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**FINANCIAL STATEMENT 2016**

Scott Valley & Shasta Valley  
Watermaster District  
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NON PROFIT ORGANIZATION  
U.S. POSTAGE  
**PAID**  
PERMIT NO. 9

**SSWD Board of Directors**

Scott Valley Elect: John Spencer, Director  
Michael Stapleton, Director  
Shasta Valley Elect: Bruce Fiock, Chair  
Jerry Bacigalupi, Director  
Justin McMahon, Vice Chair  
Appointed: FJ Hayden, Treasurer  
Dan Drake, Secretary

**NEW MAILING ADDRESS**  
**P.O. BOX 1441, YREKA, CA 96097**

**REGULAR BOARD MEETINGS ARE HELD ON THE LAST  
WEDNESDAY OF EACH MONTH AT 7:00PM.**

***Beginning January 2017 all regular Board meetings  
will be held in Yreka at the  
Siskiyou County Farm Bureau Office.***

**In Remembrance**



We mourn the loss of Tim Beck and will forever remember the many important contributions he made to his community and those he served as Watermaster.

Scott Valley & Shasta Valley Watermaster District

**FINANCIAL STATEMENT 2016**

**New District Administrator**

Brenda Bains entered into contract with the District to provide District Administration services beginning July 1, 2016. The Board is pleased that Brenda brings over 30 years experience in management and accounting, with the past nine years working in local public entities. Brenda took time off from her career and retired in July 2015. Since that time she was able to consider her next career step hoping to become a contractor to continue to utilize and further develop her administrative skills and work on a part time basis. When Brenda saw the ad for a contracted position to provide District Administration for the Scott Valley and Shasta Valley Watermaster District, she knew it would be a perfect fit for her. The hiring committee found her skills to be exceptional and agreed they were a perfect match for the District. Brenda quickly recognized the District's need to find an Administrator who can work with the Board of Directors to understand their authority and responsibility; provide efficient customer service; develop, manage and track a program budget; and to schedule, prepare and attend Board meetings. Her qualifications include working with a Board of Directors or a similar governing framework of a City Council for nine years; has

over fifteen years of experience providing excellent customer service; thirty years of experience in Accounting with fifteen of those years in upper management preparing multiple entity and departmental budgets; she also has prepared agendas, staff reports, resolutions and other items for open meetings along with notices and minute preparation.

As stated in Brenda's introduction letter to the Board "If Scott Valley & Shasta Valley Watermaster District wants someone that is non-water right holder, possesses effective time management skills, has extensive accounting experience and a strong organizational background to join their team, I'm the one". We agree and are certainly glad to have her on our team.

Brenda and her husband Tom moved to Yreka in 2004. They have two grown sons, three grandchildren and enjoy traveling in their free time.

**DISTRICT ADMINISTRATION:**

Administration services are provided through a Professional Services Agreement with a local private contractor.

To keep overhead costs down, the District Administrator does not maintain regular business hours. Email and voice mail messages are promptly responded to.

**Brenda Bains**  
**(530) 331-1369, option 0**  
**sswatermaster@gmail.com**

*The Scott Valley and Shasta Valley Watermaster District (SSWD) is considered a "Special District" and is a local public agency without ownership by any individual or corporation.*

*The SSWD is currently funded through service fees charged to water diversion owners within the SSWD Service Areas. Financial records are managed through the SSWD's Administrative Services.*

# Income & Expense

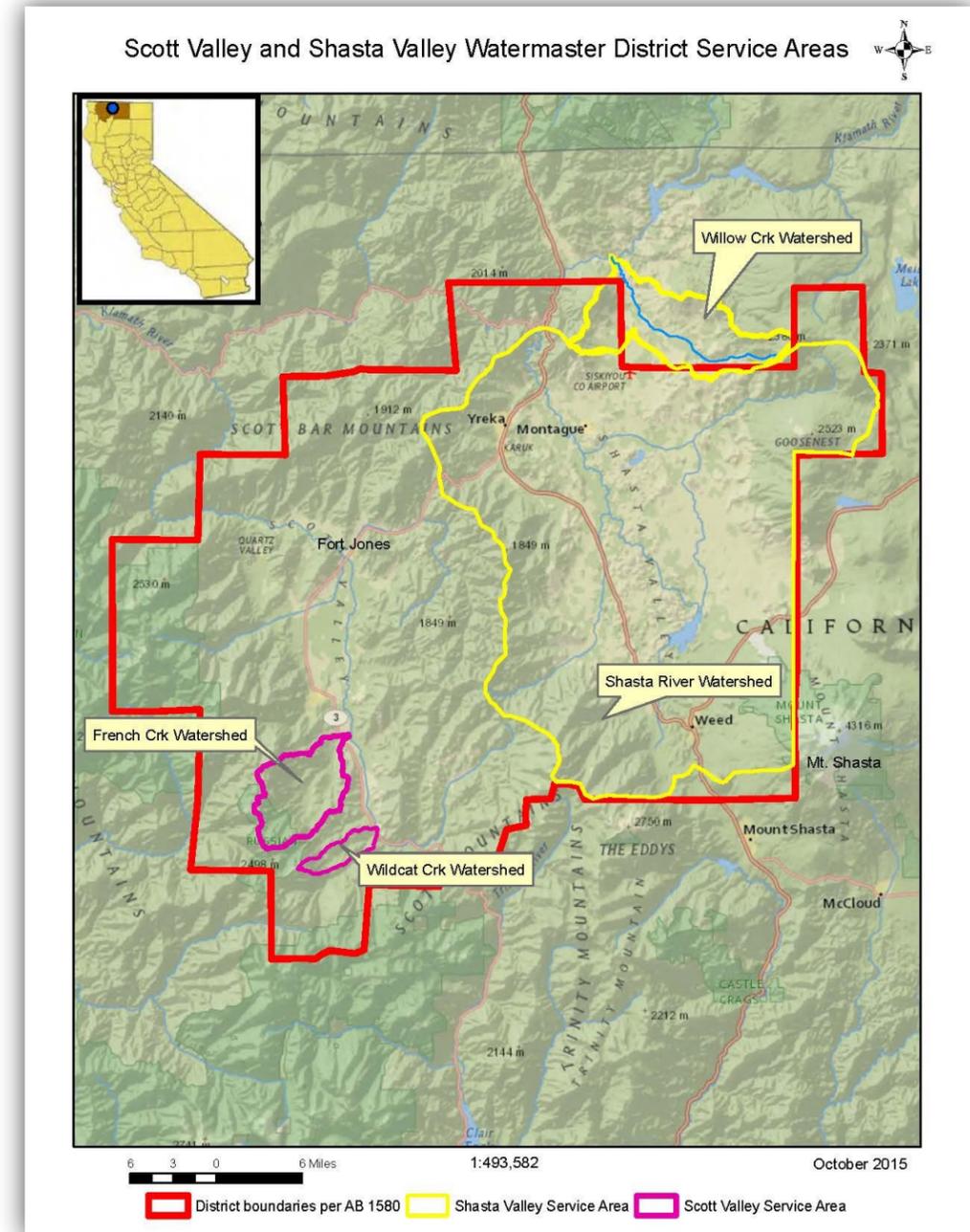
Jan.-Dec. 2016

**Income**

42000 · Property Tax Payments					
42001 · Scott Service Area				13,211.00	
42002 · Shasta Service Area				114,675.91	
<b>Total 42000 · Property Tax Payments</b>				<b>127,886.91</b>	
45000 · State of California-DWR				7,771.72	
46000 · Direct Billing					
46002 · Shasta Service Area				55,148.00	
46000 · Direct Billing - Other				523.00	
<b>Total 46000 · Direct Billing</b>				<b>55,671.00</b>	
47000 · Payment Agreement				22.20	
75000 · Refunds				23.00	
<b>Total Income</b>				<b>191,374.83</b>	

**Expense**

60000 · Advertising and Publication					
60400 · Bank Service Charges					
60401 · Check Order				24.10	
<b>Total 60400 · Bank Service Charges</b>				<b>24.10</b>	
62500 · Dues and Subscriptions				95.00	
62600 · Equipment and Field Supplies				165.68	
62800 · Data Use Agreement				15,000.00	
63300 · Insurance Expense					
63310 · General Liability Insurance				3,275.00	
<b>Total 63300 · Insurance Expense</b>				<b>3,275.00</b>	
64900 · Office Supplies				1,104.08	
66400 · Post Office Box				68.00	
66500 · Postage and Delivery				495.33	
66600 · Printing and Reproduction				682.80	
66700 · Professional Fees					
66702 · Administrative Service				25,949.50	
66703 · Deputy Watermaster				125,153.72	
66704 · Other Professional Services				2,250.00	
66705 · CPA-Auditor				5,400.00	
66700 · Professional Fees - Other				11,521.50	
<b>Total 66700 · Professional Fees</b>				<b>170,274.72</b>	
68100 · Telephone Expense				77.05	
68400 · Travel Expense				15,045.09	
<b>Total Expense</b>				<b>206,786.85</b>	
<b>Net Income</b>				<b>-15,412.02</b>	



## Fee Waiver Available for Qualified Diversions

Water right owners within the jurisdiction of the Scott Valley and Shasta Valley Watermaster District (SSWD), who pay an annual watermaster service fee, and wish to be considered for a waiver of this fee must submit a *REQUEST FOR WAIVER OF WATERMASTER SERVICE FEE* form, with signature, during the annual **Fee Waiver Enrollment Period of March 1st through April 15th** along with a payment of \$60 to cover the cost of verifying the diversion and water right qualifies for the waiver. Eligibility is determined by the Deputy Watermaster. All requests for fiscal year 2017-2018 will be considered at the Board of Directors' regular monthly meeting held in May 2017.

**Contact our District Administrator and request your form for fiscal year 2017-2018 by calling (530)331-1369. opt. 0 or email your request to [sswatermaster@gmail.com](mailto:sswatermaster@gmail.com)**

Please provide us with your name, mailing address or email address (email is preferred but not required).