

ERNIE WIPF
CHAIR

JULIE BAWCOM
VICE-CHAIR

THERESA MCNERLIN
DIRECTOR

DARWIN DICK
DIRECTOR

CANDACE HORSLEY
DIRECTOR

UKIAH VALLEY SANITATION DISTRICT REGULAR MEETING

WEDNESDAY November 10, 2021 AT 6:00PM

LOCATION: TELECONFERENCE VIA ZOOM

Call in number: 1-669-900-6833

Meeting ID: 861-6744-8676

Zoom Link: <https://us02web.zoom.us/j/86167448676>

*The Ukiah Valley Sanitation District Board meeting will be conducted pursuant to AB 361. The Board welcomes participation in the Board meetings. If you are joining the meeting via Zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press *9 to indicate a desire to make a comment. The chair will call you by name or phone number when it is your turn to comment. Speakers will be limited to 3 minutes. If you choose not to observe the meeting via Zoom and wish to make a comment on a specific agenda item, please submit your comment via email to the Board Secretary at aa@uvsd.org at least one hour before the meeting. All public comments submitted to the Board Secretary will be read verbatim for up to 3 minutes.*

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need disability-related modifications or accommodation to participate in this meeting, then please contact Chelsea Teague, Board Secretary at 707-462-4429. Requests must be made as early as possible, and at least one-full business day before the start of the meeting. The times indicated for agenda items are estimated and the Board reserves the right to address items either earlier or later than scheduled.

- 1. CALL TO ORDER**
- 2. APPROVAL OF THE AGENDA**
- 3. PUBLIC EXPRESSION OF NON-AGENDIZED ITEMS**
- 4. APPROVAL OF BOARD MEETING MINUTES**
 - October 13, 2021 Regular Meeting
- 5. CONSENT CALENDAR**
 - Resolution 2021-02.2 Making Findings and Determinations Under AB 361 for Continued Virtual Meetings
 - Check Register for October 2021
 - LAIF Statement - October 2021
 - Unaudited Monthly Financial Statements
 - Budget to Actual Financial Statements

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6. OLD BUSINESS

None

7. NEW BUSINESS

- A. DISCUSSION AND POSSIBLE ACTION RE: UVSD Continued Participation in URRWA and Consolidation of URRWA Members

Recommended Action: No action at this time

8. ANNOUNCEMENTS/OTHER BUSINESS/MATTERS FROM STAFF

- a) General Manager Report of Ongoing District Activities
- b) Staff Report
- c) Report on JPA
- d) Directors' Reports
- e) Letters Received or Sent
- f) Announce the Next Regular Meeting - December 8, 2021

9. ADJOURNMENT

UVSD Regular Board Meeting October 13, 2021, via teleconference

1. CALL TO ORDER by Chair Wipf at 6:05pm. Roll call by Chelsea Teague – all present.

2. APPROVAL OF THE AGENDA

Motion to approve the agenda by Vice-Chair Bawcom, seconded by Director Horsley. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

3. PUBLIC EXPRESSION OF NON-AGENDIZED ITEMS

No public comment.

4. APPROVAL OF BOARD MEETING MINUTES

No public comment. Motion to approve Board Meeting Minutes by Director McNerlin, seconded by Vice-Chair Bawcom. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

5. CONSENT CALENDAR

Board discussion. No public comment. Motion to accept the consent calendar by Director McNerlin, seconded by Vice-Chair Bawcom. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

6. OLD BUSINESS

A. DISCUSSION AND POSSIBLE ACTION RE: ADOPTION OF ORDINANCE NO. 41 REPEALING ORDINANCE NO. 31 RELATING TO BOARD MEMBER COMPENSATION FOR MEETING ATTENDANCE

Recommended Action: Approve Ordinance No. 41 Repealing Ordinance No. 31 Relating to Board Member Compensation for Meeting Attendance

Board discussion. No public comment. Motion to approve Ordinance No. 41 repealing Ordinance No. 31 relating to board member compensation for meeting attendance by Vice-Chair Bawcom, seconded by Director McNerlin. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

7. NEW BUSINESS

A. DISCUSSION AND POSSIBLE ACTION RE: RESOLUTION MAKING FINDINGS AND DETERMINATIONS UNDER AB 361 FOR CONTINUED VIRTUAL MEETINGS

Recommended Action: Adopt the attached Resolution making the findings and determinations under AB 361 for Continued Virtual Meetings

Wing-See Fox and Joanna Gin addressed this item to the Board. No public comment. Motion to adopt the attached resolution making the findings and determinations under AB 361 for continued virtual meetings by Director Horsley, seconded by Vice-Chair Bawcom. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

B. DISCUSSION AND POSSIBLE ACTION RE: FUNDING OF THE SEWER LATERAL REPLACEMENT/REPAIR GRANT PROGRAM FOR FISCAL YEAR 2021-22 IN A NOT-TO-EXCEED AMOUNT OF \$20,000

Recommended Action: Authorize Funding of the Sewer Lateral Replacement/Repair Grant Program for Fiscal Year 2021-22 in a Not-to-Exceed amount of \$20,000

Wing-See Fox addressed this item to the Board. Board discussion. No public comment. Motion to authorize funding of the sewer lateral replacement/repair grant program for fiscal year 2021-22 in a not-to-exceed amount of \$20,000 by Director Horsley, seconded by Vice-Chair Bawcom. Roll call vote: Ayes – 5 Nays – 0. Motion carries.

8. ANNOUNCEMENTS/OTHER BUSINESS/MATTERS FROM STAFF

- a) Wing-See Fox gave a report regarding the completion of the O&M allocation with the City of Ukiah (annual reconciliation by Mark Hildebrand), the progression of the Audit for FY 2020-21 and an update on Ad Hoc Committee meetings with the City of Ukiah.
- b) Joanna Gin gave an update to the Board re: the easement approval with Dunnewood Vineyards.
- c) No October URRWA meeting.
- d) None.
- e) Letters attached to the packet.
- f) Next Regular Meeting – November 10, 2021

9. ADJOURNMENT - Meeting adjourned at 6:42p.m.

RESOLUTION 2021-02.2

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE UKIAH VALLEY SANITATION DISTRICT MAKING FINDINGS AND DETERMINATIONS UNDER AB 361 FOR CONTINUED VIRTUAL MEETINGS

WHEREAS, the Board of Directors of the Ukiah Valley Sanitation District (the “Board”) is committed to preserving and nurturing public access to and participation in meetings of the Board; and

WHEREAS, the Ralph M. Brown Act (Gov. Code § 54950 *et seq.*) generally requires local agencies meeting via teleconference, including through other virtual or electronic means, to provide public access at each location in which members of the legislative body are teleconferencing; and

WHEREAS, the Legislature recently enacted Assembly Bill 361, Chapter 165, Statutes of 2021 (“AB 361”), which amended Government Code section 54953 to allow local agencies to meet fully virtually during a proclaimed state of emergency if state or local officials have imposed or recommended measures to promote social distancing; and

WHEREAS, the Governor issued a proclamation declaring a state of emergency on March 4, 2020 due to the COVID-19 pandemic, pursuant to section 8625 of the California Emergency Services Act, and this proclaimed state of emergency currently remains in effect; and

WHEREAS, starting in March 2020, in response to the spread of COVID-19 in the State of California, the Governor issued a number of executive orders aimed at containing the COVID-19 virus; and

WHEREAS, among other things, these orders waived certain requirements of the Brown Act to allow legislative bodies to meet virtually; and

WHEREAS, pursuant to the Governor’s executive orders, the Board has been holding virtual meetings during the pandemic in the interest of protecting the health and safety of the public, staff, and Board members; and

WHEREAS, the Governor’s Executive Order N-29-20 related to the suspension of certain provisions of the Brown Act expired on September 30, 2021; and

WHEREAS, AB 361, effective as of October 1, 2021 allows legislative bodies to meet virtually provided there is a state of emergency, and either (1) state or local officials have imposed or recommended measures to promote social distancing; or (2)

the legislative body determines by majority vote that meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board has considered the circumstances of the state of emergency; and

WHEREAS, state or local officials continue to recommend measures to promote social distancing; and

WHEREAS, on September 29, 2021, the Mendocino County Health Officer issued a Health Recommendation urging public bodies in Mendocino County to continue meeting remotely through online meetings to lower the risk of COVID-19 transmission; and

WHEREAS, the continuation of virtual meetings will allow for full participation by members of the public until the present state of emergency has ended; and

WHEREAS, the Board desires to continue to hold virtual meetings pursuant to AB 361 and Government Code section 54953(e).

NOW THEREFORE, the Board of Directors of the Ukiah Valley Sanitation District, County of Mendocino, State of California does hereby resolve as follows:

1. The above recitals are true and correct.
2. Consistent with the provisions of Government Code Section 54953(e), the Board finds and determines that (1) a state of emergency related to COVID-19 is currently in effect; and (2) state and local officials have recommended measures to promote social distancing in connection with COVID-19. Based on such facts, findings and determinations, the Board authorizes staff to conduct remote teleconference meetings of the Board under the provisions of Government Code Section 54953(e).
3. This Resolution shall take effect immediately.

PASSED AND ADOPTED by the Board of Directors of the Ukiah Valley Sanitation District, County of Mendocino, State of California, this 10th day of November, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ernie Wipf, Board Chair

ATTEST:

Chelsea Teague
Board Secretary

APPROVED AS TO FORM:

Joanna Gin
General Counsel



**Public Health Department
of Mendocino County**

Healthy People, Healthy Communities

Andy Coren, MD, County Health Officer



Recommendation Regarding Continued Remote Public Meetings of Governmental Bodies

September 29, 2021

In light of the continued state of emergency related to COVID-19, as the County Health Officer, I recommend that public bodies continue to meet remotely to the extent possible.

This recommendation is made due to the continued threat of COVID-19 to this community with the ongoing surge in cases and deaths experienced since the Labor Day holiday, the current county vaccination rate, and a concern for continued risk during the upcoming holidays. Additionally, I make this recommendation based on the unique characteristics of public governmental meetings (such as the increased mixing associated with bringing people together from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in such governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other safety recommendations at such meetings), and the continued increased safety protection that physical/social distancing provides as one means by which to reduce the risk of COVID-19 transmission.

Therefore, I strongly recommend teleconferencing through online meetings as this type of meeting presents the lowest risk of transmission of SARS-CoV-2, and allows for the participation of the community, local agency staff, presenters, and local agency governing bodies in a safe environment, with no risk of contagion.

I will continue to evaluate this recommendation on an ongoing basis, paying particular attention to the pandemic stage of our community. I will communicate when there is no longer such a recommendation with respect to meetings for public bodies.

A handwritten signature in blue ink, appearing to read "Howard A. Coren, M.D.", written over a horizontal line.

Dr. Howard A. Coren, M.D.,
Mendocino County Health Officer

Dated: September 29, 2021

**Ukiah Valley Sanitation District
Check Detail
October 2021**

	Type	Num	Date	Name	Account	Paid Amount	Original Amount
	Bill Pmt -Check	1472	10/01/2021	City of Ukiah	1001 - UVSD Checking		-204,246.80
	Bill	102021	10/01/2021		6300 - Operating Expense Allocation	-204,246.80	204,246.80
TOTAL						-204,246.80	204,246.80
	Check	1478	10/15/2021	Darell Shattuck	1001 - UVSD Checking		-46.53
					4001 - Residential Fees	-46.53	46.53
TOTAL						-46.53	46.53
	Check	1479	10/15/2021	Elizabeth Lattimore	1001 - UVSD Checking		-53.43
					4001 - Residential Fees	-53.43	53.43
TOTAL						-53.43	53.43
	Bill Pmt -Check	1480	10/15/2021	Best Best & Krieger LLP	1001 - UVSD Checking		-3,498.00
	Bill	914866	08/31/2021		5601 - General Counsel	-3,498.00	3,498.00
TOTAL						-3,498.00	3,498.00
	Bill Pmt -Check	1481	10/15/2021	Clifton Larson Allen, LLP	1001 - UVSD Checking		-11,752.50
	Bill	2998914	08/31/2021		5307 - Financial Review/Monthly Report	-8,765.00	8,765.00
	Bill	3031035	09/30/2021		5307 - Financial Review/Monthly Report	-2,987.50	2,987.50
TOTAL						-11,752.50	11,752.50
	Bill Pmt -Check	1482	10/15/2021	El Dorado Printing	1001 - UVSD Checking		-893.72
	Bill	H47679	09/30/2021		5207 - Reproduction (prints & copies)	-893.72	893.72
TOTAL						-893.72	893.72
	Bill Pmt -Check	1483	10/15/2021	Hildebrand Consulting, LLC	1001 - UVSD Checking		-567.00
	Bill	368	09/30/2021		5305 - Financial & Managerial Support	-567.00	567.00
TOTAL						-567.00	567.00
	Bill Pmt -Check	1484	10/15/2021	Kyocera	1001 - UVSD Checking		-172.84
	Bill	55E1640412	09/30/2021		5207 - Reproduction (prints & copies)	-172.84	172.84
TOTAL						-172.84	172.84
	Bill Pmt -Check	1485	10/15/2021	Law Office of Duncan James	1001 - UVSD Checking		-8,445.00
	Bill	12222020	12/22/2020		5601 - General Counsel	-8,445.00	8,445.00
TOTAL						-8,445.00	8,445.00
	Bill Pmt -Check	1486	10/15/2021	Mark DeMeulenaere	1001 - UVSD Checking		-1,462.50
	Bill	092021	09/30/2021		5305 - Financial & Managerial Support	-1,462.50	1,462.50
TOTAL						-1,462.50	1,462.50
	Bill Pmt -Check	1487	10/15/2021	RespecTech, Inc.	1001 - UVSD Checking		-74.25
	Bill	43570	09/30/2021		5206 - Supplies	-74.25	74.25
TOTAL						-74.25	74.25
	Bill Pmt -Check	1488	10/15/2021	Rick Sands	1001 - UVSD Checking		-255.00
	Bill	09302021	09/30/2021		643 - Professional Fees	-255.00	255.00
TOTAL						-255.00	255.00

**Ukiah Valley Sanitation District
Check Detail
October 2021**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	1489	10/15/2021	The Ukiah Daily Journal	1001 - UVSD Checking		-159.46
Bill	0001312226	09/30/2021		5500 - Publications & Legal Notices	-159.46	159.46
TOTAL					-159.46	159.46
Bill Pmt -Check	1490	10/15/2021	Tri-Cities	1001 - UVSD Checking		-102.10
Bill	210900577101	09/30/2021		5201 - Telephone & DSL	-102.10	102.10
TOTAL					-102.10	102.10
Bill Pmt -Check	1491	10/15/2021	Urban Futures, Inc.	1001 - UVSD Checking		-2,812.50
Bill	0921-001	09/30/2021		5101 - Management - UFI	-2,812.50	2,812.50
TOTAL					-2,812.50	2,812.50
Bill Pmt -Check	1492	10/15/2021	USPS	1001 - UVSD Checking		-3,000.00
Bill	10/01	10/01/2021		1501 - Prepaid Postage	-3,000.00	3,000.00
TOTAL					-3,000.00	3,000.00
Bill Pmt -Check	1493	10/15/2021	Willow Water District	1001 - UVSD Checking		-12,158.18
Bill	128	09/30/2021		5102 - MSA - Willow	-11,346.00	11,346.00
				5209 - Information Technology-All	-199.95	199.95
				5202 - Dues & Subscriptions	-99.99	99.99
Bill	513	10/01/2021		5203 - Office Rent	-425.00	425.00
				5204 - Office Utilities	-87.24	87.24
TOTAL					-12,158.18	12,158.18

Savings Bank of Mendocino County
Beginning Balance as of 10/01/2021 \$927,722.69
Ending Balance as of 10/31/2021 \$2,086,534.07

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

November 03, 2021

[LAIF Home](#)
[PMIA Average Monthly Yields](#)

UKIAH VALLEY SANITATION DISTRICT

GENERAL MANAGER
151 LAWS AVENUE, SUITE B
UKIAH, CA 95482

[Tran Type Definitions](#)

Account Number: 70-23-001

October 2021 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
10/15/2021	10/14/2021	QRD	1687520	N/A	SYSTEM	4,658.44

Account Summary

Total Deposit:	4,658.44	Beginning Balance:	7,351,060.09
Total Withdrawal:	0.00	Ending Balance:	7,355,718.53

July 2021 through
September 2021
interest earned

UKIAH VALLEY SANITATION DISTRICT

**FINANCIAL STATEMENTS
MONTH ENDED AND FISCAL YEAR TO DATE
SEPTEMBER 30, 2021**

Working Draft For
Discussion Purposes
Only

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Working Draft For
Discussion Purposes
Only

**UKIAH VALLEY SANITATION DISTRICT
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MONTH ENDED AND FISCAL YEAR TO DATE SEPTEMBER 30, 2021**

Basic Financial Statements

Fund Financial Statements

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Working Draft For
Discussion Purposes
Only

These accrual basis financial statements have not been subjected to an audit, review, or compilation engagement, and no opinion nor assurance is provided hereon. Substantially all disclosures and RSI required by US generally accepted accounting principles have been omitted. See Selected Information.

**UKIAH VALLEY SANITATION DISTRICT
STATEMENT OF NET POSITION
SEPTEMBER 30, 2021**

ASSETS

Current Assets:

Cash and Investments	\$ 8,431,742
Accounts Receivable	860,711
Interest Receivable	64,658
Restricted Cash	501,964
Due from City of Ukiah	1,000,000
Prepaid Expenses	852
Total Current Assets	<u>10,859,927</u>

Noncurrent Assets:

Due from City of Ukiah	1,000,000
Capital Assets:	
Depreciable, Net	<u>28,794,365</u>
Total Noncurrent Assets	<u>29,794,365</u>
Total Assets	<u>40,654,292</u>

LIABILITIES

Current Liabilities:

Accounts Payable	41,841
Accrued Interest	46,202
Customer Deposits Payable	23,700
Bonds Payable - Due in One Year	1,448,000
Total Current Liabilities	<u>1,559,743</u>

Long-Term Liabilities:

Bonds Payable - Due in More Than One Year	<u>21,462,000</u>
Total Long-Term Liabilities	<u>21,462,000</u>
Total Liabilities	<u>23,021,743</u>

NET POSITION

Net Investment in Capital Assets	5,884,365
Unrestricted	11,748,184
Total Net Position	<u>\$ 17,632,549</u>

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**UKIAH VALLEY SANITATION DISTRICT
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
MONTH ENDED AND FISCAL YEAR TO DATE SEPTEMBER 30, 2021**

	Month Ended September 30, 2021	Fiscal Year to Date September 30, 2021
OPERATING REVENUES		
Charges for Services	\$ 445,846	\$ 1,342,534
Connection Fees	-	4,857
Total Operating Revenues	<u>445,846</u>	<u>1,347,391</u>
OPERATING EXPENSES		
Services and Supplies	23,048	97,418
Operating Expense Allocation - City of Ukiah	215,958	647,874
Legal Expense	-	8,843
Depreciation and Amortization	65,619	196,836
Total Operating Expenses	<u>304,625</u>	<u>950,971</u>
OPERATING INCOME (LOSS)	<u>141,221</u>	<u>396,420</u>
NONOPERATING REVENUE (EXPENSES)		
Taxes and Assessments	-	3,239
Interest Income	9,682	19,687
Other Revenue (Expenses)	-	-
Interest and Bond Expense	(46,202)	(141,490)
Total Nonoperating Revenue (Expenses)	<u>(36,520)</u>	<u>(118,564)</u>
CHANGE IN NET POSITION	104,701	277,856
Net Position - August 31, 2021 and June 30, 2021	<u>17,527,848</u>	<u>17,354,693</u>
NET POSITION - END OF PERIOD	<u>\$ 17,632,549</u>	<u>\$ 17,632,549</u>

These accrual basis financial statements have not been subjected to an audit, review, or compilation engagement, and no opinion nor assurance is provided hereon. Substantially all disclosures and RSI required by US generally accepted accounting principles have been omitted. See Selected Information.

**UKIAH VALLEY SANITATION DISTRICT
SELECTED NOTES TO THE FINANCIAL STATEMENTS
FISCAL YEAR TO DATE SEPTEMBER 30, 2021**

Ukiah Valley Sanitation District

Selected Information

For the month ended and fiscal year to date September 30, 2021

The accompanying financial statements include the following departures from accounting principles generally accepted in the United States of America:

The financial statements omit substantially all of the disclosures required by accounting principles generally accepted in the United States of America.

The financial statements omit all required supplementary information, such as management discussion and analysis as required by accounting principles generally accepted in the United States of America.

The effects of these departures have not been determined.

These accrual basis financial statements have not been subjected to an audit, review, or compilation engagement, and no opinion nor assurance is provided hereon. Substantially all disclosures and RSI required by US generally accepted accounting principles have been omitted. See Selected Information.

Ukiah Valley Sanitation District
 Approved Budget for Fiscal Year Ending June 30, 2022
 Special Board Meeting June 23, 2021

	Approved Budget for Fiscal Year Ended June 30, 2022	First Q Actual	Percent	Year to Date Actual	Percent
Operating Revenues					
Charge for Services	\$ 5,380,968	\$ 1,342,534	24.95%	\$ 1,342,534	24.95%
Connection Fees	186,896	4,857	2.60%	4,857	2.60%
Total Operating Revenue	\$ 5,567,864	\$ 1,347,391	24.20%	\$ 1,347,391	24.20%
Operating Expenses					
District Service and Supplies	\$ 461,312	\$ 97,418	21.12%	\$ 97,418	21.12%
Operating Expense Allocation-City of Ukiah	2,591,499	647,874	25.00%	647,874	25.00%
Legal Expenses	125,000	8,843	7.07%	8,843	7.07%
Depreciation and Amortization Expense	787,164	196,836	25.01%	196,836	25.01%
Total Operating Expenses	\$ 3,964,974	\$ 950,971	23.98%	\$ 950,971	23.98%
Operating Income (Loss)	\$ 1,602,890	\$ 396,420	24.73%	\$ 396,420	24.73%
Nonoperation Revenue (Expenses)					
Taxes and Assessments	\$ 54,668	\$ 3,239	5.92%	\$ 3,239	5.92%
Interest Income	68,014	19,687	28.95%	19,687	28.95%
Intergovernmental	360	0	0.00%	0	0.00%
Interest Expense Bond	(563,074)	(141,490)	25.13%	(141,490)	25.13%
Total Nonoperation Revenue (Expenses)	\$ (440,032)	\$ (118,564)	26.94%	\$ (118,564)	26.94%
Change in Net Position	\$ 1,162,858	\$ 277,856	23.89%	\$ 277,856	23.89%
Capital Budget	\$ 1,721,786	\$ -		\$ -	

UKIAH VALLEY SANITATION DISTRICT
 APPROVED OPERATING EXPENSE BUDGET FOR FISCAL YEAR 2020-2021

DRAFT

EXPENDITURE DESCRIPTION	2021/2022	2021/22												Total
	Approved Budget	July	August	September	October	November	December	January Actual	February	March	April	May	June	
Contract Management and Administration	\$ 211,152.00	\$ 15,971.00	\$ 14,909.00	\$ 14,158.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,038.00
Management- UFI	75,000.00	4,625.00	3,663.00	2,812.00										11,000.00
Administration & Clerical-Willow	136,152.00	11,346.00	11,346.00	11,346.00										34,038.00
Office Expense	\$ 35,140.00	\$ 2,130.00	\$ 2,479.00	\$ 3,258.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,867.00
Telephone & DSL	1,583.00	262.00	115.00	102.00										479.00
Dues & Subscriptions	1,000.00	-	-	100.00										100.00
Office Rent	5,100.00	425.00	425.00	425.00										1,275.00
Office Utilities	1,338.00	105.00	137.00	129.00										371.00
Postage	10,636.00	925.00	871.00	978.00										2,774.00
Supplies	1,407.00	-	206.00	75.00										281.00
Reproduction (prints & copies)	6,000.00	-	-	1,067.00										1,067.00
Office Equipment	-	-	-	-										-
Information Technology -All	6,000.00	200.00	500.00	200.00										900.00
iCloud Services- Billing and Collections	2,076.00	213.00	225.00	182.00										620.00
Auditing & Fiscal Services	\$ 102,305.00	\$ 8,438.00	\$ 11,237.00	\$ 5,017.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,692.00
Audit Services-FS Preparation	22,500.00	-	6,265.00	-										6,265.00
Banking Services	337.00	30.00	184.00	-										214.00
State Controllers Report	1,000.00	-	-	-										-
Bond Compliance Support-	2,500.00	-	-	-										-
Financial and Managerial Support	30,000.00	1,260.00	2,288.00	2,029.00										5,577.00
Liability and Property Insurance	4,968.00	4,648.00	-	-										4,648.00
Financial Review/Monthly Reports	36,000.00	2,500.00	2,500.00	2,988.00										7,988.00
Bond Refinancing - Fiscal	5,000.00	-	-	-										-
Other Prof & Special Services	\$ 51,165.00	\$ 17,964.00	\$ -	\$ 455.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,419.00
Engineer Services	10,000.00	1,543.00	-	255.00										1,798.00
Parcel Quest	2,340.00	-	-	-										-
LAFCO Dues	12,500.00	16,421.00	-	-										16,421.00
County Auditor (property tax admin)	2,500.00	-	-	-										-
PR and Newsletter	1,000.00	-	-	-										-
Rate Study	15,410.00	-	-	-										-
Board Stipend	2,500.00	-	-	200.00										200.00
Elections Fees	-	-	-	-										-
Third Party True Up Expense -District Portion	4,915.00	-	-	-										-
Publication & Legal Notices	\$ 150.00	\$ 568.00	\$ 74.00	\$ 160.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 802.00
Legal Fees	\$ 125,000.00	\$ -	\$ 8,843.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,843.00
General Counsel	50,000.00	-	8,843.00	-										8,843.00
Special Counsel	75,000.00	-	-	-										-
Training/Transportation/Travel	\$ 9,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel to Seminars (Board)	4,000.00	-	-	-										-
Travel for District Manager	1,500.00	-	-	-										-
Seminars/Conferences	3,500.00	-	-	-										-
JPA DUES	\$ 2,400.00	\$ 600.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00
Other	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	586,312.00	45,671.00	37,542.00	23,048.00	-	-	-	-	-	-	-	-	-	106,261.00

\$106,261.00

Ukiah Valley Sanitation District
151 Laws Avenue
Ukiah, CA 95482

STAFF REPORT
November 10, 2021

To: Board of Directors
From: Wing-See Fox
Meeting Date: November 10, 2021

Item #7A: UVSD Continued Participation in URRWA and Consolidation of URRWA Members

Background:

Upper Russian River Water Agency (URRWA) is a Joint Powers Authority (JPA) formed for the purpose of voluntarily consolidating Ukiah Valley's Water Districts, thereby creating a more logical form of governance over water resources. On July 23, 2020, the Board of Directors approved Resolution No. 2020-02 authorizing application to join URRWA, which application was subsequently approved by URRWA. UVSD joined URRWA with the intent of participating in consolidation efforts.

URRWA members currently include Willow County Water District, Calpella County Water, Redwood Valley County Water, Millview County Water, and UVSD.

Discussion:

UVSD has been working with the City of Ukiah (via staff and via the Ad Hoc Committee) on developing an approach to maximizing operational efficiencies and clarity around delivery of sewer services to our customers as well as minimizing opportunities for disputes and litigation between the two agencies. This has taken focus off URRWA consolidation efforts.

Staff believes that it is prudent at this time to receive input from the Board and the public on how and where we focus our efforts as it relates to sewer service delivery in the Ukiah Valley.

Recommended Action:

1. No action at this time

Respectfully submitted,



WING-SEE FOX
Interim District Manager



BETTY T. YEE
California State Controller

November 5, 2021

District Fiscal Officer
Ukiah Valley Sanitation District (Mendocino)
151 Laws Avenue, Suite B
Ukiah, CA 95482

SUBJECT: 2020-21 Special Districts' Financial Transactions Report

Dear District Fiscal Officer:

This letter provides information regarding the 2020-21 Special Districts' Financial Transactions Report (FTR). Government Code (GC) section 53891 requires that the financial transactions of each local agency be submitted to the State Controller's Office (SCO) within seven months after the close of the fiscal year or within the time prescribed by the Controller, whichever is later. The report must contain underlying data from audited financial statements prepared in accordance with generally accepted accounting principles, if this data is available.

The FTR is due to SCO by January 31, 2022. Reporting instructions, including COVID-19 reporting guidance, and information for the 2020-21 Special Districts' FTR are available on the SCO website at https://www.sco.ca.gov/ard_locinstr_districts_forms.html.

To file your FTR, visit Local Government Reporting System Online (LGRS Online) at <https://lgrsonline.sco.ca.gov>. The entity type, username, and password for the web-based reporting program are:

Entity Type: Special Districts
Username: Ukiah Valley Sanitation District (Mendocino)
Password: Ab#12312303300

The 2020-21 FTR cover page can be signed electronically on LGRS Online.

Blended component units (BCUs), although legally separate entities, are, in substance, part of the primary special district operations. According to GAAP, the financial data from BCUs should be integrated into the appropriate primary special district funds for reporting purposes. The financial data of BCUs must be included in the primary Special Districts' FTR.

Top Ten Reporting Issues for Special Districts' Financial Transactions Report

1. A Special District that has no financial transactions during the year must file the Cover Page form and the General Information form of the Special Districts' Financial Transactions Report, stating "No Activity" on the Cover Page form. A Special District that has no financial transactions but has outstanding debt taken out in the Special District's name must report the debt and any debt payments on the appropriate Debt and Statement of Revenues, Expenditures, and Changes in Fund Balances forms.
2. The activity type must reflect the services the Special District provides. Select the type of governmental/enterprise activity for which this report is being prepared.
3. Major variances require footnotes. If there is an overall reporting change, add an explanation in the Comments form. Access the footnote panel by double-clicking on the field in which the balance was reported. Invalid footnotes will be questioned by staff upon review of the Financial Transactions Report (FTR). Simply noting "Correct," "Confirmed OK," or "increase/decrease" is not acceptable. Please indicate what caused the variance (i.e., New AB 1234 law enforcement grant).
4. The Other fields on the revenue and expenditure forms are for items that do not apply to a hard-coded field elsewhere on the form. Please review all of the fields on the forms before reporting an item as Other. A footnote is required for those entries.
5. Include a footnote to explain the reason for a prior period adjustment exceeding 20% of the Fund Balance/Net Position, Beginning of Period.
6. Report residual equity transfers and transfers of capital assets as Transfer In and Transfer Out. Include a footnote to explain why and where a transfer was made.
7. The Appropriations Limit Information form must be completed by all special districts that receive property taxes and are subject to the provisions of California Constitutional Article XIII B. Refer to California Constitutional Article XIII B for specific information on this requirement. If the Special District is exempt from having an appropriation, note that in the General Comment form. Failure to report your Appropriations Limit might affect your mandated cost reimbursement.