



50

Directors

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

Staff

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

BOARD OF DIRECTORS
SPECIAL BOARD MEETING MEETING MINUTES
SEPTEMBER 19, 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; Steven Strickland, Vice President; Elizabeth Miles, Director; Bob Whitehouse, Director; Ken Swenson, Director Dale Motiska (GM); Nancy Veerkamp, Clerk/Admin.

Absent: none

Guests: Rich Seithel, Executive Officer, LAFCO and Aaron Norman, Analyst II

Public (speaking): Jim Miles, Gordon Stankowski, Weston Stankowski, Eileen Smith, Brad Foulk, Bob Karn

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 Bob. All present approved.

4. Public Comments(Non Agenda Items): Eileen Smith: When is the Arsenic plant going on line? GM: 10 more days of testing before we can call for final state inspection.

5. Consent Items:

a) Consider for Approval the Meeting Minutes of Board of Directors Special **Meeting August 31, 2023, (Action Item)**

VP Steve made a motion to approve the Meeting Minutes of August 31,2023. Director Bob seconded the motion. All present approved.

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

Metron transmitters report- letters were read from Rick Trites and Brenda Kane outlining the issues they are having with the Metron transmitters. After discussion is was agreed to go back to the Itron ERTS. A Replacement cost estimate will be requested from Trites for the 22 installed transmitters. Eileen: Can we sell or return these? GM to follow up on that idea.

7. Continuing Business- Public Comments: None

a) Consider for discussion the June 12, 2023 LAFCO Project No. 2021-08 Rural North Vacaville Water District Sphere of Influence "SOI" Update. LAFCO Executive Officer, Rich Seithel. A copy of the power point presentation was passed out for all to follow along and understand the Commission's requests to finalize the SOI at the LAFCO October 16, 2023 meeting. A few copies of the Municipal Service Review were also provided. A copy can be found on the rnvwd.com website.

Public Comments: Weston Stankowski handed out a letter with key points on why the the English Hills, LLC should be included in the SOI. Gordon Stankowski spoke regarding the same issue. Brad Foulk distributed a handout recommending English Hills, LLC be included in the SOI. Bob Karn spoke regarding the inclusion of the Ralph Perkins property in the SOI. There was a 5 minute recess starting at 7:25. Meeting restarted at 7:27. Jim Miles had questions and comments. Board Discussion: There was a better understanding of the process by members of the Board. RNVWD will decide which items to follow up on in the Suggested Conditions of Approval and Recommendations sections in the power point presentation before October 16th.

8. New Business- Public Comments: None

a) Consider for approval Policy 2120- Procurement Policy. (Action Item). VP Steve made a motion to approve the Procurement Policy 2120. Director Elizabeth seconded the motion. Public comment and Discussion: None

All present approved.

9. Adjourn

The meeting was adjourned at 8:55 pm by President Patrick Sweeney.

The next **Regular Meeting** is scheduled for **October 10, 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

50

RNVWD - Operating Fund
Balance Sheet
As of July 31, 2023

	Jul 31, 23
ASSETS	
Current Assets	
Checking/Savings	
160.020 · Cash WFB Checking #3799	243,133
160.025 · Cash PayPal Account	93
160.029 · Cash in Treasury - Fund 164	242,339
Total Checking/Savings	485,565
Accounts Receivable	
11000 · Hydrant Water Customer AR	(1,500)
Total Accounts Receivable	(1,500)
Other Current Assets	
160.110 · Water Svc Accounts Rec.	88,483
160.139 · Accrued Interest Receivable	14,872
Total Other Current Assets	103,355
Total Current Assets	587,420
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	(8,783,715)
Total Fixed Assets	4,933,386
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	35,129
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	31,015
Total Other Assets	1,015,798
TOTAL ASSETS	6,536,604
LIABILITIES & EQUITY	
Liabilities	

RNVWD - Operating Fund
Balance Sheet
As of July 31, 2023

	<u>Jul 31, 23</u>
Current Liabilities	
Accounts Payable	
160.500 · Deposit Payables	13,100
Total Accounts Payable	13,100
Credit Cards	
160.600 · Wells Fargo Visa Card	107
Total Credit Cards	107
Other Current Liabilities	
160.510 · Accounts Payable	103,333
Total Other Current Liabilities	103,333
Total Current Liabilities	116,540
Long Term Liabilities	
164.600 · Loan Payable	1,200,000
Total Long Term Liabilities	1,200,000
Total Liabilities	1,316,540
Equity	
160.740 · Fund Balance Available	0
160.749 · County Reserve Funds	226,075
160.770 · Investment in Fixed Assets	4,933,386
32000 · Retained Earnings	92,959
Net Income	(32,355)
Total Equity	5,220,064
TOTAL LIABILITIES & EQUITY	<u><u>6,536,604</u></u>

**RNVWD - Operating Fund
Profit & Loss Budget Performance
July 2023**

	Jul 23	Budget	\$ Over B...	Jul 23	YTD Bud...	\$ Over B...	Annual B...
Ordinary Income/Expense							
Income							
60.9000 · Revenues							
60.9005 · Base Fee	30,254	30,785	(532)	30,254	30,785	(532)	369,421
60.9010 · Supplemental Fees	5,130	8,892	(3,762)	5,130	8,892	(3,762)	106,704
60.9015 · Tier 1	9,689	9,709	(19)	9,689	9,709	(19)	116,507
60.9020 · Tier 2	5,073	3,333	1,740	5,073	3,333	1,740	40,000
60.9025 · Tier 3	6,550	2,333	4,217	6,550	2,333	4,217	28,000
60.9027 · Capital Recovery Charge	18,765	32,470	(13,705)	18,765	32,470	(13,705)	389,640
60.9030 · Hydrant Water Usage	0	583	(583)	0	583	(583)	7,000
60.9065 · Water Rights	0	0	0	0	0	0	77,112
60.9075 · Admin Fees, Late Fees	628	667	(39)	628	667	(39)	8,000
60.9080 · Interest Income	0	2,496	(2,496)	0	2,496	(2,496)	29,953
Total 60.9000 · Revenues	76,089	91,269	(15,180)	76,089	91,269	(15,180)	1,172,337
Total Income	76,089	91,269	(15,180)	76,089	91,269	(15,180)	1,172,337
Expense							
60.2000 · Operating Expenses							
60.2005 · General Manager	6,143	7,500	(1,357)	6,143	7,500	(1,357)	90,000
60.2006 · Recruiter / Transition	6,400	1,667	4,733	6,400	1,667	4,733	20,000
60.2010 · Administration & Board Clerk	1,500	660	840	1,500	660	840	7,920
60.2015 · Billing Manager	4,133	3,667	466	4,133	3,667	466	44,000
60.2020 · Meter Reading	0	1,167	(1,167)	0	1,167	(1,167)	14,004
60.2025 · Backflow Testing	0	0	0	0	0	0	19,000
60.2028 · Plant & Facilities Operations	10,489	12,500	(2,011)	10,489	12,500	(2,011)	150,000
60.2033 · Weed Abatement	0	230	(230)	0	230	(230)	2,765
60.2035 · Legal	4,999	1,000	3,999	4,999	1,000	3,999	12,000
60.2040 · Engineering	482	1,250	(768)	482	1,250	(768)	15,000
60.2045 · Audit	0	0	0	0	0	0	12,332
60.2050 · Accountant CPA	1,100	1,167	(67)	1,100	1,167	(67)	14,000
60.2065 · USA Marking	505	500	5	505	500	5	6,000
60.2070 · Webmaster	0	833	(833)	0	833	(833)	10,000
60.2075 · Office Supplies	620	188	433	620	188	433	2,250
60.2090 · Postage & PO Box Rental	1,000	333	667	1,000	333	667	4,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	6,491	2,750	3,741	6,491	2,750	3,741	5,500
60.2115 · Electricity, PGE	1,158	2,539	(1,381)	1,158	2,539	(1,381)	73,000
60.2125 · Office Equipment	0	208	(208)	0	208	(208)	2,500

RNVWD - Operating Fund
Profit & Loss Budget Performance
July 2023

	Jul 23	Budget	\$ Over B...	Jul 23	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	216	375	(159)	216	375	(159)	4,500
60.2135 · Interest on Loan	0	0	0	0	0	0	171,254
60.2145 · Phone Service	98	68	30	98	68	30	812
60.2150 · Tank Access Rd. Maint. & Gate	0	2,917	(2,917)	0	2,917	(2,917)	35,000
60.2160 · CORE SW Lic., Data Stg, Trng.	4	0	4	4	0	4	4,000
60.2175 · Publications & Legal Notices	0	42	(42)	0	42	(42)	500
60.2185 · Trade Memberships & Training	586	0	586	586	0	586	9,500
60.2190 · Licenses, Permits & Fees	0	417	(417)	0	417	(417)	5,000
60.2200 · ITRON Moble Reader SW & Warr.	0	208	(208)	0	208	(208)	2,500
60.2205 · Fees & Administration	100	167	(67)	100	167	(67)	2,000
60.2208 · Underground Leak Repairs	23,605	11,667	11,938	23,605	11,667	11,938	140,000
60.2210 · Routine Maintenance & Minor Rep	11,355	6,250	5,105	11,355	6,250	5,105	75,000
60.2235 · Contingency	450	1,250	(800)	450	1,250	(800)	15,000
60.2410 · Arsenic	26,555	10,417	16,138	26,555	10,417	16,138	125,000
60.2430 · Meter/ERT Replacement AMI	0	417	(417)	0	417	(417)	5,000
60.2455 · Engineer Cantelow Slide	0	417	(417)	0	417	(417)	5,000
60.2460 · FEMA	455	333	122	455	333	122	4,000
60.2465 · Cantelow Repair Pipe - Exposed	0	2,500	(2,500)	0	2,500	(2,500)	30,000
60.2470 · Model Dist Operating Sys	0	2,250	(2,250)	0	2,250	(2,250)	27,000
60.2475 · Survey Dist Properties	0	167	(167)	0	167	(167)	2,000
60.2480 · Funding for Reserves	0	417	(417)	0	417	(417)	5,000
Total 60.2000 · Operating Expenses	108,444	78,435	30,009	108,444	78,435	30,009	1,172,337
Total Expense	108,444	78,435	30,009	108,444	78,435	30,009	1,172,337
Net Ordinary Income	(32,355)	12,834	(45,189)	(32,355)	12,834	(45,189)	(1)
Net Income	(32,355)	12,834	(45,189)	(32,355)	12,834	(45,189)	(1)

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08/03/23

Accrual Basis

RNWWD - Operating Fund Check Register July 2023

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Jul 23									
Check	07/03/2023	2894	Buxup Corporation	8959	160.020 · Cash WFB Checking #3799	X	-SPLIT-		4,435.60
Check	07/03/2023	2894	Buxup Corporation	8959	60.2006 · Recruiter / Transition		160.020 · Cash WFB Checking #3799	4,000.00	
Check	07/03/2023	2894	Buxup Corporation	8959	60.2185 · Trade Memberships & Training		160.020 · Cash WFB Checking #3799	285.60	
Check	07/03/2023	2894	Buxup Corporation	8959	60.2185 · Trade Memberships & Training		160.020 · Cash WFB Checking #3799	150.00	
Check	07/03/2023	2895	BK Bookkeeping Inc	6197	160.020 · Cash WFB Checking #3799	X	60.2015 · Billing Manager		4,133.00
Check	07/03/2023	2895	BK Bookkeeping Inc	6197	60.2015 · Billing Manager		160.020 · Cash WFB Checking #3799	4,133.00	
Check	07/03/2023	2896	RG West Builders, Inc	606	160.020 · Cash WFB Checking #3799	X	-SPLIT-		11,693.00
Check	07/03/2023	2896	RG West Builders, Inc	606	60.2005 · General Manager		160.020 · Cash WFB Checking #3799	6,143.00	
Check	07/03/2023	2896	RG West Builders, Inc	606	60.2006 · Recruiter / Transition		160.020 · Cash WFB Checking #3799	2,400.00	
Check	07/03/2023	2896	RG West Builders, Inc	Arsenic	60.2410 · Arsenic		160.020 · Cash WFB Checking #3799	1,800.00	
Check	07/03/2023	2896	RG West Builders, Inc	606	60.2235 · Contingency		160.020 · Cash WFB Checking #3799	450.00	
Check	07/03/2023	2896	RG West Builders, Inc	606	60.2205 · Fees & Administration		160.020 · Cash WFB Checking #3799	100.00	
Check	07/03/2023	2896	Dennis Forfang	RG West Buil...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	500.00	
Check	07/03/2023	2896	Abrew.	RG West Buil...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	150.00	
Check	07/03/2023	2896	DOUGHTY	RG West Buil...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	150.00	
Check	07/03/2023	2898	Shaw & Associates	June	160.020 · Cash WFB Checking #3799	X	60.2050 · Accountant CPA		1,100.00
Check	07/03/2023	2898	Shaw & Associates	June	60.2050 · Accountant CPA		160.020 · Cash WFB Checking #3799	1,100.00	
Check	07/03/2023	2883	The Landmark Image	65437	160.020 · Cash WFB Checking #3799	X	60.2075 · Office Supplies		505.31
Check	07/03/2023	2883	The Landmark Image	65437	60.2075 · Office Supplies		160.020 · Cash WFB Checking #3799	505.31	
Check	07/03/2023		Wells Fargo		160.020 · Cash WFB Checking #3799	X	160.600 · Wells Fargo Visa Card		1,043.71
Check	07/03/2023		Wells Fargo		160.600 · Wells Fargo Visa Card	X	160.020 · Cash WFB Checking #3799	1,043.71	
Check	07/05/2023	2897	The Landmark Image	VOID: 65437 ...	160.020 · Cash WFB Checking #3799	X	60.2075 · Office Supplies	0.00	
Check	07/05/2023	2897	The Landmark Image	VOID: 65437 ...	60.2075 · Office Supplies	X	160.020 · Cash WFB Checking #3799	0.00	
Check	07/06/2023	2899	Eclipse Marketing an...		160.020 · Cash WFB Checking #3799	X	60.2105 · Ins. Gen. Liab., Prop., & Bond		555.00
Check	07/06/2023	2899	Eclipse Marketing an...		60.2105 · Ins. Gen. Liab., Prop., & Bond		160.020 · Cash WFB Checking #3799	555.00	
Check	07/07/2023		Superior Press		160.020 · Cash WFB Checking #3799	X	60.2075 · Office Supplies		110.02
Check	07/07/2023		Superior Press		60.2075 · Office Supplies		160.020 · Cash WFB Checking #3799	110.02	
Check	07/10/2023		Postalia		160.020 · Cash WFB Checking #3799	X	60.2090 · Postage & PO Box Rental		500.00
Check	07/10/2023		Postalia		60.2090 · Postage & PO Box Rental		160.020 · Cash WFB Checking #3799	500.00	
Check	07/12/2023	2900	Solano County Coun...	inv May 24 rep...	160.020 · Cash WFB Checking #3799	X	60.2035 · Legal		4,998.75
Check	07/12/2023	2900	Solano County Coun...	inv May 24 rep...	60.2035 · Legal		160.020 · Cash WFB Checking #3799	4,998.75	
Check	07/12/2023	2901	ACWA/PIA	Invoice R028	160.020 · Cash WFB Checking #3799	X	60.2105 · Ins. Gen. Liab., Prop., & Bond		5,836.33
Check	07/12/2023	2901	ACWA/PIA	Invoice R028	60.2105 · Ins. Gen. Liab., Prop., & Bond		160.020 · Cash WFB Checking #3799	5,836.33	
Check	07/12/2023	2902	Solano Irrigation Distr...	40592	160.020 · Cash WFB Checking #3799	X	-SPLIT-		67,535.78
Check	07/12/2023	2902	Solano Irrigation Distr...	Maintenance	60.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	9,542.98	
Check	07/12/2023	2902	Solano Irrigation Distr...	OPS	60.2028 · Plant & Facilities Operations		160.020 · Cash WFB Checking #3799	10,489.43	
Check	07/12/2023	2902	Solano Irrigation Distr...	USA	60.2065 · USA Marking		160.020 · Cash WFB Checking #3799	505.02	
Check	07/12/2023	2902	Solano Irrigation Distr...	ENG	60.2040 · Engineering		160.020 · Cash WFB Checking #3799	482.28	
Check	07/12/2023	2902	Solano Irrigation Distr...	Leaks	60.2208 · Underground Leak Repairs		160.020 · Cash WFB Checking #3799	23,605.10	
Check	07/12/2023	2902	Solano Irrigation Distr...	Arsenic	60.2410 · Arsenic		160.020 · Cash WFB Checking #3799	22,575.06	
Check	07/12/2023	2902	Morgan (Vendor)	SID Check 29...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	83.98	
Check	07/12/2023	2902	Brad Foulk (c)	SID Check 29...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	251.93	
Check	07/12/2023	ach	Veerkamp		160.020 · Cash WFB Checking #3799	X	-SPLIT-		1,955.21
Check	07/12/2023	ach	Veerkamp		60.2010 · Administration & Board Clerk		160.020 · Cash WFB Checking #3799	1,500.21	
Check	07/12/2023	ach	Veerkamp		60.2460 · FEMA		160.020 · Cash WFB Checking #3799	455.00	
Check	07/12/2023	2881	H B Wells Equipment	VOID: reissue...	160.020 · Cash WFB Checking #3799	X	-SPLIT-		0.00
Check	07/12/2023	2881	Burdick (c)	Deposit Refund	11000 · Hydrant Water Customer AR	X	160.020 · Cash WFB Checking #3799	0.00	
Check	07/12/2023	2881	H B Wells Equipment	Water usage	60.9030 · Hydrant Water Usage	X	160.020 · Cash WFB Checking #3799	0.00	
Check	07/13/2023		Bancard Discount Fee	Discount fee	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		57.95
Check	07/13/2023		Bancard Discount Fee	Discount fee	60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	57.95	
Check	07/13/2023		Bancard Discount Fee	Interchange fee	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		74.57
Check	07/13/2023		Bancard Discount Fee	Interchange fee	60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	74.57	
Check	07/13/2023		Bancard Discount Fee	Bankcard Fee	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees		83.00
Check	07/13/2023		Bancard Discount Fee	Bankcard Fee	60.2130 · Bank & Bankcard Fees		160.020 · Cash WFB Checking #3799	83.00	
Check	07/17/2023		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		543.56

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08/03/23

Accrual Basis

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

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	07/17/2023		PG & E		60.2115 - Electricity, PGE		160.020 - Cash WFB Checking #3799	543.56	
Check	07/18/2023	2905	CSDA	GM Leasershi...	160.020 - Cash WFB Checking #3799	X	60.2185 - Trade Memberships & Training		150.00
Check	07/18/2023	2905	CSDA	GM Leasershi...	60.2185 - Trade Memberships & Training		160.020 - Cash WFB Checking #3799	150.00	
Check	07/18/2023	2906	Merter, Valve & Control	004968	160.020 - Cash WFB Checking #3799	X	60.2210 - Routine Maintenance & Minor ...		1,811.78
Check	07/18/2023	2906	Merter, Valve & Control	004968	60.2210 - Routine Maintenance & Minor Rep		160.020 - Cash WFB Checking #3799	1,811.78	
Check	07/18/2023		Postalia		160.020 - Cash WFB Checking #3799	X	60.2090 - Postage & PO Box Rental		500.00
Check	07/18/2023		Postalia		60.2090 - Postage & PO Box Rental		160.020 - Cash WFB Checking #3799	500.00	
Check	07/24/2023		PG & E		160.020 - Cash WFB Checking #3799	X	60.2115 - Electricity, PGE		194.48
Check	07/24/2023		PG & E		60.2115 - Electricity, PGE		160.020 - Cash WFB Checking #3799	194.48	
Check	07/25/2023	2907	ACWAJPIA	Invoice 014379	160.020 - Cash WFB Checking #3799	X	60.2105 - Ins. Gen. Liab., Prop., & Bond		100.00
Check	07/25/2023	2907	ACWAJPIA	Invoice 014379	60.2105 - Ins. Gen. Liab., Prop., & Bond		160.020 - Cash WFB Checking #3799	100.00	
Check	07/25/2023	2908	Luhdorff & Scalmanini	Invoice 40034	160.020 - Cash WFB Checking #3799	X	60.2410 - Arsenic		2,180.00
Check	07/25/2023	2908	Luhdorff & Scalmanini	Invoice 40034	60.2410 - Arsenic		160.020 - Cash WFB Checking #3799	2,180.00	
Check	07/28/2023		PG & E		160.020 - Cash WFB Checking #3799	X	60.2115 - Electricity, PGE		419.82
Check	07/28/2023		PG & E		60.2115 - Electricity, PGE		160.020 - Cash WFB Checking #3799	419.82	
								110,516.87	110,516.87

Jul 23

Adjustments Detail Report

From: 7/1/2023

To: 7/31/2023

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
7/29/2023	17402	OFF AND BILLED	BASE	(\$145.80)	ADMIN	Home sold one year ago. Need to clo
7/29/2023	1801	OFF AND PAID	BASE	\$72.90	ADMIN	Close out account. Property sold in A
7/29/2023	17402	OFF AND BILLED	CONS	(\$40.77)	ADMIN	Home sold one year ago. Need to clo
Total Number of Adjustments =			3	Total =	(\$113.67)	

These Adjustments Have Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
7/3/2023	31502	ACTIVE	CFEE	\$5.00	ADMIN	
7/3/2023	6603	ACTIVE	CFEE	\$5.00	ADMIN	
7/9/2023	11101	ACTIVE	CFEE	\$5.00	ADMIN	
7/20/2023	29102	ACTIVE	CFEE	\$5.00	ADMIN	
7/20/2023	18701	ACTIVE	CFEE	\$5.00	ADMIN	
7/21/2023	2502	ACTIVE	LC1	\$16.84	ADMIN	
7/21/2023	15901	ACTIVE	LC1	\$15.55	ADMIN	
7/21/2023	11601	ACTIVE	LC1	\$18.21	ADMIN	
7/21/2023	8701	ACTIVE	LC1	\$42.78	ADMIN	
7/21/2023	8601	ACTIVE	LC1	\$2.66	ADMIN	
7/21/2023	8401	ACTIVE	LC1	\$35.01	ADMIN	
7/21/2023	2602	ACTIVE	LC1	\$12.95	ADMIN	
7/21/2023	19301	ACTIVE	LC1	\$36.38	ADMIN	
7/21/2023	501	ACTIVE	LC1	\$28.72	ADMIN	
7/21/2023	4101	ACTIVE	LC1	\$19.87	ADMIN	
7/21/2023	20601	ACTIVE	LC1	\$9.03	ADMIN	
7/21/2023	22503	ACTIVE	LC1	\$12.95	ADMIN	
7/21/2023	24802	ACTIVE	LC1	\$13.86	ADMIN	
7/21/2023	25101	ACTIVE	LC1	\$43.80	ADMIN	
7/21/2023	40902	ACTIVE	LC1	\$21.27	ADMIN	
7/21/2023	44003	ACTIVE	LC1	\$23.47	ADMIN	
7/21/2023	44302	ACTIVE	LC1	\$37.13	ADMIN	
7/21/2023	84501	ACTIVE	LC1	\$15.69	ADMIN	
7/21/2023	38601	ACTIVE	LC1	\$42.87	ADMIN	
7/21/2023	13602	ACTIVE	LC1	\$17.15	ADMIN	
7/29/2023	20601	ACTIVE	CFEE	\$5.00	ADMIN	
Total Number of Adjustments =			26	Total =	\$496.19	

Total Number of Adjustments = 29 Total = \$382.52

Total Number of Adjustments for Group:1 = 29 Total = \$382.52

Total Number of Adjustments for Area: 1 = 29 Total = \$382.52

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
7/9/2023	38002	ACTIVE	CONS	(\$45.76)	ADMIN	Adjustment approved by GM for wate
Total Number of Adjustments =			1	Total =		(\$45.76)

Total Number of Adjustments = 1 Total = (\$45.76)

Total Number of Adjustments for Group: 1 = 1 Total = (\$45.76)

Total Number of Adjustments for Area: 2 = 1 Total = (\$45.76)

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
7/21/2023	87001	ACTIVE	LC1	\$16.24	ADMIN	
Total Number of Adjustments =			1	Total =		\$16.24

Total Number of Adjustments = 1 Total = \$16.24

Total Number of Adjustments for Group: 1 = 1 Total = \$16.24

Total Number of Adjustments for Area: 3 = 1 Total = \$16.24

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
7/3/2023	34002	OFF AND BILLED	CFEE	\$5.00	ADMIN	
7/3/2023	34002	OFF AND BILLED	BASE	(\$72.90)	ADMIN	Home sold in Jan. Should not have b
Total Number of Adjustments =			2	Total =		(\$67.90)

These Adjustments Have Been Billed.

Implement Date	Account Number	Account Status	Revenue	Amount	User	Comment
7/9/2023	22402	ACTIVE	CFEE	\$5.00	ADMIN	
7/9/2023	26101	ACTIVE	CFEE	\$5.00	ADMIN	
7/20/2023	18402	ACTIVE	CFEE	\$5.00	ADMIN	
7/21/2023	15402	ACTIVE	LC1	\$6.52	ADMIN	
7/21/2023	34003	ACTIVE	LC1	\$16.34	ADMIN	
7/21/2023	28302	ACTIVE	LC1	\$14.76	ADMIN	
7/21/2023	15201	ACTIVE	LC1	\$17.80	ADMIN	
7/21/2023	30103	ACTIVE	LC1	\$40.23	ADMIN	

Total Number of Adjustments =	8	Total =	\$110.65
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Total Number of Adjustments =	10	Total =	\$42.75
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Total Number of Adjustments for Group: 1 =	10	Total =	\$42.75
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<i>Total Number of Adjustments for Area: 4 =</i>	<i>10</i>	<i>Total =</i>	<i>\$42.75</i>
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<i>Total Number of Adjustments for All Areas: =</i>	<i>41</i>	<i>Total =</i>	<i>\$395.75</i>
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RNVWD - Operating Fund
Balance Sheet
As of August 31, 2023

5b

	<u>Aug 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
160.020 · Cash WFB Checking #3799	184,912
160.025 · Cash PayPal Account	116
160.029 · Cash in Treasury - Fund 164	145,934
Total Checking/Savings	330,963
Accounts Receivable	
11010 · Water Right Inst. Payments Due	1,593
11000 · Hydrant Water Customer AR	(3,000)
Total Accounts Receivable	(1,407)
Other Current Assets	
12000 · Undeposited Funds	2,555
160.110 · Water Svc Accounts Rec.	89,576
160.139 · Accrued Interest Receivable	14,872
Total Other Current Assets	107,003
Total Current Assets	436,560
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	(8,823,670)
Total Fixed Assets	4,893,431
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	36,585
164.239 · LT Receivable - Martin	36,586
164.238 · LT Receivable - DelCampo	134,790
164.236 · LT Receivable - Anguiano	35,129
164.235 · LT Receivable - Hamilton	36,586
164.234 · LT Receivable - Sellers	36,586
164.230 · LT Receivable-Morgan	493,917
164.231 · LT Receivable - Demyan	35,399
164.233 · LT Receivable - Pitcavage	30,197
Total Other Assets	989,774
TOTAL ASSETS	6,319,765

RNVWD - Operating Fund
Balance Sheet
As of August 31, 2023

	<u>Aug 31, 23</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
160.500 · Deposit Payables	17,764
Total Accounts Payable	17,764
Credit Cards	
160.600 · Wells Fargo Visa Card	(5)
160.601 · Wells Fargo Visa Card-New	131
Total Credit Cards	126
Other Current Liabilities	
160.510 · Accounts Payable	103,333
Total Other Current Liabilities	103,333
Total Current Liabilities	121,223
Long Term Liabilities	
164.600 · Loan Payable	1,143,276
Total Long Term Liabilities	1,143,276
Total Liabilities	1,264,499
Equity	
160.740 · Fund Balance Available	0
160.749 · County Reserve Funds	226,075
160.770 · Investment in Fixed Assets	4,893,431
32000 · Retained Earnings	74,781
Net Income	(139,020)
Total Equity	5,055,266
TOTAL LIABILITIES & EQUITY	6,319,765

RNVWD - Operating Fund
Profit & Loss Budget Performance
August 2023

	Aug 23	Budget	\$ Over B...	Jul - Aug ...	YTD Bud...	\$ Over B...	Annual B...
60.2130 · Bank & Bankcard Fees	426	375	51	642	750	(108)	4,500
60.2135 · Interest on Loan	10,887	81,963	(71,077)	10,887	81,963	(71,077)	171,254
60.2145 · Phone Service	0	68	(68)	98	135	(37)	812
60.2150 · Tank Access Rd. Maint. & Gate	12,563	2,917	9,646	12,563	5,833	6,729	35,000
60.2160 · CORE SW Lic., Data Stg, Trng.	0	0	0	4	0	4	4,000
60.2175 · Publications & Legal Notices	0	42	(42)	0	83	(83)	500
60.2185 · Trade Memberships & Training	0	0	0	586	0	586	9,500
60.2190 · Licenses, Permits & Fees	345	417	(72)	345	833	(488)	5,000
60.2200 · ITRON Moble Reader SW & Warr.	2,330	208	2,121	2,330	417	1,913	2,500
60.2205 · Fees & Administration	0	167	(167)	100	333	(233)	2,000
60.2208 · Underground Leak Repairs	10,770	11,667	(897)	34,375	23,333	11,041	140,000
60.2210 · Routine Maintenance & Minor Rep	10,379	6,250	4,129	21,734	12,500	9,234	75,000
60.2235 · Contingency	0	1,250	(1,250)	450	2,500	(2,050)	15,000
60.2410 · Arsenic	72,551	10,417	62,135	99,107	20,833	78,273	125,000
60.2430 · Meter/ERT Replacement AMI	0	417	(417)	0	833	(833)	5,000
60.2455 · Engineer Cantelow Slide	305	417	(112)	305	833	(529)	5,000
60.2460 · FEMA	0	333	(333)	455	667	(212)	4,000
60.2465 · Cantelow Repair Pipe - Exposed	0	2,500	(2,500)	0	5,000	(5,000)	30,000
60.2470 · Model Dist Operating Sys	0	2,250	(2,250)	0	4,500	(4,500)	27,000
60.2475 · Survey Dist Properties	202	167	35	202	333	(132)	2,000
60.2480 · Funding for Reserves	0	417	(417)	0	833	(833)	5,000
Total 60.2000 · Operating Expenses	198,156	168,399	29,757	306,600	246,834	59,766	1,172,337
Total Expense	198,156	168,399	29,757	306,600	246,834	59,766	1,172,337
Net Ordinary Income	(106,665)	(53,818)	(52,847)	(139,020)	(40,984)	(98,036)	(1)
Net Income	(106,665)	(53,818)	(52,847)	(139,020)	(40,984)	(98,036)	(1)

RNVWD - Operating Fund
Profit & Loss Budget Performance
 August 2023

	Aug 23	Budget	\$ Over B...	Jul - Aug ...	YTD Bud...	\$ Over B...	Annual B...
Ordinary Income/Expense							
Income							
60.9000 · Revenues							
60.9005 · Base Fee	30,326	30,785	(459)	60,580	61,570	(990)	369,421
60.9010 · Supplemental Fees	5,130	8,892	(3,762)	10,260	17,784	(7,524)	106,704
60.9015 · Tier 1	9,239	9,709	(470)	18,929	19,418	(489)	116,507
60.9020 · Tier 2	4,401	3,333	1,068	9,474	6,667	2,808	40,000
60.9025 · Tier 3	4,628	2,333	2,295	11,178	4,667	6,511	28,000
60.9027 · Capital Recovery Charge	18,765	32,470	(13,705)	37,530	64,940	(27,410)	389,640
60.9030 · Hydrant Water Usage	891	583	308	891	1,167	(275)	7,000
60.9065 · Water Rights	0	23,312	(23,312)	0	23,312	(23,312)	77,112
60.9075 · Admin Fees, Late Fees	663	667	(4)	1,291	1,333	(42)	8,000
60.9080 · Interest Income	17,447	2,496	14,951	17,447	4,992	12,454	29,953
Total 60.9000 · Revenues	91,491	114,581	(23,090)	167,580	205,849	(38,270)	1,172,337
Total Income	91,491	114,581	(23,090)	167,580	205,849	(38,270)	1,172,337
Expense							
60.2000 · Operating Expenses							
60.2005 · General Manager	10,500	7,500	3,000	16,643	15,000	1,643	90,000
60.2006 · Recruiter / Transition	0	1,667	(1,667)	6,400	3,333	3,067	20,000
60.2010 · Administration & Board Clerk	845	660	185	2,345	1,320	1,025	7,920
60.2015 · Billing Manager	4,493	3,667	826	8,626	7,333	1,293	44,000
60.2020 · Meter Reading	0	1,167	(1,167)	0	2,334	(2,334)	14,004
60.2025 · Backflow Testing	0	0	0	0	0	0	19,000
60.2028 · Plant & Facilities Operations	31,046	12,500	18,546	41,536	25,000	16,536	150,000
60.2033 · Weed Abatement	0	230	(230)	0	461	(461)	2,765
60.2035 · Legal	0	1,000	(1,000)	4,999	2,000	2,999	12,000
60.2040 · Engineering	707	1,250	(543)	1,189	2,500	(1,311)	15,000
60.2045 · Audit	0	0	0	0	0	0	12,332
60.2050 · Accountant CPA	1,150	1,167	(17)	2,250	2,333	(83)	14,000
60.2065 · USA Marking	535	500	35	1,040	1,000	40	6,000
60.2070 · Webmaster	2,544	833	1,710	2,544	1,667	877	10,000
60.2075 · Office Supplies	979	188	791	1,599	375	1,224	2,250
60.2090 · Postage & PO Box Rental	1,203	333	870	2,203	667	1,537	4,000
60.2105 · Ins. Gen. Liab., Prop., & Bond	0	0	0	6,491	2,750	3,741	5,500
60.2115 · Electricity, PGE	22,764	13,290	9,474	23,922	15,829	8,093	73,000
60.2125 · Office Equipment	633	208	425	633	417	217	2,500

RNWWD - Operating Fund Check Register August 2023

2:55 PM
09/25/23
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	08/01/2023	ach	Randall Larson Mayn...	ACH 145151820	160.020 · Cash WFB Checking #3799	X	60.2070 · Webmaster	853.00	853.00
Check	08/01/2023	ach	Randall Larson Mayn...	ACH 145151820	60.2070 · Webmaster	X	160.020 · Cash WFB Checking #3799	7,082.65	7,082.65
Check	08/01/2023		PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	7,082.65	
Check	08/01/2023	2913	Buxup Corporation	8964	160.020 · Cash WFB Checking #3799	X	-SPLIT-		
Check	08/01/2023	2913	Buxup Corporation	8964	60.2005 · General Manager	X	160.020 · Cash WFB Checking #3799	7,500.00	
Check	08/01/2023	2913	Buxup Corporation	8964	60.2075 · Office Supplies	X	160.020 · Cash WFB Checking #3799	323.24	
Check	08/01/2023	2913	Buxup Corporation	8964	60.2090 · Postage & PO Box Rental	X	160.020 · Cash WFB Checking #3799	391.00	
Check	08/01/2023	2913	Buxup Corporation	8964	60.2125 · Office Equipment	X	160.020 · Cash WFB Checking #3799	155.51	
Check	08/01/2023	2912	BK Bookkeeping Inc	6223	160.020 · Cash WFB Checking #3799	X	-SPLIT-		
Check	08/01/2023	2912	BK Bookkeeping Inc	6223	60.2015 · Billing Manager	X	160.020 · Cash WFB Checking #3799	3,593.00	
Check	08/01/2023	2912	BK Bookkeeping Inc	6223	60.2015 · Billing Manager	X	160.020 · Cash WFB Checking #3799	300.00	
Check	08/01/2023	2912	BK Bookkeeping Inc	6223	60.2015 · Billing Manager	X	160.020 · Cash WFB Checking #3799	600.00	
Check	08/01/2023	2912	BK Bookkeeping Inc	6223	60.2075 · Office Supplies	X	160.020 · Cash WFB Checking #3799	24.15	
Check	08/01/2023	2912	BK Bookkeeping Inc	6223	60.2075 · Office Supplies	X	160.020 · Cash WFB Checking #3799	362.55	
Check	08/01/2023	2912	BK Bookkeeping Inc	6223	60.2125 · Office Equipment	X	160.020 · Cash WFB Checking #3799	477.66	
Check	08/01/2023	2911	BWD General Engine...	2222	160.020 · Cash WFB Checking #3799	X	60.2410 · Arsenic	1,743.25	1,743.25
Check	08/01/2023	2910	The Landmark Image	65502	160.020 · Cash WFB Checking #3799	X	60.2075 · Office Supplies	268.96	268.96
Check	08/01/2023	2909	RG West Builders, Inc	612	160.020 · Cash WFB Checking #3799	X	60.2005 · General Manager	3,000.00	3,000.00
Check	08/01/2023	2909	RG West Builders, Inc	612	160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE	3,041.49	3,041.49
Check	08/02/2023		PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	3,041.49	
Check	08/02/2023	2914	Shaw & Associates	8/2/23	160.020 · Cash WFB Checking #3799	X	60.2050 · Accountant CPA	1,150.00	1,150.00
Check	08/02/2023	2914	Shaw & Associates	8/2/23	60.2050 · Accountant CPA	X	160.020 · Cash WFB Checking #3799	845.00	845.00
Check	08/02/2023	2915	Veerkamp	inv-RNWWD 7...	160.020 · Cash WFB Checking #3799	X	60.2010 · Administration & Board Clerk	304.59	304.59
Check	08/02/2023	2915	Veerkamp	inv-RNWWD 7...	160.020 · Cash WFB Checking #3799	X	60.2455 · Engineer Cantelow Slide	304.59	304.59
Check	08/02/2023	2916	Materials Testing, Inc	9980	160.020 · Cash WFB Checking #3799	X	-SPLIT-		
Check	08/02/2023	2916	Materials Testing, Inc	9980	60.2455 · Engineer Cantelow Slide	X	160.020 · Cash WFB Checking #3799	810.00	810.00
Check	08/06/2023	2917	Vintage Paving Co (c)	hydrant refund	160.020 · Hydrant Water Usage	X	160.020 · Cash WFB Checking #3799	690.00	690.00
Check	08/06/2023	2917	Vintage Paving Co (c)	hydrant refund	11000 · Hydrant Water Customer AR	X	160.020 · Cash WFB Checking #3799	57.28	57.28
Check	08/06/2023	2917	Vintage Paving Co (c)	hydrant refund	160.020 · Cash WFB Checking #3799	X	60.2130 · Bank & Bankcard Fees	72.58	72.58
Check	08/10/2023	2917	Bancard Discount Fee	Bancard Disc...	60.2130 · Bank & Bankcard Fees	X	160.020 · Cash WFB Checking #3799	82.68	82.68
Check	08/10/2023	2917	Bancard Discount Fee	Bancard Disc...	60.2130 · Bank & Bankcard Fees	X	160.020 · Cash WFB Checking #3799	193.28	193.28
Check	08/10/2023	2917	Bancard Discount Fee	Bancard Disc...	60.2130 · Bank & Bankcard Fees	X	160.020 · Cash WFB Checking #3799	600.00	600.00
Check	08/10/2023	2919	FP Mailing Solutions	Postage R110...	60.2090 · Postage & PO Box Rental	X	160.020 · Cash WFB Checking #3799	345.00	345.00
Check	08/10/2023	2919	FP Mailing Solutions	Postage R110...	60.2090 · Postage & PO Box Rental	X	160.020 · Cash WFB Checking #3799	647.11	647.11
Check	08/12/2023	2918	Trites Backflow Svc Inc	14531	160.020 · Routine Maintenance & Minor Rep	X	160.020 · Cash WFB Checking #3799	2,329.62	2,329.62
Check	08/12/2023	2918	Trites Backflow Svc Inc	14531	160.020 · Routine Maintenance & Minor Rep	X	160.020 · Cash WFB Checking #3799	44,198.99	44,198.99
Check	08/12/2023	2920	Yolo Solano Air Quali...	12925 Annual...	160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE	89,384.12	89,384.12
Check	08/12/2023	2920	Yolo Solano Air Quali...	12925 Annual...	160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE	174.25	174.25
Check	08/16/2023	2921	PG & E	656985	60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	2,329.62	2,329.62
Check	08/16/2023	2921	PG & E	656985	60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	44,198.99	44,198.99
Check	08/16/2023	2921	Iron	656985	60.2200 · ITRON Mobile Reader SW & Warr.	X	160.020 · Cash WFB Checking #3799	89,384.12	89,384.12
Check	08/17/2023	2922	BWD General Engine...	2222	160.020 · Cash WFB Checking #3799	X	60.2410 · Arsenic	56,723.62	56,723.62
Check	08/17/2023	2922	BWD General Engine...	2222	160.020 · Cash WFB Checking #3799	X	160.020 · Cash WFB Checking #3799	32,660.50	32,660.50
Check	08/21/2023	2922	CoBank	2222	160.020 · Arsenic	X	-SPLIT-		
Check	08/21/2023	2922	CoBank	2222	160.020 · Cash WFB Checking #3799	X	160.020 · Cash WFB Checking #3799	89,384.12	89,384.12
Check	08/21/2023	2922	CoBank	2222	164.600 · Loan Payable	X	160.020 · Cash WFB Checking #3799	56,723.62	56,723.62
Check	08/21/2023	2922	CoBank	2222	60.2135 · Interest on Loan	X	160.020 · Cash WFB Checking #3799	32,660.50	32,660.50
Check	08/22/2023		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE	174.25	174.25

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

2:55 PM
09/25/23
Accrual Basis

Type	Date	Num	Name	Memo	Account	Clr	Split	Debit	Credit
Check	08/22/2023	2923	PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	174.25	
Check	08/22/2023	2923	BWD General Engine...	arsenic compl...	160.020 · Cash WFB Checking #3799		60.2410 · Arsenic		5,165.36
Check	08/22/2023	2924	BWD General Engine...	arsenic compl...	60.2410 · Arsenic		160.020 · Cash WFB Checking #3799	5,165.36	
Check	08/22/2023	2924	Black Creek Constru...	hydrant usag...	110000 · Hydrant Water Customer AR		-SPLIT-		1,298.70
Check	08/22/2023	2924	Black Creek Constru...	hydrant usag...	60.9030 · Hydrant Water Usage		160.020 · Cash WFB Checking #3799	1,500.00	
Check	08/22/2023	2924	Black Creek Constru...	hydrant usag...	160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		201.30
Check	08/28/2023	2925	PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799	481.67	
Check	08/28/2023	2925	Randall Larson Mayn...		160.020 · Cash WFB Checking #3799		60.2070 · Webmaster		1,690.78
Check	08/28/2023	2925	Randall Larson Mayn...		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE	1,690.78	
Check	08/30/2023	\	PG & E		60.2115 · Electricity, PGE		160.020 · Cash WFB Checking #3799		7,864.01
Check	08/30/2023	\	PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	7,864.01	
Check	08/31/2023			Service Charge	160.025 · Cash PayPal Account	X	60.2130 · Bank & Bankcard Fees		93.14
Check	08/31/2023			Service Charge	60.2130 · Bank & Bankcard Fees	X	160.025 · Cash PayPal Account	93.14	
Check	08/31/2023		Postalia		160.020 · Cash WFB Checking #3799	X	60.2090 · Postage & PO Box Rental		600.00
Check	08/31/2023		Postalia		60.2090 · Postage & PO Box Rental	X	160.020 · Cash WFB Checking #3799	600.00	
Check	08/31/2023		PG & E		160.020 · Cash WFB Checking #3799	X	60.2115 · Electricity, PGE		3,473.01
Check	08/31/2023		PG & E		60.2115 · Electricity, PGE	X	160.020 · Cash WFB Checking #3799	3,473.01	
Check	08/31/2023			Service Charge	160.025 · Cash PayPal Account		60.2130 · Bank & Bankcard Fees		120.53
Check	08/31/2023			Service Charge	60.2130 · Bank & Bankcard Fees	X	160.025 · Cash PayPal Account	120.53	
Check	08/31/2023	2929	Solano Irrigation Distr...		160.020 · Cash WFB Checking #3799		160.020 · Cash WFB Checking #3799		9,779.26
Check	08/31/2023	2929	Solano Irrigation Distr...	40592	60.2210 · Routine Maintenance & Minor Rep		160.020 · Cash WFB Checking #3799	31,046.18	
Check	08/31/2023	2929	Solano Irrigation Distr...	Maintenance	60.2028 · Plant & Facilities Operations		160.020 · Cash WFB Checking #3799	534.75	
Check	08/31/2023	2929	Solano Irrigation Distr...	USA	60.2065 · USA Marking		160.020 · Cash WFB Checking #3799	706.66	
Check	08/31/2023	2929	Solano Irrigation Distr...	ENG	60.2040 · Engineering		160.020 · Cash WFB Checking #3799	12,562.75	
Check	08/31/2023	2929	Solano Irrigation Distr...	40592	60.2150 · Tank Access Rd. Maint. & Gate		160.020 · Cash WFB Checking #3799	21,443.89	
Check	08/31/2023	2929	Solano Irrigation Distr...	Arsenic	60.2410 · Arsenic		160.020 · Cash WFB Checking #3799	83.98	
Check	08/31/2023	2929	Abrew Brehme Rd	SID Check 28...	160.500 · Deposit Payables		160.020 · Cash WFB Checking #3799	251.93	
Check	08/31/2023	2929	DOUGHTY	SID Check 28...	160.550 · Deposits Clearing Account		160.020 · Cash WFB Checking #3799	10,769.50	
Check	08/31/2023	2929	Solano Irrigation Distr...	40592	60.2208 · Underground Leak Repairs		160.020 · Cash WFB Checking #3799	201.81	
Check	08/31/2023	2929	Solano Irrigation Distr...	40592	60.2475 · Survey Dist Properties		160.020 · Cash WFB Checking #3799		279,970.17
								279,970.17	279,970.17

Aug 23

RNWWD - Operating Fund
Water Right Installments Outstanding
As of August 31, 2023

Type	Date	Num	Account	Amount	Balance
Anguiano.					
Invoice	10/01/2022	24	11010 · Water Right Inst. Payments Due	2,554.20	2,554.20
Payment	05/13/2023	2255	11010 · Water Right Inst. Payments Due	-2,554.20	0.00
Total Anguiano.				0.00	0.00
Hamilton.					
Invoice	10/01/2022	23	11010 · Water Right Inst. Payments Due	2,554.20	2,554.20
Payment	10/25/2022		11010 · Water Right Inst. Payments Due	-2,554.20	0.00
Total Hamilton.				0.00	0.00
Martin-					
Invoice	03/01/2023	2	11010 · Water Right Inst. Payments Due	2,554.20	2,554.20
Payment	06/22/2023	995975	11010 · Water Right Inst. Payments Due	-2,554.20	0.00
Total Martin-				0.00	0.00
Mojas (Cust)					
Invoice	08/31/2023	5	11010 · Water Right Inst. Payments Due	2,555.00	2,555.00
Payment	08/31/2023	103	11010 · Water Right Inst. Payments Due	-2,555.00	0.00
Total Mojás (Cust)				0.00	0.00
Morgan					
Invoice	08/03/2023	4	11010 · Water Right Inst. Payments Due	39,321.19	39,321.19
Payment	08/18/2023	871	11010 · Water Right Inst. Payments Due	-39,321.19	0.00
Total Morgan				0.00	0.00
NorCal Properties Mgt					
Invoice	04/01/2023	1	11010 · Water Right Inst. Payments Due	9,410.20	9,410.20
Payment	06/23/2023	DTD5...	11010 · Water Right Inst. Payments Due	-9,410.20	0.00
Total NorCal Properties Mgt				0.00	0.00
Pitcavage					
General Journal	05/31/2021		11010 · Water Right Inst. Payments Due	1,593.45	1,593.45
Payment	06/25/2021		11010 · Water Right Inst. Payments Due	-1,593.45	0.00
Invoice	08/03/2023	3	11010 · Water Right Inst. Payments Due	1,593.45	1,593.45
Total Pitcavage				1,593.45	1,593.45
Sellers					
Invoice	10/01/2022	22	11010 · Water Right Inst. Payments Due	2,554.20	2,554.20
Payment	11/02/2022		11010 · Water Right Inst. Payments Due	-2,554.20	0.00
Total Sellers				0.00	0.00
TOTAL				1,593.45	1,593.45

Adjustments Detail Report

From: 8/1/2023

To: 8/31/2023

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
8/6/2023	14004	ACTIVE	BASE	\$72.90	ADMIN	
8/6/2023	29102	ACTIVE	CFEE	\$5.00	ADMIN	
8/6/2023	37903	ACTIVE	CFEE	\$5.00	ADMIN	
8/6/2023	15901	ACTIVE	CFEE	\$5.00	ADMIN	
8/6/2023	22503	ACTIVE	CFEE	\$5.00	ADMIN	
8/6/2023	24402	ACTIVE	PR	\$250.66	ADMIN	Payment entered twice
8/6/2023	14004	ACTIVE	CAPR	\$45.00	ADMIN	Core did not process cap revenue fee
8/6/2023	14004	ACTIVE	CONS	\$4.16	ADMIN	Core did not process usage
8/10/2023	24802	ACTIVE	CFEE	\$5.00	ADMIN	
8/10/2023	11101	ACTIVE	CFEE	\$5.00	ADMIN	
8/21/2023	22903	ACTIVE	LC1	\$13.64	ADMIN	
8/21/2023	22701	ACTIVE	LC1	\$14.99	ADMIN	
8/21/2023	22301	ACTIVE	LC1	\$24.16	ADMIN	
8/21/2023	21403	ACTIVE	LC1	\$20.54	ADMIN	
8/21/2023	18501	ACTIVE	LC1	\$12.95	ADMIN	
8/21/2023	8701	ACTIVE	LC1	\$35.64	ADMIN	
8/21/2023	2602	ACTIVE	LC1	\$15.55	ADMIN	
8/21/2023	2502	ACTIVE	LC1	\$24.11	ADMIN	
8/21/2023	29802	ACTIVE	LC1	\$10.07	ADMIN	
8/21/2023	37903	ACTIVE	CFEE	\$5.00	ADMIN	
8/21/2023	19301	ACTIVE	LC1	\$29.84	ADMIN	
8/21/2023	501	ACTIVE	LC1	\$27.07	ADMIN	
8/21/2023	43201	ACTIVE	LC1	\$21.17	ADMIN	
8/21/2023	25101	ACTIVE	LC1	\$36.68	ADMIN	
8/21/2023	9101	ACTIVE	LC1	\$26.22	ADMIN	
8/21/2023	44003	ACTIVE	LC1	\$33.00	ADMIN	
8/21/2023	44202	ACTIVE	LC1	\$26.39	ADMIN	
8/21/2023	40902	ACTIVE	LC1	\$20.02	ADMIN	
8/21/2023	38601	ACTIVE	LC1	\$35.73	ADMIN	
8/21/2023	31502	ACTIVE	LC1	\$12.95	ADMIN	
8/21/2023	8401	ACTIVE	LC1	\$22.11	ADMIN	
8/21/2023	29603	ACTIVE	LC1	\$13.64	ADMIN	
8/21/2023	47001	ACTIVE	LC1	\$12.95	ADMIN	
8/27/2023	17402	OFF AND BILLED	CONS	\$0.03	ADMIN	Adjustment to close account
8/27/2023	18701	ACTIVE	CFEE	\$5.00	ADMIN	
8/27/2023	20601	ACTIVE	CFEE	\$5.00	ADMIN	
8/27/2023	32203	ACTIVE	CFEE	\$5.00	ADMIN	
8/30/2023	31502	ACTIVE	CFEE	\$5.00	ADMIN	

Total Number of Adjustments =	38	Total =	\$917.17
Total Number of Adjustments =	38	Total =	\$917.17
Total Number of Adjustments for Group: 1 =	38	Total =	\$917.17
Total Number of Adjustments for Area: 1 =	38	Total =	\$917.17

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
8/6/2023	14301	OFF AND PAID	CAPR	(\$90.00)	ADMIN	Home sold in June new client billed a
8/6/2023	14301	OFF AND PAID	CONS	(\$10.40)	ADMIN	Home sold in June New owner billed
8/6/2023	15801	ACTIVE	CFEE	\$5.00	ADMIN	
8/6/2023	33101	ACTIVE	PR	\$242.04	ADMIN	Payment entered twice
8/6/2023	35902	ACTIVE	CONS3	(\$112.32)	ADMIN	Adjustment approved by GM for pool
8/6/2023	14301	OFF AND PAID	BASE	(\$145.80)	ADMIN	Home sold in June. New owner billed
8/6/2023	26101	ACTIVE	CFEE	\$5.00	ADMIN	
8/21/2023	30001	ACTIVE	CFEE	\$5.00	ADMIN	
8/21/2023	41101	ACTIVE	LC1	\$6.49	ADMIN	
8/21/2023	30103	ACTIVE	LC1	\$33.77	ADMIN	
8/21/2023	28302	ACTIVE	LC1	\$18.20	ADMIN	
8/21/2023	14302	ACTIVE	CAPR	\$45.00	ADMIN	Account correction
8/21/2023	14302	ACTIVE	BASE	\$72.90	ADMIN	Account correction
8/21/2023	14302	ACTIVE	CONS	\$4.16	ADMIN	Account correction
8/21/2023	15201	ACTIVE	LC1	\$22.02	ADMIN	
8/21/2023	40802	ACTIVE	LC1	\$12.95	ADMIN	
8/27/2023	15801	ACTIVE	CFEE	\$5.00	ADMIN	
8/30/2023	2802	ACTIVE	CFEE	\$5.00	ADMIN	

Total Number of Adjustments =	18	Total =	\$124.01
Total Number of Adjustments =	18	Total =	\$124.01
Total Number of Adjustments for Group: 1 =	18	Total =	\$124.01
Total Number of Adjustments for Area: 4 =	18	Total =	\$124.01

Total Number of Adjustments for All Areas: =	56	Total =	\$1,041.18
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Rural North Vacaville Water District Strategic Plan 2023

8a

Table of Contents

1. Forward
2. RNVWD Overview and Timeline
3. Mission Statement
4. Goals and Strategic Objectives
5. Goal A: Provide a High-Quality Reliable Water Supply by Ensuring it is Sustainable and Safe
6. Goal B: Optimize Operational and Organizational Efficiencies
7. Goal C: Ensure Fiscal Responsibility and Affordable Rates
8. Goal D: Maintain Excellent Customer Service
9. Strategic Plan Participants

Forward

Rural North Vacaville Water District Description

The District was formed in June of 1996 to provide water for residential uses and water for fire³ protection. A permit to supply water was issued by the State of California in June 2000. Water deliveries began in 2003.

The District covers approximately 5,163 acres and is located north of the City of Vacaville. Existing land uses are primarily zoned rural residential (approximately 39 percent) and agricultural uses (approximately 59 percent). The remaining 2% are public purpose uses. Boundaries for the District encompasses geographical areas generally described as English Hills, Gibson Canyon and Steiger Hill.

Potable water for residential use was originally designed to provide for a total maximum daily demand of 660 gpm and a maximum of 533 parcels within the extent of the Service Area for the District. Currently, the District has 417 active residential service connections. Property owners within the area of the District can opt out of taking delivery of potable water. Therefore, some of the Service Area parcels are considered 'island parcels' disconnected from the majority contiguous parcels within the Service Area. The District's Service Area boundaries are currently being confirmed by Solano Local Agency Formation Commission.

Property owners can also opt out of fire water service. Water for fire protection is currently provided for a total of 711 parcels located within the District's larger Sphere of Influence. Some of the fire service parcels are also considered 'island parcels' disconnected from the majority contiguous parcels within the District's Sphere of Influence.

2. RNVWD OVERVIEW AND TIMELINE

Original Water Facilities

Water supply for the District is provided by two water wells. Well #1 is the primary water source and has an associated electrical generator, motor control center, chlorine addition system and surge protection facilities at the well head. Well #2 is currently awaiting permitting from the Division of Drinking Water with the approval of the arsenic removal system. The commissioning process is scheduled to end on October 5, 2023 when Well #2 is expected to begin operating on a regular basis. Water from Well #2 is passed through Well #1 facilities for chlorination, arsenic reduction and hydraulic surge protection.

Water is distributed to parcels within the District via an underground piping network with piping ranging from 4 inches to 12 inches in diameter. Five pressure zones are present in the system. Well pumps lift source water to a steel reservoir in Zone 1. Water from this reservoir is lifted to another steel reservoir in Zone 3 using pumps at Station 3. Zones 1 and 2 can receive water directly from the wells or via gravity from the steel reservoir in Zone 3. Pressure reducing valves keep the pressure in zones 1 and 2 at usable levels. Water from the steel reservoir in Zone 3 is also lifted to zones 4 and 5 using pumps located at Station #4. The steel hydro-pneumatic tank at Station 4 provides pressure surge protection for zones 4 and 5. Additional pressure for water delivered to Zone 5 by Station 4 is provided by small booster pumps at Station 5. Station 5 is also equipped with a hydro-pneumatic tank to reduce hydraulic surge and maintain a more constant pressure in this zone.

Replacement Capital Cost Projections

The District maintains a 10 year capital replacement plan. The plan includes projections to the useful life of the current system. Replacement of the facilities are usually smoothed over several years to limit the disruption to service and limit the financial burden on users of the system.

Useful service of facilities depends on the quality of materials, original installation and actual use conditions. Groundwater wells and hydro-pneumatic distribution systems generally experience more wear than stored water gravity systems. Changes in groundwater levels increase horsepower requirements on a frequent

basis generating additional heat in electrical components. Suspended solids in the aquifer water also wear impellers at the bottom of the wells. Pressure surge transients occur frequently in hydro-pneumatic systems causing greater cycling of regulating valves and rapid changes in stress on pipe walls. Facilities are replaced sooner in water wells and distribution piping under these conditions.

Funding options greatly affect the timing of future improvements. Accruing money over time is the cheapest funding approach. Large capital improvements can be funded with bonds, loans or grants.

3. Mission Statement

The mission of the Rural North Vacaville Water District is to deliver efficiently and reliably, for many years, quality water for domestic use and fire protection

4. Goals and Strategic Objectives

Strategic Objectives

Proposed Capital Improvements

Twenty years of daily operation has already resulted in major maintenance and replacement efforts for the system. Maintenance and replacements will continue as equipment approaches its useful life. Improvements to reduce operating effort and improve system reliability are also planned by the District.

Much of the District's recent repairs and maintenance have focused on the source wells. Pumps in wells #1 and #2 were replaced, the chlorine addition system located at supply well #1 was replaced and an arsenic removal system as added so well #2 could regularly be used in the system. A spare pump and motor were purchased for use in the supply wells to reduce the time these wells are out of service.

Capital improvements and major repairs forecast for the future include new coating and corrosion repairs for the steel reservoirs at Station 3 and 4, replacement piping for in the landslide area on Cantelow Road and recurring pressure testing of the hydro-pneumatic tanks at Stations 4 and 5. Inspection of wells #1 and #2 could also result in major repairs.

Added Water Storage

Another failure point is limited storage in the system for unforeseen events such as fire, landslides or pipeline breaks. State required redundancy is satisfied by the existing tanks. However, the northerly portion of the distribution system lacks any storage. Additional storage in zones 4 and 5, or both, would provide needed fire storage in the northerly area that would also simplify operations if one of the existing tanks were emptied for repairs and maintenance. Modeling and operations assessment would determine the quantity and location for added storage. Bypassing potential failure points in the system is also an important criterion for the location of added storage.

Future Water Supply

Groundwater is the only supply for the system. B The source has been reliable since 2003 and continues to approach a stable drawdown in the Solano SubBasin per the most recent groundwater monitoring report. Population growth in Solano County will increase the use of ground water in the future. Identifying secondary sources of the water for the future is prudent because agreements for water sources can take years to negotiate and receive State approvals. Starting conversations with potential sources will be considered by the District. In addition to alternate long-term sources, providing a short-term emergency source of potable water will be considered for catastrophic events within the District's system.

SCADA and System-Wide Computer Model

One method to increase reliability of the overall system is to integrate the data from remote monitoring into the computer model. Keeping the complexity of the model to a minimum would provide quick assessment of changes in water age and pressure throughout the system. Models can be used to evaluate locations where added storage or emergency water sources are effective. Databases within the models can also identify facilities maintenance and replacement schedules. These systems also provide continuity during changes in staff or transitions in management.

5. Goal A: Provide a High-Quality Reliable Water Supply by Ensuring it is Sustainable and Safe

Strategic Objectives

Ensure Sustainable Water Supply

- Protect current water rights from external threats through oversight and collaboration on legislative actions.
- Improve conservation through enhanced customer education and incentive programs.
- Maintain and replace aging infrastructure based on condition assessment and planning documents to ensure equipment sustains its lifespan and is replaced at the optimal time.
- Evaluate new water supply options.

Ensure Clean and Safe Water Supply

- Meet or exceed regulations for clean and safe water including developing a comprehensive groundwater and contaminants plan.
- Improve water quality with such actions as determining fluoridation practices per California Division of Drinking Water: managing aquifer health through regional collaboration.

6. Goal B: Optimize Operational and Organizational Efficiencies

Strategic Objectives

Optimize Operational Efficiencies

- Develop an annual Capital Improvement Program that is developed and prioritized based on risk, condition assessment, capital assets and aligned with approved budget.
- Update Operations and Maintenance Programs and enhance technology that focuses on Prioritized, Protective and Preventative Maintenance.
- Ensure water conservation and use efficiency strategies through proven cost-effective measures.
- Use technology/innovation to improve staff efficiency of operations (e.g. GIS, SCADA, GPS, etc.).
- Optimize Equipment and Assets (e.g. create collective purchasing agreements and annual asset purchasing plans).

Optimize Organizational Efficiencies

- Create stronger alignment among Board of Directors, Management and Staff by aligning vision and goals.
- Strive for a unified work force by streamlining internal processes and improving communication.
- Develop resource (staffing/budget) plan for all projects to inform on appropriate levels of outsourcing.
- Increase knowledge of best management practices for asset management by interacting with other agencies and participating in educational venues.

7. Goal C: Ensure Fiscal Responsibility and Affordable Rates

Strategic Objectives

Ensure Sustainable Water Supply

- Continue updating established Fiscal/Funding management practices.
- Develop Annual Financial Plans that align CIP projects with the approved rate structure.
- Provide semi-annual forecasting of budget-to-actual financial data to the public and Board of Directors.
- Seek opportunities for alternate funding sources to augment revenue.
- Review approved water rates annually in concert with the Budget setting process.

8. Goal D: Maintain Excellent Customer Service

Strategic Objectives

- Train all staff to be ambassadors of customer service to improve internal and external connectivity.
- Engage customers through a variety of venues/methods to create broader based outreach,
- Educate and inform customers on relevant real time topics.
- Provide customers with expedient feedback by utilizing technology and engagement platforms (e.g. leak notification, water outages, board meetings and CIP project updates).
- Include language in contractors' contracts on customer service protocols and procedure expectations to provide seamless customer service and accountability (e.g. uphold standards when working on District members' streets).

9. Strategic Plan Participants

BOARD OF DIRECTORS

Patrick Sweeney, President

Steven Strickland, Vice President

Robert Whitehouse, Director

Elizabeth Miles, Director

Ken Swenson, Director

RNVWD STAFF

Dale Motiska, General Manager/Treasurer

Nancy Veerkamp, Administrator

Lori Mazzella, Legal

Brenda Kane, Billing Manager

Rick Trites, Meter Reading

Larry Shaw, Accountant

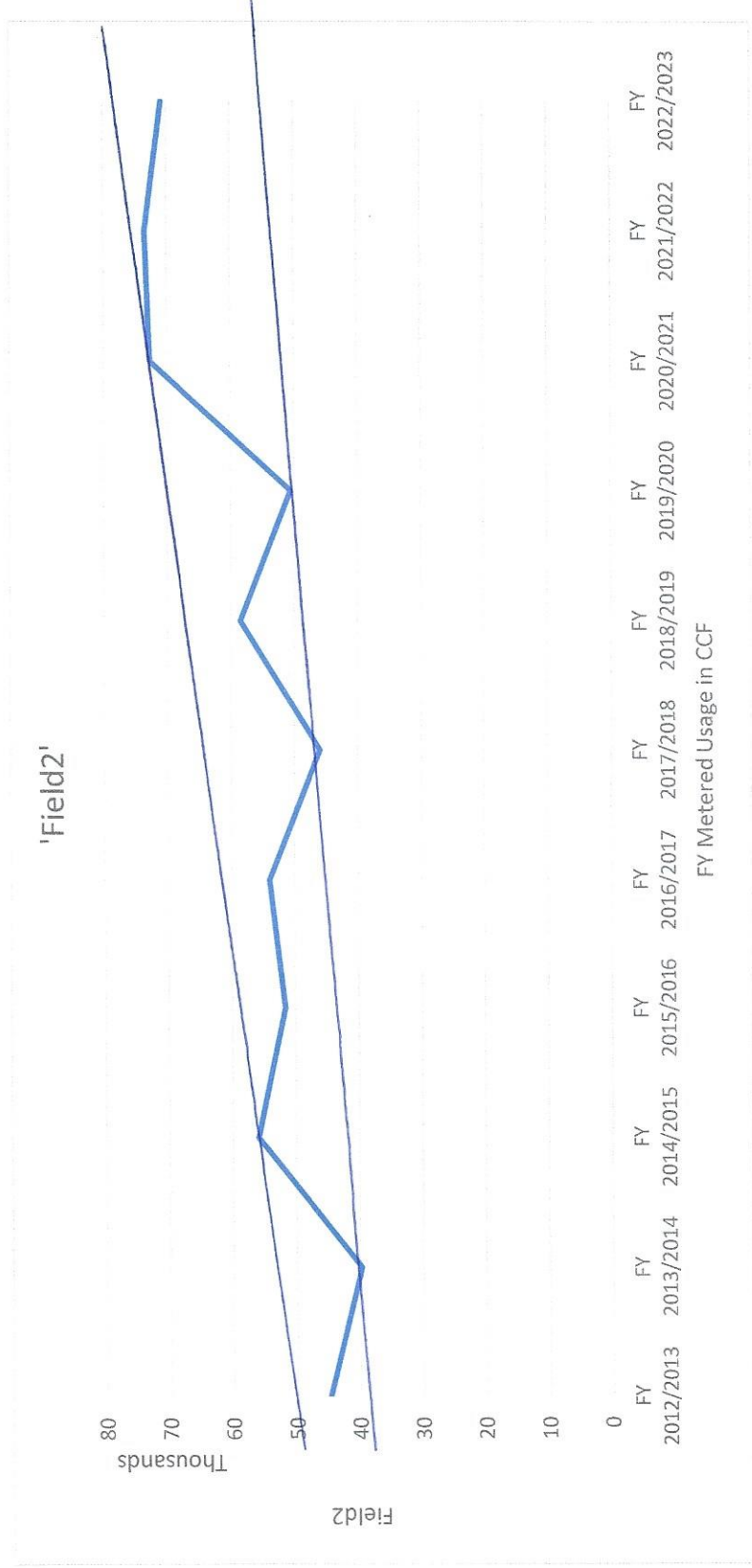
Randall Larson-Maynard, Webmaster

Fetcher Company, Auditor

Solano Irrigation District, Facilities Operator

FY Metered Usage in CCF

FY 2012/2013	44693
FY 2013/2014	39763
FY 2014/2015	55904
FY 2015/2016	51655
FY 2016/2017	54050
FY 2017/2018	45928
FY 2018/2019	58463
FY 2019/2020	50431
FY 2020/2021	72687
FY 2021/2022	73437
FY 2022/2023	70798



gc

August 2, 2023

Mr. Dale Motiska
General Manager
Rural North Vacaville Water District
Vacaville, CA 94533
via email: dale@rnvwd.com

Subject: REVISED Engineering Services for Modeling of Rural North Vacaville Water District Distribution System

Dear Mr. Motiska:

Per your request, we have prepared this revised letter proposal to provide engineering services for modeling of the distribution system serving the Rural North Vacaville Water District (District). The computer modeling effort of the existing distribution system is intended to respond to LAFCO's concerns regarding the geographical boundaries that the existing system is capable of serving for fire and domestic service. Based on your discussion with Hugh Miles and George Hicks, we have put together the proposed scope of work and approach as generally described below.

EXISTING DISTRIBUTION SYSTEM EVALUATION WITH MODELING

LAFCO's Resolution No. 2023-68 defined the Sphere of Influence (SOI) and Fire Service Areas (FSA) based on a subjective ranking system using LAFCO staff definitions for "appropriate and probable" use in the Government Code and a compilation of assumptions and data from a collection of sources. In their staff report, LAFCO staff suggested that their approach was necessary due to the lack of an engineering study determining the area that can be served. To help address this issue, Coastland | DCCM proposes to determine the areal extent of the SOI and FSA using a simplified hydraulic "model" of the existing District distribution. The model will define engineering conditions that parcels must meet to be serviced by the District for potable water or fire water. For example, locations within the distribution where the fire flows and/or pressures are less than those required for service will be identified in the model for the fire water service area.

The model will use ground surface elevations from County Lidar data along with pipe sizes, pipe lengths, tank elevations and valve locations provided by the District's GIS system. We assume that historical water use data will be provided from the District's metering system, and if available, through the District's SCADA system. Excel software will be used for the model using a 'skeleton' version of the existing distribution system. Modeling scenarios will be limited to one scenario for water service with the distribution system operating at the maximum daily demand with storage and well supply at fixed conditions and a second scenario for fire service with the distribution system operating at maximum hourly demand with storage and well supply also at fixed conditions.

Modeling results will be delivered to the District in a draft memorandum. Comments from the District and LAFCO will be incorporated into a draft Final Memorandum for presentation by the District's staff to the District Board of Directors. Comments from the District's board will be included into the Final Memorandum, which we presume will then be submittal to LAFCO.

Santa Rosa
1400 Neotomas Avenue
Santa Rosa, CA 95405
Tel: 707.571.8005

Auburn
11641 Blocker Drive, Ste. 170
Auburn, CA 95603
Tel: 530.888.9929

Pleasant Hill
3478 Buskirk Avenue, Ste. 1000
Pleasant Hill, CA 94523
Tel: 925.233.5333

Fairfield
420 Executive Court North, Ste. G
Fairfield, CA 94534
Tel: 707.702.1961

Meetings with the Vacaville Fire Protection District (VFPD) and LAFCO staff are required to complete the modeling effort. The residual pressure values listed in the LAFCO resolution are higher than typical pressures required by surrounding fire districts and we believe should be discussed with the VFPD. These meetings are excluded from this scope of work and shall be performed under a separate Task Order.

We propose George Hicks serve as our project manager for these services. He will be supported by Hugh Miles and other Coastland | DCCM staff if/as needed. Attached is our estimate to complete the scope of work previously described. If additional work is necessary that exceeds this amount or falls outside this scope of work, we can work with you to amend the budget.

We hope this proposal meets with your approval. If you have any questions regarding this proposal, please do not hesitate to contact us. We appreciate this opportunity and look forward to continue working with the District.

Sincerely,



John L. Wanger, PE
CEO



George Hicks, PE
Supervising Engineer

COASTLAND CIVIL ENGINEERING, LLP

COASTLAND DCCM		WORK ESTIMATE				RNVD	
Hydraulic Modeling - SOI & FSA		Engineering Services					
Task Information		Hours & Cost					
TASK	Project Manager GH \$220	Supervising Eng. HM \$210		Associate Eng. IM \$180		TOTAL HOURS	TOTAL FEE
1 HYDRAULIC MODELING							
1.0 Kickoff Meeting	0	0	0	0	0	0	\$0
1.1 Gather existing GIS, SCADA, Metering Data		2		8	10	10	\$1,860
1.2 Develop Model	1	28		32	61	61	\$11,860
1.3 Meetings with VFD and LAFCO	0	0		0	0	0	\$0
1.4 SOI Service Determinations	2	4		8	14	14	\$2,720
1.5 Fire Service Area Service Determinations	2	4		8	14	14	\$2,720
					99	99	\$19,160
2 TECHNICAL MEMORANDUM							
2.1 Draft Memorandum	2	8		8	18	18	\$3,560
2.2 Draft Final Memorandum	2	4		4	10	10	\$2,000
2.3 Final Memorandum	1	2		2	5	5	\$1,000
					33	33	\$6,560
Direct Costs (repro, mileage, etc.)							\$500
Total Cost		10	52	70	132	132	\$26,220