2023	2846	Solano Irrigation Distr...	Leaks	60.2208 - Underground Leak Repairs	X	60.2208 - Underground Leak Repairs	1,461.00	1,461.00
Check	04/18/2023	2846	Solano Irrigation Distr...	Arsenic	60.2410 - Arsenic	X	60.2410 - Arsenic	4,736.00	4,736.00
Check	04/18/2023	2846	Solano Irrigation Distr...	Roads	60.2150 - Tank Access Rd. Maint. & Gate	X	60.2150 - Tank Access Rd. Maint. & Gate	3,323.83	3,323.83
Check	04/18/2023	2846	Solano Irrigation Distr...	Roads	60.2410 - Arsenic	X	60.2410 - Arsenic	2,765.00	2,765.00
Check	04/18/2023	2847	Glaser Pest Control	41723-3	160.020 - Tank Access Rd. Maint. & Gate	X	160.020 - Tank Access Rd. Maint. & Gate		
Check	04/18/2023	2847	Glaser Pest Control	41723-3	160.020 - Cash WFB Checking #3799	X	160.020 - Cash WFB Checking #3799		
Check	04/18/2023	2847	Glaser Pest Control	41723-3	60.2033 - Weed Abatement	X	60.2033 - Weed Abatement		

RNVWD - Operating Fund
Check Register
 April 2023

11:51 AM
 05/10/23
 Accrual Basis

Type	Date	Num	Name	Memo	Account	Cir	Split	Debit	Credit
Check	04/18/2023	2848	CALCAD	701571.72, 73	160.020 · Cash WFB Checking #3799	X	-SPLIT-		
Check	04/18/2023	2848	CALCAD	Maps update	60.2040 · Engineering		160.020 · Cash WFB Checking #3799	3,500.00	5,075.00
Check	04/18/2023	2848	CALCAD	SOI update	60.2235 · Contingency		160.020 · Cash WFB Checking #3799	1,575.00	
Check	04/20/2023		ACH Return	Morgan-Accou...	160.020 · Cash WFB Checking #3799	X	60.9075 · Admin Fees, Late Fees		652.04
Check	04/20/2023		ACH Return	Morgan-Accou...	60.9075 · Admin Fees, Late Fees	X	160.020 · Cash WFB Checking #3799	652.04	
Check	04/21/2023	2849	Solano County Reso...	Invoice 67949 ...	160.020 · Cash WFB Checking #3799	X	60.2190 · Licenses, Permits & Fees		596.00
Check	04/21/2023	2849	Solano County Reso...	Invoice 67949 ...	60.2190 · Licenses, Permits & Fees	X	160.020 · Cash WFB Checking #3799	596.00	
Check	04/21/2023	2850	Coastland	56134	160.020 · Cash WFB Checking #3799	X	60.2415 · Condition Assessment		14,136.25
Check	04/21/2023	2850	Coastland	56134	60.2415 · Condition Assessment	X	160.020 · Cash WFB Checking #3799	14,136.25	
Check	04/21/2023	2851	BWD General Engin...	#App 06 Job 2...	160.020 · Cash WFB Checking #3799	X	60.2410 · Arsenic		42,206.65
Check	04/21/2023	2851	BWD General Engin...	#App 06 Job 2...	60.2410 · Arsenic	X	160.020 · Cash WFB Checking #3799	42,206.65	
Check	04/21/2023	2852	LAFCO	Forfang annex...	160.020 · Cash WFB Checking #3799	X	160.500 · Deposit Payables		469.00
Check	04/21/2023	2852	LAFCO	Forfang annex...	160.500 · Deposit Payables	X	160.020 · Cash WFB Checking #3799	469.00	
Check	04/21/2023		Dennis Forfang	LAFCO check ...	160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		237.87
Check	04/21/2023		Dennis Forfang	LAFCO check ...	60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	237.87	
Check	04/27/2023		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		185.23
Check	04/27/2023		PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	185.23	
Check	04/30/2023		PG & E	Service Charge	160.025 · Cash PayPal Account	X	60.2130 · Bank & Bankcard Fees		70.81
Check	04/30/2023		PG & E	Service Charge	60.2130 · Bank & Bankcard Fees	X	160.025 · Cash PayPal Account	70.81	
								202,973.65	202,973.65

Apr 23

Adjustments Detail Report

From: 4/1/2023

To: 5/1/2023

These Adjustments Have Been Posted to the Customer's Balance:

These Adjustments Haven't Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
4/11/2023	1801	OFF AND BILLED	BASE	(\$72.90)	ADMIN	New home owner billed also. Should
Total Number of Adjustments =			1	Total =	(\$72.90)	

These Adjustments Have Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
4/6/2023	44003	ACTIVE	LC1	(\$17.13)	ADMIN	Did not receive bill last month. Courte
4/6/2023	37903	ACTIVE	CFEE	\$5.00	ADMIN	
4/6/2023	22503	ACTIVE	CFEE	\$5.00	ADMIN	
4/6/2023	37501	ACTIVE	PR	\$117.90	ADMIN	Check book lost . Replacing check to
4/6/2023	37601	ACTIVE	PR	\$201.10	ADMIN	Check book lost. Replacing check to
4/6/2023	14102	ACTIVE	LC1	(\$12.95)	ADMIN	Did not receive bill last month. Courte
4/11/2023	37903	ACTIVE	CFEE	\$5.00	ADMIN	
4/19/2023	2502	ACTIVE	LC1	\$19.78	ADMIN	
4/19/2023	25101	ACTIVE	LC1	\$27.89	ADMIN	
4/19/2023	20601	ACTIVE	LC1	\$10.49	ADMIN	
4/19/2023	12601	ACTIVE	LC1	\$15.47	ADMIN	
4/19/2023	9801	ACTIVE	LC1	\$15.44	ADMIN	
4/19/2023	8701	ACTIVE	LC1	\$39.04	ADMIN	
4/19/2023	8401	ACTIVE	LC1	\$17.26	ADMIN	
4/19/2023	28702	ACTIVE	LC1	\$34.23	ADMIN	
4/19/2023	2602	ACTIVE	LC1	\$16.11	ADMIN	
4/19/2023	27803	ACTIVE	LC1	\$17.75	ADMIN	
4/19/2023	24802	ACTIVE	CFEE	\$5.00	ADMIN	
4/19/2023	6502	ACTIVE	LC1	\$13.64	ADMIN	
4/19/2023	30201	ACTIVE	LC1	\$12.57	ADMIN	
4/19/2023	38301	ACTIVE	LC1	\$14.32	ADMIN	
4/19/2023	38601	ACTIVE	LC1	\$39.64	ADMIN	
4/19/2023	40902	ACTIVE	LC1	\$22.11	ADMIN	
4/19/2023	24402	ACTIVE	LC1	\$17.17	ADMIN	
4/19/2023	29603	ACTIVE	LC1	\$13.18	ADMIN	
4/27/2023	18701	ACTIVE	CFEE	\$5.00	ADMIN	
4/27/2023	40902	ACTIVE	TRA	(\$277.50)	ADMIN	Tax Roll Adjustment
4/27/2023	38601	ACTIVE	TRA	(\$1,155.31)	ADMIN	Tax roll adjustment
4/27/2023	8701	ACTIVE	TRA	(\$1,107.85)	ADMIN	Tax roll adjustment
4/27/2023	3801	ACTIVE	TRA	(\$454.70)	ADMIN	Tax Roll adjustment
4/27/2023	11101	ACTIVE	CFEE	\$5.00	ADMIN	
4/30/2023	47901	ACTIVE	PR	\$117.90	ADMIN	Acct hacked
4/30/2023	4902	ACTIVE	PR	\$416.24	ADMIN	Acct hacked

4/30/2023 47601 ACTIVE PR \$117.90 ADMIN Acct hacked

Total Number of Adjustments = 34 Total = (\$1,678.31)

Total Number of Adjustments = 35 Total = (\$1,751.21)

Total Number of Adjustments for Group: 1 = 35 Total = (\$1,751.21)

Total Number of Adjustments for Area: 1 = 35 Total = (\$1,751.21)

These Adjustments Have Been Posted to the Customer's Balance:

These Adjustments Have Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
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4/19/2023	19301	ACTIVE	LC1	\$20.14	ADMIN	
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Total Number of Adjustments = 1 Total = \$20.14

Total Number of Adjustments = 1 Total = \$20.14

Total Number of Adjustments for Group: 1 = 1 Total = \$20.14

Total Number of Adjustments for Area: 3 = 1 Total = \$20.14

These Adjustments Have Been Posted to the Customer's Balance:

These Adjustments Have Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
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4/11/2023	18402	ACTIVE	CFEE	\$5.00		
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4/19/2023	34003	ACTIVE	LC1	\$15.24	ADMIN	
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4/19/2023	30103	ACTIVE	LC1	\$21.91	ADMIN	
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4/19/2023	26101	ACTIVE	CFEE	\$5.00	ADMIN	
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4/19/2023	41101	ACTIVE	CFEE	\$5.00	ADMIN	
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4/19/2023	22402	ACTIVE	LC1	\$14.32	ADMIN	
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4/19/2023	1601	ACTIVE	LC1	\$13.86	ADMIN	
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4/19/2023	2802	ACTIVE	CFEE	\$5.00	ADMIN	
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4/30/2023	15801	ACTIVE	CFEE	\$5.00	ADMIN	
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Total Number of Adjustments = 9 Total = \$90.33

Total Number of Adjustments = 9 Total = \$90.33

Total Number of Adjustments for Group: 1 = 9 Total = \$90.33

Total Number of Adjustments for Area: 4 = 9 Total = \$90.33

Total Number of Adjustments for All Areas: = 45 Total = (\$1,640.74)



Directors

Patrick Sweeney, President
 Robert Whitehouse, Director
 Elizabeth Miles, Director
 Steven Strickland, Vice President
 Ken Swenson, Director

Staff

Gordon Stankowski, General Manager
 Brenda Kane, Billing Manager
 Rick Trites, Meter Reading/Backflow
 Nancy Veerkamp, Clerk/Administrator
 Solano Irrigation District, Operation
 & Maintenance

BOARD OF DIRECTORS **REGULAR MEETING MINUTES** **APRIL 11, 2023 at 7:00 pm**

The Rural North Vacaville Board of Directors met in regular session on this date.

Roll Call: Present were Patrick Sweeney, President; Elizabeth Miles, Director; Steven Strickland, Vice President, Ken Swenson, Director; Gordon Stankowski, General Manager (GM); Dale Motiska, Asst. GM; Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West; Lori Mazzella, Deputy County Counsel;

Absent: Robert "Bob" Whitehouse, Director

Public (speaking): Jim Miles, Eileen Uthe-Smith

1. Call Meeting to Order

2. Roll Call

3. Approval of the Agenda

The meeting was called to order by President Patrick Sweeney at 7:00 pm.

Director Elizabeth made a motion to approve the Agenda and the motion was seconded by Director Steve.

Roll Call Vote: Yes: Elizabeth, Patrick, Steven, Ken; Noes: None; Absent: Bob

4. Public Comments: Jim Miles spoke against any further annexations

5. Consent Items- Public comments: None

- a) Consider for Approval the monthly financials and adjustments for **January and February 2023. (Action Item)**

Director Steve made a motion to approve the financials with Director Ken seconding the motion. Discussion followed.

Roll Call Vote: Yes: Elizabeth, Patrick, Steven, Ken; Noes: None; Absent: Bob

- b) Consider for Approval the Meeting Minutes of **Regular Board Meeting February 14, 2023, (Action Item)**

Director Steve made a motion to approve the Meeting Minutes. Director Ken seconded the motion. Discussion: None

Roll Call Vote: Yes: Elizabeth, Patrick, Steven, Ken; Noes: None; Absent: Bob

6. General Managers Verbal Informational Report- Public comments: None

Dale made a presentation regarding his first 40 days in the office. Per GM: The Arsenic Remediation Facility Startup will be the week of the 24th. SID will work with DDW to receive final approval. The Solar Application has been submitted and PG&E has requested more documents which the district is providing. The SID agreement is still in negotiations with the next meeting on May 15th.

7. Continuing Business- Public Comments: None

- a) Consider for Approval Resolution 2023-68 update for District Boundary and Sphere of Influence (SOI). Solano Local Agency Formation Commission, LAFCO, will review this resolution request and formalize with a LAFCO Resolution SOI Update as part of LAFCO'S requirement to complete this year 2023 **(Action Item)**

President Patrick made a motion to dissolve the SOI AdHoc Committee. The motion was seconded by Steve.

Roll Call Vote: Ayes: Elizabeth, Patrick, Steven, Ken; Noes: None; Absent: Bob

Director Steve made a motion to approve Resolution 2023-68. Director Ken seconded the motion. Discussion and Public Comment followed.

Roll Call Vote: Ayes: Patrick, Steven, Ken; Noes: Elizabeth Absent: Bob

- b) Consider for Approval the acceptance of the 74 Assessor numbered parcels that LAFCO states are "in the district without a water right" as a result of their study and reconciliation of LAFCO records of the last 20 years since formation of the District. See attached list as many of these Assessor Parcel Numbers, (APN's) are part of Legal Properties/Parcels in the District. Legal Parcels often included more than one APN. District Rules and Regulations provide for only one connection per legal parcel even if that parcel has more than one APN.

Director Steve made a motion to approve the list of APN's. Director Ken seconded the motion. Discussion and Public Comment followed.

Roll Call Vote: Ayes: Elizabeth, Patrick, Steven, Ken; Noes: None; Absent: Bob

8. New Business- Public Comments:

- a) Consider for Information the Draft Conditions Assessment report from Coastland. **(Informational Item)** The GM is awaiting comments from SID.

- b) Consider for Approval the annual review of Reserve Policy #2150 **(Action Item)**

Director Steve made a motion to increase the Reserve amount to \$1,500,000. Director Ken seconded the motion. Discussion and Public Comment followed.

Roll Call Vote: Ayes: Elizabeth, Patrick, Steven, Ken; Noes: None; Absent: Bob

- c) Consider for Approval a request for a 5-year rate increase. Authorize the General Manager to prepare the public notice and workshops and proceed in accordance with Prop 218 requirements. Once the process is completed, the District will have a Resolution for approval as an action item at the June Board Meeting. **(Action Item)**

Director Steve made a motion to move forward with the Prop 218 process. Director Ken seconded the motion. Discussion and Public Comment followed.

Roll Call Vote: Ayes: Patrick, Steven, Ken; Noes: Elizabeth; Absent: Bob

- d) Consider for Approval the 8-year Capital Improvement Plan **(Action Item)**

Director Steve made a motion to approve the 8-year Capital Improvement Plan. Director Ken seconded the motion. Discussion and Public Comment followed.

Roll Call Vote: Ayes: Elizabeth, Patrick, Steven, Ken; Noes: none; Absent: Bob

- e) Consider for Approval the annual budget for FY 23/24. **(Action Item)**

Director Patrick made a motion to dissolve the budget AdHoc Committee. Director Steve seconded the motion. Discussion: None

Roll Call Vote: Ayes: Elizabeth, Patrick, Steven, Ken; Noes: none; Absent: Bob

Director Steve made a motion to approve the annual budget and Director Ken seconded the motion.

Roll Call Vote: Ayes: Patrick, Steven, Ken; Noes: Elizabeth; Absent: Bob.

Lori, our legal counsel, stated that a super majority is required to pass the budget. (A subsequent email from Lori dated April 17, 2023 stated in part that "... I was mistaken.....only requirement for a vote...supermajority was not specified.....the vote at the last meeting counted and effectively passed the budget")

Director Steve also asked for a future Agenda Item to increase the purchase price

of a Water Right.

f) Consider for Approval a contract extension for the current GM for 12 months from July 1, 2023, to June 30, 2024, to train and assist the new GM. Authorize the Board President to negotiate the terms of the agreement for a fixed price of \$36,000. **(Action Item)**

Director Steve made a motion to approve the contract extension. Director Ken seconded the motion. Discussion and Public Comment followed.

Roll Call Vote: Ayes: Patrick, Steven, Ken; Noes: Elizabeth; Absent: Bob

g) Consider for Approval to hold a Special Board Meeting on the Second Tuesday of May. May 9th at 7:00 pm at 4135 Cantelow Road. Agenda will include Continuing Business and New Business as in a Regular Meeting. **(Action Item)**

Director Steve made a motion to hold a Special Board Meeting. Director Elizabeth seconded the motion. Discussion: None

Roll Call Vote: Ayes: Elizabeth, Patrick, Steven, Ken; Noes: none; Absent: Bob

9. **Adjourn**

The meeting was adjourned at 9:07 pm by President Patrick Sweeney.

The next meeting is a **Special Board Meeting on May 9th at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688**

The next **Regular Meeting is scheduled for June 13, 2023, at 7:00 pm the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.**

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Signed

Date



Directors

Patrick Sweeney, President
 Robert Whitehouse, Director
 Elizabeth Miles, Director
 Steven Strickland, Vice President
 Ken Swenson, Director

Staff

Gordon Stankowski, General Manager
 Brenda Kane, Billing Manager
 Rick Trites, Meter Reading/Backflow
 Nancy Veerkamp, Clerk/Administrator
 Solano Irrigation District, Operation
 & Maintenance

BOARD OF DIRECTORS SPECIAL MEETING MINUTES MAY 9, 2023 at 7:00 pm

The Rural North Vacaville Board of Directors met in Special Session on this date.

Roll Call: Present were Patrick Sweeney, President; Elizabeth Miles, Director; Steven Strickland, Vice President, Robert "Bob" Whitehouse, Director; Ken Swenson, Director; Gordon Stankowski, General Manager (GM); Dale Motiska, Asst. GM; Nancy Veerkamp, Clerk/Admin; Weston Stankowski, RG West; Brenda Kene, Billing.

Absent: None

Public (speaking): Susan DeHaven, Eileen Uthe-Smith, Bob Kane, Henry & Anna Robinson, Unidentified Customer

1. **Call Meeting to Order**

2. **Roll Call**

3. **Approval of the Agenda**

The meeting was called to order by President Patrick Sweeney at 7:00 pm. Director Bob made a motion to approve the Agenda and the motion was seconded by Director Steven. All Board Members were in favor.

4. **Public Comments (non-agenda items):**

Susan DeHaven: 1. Objects to the rate hike; 2. Objects to the hiring of Dale Motiska; 3. Objects to payments to RG West to train Dale.

Eileen Uthe-Smith: Objects to the rate hike, would like to look at the budget;

employees should work and live in the district; needs a guarantee that this increase will go only to infrastructure; supplementals should pay the same as those with hookups; and we shouldn't have to pay for the road repairs.

Bob Kane: Remembers and he stated that RNVWD was originally set up as a Non-Profit 501 and should have a Treasurer and Secretary and those positions must be Board Members. Per the GM, RNVWD is a Special District, not a 501.

5. Proposed Water Rate Increase:

Package includes:

1. 45 Day Notice of Public Hearing
2. General Manager Explanation Recap Summary
3. Detailed proposed Monthly Rates Changes by Line Item
4. Proposed 5-year Rate Plan Summary
5. Sources and Uses of Revenue from proposed rate changes
6. Solano Irrigation District Water Rates for Reference
7. 8-year Capital Expenses Planning
8. Fiscal Year 2023-24 District Budget
9. Protest Form

The Proposed Rate increase was explained by the GM and much discussion was heard from the attendees and Board. Henry and Anne Robinson object to supplementals paying the same as people with hookups. Eileen, Susan and Bob further explained their reasons to object to the rate increase. The unidentified customer wanted clarification on the cost per ccf to provide water.

6. Adjourn

The meeting was adjourned at 8:07 pm by President Patrick Sweeney.

The next meeting is a **Workshop and Informational Meeting on May 23th at 7:00 pm at the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688**

The next **Regular Meeting is scheduled for June 13, 2023, at 7:00 pm the Vacaville Fire Protection District, Fire Station #67, 4135 Cantelow Road, Vacaville, CA 95688.**

Minutes submitted by Nancy Veerkamp, Clerk of the Board

Minutes approved by Patrick Sweeney, President

Signed

Date

RESOLUTION NO. 2023-69

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE RURAL NORTH VACAVILLE WATER DISTRICT
ADOPTING THE REPORT OF DELINQUENT CHARGES AND DIRECTING
THE GENERAL MANAGER OF THE DISTRICT TO FILE
THE REPORT WITH THE SOLANO COUNTY AUDITOR AND
REQUEST THE AUDITOR PLACE THE
DELINQUENT CHARGES ON THE TAX ROLL**

WHEREAS, voters approved the formation of the Rural North Vacaville Water District ("District") in 2001 to provide specified services to properties within its jurisdiction; and

WHEREAS, pursuant to Government Code Section 61115, the District has prescribed, revised and collected rates and charges ("Charges ") for the services furnished by it; and

WHEREAS, the District has determined that it is appropriate to collect the Charges, delinquencies, and any related penalties for the affected properties on the tax roll in the same manner as property taxes in accordance with California Government Code Section 61115 (b); and

WHEREAS, the General Manager of the District has prepared and filed a written report (the "**Report**"), a copy of which is attached hereto as **Exhibit A**, and by this reference incorporated herein, with the Board of Directors of the District that describes these certain parcels of real property subject to the Charges, the amount of the Charges, any delinquencies, and any penalties to be imposed thereon; and

WHEREAS, the General Manager of the District has caused notice of (i) the filing of the Report proposing to have such Charges, any delinquencies, and any penalties to be imposed thereon for **Fiscal Year 2022-2023** collected on the tax roll in the same manner as property taxes; and (ii) the time and the date of hearing to consider such Report (a) to be mailed to each affected property owner, and (b) to be published in the newspaper, all in accordance with the California Government Code Section 61115(b); and

WHEREAS, at the time stated in the notice, the Board of Directors conducted the public hearing and heard and considered all objections and protests to the Report; and

WHEREAS, the District has determined to adopt the Report and collect the Charges, any delinquent Charges, and any penalties on the tax roll, which Charges, delinquent Charges, and penalties shall constitute a lien against the

parcel or parcels of land described in the Report in accordance with California Government Code Sections 61115 *et seq.*

Resolved, the Board of Directors finds and determines that the Charges, the delinquent Charges, and any penalties shall be imposed on and shall constitute a lien against each parcel or parcels of land as set forth and described in the Report.

Resolved, the Board of Directors of the District adopts the Report. On or before the **15th day of August, 2023**, the General Manager is directed to file a copy of the Report with the Solano County Auditor, together with an endorsed statement that the Report has been adopted by the Board of Directors and shall request that the Charges, any delinquencies, and any penalties be collected on the tax bills for the taxable parcels in the District identified in the Report along with the ordinary *ad valorem* property taxes to be levied on and collected from the owners of the affected parcels.

The Board of Directors of the Rural North Vacaville Water District adopted this resolution at its regular meeting on **June 13, 2023**, by the following vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

Pat Sweeney, President
Rural North Vacaville Water District
Board of Directors

ATTEST:

Rural North Vacaville Water District
General Manager

The REPORT EXHIBIT A, Resolution 2023-69									
Rural North Vacaville Water District									
Delinquent Accounts for 2023									
Account #	Legal Name	Addresses Serviced	Core Amt. Date 6.7.23	MAILING ADDRESS	City	ST	Zip Code		
8701	CORTES, Yesid*	APN 102-230-160 Cantelow Rd	\$ 1,668.18	c/o Ana Patricia Lopez De Rodriguez, 3800 South Ocean Drive Unit 909	Hollywood	FL	33019		
19301	BAGLIANO-BASHOFF, Susan	3500 Pleasants Trail Road	\$ 983.27						
25101	FRANCIS, David	4029 Cantelow Road	\$ 1,760.22						
28702	DOWNEY, David*	7932 Spencer Lane	\$ 2,444.63	3500 Harbison Dr., Apt. 832	Vacaville	CA	95687		
30103	OJEDA, Alonzo*	APN 105-170-220 Gibson Canyon Rd	\$ 1,094.71	7251 Summerwood Lane	Vacaville	CA	95688		
38601	FULSAAS, Stephen R *	7700 English Hills Rd	\$ 1,676.09	3143 Butters Drive	Oakland	CA	94602		
	*customer has different mailing address		\$ 9,627.10	Total					

8c

Shaw and Associates

Lawrence Shaw, CPA
Lauren Shaw, CPA

May 2, 2023

RE: Rural North Vacaville Water District

ATTN: Gordon Stankowski / Dale Motiska

This letter will serve as a proposal of the services which our firm can provide for you and the proposed fee for the services to be rendered. Please review the proposal and contact us should you need clarification on any point.

PROFESSIONAL SERVICES TO BE RENDERED:

Maintain Quickbooks data file monthly, updating as follows:

- . Recording bank deposits, checks written and electronic charges
- . Reconcile Wells Fargo and PayPal bank accounts.
- . Record credit card charges and reconcile credit card statements.
- . Record Revenue per the provided Revenue Report
- . Reconcile customer water accounts receivable.
- . Maintain ongoing record of Construction Accounts Receivable, Water Rights Receivable and Customer Deposits.
- . Bill Water Rights installments per respective contracts.
- . Record County fund activity periodically, as needed.
- . Update the annual budget provided by the GM.

Provide monthly financial reports consisting of the following:

- . Check Register
- . Balance Sheet
- . Budget Performance (BVA)
- . Deposits Payable
- . Accounts Receivable Detail

Other reports will be provided as needed or requested.

The monthly financial Statements will be prepared without audit. The work we will be performing will be a record-keeping service and will be a presentation in the form of financial statements of information provided to us by you or your staff.

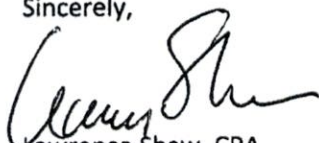
Our fee for these services will be \$1,150 per month, beginning August 1st for the month of July 2023 services. Services are billed at the first of each month for the preceding month's services. Provided that the ongoing services remain essentially unchanged, the monthly fee will escalate 5% per year on each August 1st. Term of this agreement is 3 years beginning July 1, 2023.

Additional services we will perform will be to assist with and facilitate the annual audit. Fees for this service will be charged hourly at a rate of \$220.00 per hour, total charges not to exceed \$1,500.

You may be assured that your affairs will have our most careful attention and all information will be processed in complete confidence. It is our aim to give you the best service possible.

If the foregoing is acceptable to you, please sign in the space provided below and return a copy of this letter by fax (707-448-9772) or email.

Sincerely,



Lawrence Shaw, CPA
Shaw & Associates

Agreed and accepted:

By: _____

Date: _____



POLICY TITLE: Public Comment
POLICY NUMBER: 4211
ADOPTED: 6.13.23
REVISIONS: None

4215. An important component of a Board Meeting is public comment. We want to hear from our members. Members of the Public are invited to address the Board during Public Comment and during items on the agenda, per Policy 4210. Anyone who wishes to speak must provide a completed Public Comment Card (see attached) to the Clerk prior to the start of the meeting. People will be invited to speak in the order in which they sign up. Members of the public cannot cede their time to another speaker. Given time constraints, it is not guaranteed that all who request to speak will be accommodated. The time allotted for public comment will have a maximum of 20 minutes to each subject matter. If numerous requests are received, individual speaker time may be limited, but will be not less than five minutes per speaker during the Public Comment period.

The Clerk will gather the Public Comment Card(s), before the start of the meeting, and mark an Agenda sheet with who, by name, would like to speak upon which Agenda Item. This marked up sheet will be given to the President before the Public Comment period begins.

A meeting is a limited public forum, and RNVWD bodies must give broad rein to a speaker's right of self-expression so long as comments made relate to the specific agenda item or to items under the jurisdiction of the Board. Members of the public have the right to comment on or criticize RNVWD programs, practices, policies, and services, as well as its members and staff.

RNVWD invites public comment about its operations, including comment about the performance of its officials. However, any person who engages in disorderly conduct or utters loud, threatening, offensive, or abusive language that disrupts, disturbs, or otherwise impedes the orderly conduct of the meeting shall, at the discretion of the President, be barred from further audience before the body at that meeting.



PUBLIC COMMENT CARD

Rural North Vacaville Water District Board Meeting

If you wish to speak during Public Comment regarding a Non-Agenda Topic or on an Agenda Item, please complete a public comment card and submit to the Board President prior to the meeting.

(Public comment is limited to 5 minutes per person.)

Board Meeting Date: _____

Name: _____

E-mail Address *(optional)*: _____

Name of Organization you Represent *(if applicable)*: _____

I Wish to Comment Regarding *(choose below)*:

Non-Agenda Topic: _____

Agenda Item *(include item number and item title)*:
