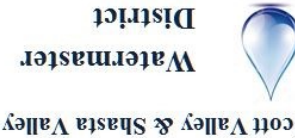


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FINANCIAL STATEMENT 2017

Phone: 530-331-1369, option 0  
E-mail: sswatermaster@gmail.com

P.O. Box 1441  
Yreka, CA 96097



SSWD Board of Directors

Scott Valley Elect: John Spencer, Director  
Michael Stapleton, Director

Shasta Valley Elect: Jerry Bacigalupi, Director  
Bruce Fiock, Vice Chair  
Justin McMahon, Chair

Appointed: Dan Drake, Director  
FJ Hayden, Director

REGULAR BOARD MEETINGS ARE HELD ON THE LAST  
WEDNESDAY OF ODD-NUMBERED MONTHS AT 7:00PM.

Visit our website for meeting dates... [sswatermaster.org](http://sswatermaster.org)

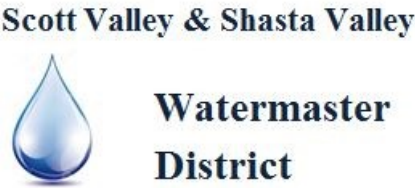
Some exceptions apply to this schedule.

Contact the Administrative Office for a copy of the Agenda.

NEW  
VOLUNTARY  
MONITORING PROGRAM

For water right holders required  
to comply with monitoring  
requirements established by the  
State Water Resources Control  
Board, Division of Water Rights.

See insert for more  
information.



Published March 1, 2018

Scott Valley & Shasta Valley Watermaster District

FINANCIAL STATEMENT 2017

New Business and Accounts Manager

My name is Cherie Stephen and I began my position as the Business and Accounts Manager for Scott and Shasta Valley Watermaster District in December 2017. After having been employed with the City of Bakersfield for 20 years as an Accounting Clerk and Grant Manager, I developed the skills necessary to be able to manage several different federal grants as well as become efficient in Accounts Payables, Receivables, Budgeting, Records Management, Time Management, and Organizational skills. With most of my time spent at the Bakersfield Police Department I was able to learn how to work with many deadlines, assist the public in a professional manner, and maintain a sense of humor under pressure.

After retiring from the City of Bakersfield I moved to Siskiyou County to be closer to my sister and my daughter and her family, however I found myself missing the opportunity to work. Once I found out about this position I was excited to learn more. Finally, a chance to get involved in something I always was intrigued about and something

meaningful. I felt this was the perfect job for me as it would allow me to be able to enjoy my retirement as well as feed my desire to work again and in a field that I have always had interest.

I have 3 children, 5 ½ grandchildren (second grandson due in March). I grew up in Arcadia California and moved to Bakersfield in December of 1991. I lived there until my retirement in July of 2017.

I look forward to working with the Board of Directors and the District Administrator and will work diligently to ensure the accounts are up to date and accurate and business is ran smoothly for the Scott and Shasta Valley Watermaster District and its customers.

Ombudsman Service Available

An Ombudsman is a person in a government agency to whom people can go to make complaints or explain problems with the programs or policies of the agency.

For Ombudsman services please contact our District Administrator, Rhonda Muse.

DISTRICT ADMINISTRATION:

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

Rhonda Muse, Administrator  
Cherie Stephen, Business/Accounts Manager  
(530) 331-1369, option 0  
[sswatermaster@gmail.com](mailto:sswatermaster@gmail.com)

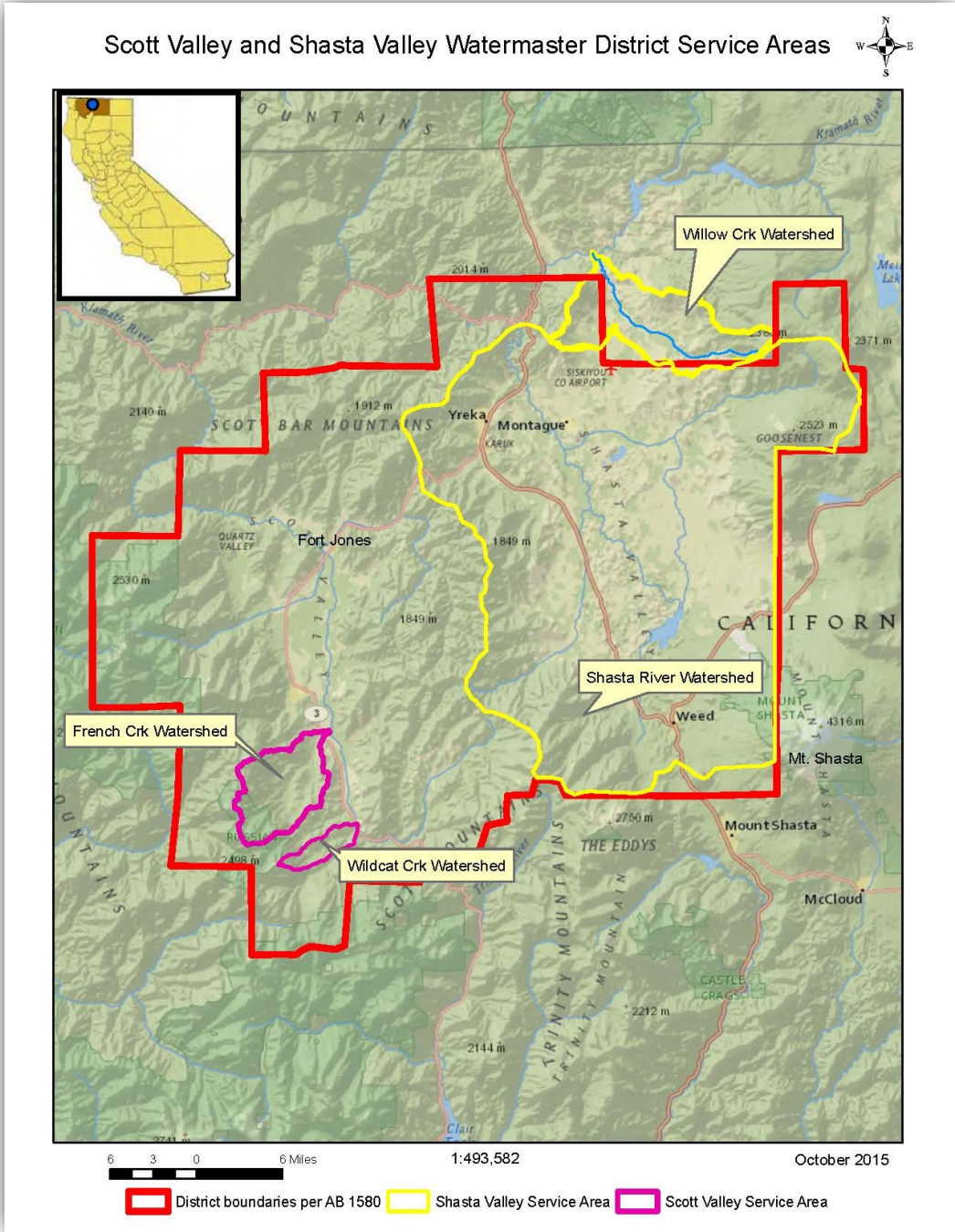
NEW WEBSITE [SSWATERMASTER.ORG](http://SSWATERMASTER.ORG)

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Income & Expense  
Jan.-Dec. 2017

Beginnig Balance	\$106,294.07
Income	
42000 · Property Tax Payments	
42001 · Scott Service Area	\$ 14,825.00
42002 · Shasta Service Area	\$117,256.00
Total 42000 · Property Tax Payments	\$132,081.00
44000 · Fee For Service	\$ 147.40
45000 · State of California-DWR	\$ 134.00
46000 · Direct Billing	
46002 · Shasta Service Area	\$ 61,702.00
46000 · Direct Billing - Other	\$ 1,046.00
Total 46000 · Direct Billing	\$ 62,748.00
75000 · Refunds	\$ 167.00
Total Income	\$195,277.40
Expense	
60000 · Advertising and Publication	\$ 86.37
60400 · Bank Service Charges	
60401 · Check Order	\$ 50.17
Total 60400 · Bank Service Charges	\$ 50.17
62500 · Dues and Subscriptions	\$ 84.00
62600 · Equipment and Field Supplies	\$ 1,695.50
62800 · Data Use Agreement	\$ 15,000.00
63300 · Insurance Expense	
63310 · General Liability Insurance	\$ 3,350.00
Total 63300 · Insurance Expense	\$ 3,350.00
64900 · Office Supplies	\$ 491.17
66400 · Post Office Box	\$ 86.00
66500 · Postage and Delivery	\$ 322.83
66600 · Printing and Reproduction	\$ 606.85
66700 · Professional Fees	
66702 · Administrative Service	\$ 17,165.75
66703 · Deputy Watermaster	\$140,772.96
66704 · Other Professional Services	\$ 11,150.92
66700 · Professional Fees - Other	\$ 4,891.00
Total 66700 · Professional Fees	\$173,980.63
67100 · Rent Expense	\$ 2,876.31
68400 · Travel Expense	\$ 17,048.13
85000 · Petty Cash	\$ 100.00
Total Expense	\$215,777.96
Ending Balance	\$ 85,793.51



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 2018-2019 will be considered at the Board of Directors' regular monthly meeting held in May 2018.

Contact our District Administrator and request your form for fiscal year 2018-2019 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).