

AGENDA
CALPELLA COUNTY WATER DISTRICT
BOARD OF DIRECTORS
151 LAWS AVENUE
Wednesday June 23, 2025 @ 5:30 PM
Call In Number: 1(669)900-6833
Special Meeting ID: 812 9847 2305

<https://us02web.zoom.us/j/81298472305>

(All items are considered action unless otherwise noted. The items are numbered for convenience only and may not necessarily be heard in that order.)

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES

2025-02-19 Calpella Minutes

3. FINANCIAL STATEMENT

Review Financial Statements/Pay bills for February, March, April, May 2025.

4. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Calpella County Water District board members welcome input from the audience. In order for everyone to be heard* please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments on non-agenda items. If you wish to submit written comments, please provide information to the Calpella County Water District, located at 151 Laws Avenue, Ukiah, CA, 95482.

5. NEW BUSINESS

- a. Presentation from City of Ukiah Finance Director
- b. Consideration of Draft Letter from City of Ukiah (COU) to Send to Rate Payers

6. ADMINISTRATIVE AND OPERATIONAL REPORTS

- a. General Manager
- b. Office Manager

7. UNFINISHED BUSINESS

- a. Report on Eel-Russian Project Authority
- b. Report on Ukiah Valley Water Authority
- c. Report on County Water Districts' Projects

8. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

9. NEXT MEETING: July 16, 2025

10. ADJOURNMENT

Public Expression

Members of the public may address the Board for a maximum of three minutes on items within the jurisdiction of the Board. No action may be taken on any item not appearing on the agenda. The Board may direct such items to be placed on future meeting agendas or may request additional information on any such item.

Urgent Items

In accordance with 5954.2(b)(2) of the Government Code (Brown Act), a two thirds vote is required to add Action Items. Materials related to any item added to the Board of Directors Agenda after distribution of the Agenda Packet are available for public inspection at the Agency Office located at 151 Laws Avenue, Ukiah, CA during regular business hours.

Closed Session

The Board may adjourn to a closed session to consider litigation, personnel matters, or contract negotiations under Government Code 54956

MINUTES
CALPELLA COUNTY WATER DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
February 19, 2025

Director Bogart called the meeting to order at 5:06 p.m.

Present: Steve Bogart - President, Tami Baarsch-Bogart - Director, Bob Mahaffey - Director
Others Present: Willow GM - Jared Walker, Board Secretary – Kim Saylor; Sean White – Director of Water and Sewer

Absent: None.

Minutes

Director Baarsch-Bogart made a motion, seconded by Director Mahaffey to approve the minutes of the December 18, 2024 Regular Board Meeting. This motion was passed with a unanimous aye vote.

Review of Bills and Financial Statements

Director Mahaffey made a motion, seconded by Director Baarsch-Bogart, to approve the financials and pay the bills for December 2024. This motion was passed with a unanimous aye vote.

Public Forum

None.

Staff Reports

a. General Manager

- i. GM Walker reported that Calpella is doing well overall.
- ii. The motor for the Comminutor (grinder) went out and is being replaced
- iii. Arrow Fencing repaired the fence where an oak tree had fallen.

b. Office Manager

- i. Form 700 sent via email and provided hard copy to Directors.

Old Business

a. Report on Eel-Russian Project Authority (ERPA)

- i. GM, Walker reported that there were no new updates.

b. Report on Ukiah Valley Water Authority (UVWA)

- i. GM, Walker reported that Liz and Jared have been busy with multiple weekly meetings, and billing is on track.
- ii. Operators from Millview, Redwood Valley, and The City of Ukiah are reading meters simultaneously.
- iii. A joint rate study is anticipated with multiple districts with the goal of a uniform rate structure or rate zones at year 5 of the rate adjustments.

c. Report on County Water Districts Projects

- i. GM Walker reported that City of Ukiah Staff will continue to tour Millview and

- Redwood Valley facilities to familiarize themselves with the layout and operations.
- ii. Meter change outs continue in Willow, Millview, and Redwood Valley.
- iii. Redwood Valley - Lake Mendocino raw water pump station VFD upgrades, motor repair is 99 % completed. Hopland polishing pond pump is down and needs repairs, will send out in the spring.

New Business

- a. **Consideration of Joining the Ukiah Valley Water Authority**
 - i. A Motion was made by Director Baarsch-Bogart, seconded by Director Mahaffey to join the Ukiah Valley Water Authority. This motion was passed with a unanimous aye vote.
- b. **Consideration of Appointment of Two Directors to Represent Calpella CWD on the Ukiah Valley Water Authority (UVWA) Board.**
 - i. A Motion was made by Director Baarsch-Bogart, seconded by Director Mahaffey to appoint Director Bogart and Director Baarsch-Bogart to the Ukiah Valley Water Authority Board. This motion was passed with a unanimous aye vote.
- c. **Consideration of Resolution 2025-01, a Resolution to join the Ukiah Valley Water Authority and Authority to Execute the Ukiah Valley Water Authority Joint Exercise of Powers Agreement.**
 - i. A Motion was made by Director Baarsch-Bogart, seconded by Director Mahaffey to join the Ukiah Valley Water Authority. This motion was passed with a unanimous aye vote.

Next Meeting: March 18, 2025

Adjournment

Director Bogart made a motion, seconded by Director Baarsch-Bogart, to adjourn at 6:38 p.m. This motion was passed with a unanimous aye vote.

_____ Date_____

**Steve Bogart, President of the Board
Calpella County Water District**

Attest: _____ Date_____

Kim Saylor - Board Secretary

11:42 AM
06/19/25
Accrual Basis

Calpella County Water District
Check Register
As of June 30, 2025

Date	Num	Name	Amount
10200 · General Checking			
10300 · Operating			
06/16/2025	ACH	Pacific Gas & Electric	-37.24
06/16/2025	ACH	Pacific Gas & Electric	-1,896.77
06/17/2025	ACH	Pacific Gas & Electric	-1,313.01
06/17/2025	ACH	Pacific Gas & Electric	-2,186.24
06/19/2025	ACH	Pacific Gas & Electric	-1,510.51
06/23/2025	7422	Alpha Analytical Laboratories	-1,475.00
06/23/2025	7423	Badger Meter, Inc.	-165.60
06/23/2025	7424	LACO	-8,791.25
06/23/2025	7425	Millview County Water District	-3,594.75
06/23/2025	7426	Postmaster	-96.00
06/23/2025	7427	Willow County Water District	-8,539.79
Total 10300 · Operating			-29,606.16
Total 10200 · General Checking			-29,606.16
TOTAL			-29,606.16

11:42 AM

Calpella County Water District
Profit & Loss
May 2025

06/19/25

Accrual Basis

	May 25	Apr 25	May 24	Jul '24 - May 25
Ordinary Income/Expense				
Income				
50510 · Sewer Charge	16,603.10	16,603.10	13,609.10	159,020.16
50500 · Meter Base Fees	7,664.51	7,664.51	6,563.51	75,487.98
50000 · Water Sales	9,374.85	13,167.61	7,821.86	99,420.00
52000 · Customer Service Chg	0.00	0.00	0.00	40.00
52500 · CC Convenience Fee	84.00	59.50	73.50	843.50
53000 · Interest Income	9.41	8.60	6.75	90.16
54000 · Late Charges	114.05	140.80	209.39	1,914.42
54225 · Reconnect Fee	0.00	0.00	50.00	100.00
54250 · Delinquent Tags	75.00	75.00	90.00	645.00
54500 · Backflow Testing	0.00	0.00	0.00	2,235.00
58000 · Rev. Bond Taxes	7,470.69	0.00	0.00	20,156.41
Total Income	41,395.61	37,719.12	28,424.11	359,952.63
Cost of Goods Sold				
61000 · Maint & Repairs	0.00	31.50	5,447.07	8,180.77
62000 · Meters	165.60	169.20	163.76	1,857.60
63000 · Opr. Sup. (Treat)	0.00	0.00	925.33	6,947.41
64000 · Power	1,661.64	2,047.28	1,957.18	30,231.99
65000 · Purchased Water (Source)	3,594.75	5,540.91	3,837.65	49,478.76
66000 · Testing	1,843.00	1,350.00	1,200.00	17,989.00
Total COGS	7,264.99	9,138.89	13,530.99	114,685.53
Gross Profit	34,130.62	28,580.23	14,893.12	245,267.10
Expense				
71000 · Depreciation	3,423.08	3,423.08	3,423.08	37,653.88
72000 · Directors Fees	120.00	120.00	120.00	1,320.00
73000 · Insurance				
73004 · Liab. & Bond Ins.	191.09	191.09	190.83	2,100.72
Total 73000 · Insurance	191.09	191.09	190.83	2,100.72
73300 · Licenses & Fees	0.00	0.00	0.00	5,176.00
73500 · Office Exp.	0.00	0.00	0.00	1,299.28
73600 · Contract Labor	7,320.92	7,320.92	7,320.92	80,530.12
73700 · Contract Administrative	1,218.87	1,218.87	1,218.87	13,407.57
74600 · Postage	0.00	280.00	0.00	1,288.00
74700 · Professional Fees	0.00	0.00	0.00	10,588.08
75100 · Permits & Fees	0.00	0.00	0.00	35,914.56
75200 · Customer Backflow Testing	0.00	0.00	0.00	2,325.00
76000 · Utilities	1,781.72	1,762.52	1,673.52	17,408.26
77000 · Bank Charges	0.00	0.00	0.00	25.00
77500 · CC Merchant Fees	196.77	107.07	224.21	1,991.39
Total Expense	14,252.45	14,423.55	14,171.43	211,027.86
Net Ordinary Income	19,878.17	14,156.68	721.69	34,239.24
Other Income/Expense				
Other Expense				
90515 · Elections	0.00	0.00	0.00	323.26
Total Other Expense	0.00	0.00	0.00	323.26
Net Other Income	0.00	0.00	0.00	-323.26
Net Income	19,878.17	14,156.68	721.69	33,915.98

Calpella County Water District
Balance Sheet
As of May 31, 2025

	May 31, 25	May 31, 24
ASSETS		
Current Assets		
Checking/Savings		
10100 · Cash on Hand	250.00	250.00
10850 · Construction Money Market	4,007.14	4,005.16
10200 · General Checking		
10300 · Operating	223,238.78	155,550.22
Total 10200 · General Checking	223,238.78	155,550.22
Total Checking/Savings	227,495.92	159,805.38
Accounts Receivable		
11000 · Accounts Receivable - Customer	26,999.02	27,053.62
11500 · Accounts Receivable - Misc	8,240.92	1,808.18
Total Accounts Receivable	35,239.94	28,861.80
Other Current Assets		
12500 · Prepaid Insurance	764.34	778.54
Total Other Current Assets	764.34	778.54
Total Current Assets	263,500.20	189,445.72
Fixed Assets		
13200 · Sewer Plant Upgrade	9,500.00	9,500.00
13225 · 2018 Sewer Plant Upgrade	70,094.42	70,094.42
13600 · Mapping	18,149.50	18,149.50
13800 · Radio Controls for Well	19,174.17	19,174.17
15100 · Land	8,038.20	8,038.20
15150 · Easement	3,500.00	3,500.00
15500 · Utility Plant - Water	146,005.24	146,005.24
15510 · Moore St, Waterline Extension	91,165.95	91,165.95
15520 · Water Lines	489,146.64	489,146.64
15521 · Central Extension & Tank	289,536.39	289,536.39
15522 · Water Connection-Contributed	9,500.00	9,500.00
15530 · Sewer Lines	277,300.00	277,300.00
15540 · Sewer Connection Contributed	7,500.00	7,500.00
15600 · Millview Intertie	98,937.28	98,937.28
16000 · Utility Plant - Sewer	1,077,535.25	1,077,535.25
16500 · Equipment	560.21	560.21
16600 · Safe Route to School Project	38,285.84	38,285.84
16700 · New Radio Control System	11,498.89	11,498.89
16750 · Beacon Satellite Meter System	56,481.10	56,481.10
17000 · Accumulated Depreciation	-2,016,585.29	-1,975,508.33
Total Fixed Assets	705,323.79	746,400.75
TOTAL ASSETS	968,823.99	935,846.47
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
20100 · Accounts Payable	13,099.12	19,863.85
Total Accounts Payable	13,099.12	19,863.85
Other Current Liabilities		
21500 · Refundable deposits	5,346.00	4,896.00
Total Other Current Liabilities	5,346.00	4,896.00
Total Current Liabilities	18,445.12	24,759.85
Total Liabilities	18,445.12	24,759.85
Equity		
40100 · Contribution in Aid of Construc	994,219.00	994,219.00

11:41 AM

06/19/25

Accrual Basis

Calpella County Water District

Balance Sheet

As of May 31, 2025

	May 31, 25	May 31, 24
40106 · Donated Fixed Assets	768,463.23	768,463.23
40300 · Retained Earnings	-846,219.34	-773,989.63
Net Income	33,915.98	-77,605.98
Total Equity	950,378.87	911,086.62
TOTAL LIABILITIES & EQUITY	968,823.99	935,846.47