

*Mendocino County Russian River Flood Control &
Water Conservation Improvement District*

STAFF REPORT

Agenda Item 10a: February and March 2024 Financial Report

April 1, 2024

Revenue

January 2024 Additional revenue not shown on previous report: \$680 in water sales

February 2024: \$225,019.90

- \$800 in application fees for ownership changes
- \$224,219.90 in contract water sales.

March 2024: \$7,543.60 (all contract water sales)

Ordinary Expenses

January 2024: Additional expenses not shown on previous report: \$359.24 credit card statement for general expenses and training.

February 2024: \$60,725.71 (\$30,725.91 regular expenses, \$30,000 other expenses)

- \$1,684.53 general legal counsel
- \$1,806.25 water rights engineering
- \$8,975.92 Projects
- \$4,140 ACWA Annual membership
- \$3,625.00 Board member Stipends
- Engineering and legal counsel across several projects
- \$30,000 Ukiah Valley Groundwater Sustainability Agency – preapproved addtl payment

March 2024: \$30,677.74

- \$2,278.47 Water Rights expenses
- \$17,198.30 Projects (legal, engineering, grants)
- \$1,111.50 Human Resources- GM Evaluation Process and implementation

Other

- Financial reports subject to change after corrections and adjustments by Accountant and Auditor.
- Reconciliations for checking and savings are up to date as of the end of February 2024.
- Additional reports or information available upon request.

Recommendation:

Move to accept and file the financial reports for February and March 2024.

Attachments:

1. Income & Expense Report – February 2024 only
2. Monthly Payment Detail Report– February 2024
3. Income & Expense Report – March 2024 only
4. Income & Expense / Budget Vs Actual Report – Fiscal Year to date
5. Profit & Loss Previous Year Comparison Report
6. Balance Sheet Previous Year Comparison Report
7. Monthly Payment Detail Report– March 2024
8. Contracted Water Worksheet

	Feb 24	Budget
Ordinary Income/Expense		
Income		
4001 · Contract Water Sales	224,219.90	169,935.33
4010 · Water Application Fee	800.00	
4080 · Interest-LAIF	0.00	750.00
Total Income	225,019.90	170,685.33
Expense		
Payroll Expenses	13,206.39	22,828.00
Water Supply Expenses		
5020 · Water Rights		
5023 · WR Engineering	1,806.25	
Total 5020 · Water Rights	1,806.25	0.00
5030 · Projects		
5034 · Addtl Water Rights		
5034.02 · Engineering	57.50	
Total 5034 · Addtl Water Rights	57.50	
5035 · RR Water Forum		
5035.02 · RR Water Forum-Engineering	230.00	
Total 5035 · RR Water Forum	230.00	
5036 · License Change Petition		
5036.01 · Chg Pet- Legal Counsel	551.82	
5036.02 · Chg Pet - Engineering	3,839.00	
5036.03 · Chg Pet - Mapping	262.50	
Total 5036 · License Change Petition	4,653.32	
5038 · Demand Mgmt		
5038.02 · Demand Mgmt - Engineering	1,265.00	
Total 5038 · Demand Mgmt	1,265.00	
5039 · Trans Basin Diversion		
5039.01 · TBD - Legal Counsel	1,025.10	
5039.02 · TBD- Engineering	1,745.00	
Total 5039 · Trans Basin Diversion	2,770.10	
Total 5030 · Projects	8,975.92	
5050 · JPAs		
5052 · GSA	0.00	50,000.00
Total 5050 · JPAs	0.00	50,000.00
Total Water Supply Expenses	10,782.17	50,000.00
General & Administrative Exp		
5100 · Consulting		
5101 · Accounting	380.30	500.00
5105 · Legal-General	1,684.53	1,667.00
Total 5100 · Consulting	2,064.83	2,167.00
5120 · Vehicle	0.00	60.00
5130 · Insurance	0.00	108.00
5150 · Memberships	4,140.00	
5160 · Office Operating Expenses	257.52	0.00
5180 · Stipends, Meetings	275.00	6,750.00
Total General & Administrative Exp	6,737.35	9,085.00
Total Expense	30,725.91	81,913.00
Net Ordinary Income	194,293.99	88,772.33
Other Income/Expense		
Other Expense		
5700 · Use of Wtr Reliability Reserve		
5700.2 · UVB GSA Contributions	30,000.00	
Total 5700 · Use of Wtr Reliability Reserve	30,000.00	
Total Other Expense	30,000.00	

Mendocino County Russian River Flood Control District

Monthly Payment Detail

Cash Basis

As of February 29, 2024

Date	Name	Memo	Paid Amount
1000 · SBMC Checking			
02/09/2024	Cardmember Service	Credit card 12/13 to 1/11/24	-43.02
02/13/2024	Employment Development Dept.	Late payment from Q2 2023	-40.84
02/14/2024	Team Mobile	Monthly cell phone service	-208.50
02/16/2024	Eide Bailly	Accounting, Dec 2023 service Dates	-380.30
02/16/2024	ACWA	2024 Agency Dues	-4,140.00
02/16/2024	Balance Hydrologics	Various- billing through 6/30/23	-9,205.25
02/16/2024	Herum/Crabtree/Suntag	legal counsel services, Jan 2024 service dates	-3,261.45
02/16/2024	Intuit	Monthly Payroll Subscription	-6.00
02/16/2024	John Bailey	Board Meeting Stipend July-Dec 2023	-275.00
02/16/2024	UVB Groundwater Sustainabilty...	Add'l Member contribution for FY 2023-24	-30,000.00
02/21/2024	Intuit	VOID: void - misprint	0.00
Total 1000 · SBMC Checking			-47,560.36
TOTAL			-47,560.36

Income & Expense / Budget vs. Actual

March 2024

	Mar 24	Budget
Ordinary Income/Expense		
Income		
4001 · Contract Water Sales	7,543.60	169,935.34
4050 · Property Taxes	0.00	13,750.00
4081 · Interest-SBMC	0.00	25.00
Total Income	7,543.60	183,710.34
Expense		
Payroll Expenses	6,582.79	22,828.00
Water Supply Expenses		
5020 · Water Rights		
5022 · Legal Counsel	169.32	0.00
5023 · WR Engineering	230.00	
5025 · Meter & Data Mgmt Program	1,879.15	0.00
Total 5020 · Water Rights	2,278.47	0.00
5030 · Projects		
5031 · Grants/Funding Analysis-general	200.00	
5036 · License Change Petition		
5036.01 · Chg Pet- Legal Counsel	1,442.28	
5036.02 · Chg Pet - Engineering	753.75	
Total 5036 · License Change Petition	2,196.03	
5038 · Demand Mgmt		
5038.03 · Demand Mgmt -Funding Analysis	756.25	
Total 5038 · Demand Mgmt	756.25	
5039 · Trans Basin Diversion		
5039.01 · TBD - Legal Counsel	1,786.02	
5039.02 · TBD- Engineering	12,260.00	
Total 5039 · Trans Basin Diversion	14,046.02	
Total 5030 · Projects	17,198.30	
Total Water Supply Expenses	19,476.77	0.00
General & Administrative Exp		
5100 · Consulting		
5101 · Accounting	0.00	500.00
5103 · Engineering- General	43.75	
5105 · Legal-General	601.80	1,667.00
5109 · Human Resources	1,111.50	
Total 5100 · Consulting	1,757.05	2,167.00
5120 · Vehicle	266.08	60.00
5130 · Insurance	0.00	108.00
5160 · Office Operating Expenses	392.17	0.00
5161 · Rent, Utilities	1,125.00	0.00
5170 · Training & Conferences	1,077.88	0.00
Total General & Administrative Exp	4,618.18	2,335.00
Total Expense	30,677.74	25,163.00

Mendocino County Russian River Flood Control District

Income & Expense / Budget vs. Actual

Cash Basis

July 2023 through June 2024

	Jul '23 - Jun 24	Budget
Ordinary Income/Expense		
Income		
4001 · Contract Water Sales	449,632.08	509,806.00
4010 · Water Application Fee	800.00	
4050 · Property Taxes	57,077.50	55,000.00
4080 · Interest-LAIF	9,644.70	3,000.00
4081 · Interest-SBMC	54.96	100.00
4100 · Other Income	268.00	
Total Income	517,477.24	567,906.00
Expense		
Payroll Expenses	118,215.05	272,100.00
Water Supply Expenses		
5020 · Water Rights		
5021 · Annual Fees	15,144.89	18,000.00
5022 · Legal Counsel	2,199.38	1,500.00
5023 · WR Engineering	2,036.25	1,500.00
5024 · Meter Maintenance	0.00	1,000.00
5025 · Meter & Data Mgmt Program	10,280.87	6,000.00
Total 5020 · Water Rights	29,661.39	28,000.00
5030 · Projects		
5031 · Grants/Funding Analysis-general	6,525.00	
5034 · Addt'l Water Rights		
5034.02 · Engineering	57.50	
Total 5034 · Addt'l Water Rights	57.50	
5035 · RR Water Forum		
5035.01 · RR Water Forum-Legal	1,840.08	
5035.02 · RR Water Forum-Engineering	230.00	
Total 5035 · RR Water Forum	2,070.08	
5036 · License Change Petition		
5036.01 · Chg Pet- Legal Counsel	5,131.05	
5036.02 · Chg Pet - Engineering	4,592.75	
5036.03 · Chg Pet - Mapping	262.50	
Total 5036 · License Change Petition	9,986.30	

Mendocino County Russian River Flood Control District
Income & Expense / Budget vs. Actual

Cash Basis

July 2023 through June 2024

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>
5037 · LAFCo Applications		
5037.01 · LAFCo Apps - Legal Counsel	125.46	
Total 5037 · LAFCo Applications	125.46	
5038 · Demand Mgmt		
5038.02 · Demand Mgmt - Engineering	1,265.00	
5038.03 · Demand Mgmt -Funding Analysis	1,437.50	
5038.04 · Demand Mgmt-Grant Writing	11,628.75	
Total 5038 · Demand Mgmt	14,331.25	
5039 · Trans Basin Diversion		
5039.01 · TBD - Legal Counsel	20,276.62	
5039.02 · TBD- Engineering	14,005.00	
Total 5039 · Trans Basin Diversion	34,281.62	
5030 · Projects - Other	0.00	250,000.00
Total 5030 · Projects	67,377.21	250,000.00
5040 · USGS, streamflow gage	7,237.50	16,000.00
5050 · JPAs		
5051 · IWPC	3,300.00	3,300.00
5052 · GSA	68,750.00	100,000.00
Total 5050 · JPAs	72,050.00	103,300.00
Total Water Supply Expenses	176,326.10	397,300.00
General & Administrative Exp		
5100 · Consulting		
5101 · Accounting	4,570.81	6,000.00
5102 · Audit	8,000.00	10,000.00
5103 · Engineering- General	17,614.25	
5105 · Legal-General	6,613.35	20,000.00
5109 · Human Resources	1,647.75	3,000.00
5110 · Strategic Planning	0.00	3,000.00
Total 5100 · Consulting	38,446.16	42,000.00
5120 · Vehicle	2,710.86	2,000.00
5130 · Insurance	6,451.54	7,800.00
5140 · LAFCO Apportionment Fee	1,100.37	2,000.00

Mendocino County Russian River Flood Control District
Income & Expense / Budget vs. Actual

Cash Basis

July 2023 through June 2024

	Jul '23 - Jun 24	Budget
5150 · Memberships	6,019.00	6,000.00
5160 · Office Operating Expenses	4,645.43	7,000.00
5161 · Rent, Utilities	4,500.00	5,000.00
5170 · Training & Conferences	2,745.60	6,000.00
5180 · Stipends, Meetings	5,465.25	13,500.00
5190 · Property Tax Admin Fees	0.00	1,000.00
	72,084.21	92,300.00
Total General & Administrative Exp		
Total Expense	366,625.36	761,700.00
Net Ordinary Income	150,851.88	-193,794.00
Other Income/Expense		
Other Expense		
5700 · Use of Wtr Reliability Reserve		
5700.1 · IWPC Contributions	46,700.00	
5700.2 · UVB GSA Contributions	30,000.00	
	76,700.00	
Total 5700 · Use of Wtr Reliability Reserve		
5710 · Use of Capital Reserves	10,903.97	
	87,603.97	
Total Other Expense		
Net Other Income	-87,603.97	0.00
Net Income	63,247.91	-193,794.00

Mendocino County Russian River Flood Control District
Profit & Loss Prev Year Comparison

Cash Basis

July 2023 through June 2024

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
4001 · Contract Water Sales	449,632.08	335,827.05	113,805.03	33.9%
4002 · Surplus Water Sales	0.00	3,536.69	-3,536.69	-100.0%
4010 · Water Application Fee	800.00	1,600.00	-800.00	-50.0%
4050 · Property Taxes	57,077.50	62,375.87	-5,298.37	-8.5%
4080 · Interest-LAIF	9,644.70	11,520.35	-1,875.65	-16.3%
4081 · Interest-SBMC	54.96	55.38	-0.42	-0.8%
4100 · Other Income	268.00	257.95	10.05	3.9%
4130 · Unrealized Gain(Loss) Invstment	0.00	-1,257.20	1,257.20	100.0%
Total Income	517,477.24	413,916.09	103,561.15	25.0%
Expense				
Payroll Expenses				
5001 · Gross Wages	85,000.00	137,297.36	-52,297.36	-38.1%
5002 · CalPERS Employer Expense	6,553.00	9,761.92	-3,208.92	-32.9%
5003 · CalPERS 457 Roth Expense	2,550.00	4,100.00	-1,550.00	-37.8%
5004 · Health Insurance	10,506.00	20,905.00	-10,399.00	-49.7%
5005 · Medicare	1,425.68	2,184.46	-758.78	-34.7%
5006 · FICA	5,921.37	10,168.47	-4,247.10	-41.8%
5007 · CalPERS 1959 Survivor Billing	53.00	30.00	23.00	76.7%
5008 · CALPERS GASB-68 Fees	700.00	700.00	0.00	0.0%
5009 · Unfunded Pension Liability	5,506.00	6,311.00	-805.00	-12.8%
Payroll Expenses - Other	0.00	650.00	-650.00	-100.0%
Total Payroll Expenses	118,215.05	192,108.21	-73,893.16	-38.5%
Water Supply Expenses				
5020 · Water Rights				
5021 · Annual Fees	15,144.89	16,886.72	-1,741.83	-10.3%
5022 · Legal Counsel	2,199.38	0.00	2,199.38	100.0%
5023 · WR Engineering	2,036.25	0.00	2,036.25	100.0%
5024 · Meter Maintenance	0.00	367.61	-367.61	-100.0%
5025 · Meter & Data Mgmt Program	10,280.87	3,893.46	6,387.41	164.1%
Total 5020 · Water Rights	29,661.39	21,147.79	8,513.60	40.3%
5030 · Projects				
5031 · Grants/Funding Analysis-general	6,525.00	3,861.25	2,663.75	69.0%
5032 · Outreach & Education	0.00	92.20	-92.20	-100.0%
5034 · Addtl Water Rights				
5034.02 · Engineering	57.50	3,737.00	-3,679.50	-98.5%
Total 5034 · Addtl Water Rights	57.50	3,737.00	-3,679.50	-98.5%
5035 · RR Water Forum				
5035.01 · RR Water Forum-Legal	1,840.08	0.00	1,840.08	100.0%
5035.02 · RR Water Forum-Engineering	230.00	0.00	230.00	100.0%
Total 5035 · RR Water Forum	2,070.08	0.00	2,070.08	100.0%
5036 · License Change Petition				
5036.01 · Chg Pet- Legal Counsel	5,131.05	0.00	5,131.05	100.0%
5036.02 · Chg Pet - Engineering	4,592.75	0.00	4,592.75	100.0%
5036.03 · Chg Pet - Mapping	262.50	0.00	262.50	100.0%
Total 5036 · License Change Petition	9,986.30	0.00	9,986.30	100.0%
5037 · LAFCo Applications				
5037.01 · LAFCo Apps - Legal Counsel	125.46	0.00	125.46	100.0%

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
Total 5037 · LAFCo Applications	125.46	0.00	125.46	100.0%
5038 · Demand Mgmt				
5038.02 · Demand Mgmt - Engineering	1,265.00	0.00	1,265.00	100.0%
5038.03 · Demand Mgmt -Funding Analysis	1,437.50	0.00	1,437.50	100.0%
5038.04 · Demand Mgmt-Grant Writing	11,628.75	0.00	11,628.75	100.0%
Total 5038 · Demand Mgmt	14,331.25	0.00	14,331.25	100.0%
5039 · Trans Basin Diversion				
5039.01 · TBD - Legal Counsel	20,276.62	0.00	20,276.62	100.0%
5039.02 · TBD- Engineering	14,005.00	0.00	14,005.00	100.0%
Total 5039 · Trans Basin Diversion	34,281.62	0.00	34,281.62	100.0%
Total 5030 · Projects	67,377.21	7,690.45	59,686.76	776.1%
5040 · USGS, streamflow gage	7,237.50	13,150.00	-5,912.50	-45.0%
5050 · JPAs				
5051 · IWPC	3,300.00	0.00	3,300.00	100.0%
5052 · GSA	68,750.00	68,750.00	0.00	0.0%
Total 5050 · JPAs	72,050.00	68,750.00	3,300.00	4.8%
Total Water Supply Expenses	176,326.10	110,738.24	65,587.86	59.2%
General & Administrative Exp				
5100 · Consulting				
5101 · Accounting	4,570.81	25,904.45	-21,333.64	-82.4%
5102 · Audit	8,000.00	19,000.00	-11,000.00	-57.9%
5103 · Engineering- General	17,614.25	0.00	17,614.25	100.0%
5105 · Legal-General	6,613.35	24,843.63	-18,230.28	-73.4%
5107 · Public Relations-general	0.00	150.00	-150.00	-100.0%
5109 · Human Resources	1,647.75	12,805.00	-11,157.25	-87.1%
5110 · Strategic Planning	0.00	2,150.00	-2,150.00	-100.0%
Total 5100 · Consulting	38,446.16	84,853.08	-46,406.92	-54.7%
5120 · Vehicle	2,710.86	1,243.42	1,467.44	118.0%
5130 · Insurance	6,451.54	10,551.55	-4,100.01	-38.9%
5140 · LAFCO Apportionment Fee	1,100.37	1,268.73	-168.36	-13.3%
5150 · Memberships	6,019.00	5,930.00	89.00	1.5%
5160 · Office Operating Expenses	4,645.43	8,164.30	-3,518.87	-43.1%
5161 · Rent, Utilities	4,500.00	4,500.00	0.00	0.0%
5170 · Training & Conferences	2,745.60	5,297.45	-2,551.85	-48.2%
5180 · Stipends, Meetings	5,465.25	5,200.00	265.25	5.1%
5190 · Property Tax Admin Fees	0.00	992.34	-992.34	-100.0%
5200 · Election	0.00	331.74	-331.74	-100.0%
5299 · Miscellaneous Expense (Revenue)	0.00	27.38	-27.38	-100.0%
Total General & Administrative Exp	72,084.21	128,359.99	-56,275.78	-43.8%
Total Expense	366,625.36	431,206.44	-64,581.08	-15.0%
Net Ordinary Income	150,851.88	-17,290.35	168,142.23	972.5%
Other Income/Expense				
Other Expense				
5010 · GASB68 Pension Liability Change	0.00	29,480.00	-29,480.00	-100.0%
5700 · Use of Wtr Reliability Reserve				
5700.1 · IWPC Contributions	46,700.00	0.00	46,700.00	100.0%

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
5700.2 · UVB GSA Contributions	30,000.00	0.00	30,000.00	100.0%
Total 5700 · Use of Wtr Reliability Reserve	76,700.00	0.00	76,700.00	100.0%
5710 · Use of Capital Reserves	10,903.97	0.00	10,903.97	100.0%
5900 · Depreciation Expense	0.00	20,939.50	-20,939.50	-100.0%
Total Other Expense	87,603.97	50,419.50	37,184.47	73.8%
Net Other Income	-87,603.97	-50,419.50	-37,184.47	-73.8%
Net Income	63,247.91	-67,709.85	130,957.76	193.4%

Mendocino County Russian River Flood Control District
Balance Sheet Prev Year Comparison

Cash Basis

As of June 30, 2024

	Jun 30, 24	Jun 30, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · SBMC Checking	310,286.17	265,565.19	44,720.98	16.8%
1001 · SBMC Savings				
1001.02 · Savings Water Reliability Fund	150,140.23	200,110.49	-49,970.26	-25.0%
1001.01 · General Savings	100,000.00	50,000.00	50,000.00	100.0%
1001 · SBMC Savings - Other	25.22	0.00	25.22	100.0%
Total 1001 · SBMC Savings	250,165.45	250,110.49	54.96	0.0%
1010 · LAIF				
1011 · Capital Reserve	73,670.00	56,000.00	17,670.00	31.6%
1012 · Emergency Reserve	37,500.00	28,000.00	9,500.00	33.9%
1013 · Operating Reserve	255,850.00	210,000.00	45,850.00	21.8%
1014 · Water Reliability Reserve	146,149.83	205,602.55	-59,452.72	-28.9%
Total 1010 · LAIF	513,169.83	499,602.55	13,567.28	2.7%
1019 · LAIF - Fair Market Value	-7,579.72	-7,579.72	0.00	0.0%
Total Checking/Savings	1,066,041.73	1,007,698.51	58,343.22	5.8%
Other Current Assets				
1210 · Interest Receivable	0.00	3,922.58	-3,922.58	-100.0%
1220 · Taxes Receiveable	21,563.91	27,503.37	-5,939.46	-21.6%
Total Other Current Assets	21,563.91	31,425.95	-9,862.04	-31.4%
Total Current Assets	1,087,605.64	1,039,124.46	48,481.18	4.7%
Fixed Assets				
1401 · Meters & Vehicles	147,783.80	147,783.80	0.00	0.0%
1499 · Accumulated Depreciation	-100,358.05	-100,358.05	0.00	0.0%
Total Fixed Assets	47,425.75	47,425.75	0.00	0.0%
Other Assets				
1600 · Deferred Outflows	46,819.00	46,819.00	0.00	0.0%
Total Other Assets	46,819.00	46,819.00	0.00	0.0%
TOTAL ASSETS	1,181,850.39	1,133,369.21	48,481.18	4.3%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
2010 · Accrued Expenses	0.00	7,787.50	-7,787.50	-100.0%

Mendocino County Russian River Flood Control District
Balance Sheet Prev Year Comparison

Cash Basis

As of June 30, 2024

	Jun 30, 24	Jun 30, 23	\$ Change	% Change
2020 · Accrued Payroll	0.00	6,572.27	-6,572.27	-100.0%
2030 · Vacation Accrual	24,980.77	24,980.77	0.00	0.0%
2050 · Payroll Liabilities	0.00	406.96	-406.96	-100.0%
Total Other Current Liabilities	24,980.77	39,747.50	-14,766.73	-37.2%
Total Current Liabilities	24,980.77	39,747.50	-14,766.73	-37.2%
Long Term Liabilities				
2600 · Deferred Inflows	2,265.00	2,265.00	0.00	0.0%
2700 · Net Pension Liability	59,381.00	59,381.00	0.00	0.0%
Total Long Term Liabilities	61,646.00	61,646.00	0.00	0.0%
Total Liabilities	86,626.77	101,393.50	-14,766.73	-14.6%
Equity				
3000 · Opening Bal Equity	541,116.95	541,116.95	0.00	0.0%
3001 · Retained Earnings	490,858.76	558,568.61	-67,709.85	-12.1%
Net Income	63,247.91	-67,709.85	130,957.76	193.4%
Total Equity	1,095,223.62	1,031,975.71	63,247.91	6.1%
TOTAL LIABILITIES & EQUITY	1,181,850.39	1,133,369.21	48,481.18	4.3%

Mendocino County Russian River Flood Control District

Monthly Payment Detail

Cash Basis

As of March 31, 2024

Date	Name	Memo	Paid Amount
1000 · SBMC Checking			
03/07/2024	Humanage HR, LLC	HR Consultant Feb service dates	-1,111.50
03/08/2024	Intuit	Monthly Payroll Subscription	-6.00
03/09/2024	Cardmember Service	Credit card 1/12-2/12/24	-1,521.63
03/15/2024	Balance Hydrologics	invoice 222029-0224	-13,287.50
03/15/2024	Christiansen Properties	Office rent for Apr/May/June 2024	-1,125.00
03/15/2024	Herum/Crabtree/Suntag	Legal Counsel, February service dates	-3,999.42
03/15/2024	Mendocino County Resource Co...	Meter & Data Mgmt Program, Jan & Feb 2024 service da...	-1,879.15
03/19/2024	LACO	Funding analysis & grant writing Feb 2024 service dates	-956.25
03/28/2024	Team Mobile	Monthly cell phone service	-208.50
Total 1000 · SBMC Checking			-24,094.95
TOTAL			-24,094.95

Project Water Worksheet as of March 31, 2024

		Current 2024 totals in Acre Feet
Project Water Licensed to MC RRFC & WCID:		7940
Contracted Non-Retail Suppliers:		4972
Contracted Retail Suppliers:		2305.15
	Calpella CWD	85
	Henry Station Mutual Water Co	8
	Hopland PUD	222
	Millview CWD - All Use	1171.15
	Rogina Water	200
	River Estates Mutual Water Company	26
	Willow CWD - All Use	593
	Contracted Retail Suppliers Total:	2305.15
Contracted Total:		7277.15
Current Uncontracted Water Supply for 2024:		662.85

Redwood Valley County Water District 2024 Surplus Use Totals:

Month	Water Requested, in acre feet	Water diverted, in acre feet	Remaining AF Available in 2024 only
Jan 2024	projections not yet established	13.89	undetermined
Feb 2024		0	
Mar 2024			
Apr 2024			
May 2024			
June 2024			
July 2024			
Aug 2024			
Sept 2024			
Oct 2024			
Nov 2024			
Dec 2024			
Totals:		13.89	

5 **DRAFT MINUTES**

6 **Regular Meeting of February 5, 2024**
7 **At District Office: 304 N. State Street, Ukiah, CA 95482**

8 **1. Roll Call**

9 President Watt called the meeting to order at 5:32 PM.

10
11 Trustees Present: Christopher Watt, President
12 Alfred White, Vice President
13 John Reardan, Trustee
14 Tyler Rodrigue, Trustee
15 John Bailey, Treasurer (apologies sent)
16 Staff: Elizabeth Salomone, General Manager
17

18 **2. Approval of Agenda**

19 Trustee Reardan moved to approve the agenda with the postponement of Item 4: District Water Use in 2023
20 to a future meeting. Vice President White seconded the motion. The motion was approved by the following
21 vote:

22 Ayes: 5 (Reardan, Rodrigue, Bailey, White, Watt)
23

24 **3. Public Expression** -No one indicated interest in speaking.
25

26 **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

27 **4. District Water Use in 2023**

28 This item was postponed to a future meeting.

29 **5. Alternative Compliance Plan for the Water Measurement and Reporting Regulation**

30 GM Salomone presented the item. Comments and questions were offered by Trustees.
31

32 Trustee Reardan moved to approve the SB88 Alternative Compliance Plan for the Water Measurement and
33 Reporting Regulation Update as outlined in the Balance Hydrologics letter and direct GM Salomone to
34 submit. Vice President White seconded the motion. The motion was approved by the following vote:

35 Ayes: 5 (Reardan, Rodrigue, Bailey, White, Watt)
36

37 The Board directed GM Salomone and the Board Advisor for Engineering to act in a timely manner to address
38 malfunctioning meters and return to the Board for ratification at the next Board meeting following the action.
39

40 The Board received an update on potential funding by the State Water Resources Control Board for upgrading
41 water measurement and reporting processes.
42

43 **6. UPDATED Fiscal Year 2022-2023 Year End Reports**

44 Trustee Reardan moved to approve the Updated Fiscal Year 2022-2023 Year End Reports. Vice President
45 White seconded the motion. The motion was approved by the following vote:

46 Ayes: 5 (Reardan, Rodrigue, Bailey, White, Watt)
47

(Continued...)

48
49 **7. Ukiah Valley Groundwater Sustainability Agency**

50 Vice President White moved to approve the payment for an early contribution of \$30,000 in this fiscal year
51 and deducted from FY 2026-2027. Treasurer Bailey seconded the motion. The motion was approved by the
52 following vote:

53 Ayes: 5 (Reardan, Rodrigue, Bailey, White, Watt)

54
55 **REGULAR BUSINESS, INFORMATION, AND REPORT ITEMS**

56
57 **8. Water Supply Conditions Update**

58 No comments or questions offered.

59
60 **9. Consent Calendar**

- 61 a) Acceptance of the December 2023 & January 2024 Financial Reports
- 62 b) Approval of December 11, 2023 Regular Board Meeting minutes

63
64 Vice President White moved to approve the consent calendar. Trustee Reardan seconded the motion. The
65 motion was approved by the following vote:

66 Ayes: 5 (Reardan, Rodrigue, Bailey, White, Watt)

67
68 **10. Trustee & Committee Reports**

69 *Trustee Reardan* provided an update on the Mendocino County Inland Water & Power Commission and formation
70 of the joint power authority called Eel Russian Project Authority.

71
72 *Vice President White* provided information on the Ukiah Valley Groundwater Sustainability Agency Rate & Fee
73 Study and the proposed consolidation of the Ukiah Valley retail water suppliers.

74
75 **11. General Manager Report & Correspondence**

76 No comments or questions.

77
78 **12. Direction on Future Agenda Items**

79 None

80
81 **ADJOURNMENT**

82
83 Trustee Reardan moved to adjourn the meeting at 7:00 PM. Trustee Bailey seconded the motion. The motion
84 was approved by the following vote:

85 Ayes: 5 (Reardan, Rodrigue, Bailey, White, Watt)

86
87 ***APPROVED by Board of Trustees on March 4, 2024***

88
89
90
91 _____
92 President of the Board of Trustees

90
91 _____
92 Secretary of the Board of Trustees

93	93	93	93	93
94	94	94	94	94
95	95	95	95	95
96 President	96 Vice President	96 Treasurer	96 Trustee	96 Trustee
97 <i>Christopher Watt</i>	97 <i>Alfred White</i>	97 <i>John Bailey</i>	97 <i>Tyler Rodrigue</i>	97 <i>John Reardan</i>

Policy #24-__

of the

**Mendocino County Russian River Flood Control
& Water Conservation Improvement District**

**Enabling the General Manager to Sign Contracts
and Enter Into Agreements on the District's Behalf**

WHEREAS, the General Manager of the Mendocino County Russian River Flood Control & Water Conservation Improvement District has been duly appointed by the Board of Trustees to carry out the executive functions of the District; and

WHEREAS, the executive functions of the agency include all employment decisions regarding staff other than the General Manager, decisions to enter into contracts to the benefit of the agency such as grant agreements and contracts for services to be performed by the District; as well as all agreements to allow for the smooth operation of the agency, such as leases, utilities, and purchases of goods and services pursuant to the current purchasing policy authorized by the Board of Trustees; and

WHEREAS, certain granting or funding agencies or organizations, or other individuals or entities, at times require a specific grant of authority from the board to the General Manager granting signature authority before entering into agreements with the District;

THEREFORE, it is the policy of the District Board of Trustees, from date of enactment until changed, amended, or cancelled, as follows:

The General Manager of the Mendocino County Russian River Flood Control & Water Conservation Improvement District is granted authority to sign and enter into agreements on behalf of the District that (1) request and receive grant funding or enter into "fee for service contracts" without incurring debt or the expenditure of any District funds otherwise requiring Board Approval, (2) are authorized by the General Manager under the District's purchasing policy, and/or (3) have otherwise been authorized by the Board of Trustees.

PASSED AND ADOPTED by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District of the State of California on March 4, 2024 by the following vote:

Christopher Watt	Yes / No / Abstain / Absent
Alfred White	Yes / No / Abstain / Absent
John Bailey	Yes / No / Abstain / Absent
Tyler Rodrigue	Yes / No / Abstain / Absent
John Reardan	Yes / No / Abstain / Absent

Signed: _____
Christopher Watt, Board of Trustees President Date

Attest: _____
Elizabeth Salomone, General Manager Date