

Mendocino County

Russian River Flood Control & Water Conservation Improvement District

304 N. State Street, Ukiah, CA 95482 707.462.5278 Website: RRFC.net DistrictManager@rrfc.net

A G E N D A

Board of Trustees – Regular Meeting of Monday, August 7, 2023 at 5:30 pm

IN PERSON: 304 North State Street at District office

or

LIVE ON ZOOM: <https://us02web.zoom.us/j/81127489402>

Call in: (669) 900-9128

Meeting ID: 811 2748 9402

1. Call to Order and Roll Call
2. Approval of Agenda *Urgent items added may be discussed immediately. Time suggestions to the right of item title.*
3. Public Expression- See End of Agenda for Information on Public Expression

ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

4. Final Fiscal Year 2023-2024 Budget and Rate Setting (5:35 PM)
Board will discuss and possibly approve Resolution #23-03 Adopting the Final FY 23-24 Budget, including setting of 2023 water rate.

REGULAR BUSINESS, INFORMATION, AND REPORT ITEMS (6:45 PM)

5. Water Supply Conditions Update
6. Consent Calendar
 - a) Acceptance of the July 2023 Financial Report
 - b) Approval of July 18, 2023 Special Board Meeting minutes
 - c) Approval of Policy #23-01 Regarding Revising Policy #18-01 on Bank Account Balances and Investment Options
7. Trustee & Committee Reports
 - (a) GM Evaluation- tentatively scheduled for September 11, 2023 Board Meeting
8. General Manager Report & Correspondence
9. Direction on Future Agenda Items

ADJOURNMENT

ACTION ITEMS – All agenda items are potential action items unless otherwise noted.

PUBLIC EXPRESSION – The Board welcomes public participation in its Board meetings. Comments shall include any item not on the agenda that is within the subject matter jurisdiction and authority of the District. No action may be taken on any item not appearing on the agenda; however, the Board may direct such items to be placed on the agenda of a future meeting or may request additional information on any such item. The Board may limit testimony to three (3) minutes per person and not more than ten (10) minutes for a particular subject. All items on the agenda are considered action items unless otherwise noted. All times and the order of business are approximate and subject to change.

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

STAFF REPORT

**Agenda Item 4: Final Fiscal Year 2023-2024 Budget and Rate Setting
Monday, August 7, 2023**

The Strategic Plan relevant priority is **Administration** ensuring sound and sustainable management of District finances.

Background

At the July 18, 2023 Special Board meeting, the Board adopted an Interim Fiscal Year 2023-2024 Budget that included an interim rate increase from \$47 per acre foot to \$61 per acre foot to cover the operating deficit for the fiscal year. The Board further discussed water supply reliability project expenses and the use of funds from the Water Supply Reliability Reserve, directing Staff and the Ad Hoc Committee to present a suggested option at the August 7, 2023 Board Meeting that would use \$100,000 from the LAIF Water Supply Reliability Reserve and a price per acre foot rate increase for the remainder. Staff and the Ad Hoc Committee prepared a second option that allocates some of the savings account funds to the Water Supply Reliability Fund Reserve and further offsets rate increases. Both options are presented in this staff report.

Discussion

Option 1:

The Board asked for an option to be developed that would use some funds from the LAIF Water Supply Reliability Fund and some funds through additional water rate increases.

Option 2:

Current Board Policy #18-01 indicates that SBMC Savings Account funds in excess of \$50,000 shall be transferred to the LAIF Water Supply Reliability Fund. As of June 30, 2023, the SBMC Savings Account balance was \$250,110.49, therefore according to Policy, \$200,110.49 of that is actually part of the Water Supply Reliability Fund and will be referred to as the “Savings Account Water Supply Reserve Fund.” Staff is recommending an update to Policy #18-01 in Consent Calendar Item 6c.

Option 1:	Option 2:
<ul style="list-style-type: none">• The operational budget deficit required a \$14 per acre foot increase (from \$47 to \$61 per acre foot.)• Water supply reliability projects are projected to cost \$250,000 with \$100,000 funded from the LAIF Water Supply Reliability Fund and \$150,000 funded from an additional \$20 per acre foot rate increase, bringing the total price per acre foot to \$81.	<ul style="list-style-type: none">• The operational budget deficit required a \$14 per acre foot increase (from \$47 to \$61 per acre foot.)• Water supply reliability projects are projected to cost \$250,000 with \$100,000 funded from the LAIF Water Supply Reliability Fund, \$100,000 of the Savings Account Water Supply Reliability Reserve Fund, & \$52,500 funded from an additional \$7 per acre foot rate increase, bringing the total price per acre foot to \$68.

Calculators are shown on the following pages with projections for 2024-2027 for general planning purposes only.

(Continued...)

Option 1:					
A) Rate setting to cover operational expenses: DOES NOT ADDRESS ANY WATER SUPPLY PROJECTS					
EXPENSES:	2023	2024	2025	2026	2027
Est Total Operating Expenses (5% CPI)	\$ 511,700	\$ 537,285	\$ 564,149	\$ 592,357	\$ 621,975
REVENUE:					
Annual water rate increase per af	\$ 14	\$ 3	\$ 4	\$ 3	\$ 3
Total per af rate for operational expenses	\$ 61	\$ 64	\$ 68	\$ 71	\$ 74
Water Sales Revenue w/rate increase	\$ 457,500	\$ 480,000	\$ 510,000	\$ 532,500	\$ 555,000
Est Tax Revenue	\$ 55,000	\$ 57,750	\$ 60,638	\$ 63,669	\$ 66,853
Est Revenue Subtotal	\$ 512,500	\$ 537,750	\$ 570,638	\$ 596,169	\$ 621,853
B) Funding Water Supply Projects: DOES NOT ACCOUNT FOR OPERATIONAL EXPENSE BUDGET					
EXPENSES:	2023	2024	2025	2026	2027
Est Annual Water Supply Project Expenses	\$ 250,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
REVENUE:					
Annual water rate increase per af for projects	\$ 20.00	\$ 27.00	\$ 27.00	\$ 27.00	\$ 27.00
Water Sales Revenue w/rate increase for projects	\$ 150,000	\$ 202,500	\$ 202,500	\$ 202,500	\$ 202,500
Use of Savings Acct Water Supply Reserve Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Use of LAIF Water Supply Reserve Fund	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Est Revenue Subtotal	\$ 250,000	\$ 202,500	\$ 202,500	\$ 202,500	\$ 202,500
Est LAIF Water Supply Reserve Balance	\$ 32,583				
Est Savings Account Balance	\$ 250,000				
C) Final FY 2023-24 Budget Proposal					
EXPENSES:	2023	2024	2025	2026	2027
Est Total Operating Expenses (5% CPI)	\$ 511,700	\$ 537,285	\$ 564,149	\$ 592,357	\$ 621,975
Est Annual Water Supply Project Expenses	\$ 250,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Est Expenses Subtotal	\$ 761,700	\$ 737,285	\$ 764,149	\$ 792,357	\$ 821,975
REVENUE:					
Total Annual water rate increase per af	\$ 34.00	\$ 30.00	\$ 31.00	\$ 30.00	\$ 30.00
Total per af rate	\$ 81	\$ 111	\$ 142	\$ 172	\$ 202
Total Water Sales Revenue w/rate increase	\$ 607,500	\$ 832,500	\$ 1,065,000	\$ 1,290,000	\$ 1,515,000
Est Tax Revenue (5% CPI)	\$ 55,000	\$ 57,750	\$ 60,638	\$ 63,669	\$ 66,853
Est Revenue Subtotal	\$ 662,500	\$ 890,250	\$ 1,125,638	\$ 1,353,669	\$ 1,581,853
Use of Savings Acct Water Supply Reserve Fund	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Use of LAIF Water Supply Reserve Fund	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Total Funds available for FY 23-24 Expenses:	\$ 862,500	\$ 890,250	\$ 1,125,638	\$ 1,353,669	\$ 1,581,853
Est LAIF Water Supply Reserve Balance	\$ 32,583				
Est Savings Account Balance	\$ 150,000				

(Continued...)

Rate setting to cover operational expenses: DOES NOT ADDRESS ANY WATER SUPPLY PROJECTS					
EXPENSES:	2023	2024	2025	2026	2027
Est Total Operating Expenses (5% CPI)	\$ 511,700	\$ 537,285	\$ 564,149	\$ 592,357	\$ 621,975
REVENUE:					
Annual water rate increase per af	\$ 14	\$ 3	\$ 4	\$ 3	\$ 3
Total per af rate for operational expenses	\$ 61	\$ 64	\$ 68	\$ 71	\$ 74
Water Sales Revenue w/rate increase	\$ 457,500	\$ 480,000	\$ 510,000	\$ 532,500	\$ 555,000
Est Tax Revenue	\$ 55,000	\$ 57,750	\$ 60,638	\$ 63,669	\$ 66,853
Est Revenue Subtotal	\$ 512,500	\$ 537,750	\$ 570,638	\$ 596,169	\$ 621,853

B) Funding Water Supply Projects: DOES NOT ACCOUNT FOR OPERATIONAL EXPENSE BUDGET					
EXPENSES:	2023	2024	2025	2026	2027
Est Annual Water Supply Project Expenses	\$ 250,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
REVENUE:					
Annual water rate increase per af for projects	\$ 7.00	\$ 27.00	\$ 27.00	\$ 27.00	\$ 27.00
Water Sales Revenue w/rate increase for projects	\$ 52,500	\$ 202,500	\$ 202,500	\$ 202,500	\$ 202,500
Use of Savings Acct Water Supply Reserve Fund	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Use of LAIF Water Supply Reserve Fund	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Est Revenue Subtotal	\$ 252,500	\$ 202,500	\$ 202,500	\$ 202,500	\$ 202,500
Est LAIF Water Supply Reserve Balance	\$ 32,583				
Est Savings Account Balance	\$ 150,000				

C) Final FY 2023-24 Budget Proposal					
EXPENSES:	2023	2024	2025	2026	2027
Est Total Operating Expenses (5% CPI)	\$ 511,700	\$ 537,285	\$ 564,149	\$ 592,357	\$ 621,975
Est Annual Water Supply Project Expenses	\$ 250,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Est Expenses Subtotal	\$ 761,700	\$ 737,285	\$ 764,149	\$ 792,357	\$ 821,975
REVENUE:					
Total Annual water rate increase per af	\$ 21.00	\$ 30.00	\$ 31.00	\$ 30.00	\$ 30.00
Total per af rate	\$ 68	\$ 98	\$ 129	\$ 159	\$ 189
Total Water Sales Revenue w/rate increase	\$ 510,000	\$ 735,000	\$ 967,500	\$ 1,192,500	\$ 1,417,500
Est Tax Revenue (5% CPI)	\$ 55,000	\$ 57,750	\$ 60,638	\$ 63,669	\$ 66,853
Est Revenue Subtotal	\$ 565,000	\$ 792,750	\$ 1,028,138	\$ 1,256,169	\$ 1,484,353
Use of Savings Acct Water Supply Reserve Fund	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Use of LAIF Water Supply Reserve Fund	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Total Funds available for FY 23-24 Expenses:	\$ 765,000	\$ 792,750	\$ 1,028,138	\$ 1,256,169	\$ 1,484,353
Est LAIF Water Supply Reserve Balance	\$ 32,583				
Est Savings Account Balance	\$ 150,000				

Recommended Action:

The Board has several options regarding adoption of the final Fiscal Year 2023-24 Budget.

- (1) Move to approve Resolution #23-03 Approving Fiscal Year 2023-23 Budget using Option 1;
or
- (2) Move to approve Resolution #23-03 Approving Fiscal Year 2023-23 Budget using Option 2;
or
- (3) Move to approve Resolution #23-03 Approving Fiscal Year 2023-23 Budget using an alternative option;
or
- (4) Provide direction to Staff to return to the Board with a Final Budget for approval at a later date;

and
- (5) Disband the 2023 Strategic Plan Implementation Budget Ad Hoc Committee.

Attachments:

- DRAFT Resolution #23-03 Approving Fiscal Year 2023-23 Budget using Option 1
- DRAFT Resolution #23-03 Approving Fiscal Year 2023-23 Budget using Option 2

DRAFT Resolution #23-03 – OPTION 1

of the

Mendocino County Russian River Flood Control & Water Conservation Improvement District

Adopting the Final Budget for Fiscal Year 2023-2024

WHEREAS, the Mendocino County Russian River Flood Control & Water Conservation Improvement District Board of Trustees, hereinafter referred to as the “Board of Trustees,” annually adopts a final budget; and

WHEREAS, the Board of Trustees heard and fully considered all oral and written public comment including the Strategic Plan Implementation Budget Ad Hoc and General Manager’s report and recommendations for consideration of the Budget at a Regular Board Meeting on June 5, 2023, a Special Board Meeting on July 18, 2023, and a Regular Board Meeting on August 7, 2023;

NOW, THEREFORE, BE IT RESOLVED that the District Board of Trustees hereby approves the Final Budget for Fiscal Year 2023-2024 as set forth in Exhibit A, attached hereto with revenue in the amount of \$665,369, expenses in the amount of \$761,700;

BE IT FURTHER RESOLVED that the District Board of Trustees hereby authorizes the use of up to \$100,000 from the LAIF Water Supply Reliability Reserve Fund;

BE IT FURTHER RESOLVED that the District Board of Trustees hereby sets the water rate at \$81 per acre foot for the contract term of 2023 Calendar year.

ADOPTED 7th of August, 2023 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District, by the following vote:

Christopher Watt	Yes/ No / Abstain / Absent
Alfred White	Yes/ No / Abstain / Absent
John Bailely	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

A copy of this resolution, the agreement, and any attachments thereto shall be on file in the office of Mendocino County Russian River Flood Control & Water Conservation Improvement District, 304 N. State Street #2, Ukiah, CA 95482.

Exhibit A: OPTION 1
Mendocino County Russian River Flood Control
Water Conservation Improvement District
Fiscal Year 2023-2024 Final Budget

REVENUE	Approved
Water Sales, Contracted (7,497.15 af at \$81per af)	\$ 607,269
Property Taxes	\$ 55,000
Interest, LAIF & Savings	\$ 3,100
TOTAL REVENUE	\$ 665,369

EXPENSES	Approved
Consulting (General other than legal)	\$ 28,000
Groundwater Sustainability Agency	\$ 100,000
Insurance	\$ 7,800
Inland Water & Power Commission JPA	\$ 3,300
Legal Counesl (General)	\$ 20,000
Local Agency Formation Commission (LAFCo)	\$ 2,000
Memberships	\$ 6,000
Payroll Expenses	\$ 262,600
Property Tax Administration Fees	\$ 1,000
Rent, Utilities, Office Operating	\$ 12,000
Stream flow gage (USGS)	\$ 16,000
Stipends	\$ 13,500
Training, Conferences, Associated Costs	\$ 6,000
Unfunded Pension Liability	\$ 9,500
Vehicle	\$ 2,000
Water Rights	\$ 22,000
Water Supply Reliabilty Projects	\$ 250,000
TOTAL EXPENSES	\$ 761,700

	Approved
TOTAL REVENUE	\$ 665,369
less TOTAL OPERATING EXPENSES	\$ 761,700
EQUALS	\$ (96,331)
less USE OF WATER SUPPLY RELIABILTY RESERVE FUNDS	\$ 100,000
EQUALS	\$ 3,669

RESERVES	Approved
Capital (15% of fixed assets + 10% operating expense budget)	\$ 73,670
Emergency (Emergency: 25% of fixed assets)	\$ 37,500
Operating (Operating: 50% of operating expense budget)	\$ 255,850
Water Supply Reliability (Remainder)	\$ 29,238
TOTALS:	\$ 396,258

DRAFT Resolution #23-03 – OPTION 2

of the

Mendocino County Russian River Flood Control & Water Conservation Improvement District

Adopting the Final Budget for Fiscal Year 2023-2024

WHEREAS, the Mendocino County Russian River Flood Control & Water Conservation Improvement District Board of Trustees, hereinafter referred to as the “Board of Trustees,” annually adopts a final budget; and

WHEREAS, the Board of Trustees heard and fully considered all oral and written public comment including the Strategic Plan Implementation Budget Ad Hoc and General Manager’s report and recommendations for consideration of the Budget at a Regular Board Meeting on June 5, 2023, a Special Board Meeting on July 18, 2023, and a Regular Board Meeting on August 7, 2023;

NOW, THEREFORE, BE IT RESOLVED that the District Board of Trustees hereby approves the Final Budget for Fiscal Year 2023-2024 as set forth in Exhibit A, attached hereto with revenue in the amount of \$567,906, expenses in the amount of \$761,700;

BE IT FURTHER RESOLVED that the District Board of Trustees hereby authorizes the use of up to \$100,000 from the LAIF Water Supply Reliability Reserve Fund and up to \$100,000 from the Savings Account Water Supply Reliability Reserve Fund;

BE IT FURTHER RESOLVED that the District Board of Trustees hereby sets the water rate at \$68 per acre foot for the contract term of 2023 Calendar year.

ADOPTED 7th of August, 2023 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District, by the following vote:

Christopher Watt	Yes/ No / Abstain / Absent
Alfred White	Yes/ No / Abstain / Absent
John Bailely	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

A copy of this resolution, the agreement, and any attachments thereto shall be on file in the office of Mendocino County Russian River Flood Control & Water Conservation Improvement District, 304 N. State Street #2, Ukiah, CA 95482.

Exhibit A: OPTION 2

Mendocino County Russian River Flood Control
Water Conservation Improvement District
Fiscal Year 2023-2024 Final Budget

REVENUE	Approved
Water Sales, Contracted (7,497.15 af at \$68per af)	\$ 509,806
Property Taxes	\$ 55,000
Interest, LAIF & Savings	\$ 3,100
TOTAL REVENUE	\$ 567,906

EXPENSES	Approved
Consulting (General other than legal)	\$ 28,000
Groundwater Sustainability Agency	\$ 100,000
Insurance	\$ 7,800
Inland Water & Power Commission JPA	\$ 3,300
Legal Counesl (General)	\$ 20,000
Local Agency Formation Commission (LAFCo)	\$ 2,000
Memberships	\$ 6,000
Payroll Expenses	\$ 262,600
Property Tax Administration Fees	\$ 1,000
Rent, Utilities, Office Operating	\$ 12,000
Stream flow gage (USGS)	\$ 16,000
Stipends	\$ 13,500
Training, Conferences, Associated Costs	\$ 6,000
Unfunded Pension Liability	\$ 9,500
Vehicle	\$ 2,000
Water Rights	\$ 22,000
Water Supply Reliabilty Projects	\$ 250,000
TOTAL EXPENSES	\$ 761,700

	Approved
TOTAL REVENUE	\$ 567,906
less TOTAL OPERATING EXPENSES	\$ 761,700
EQUALS	\$ (193,794)
less USE OF LAIF WATER SUPPLY RELIABITLIY RESERVE FUNDS	\$ 100,000
less USE OF SAVINGS ACCT WATER SUPPLY RELIABITLIY RESERVE FUNDS	\$ 100,000
EQUALS	\$ 6,206

RESERVES	Approved
Capital (15% of fixed assets + 10% operating expense budget)	\$ 73,670
Emergency (Emergency: 25% of fixed assets)	\$ 37,500
Operating (Operating: 50% of operating expense budget)	\$ 255,850
Water Supply Reliability (Remainder)	\$ 29,238
TOTALS:	\$ 396,258

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

STAFF REPORT

Agenda Item 5: Water Supply Conditions

Monday, August 7, 2023

The Strategic Plan relevant priorities are: **Security** through ensuring reliable, resilient, and available sources of water; **Advocacy** in support of equitable water resource stewardship; and **Use** of water in effective and beneficial ways as a public resource, all in alignment with the District’s Mission to steward water resources for the benefit of people and the environment.

Operations of the Trans-Basin Diversion Through PG&E Owned “Potter Valley Project”

On July 5th, FERC issued a notice of comment period on PG&E’s submitted flow variance for 2023 with a deadline for filing comments, motions to intervene, and protests of August 4, 2023. Submissions can be located on the FERC website.

On July 31, 2023, PG&E filed a Long-Term Flow Regime Request Due to Restricted Storage Capacity to FERC, a copy of which can be found on the District website (<https://rrfc.specialdistrict.org/updates>) and excerpts below. The long-term variance is very similar to the 2023 short term variance that FERC is currently reviewing, with added provisions for winter diversions.

“To reduce the potential seismic risk, PG&E has determined the radial gates at Scott Dam will remain open indefinitely, reducing the water storage capacity in Lake Pillsbury by approximately 20,000 acre-feet (af)... Given that the Project is not expected to return to historical normal operations that were the underlying basis for the license-required flows, PG&E is requesting a departure from the current license requirements from 2024 until Project Decommissioning is completed. Specifically, the proposed flow regime until Project Decommissioning would reduce East Branch Russian River (EBRR) flows in the summer and fall to proactively manage reservoir storage in a manner that protects Project facilities and minimizes potential impacts to aquatic species in the Eel River, including salmonid species that are protected under the federal Endangered Species Act (ESA). In addition, per FERC's letters dated March 28, 2023, and April 28, 2023, PG&E has been engaged in discussions with agencies to develop this proposal to ensure license-required flows (as may be modified by FERC) can be satisfied while the spillway gates remain open indefinitely.”

“Based on storage and water temperature projections, with PG&E and Agency coordination, flows at E-16 [East Fork Russian River in Potter Valley] may be adjusted between 5 (Critical WYT – 5 cfs) and 25 cfs (Dry WYT _25 cfs) when mean daily water temperatures at E-2 [in the Eel River] exceed 16 degrees Celsius to maintain cooler water temperatures for ESA-listed salmonid species downstream of Scott Dam. Additionally, E-16 flows can also be adjusted if the Lake Pillsbury storage forecast shows a reduction is needed to preserve adequate storage through the end of the year (or prolonged dry period).

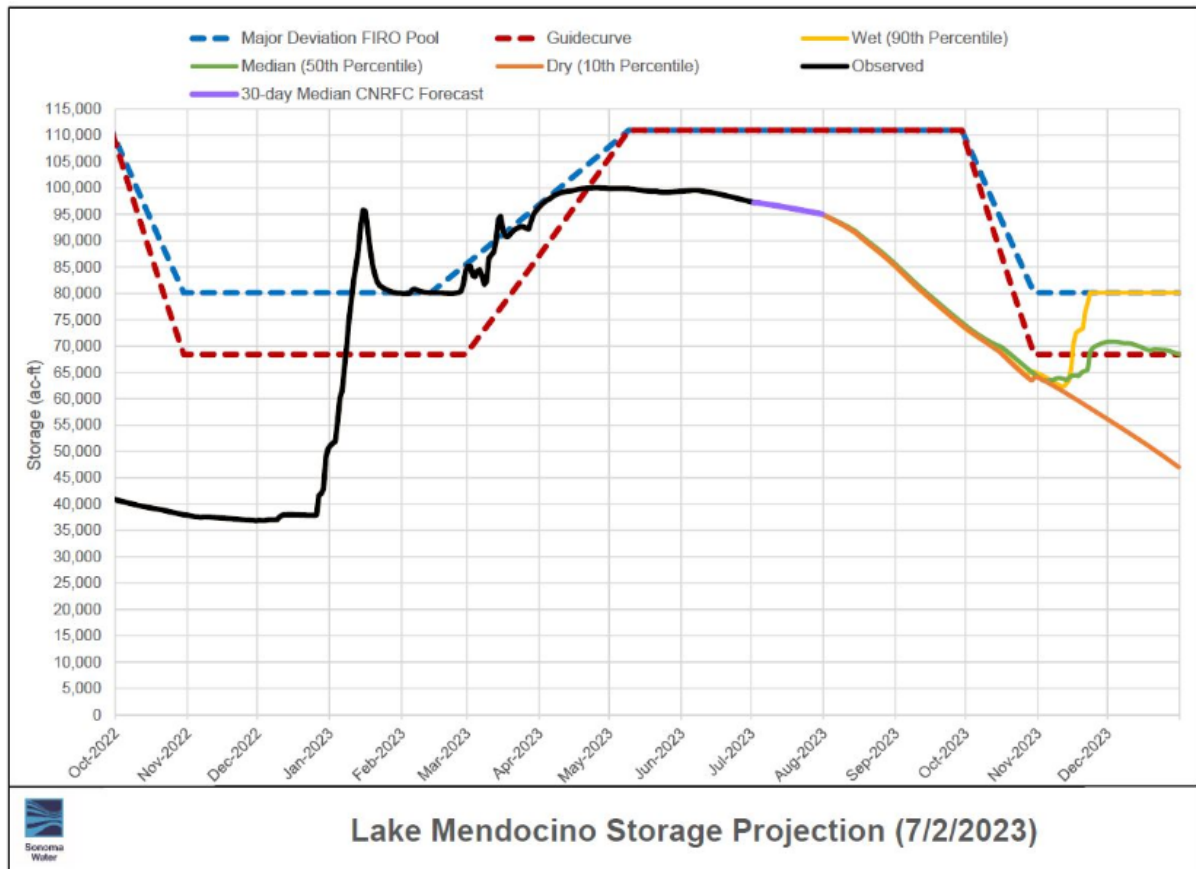
(Continued....)

“additional diversions may be allowed to EBRR when Lake Pillsbury is spilling, and all targeted environmental conditions (as determined by the Agencies) are satisfied in the Eel River. Diversions are limited by the bypass pipe capacity of approximately 135 cfs and using appropriate ramping rates and diversion thresholds (exemption from Section E.5 of the RPA). The Agencies will develop initial guidelines to submit to FERC by November 30, 2023, for minimum E-11 flow thresholds for spill diversions to E-16 to commence and end, as well as diversion ramping rates. PG&E may then develop an alternative E.5 diversion prescription based on Agency guidelines, which may be implemented upon Agency review and approval. These guidelines may be refined in subsequent years based on the mitigation monitoring efforts described below. PG&E will inform stakeholders of possible discretionary diversions, details of which will be included in the guidelines submitted by November 30, 2023.”

Lake Mendocino and the Mainstem Upper Russian River

Lake Mendocino storage level was 91,474 acre feet (af) on July 31, 2023, down from 96,212 af on July 9, 2023. The mainstem Russian River continues to operate under a Temporary Urgency Change Order. www.sonomawater.org/tucp
The approved modifications include the following changes:

- From May 1 through October 15, 2023, the instream flow requirements for the upper Russian River will be reduced from 185 cubic feet per second (cfs) to 125 cfs.
- From May 1 through October 15, 2023, the instream flow requirements for the lower Russian River will be reduced from 125 cfs to 70 cfs.



* * * *

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

STAFF REPORT

Agenda Item 6a: July 2023 Financial Report

Monday, August 7, 2023

Revenue

June 2023 Additional revenue not shown on previous report: \$2,665.38

- \$3,922.58 LAIF interest
- -\$1,257.20 Unrealized Gain (Loss) Investment as indicated by Auditor.
- Note: \$22,336.69 was allocated from “contract water sales” to “surplus water sales.”
- Note: \$15,800 was allocated from “reimbursed expenses” to “streamflow gage” to offset the expense account from the North Gualala Water pass thru.

July 2023: \$27,279.82

- \$23,688 Contract Water Sales (for FY 2022-2023 invoices)

Ordinary Expenses

June 2023 Additional expenses not shown on previous report: \$3,622.13.

- \$4,441.95 Payroll Expenses: Vacation Accrual as per Auditor.
- \$305.18 Office Operating expenses-
- \$1,125.00 Rent & Utilities, allocated to July expenses.
- Note: \$992.34 was Property Tax Admin Fees, not LAFCo Apportionment fees

July 2023: \$45,150.25 Ordinary, \$46,700 from Water

- Note: Some payroll expenses will be allocated to the previous fiscal year during audit prep
- \$2,625 Projects – Grant Applications (funding analysis)
- \$1,125 Rent for 3 months
- \$1,925.76 Legal Counsel
- \$6,451.54 Liability Insurance for FY 23-24
- \$46,700 to IWPC for Legal/Consultant fees & RR Water Forum funding which will be transferred from Savings Account Water Supply Reliability Fund to the checking account in August.

Other

- Changes made to QuickBooks reporting to provide additional clarification.
- 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 July 2023.
- Additional reports or information available upon request.

Recommendation:

Move to accept and file the financial reports for July 2023.

Attachments:

1. Income & Expense Report – July 2023 only
2. Income & Expense / Budget Vs Actual Report – Fiscal Year to date
3. Profit & Loss Previous Year Comparison Report
4. Balance Sheet Previous Year Comparison Report
5. Monthly Payment Detail Report – July 2023
6. Contracted Water Worksheet

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

July 2023

Cash Basis

	Jul 23	Budget
Ordinary Income/Expense		
Income		
4001 · Contract Water Sales	23,688.00	0.00
Total Income	23,688.00	0.00
Expense		
Payroll Expenses		
5001 · Gross Wages	15,000.00	10,000.00
5002 · CalPERS Employer Expense	1,141.50	747.00
5003 · CalPERS 457 Roth Expense	450.00	310.00
5004 · Health Insurance	1,854.00	1,250.00
5005 · Medicare	244.38	163.00
5006 · FICA	1,044.94	720.00
5007 · CalPERS 1959 Survivor Billing	39.00	2.00
5009 · Unfunded Pension Liability	5,506.00	9,500.00
Total Payroll Expenses	25,279.82	22,692.00
Water Supply Expenses		
5030 · Projects		
5031 · Grants/Funding Analysis	2,625.00	
Total 5030 · Projects	2,625.00	0.00
5050 · JPAs		
5051 · IWPC	3,300.00	3,300.00
Total 5050 · JPAs	3,300.00	3,300.00
Total Water Supply Expenses	5,925.00	3,300.00
General & Administrative Exp		
5100 · Consulting		
5101 · Accounting	471.25	500.00
5105 · Legal	1,925.76	1,667.00
5106 · Metering	0.00	300.00
5109 · Human Resources	536.25	0.00
Total 5100 · Consulting	2,933.26	2,467.00
5120 · Vehicle	1,852.58	1,340.00
5130 · Insurance		
5131 · Insurance, Liability	6,451.54	6,500.00
5132 · Insurance, Workers Comp	0.00	108.00
Total 5130 · Insurance	6,451.54	6,608.00
5160 · Office Operating Expenses	947.95	580.00
5161 · Rent, Utilities	1,125.00	416.00
5170 · Training & Conferences	635.10	500.00
Total General & Administrative Exp	13,945.43	11,911.00
Total Expense	45,150.25	37,903.00
Net Ordinary Income	-21,462.25	-37,903.00
Other Income/Expense		
Other Expense		
5700 · Use of Water Supply Reserve	46,700.00	
Total Other Expense	46,700.00	
Net Other Income	-46,700.00	0.00
Net Income	-68,162.25	-37,903.00

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

Cash Basis

July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4001 · Contract Water Sales	23,688.00	457,326.00	-433,638.00	5.2%
4050 · Property Taxes	0.00	55,000.00	-55,000.00	0.0%
4080 · Interest-LAIF	0.00	3,000.00	-3,000.00	0.0%
4081 · Interest-SBMC	0.00	100.00	-100.00	0.0%
Total Income	23,688.00	515,426.00	-491,738.00	4.6%
Expense				
Payroll Expenses				
5001 · Gross Wages	15,000.00	193,000.00	-178,000.00	7.8%
5002 · CalPERS Employer Expe...	1,141.50	14,000.00	-12,858.50	8.2%
5003 · CalPERS 457 Roth Expense	450.00	4,500.00	-4,050.00	10.0%
5004 · Health Insurance	1,854.00	25,000.00	-23,146.00	7.4%
5005 · Medicare	244.38	3,000.00	-2,755.62	8.1%
5006 · FICA	1,044.94	15,000.00	-13,955.06	7.0%
5007 · CalPERS 1959 Survivor Bil...	39.00	300.00	-261.00	13.0%
5008 · CALPERS GASB-68 Fees	0.00	800.00	-800.00	0.0%
5009 · Unfunded Pension Liability	5,506.00	9,500.00	-3,994.00	58.0%
5011 · Employee Bonus	0.00	7,000.00	-7,000.00	0.0%
Total Payroll Expenses	25,279.82	272,100.00	-246,820.18	9.3%
Water Supply Expenses				
5020 · Water Rights				
5021 · Annual Fees	0.00	18,000.00	-18,000.00	0.0%
5022 · Legal Counsel	0.00	4,000.00	-4,000.00	0.0%
Total 5020 · Water Rights	0.00	22,000.00	-22,000.00	0.0%
5030 · Projects				
5031 · Grants/Funding Analysis	2,625.00			
Total 5030 · Projects	2,625.00	0.00	2,625.00	100.0%
5040 · USGS, streamflow gage	0.00	16,000.00	-16,000.00	0.0%
5050 · JPAs				
5051 · IWPC	3,300.00	3,300.00	0.00	100.0%
5052 · GSA	0.00	100,000.00	-100,000.00	0.0%
Total 5050 · JPAs	3,300.00	103,300.00	-100,000.00	3.2%
Total Water Supply Expenses	5,925.00	141,300.00	-135,375.00	4.2%
General & Administrative Exp				
5100 · Consulting				
5110 · Strategic Planning	0.00	3,000.00	-3,000.00	0.0%
5101 · Accounting	471.25	6,000.00	-5,528.75	7.9%
5102 · Audit	0.00	10,000.00	-10,000.00	0.0%
5105 · Legal	1,925.76	20,000.00	-18,074.24	9.6%
5106 · Metering	0.00	6,000.00	-6,000.00	0.0%
5109 · Human Resources	536.25	3,000.00	-2,463.75	17.9%
Total 5100 · Consulting	2,933.26	48,000.00	-45,066.74	6.1%
5120 · Vehicle	1,852.58	2,000.00	-147.42	92.6%
5130 · Insurance				
5131 · Insurance, Liability	6,451.54	6,500.00	-48.46	99.3%
5132 · Insurance, Workers Co...	0.00	1,300.00	-1,300.00	0.0%
Total 5130 · Insurance	6,451.54	7,800.00	-1,348.46	82.7%
5140 · LAFCO Apportionment Fee	0.00	2,000.00	-2,000.00	0.0%
5150 · Memberships	0.00	6,000.00	-6,000.00	0.0%
5160 · Office Operating Expenses	947.95	7,000.00	-6,052.05	13.5%
5161 · Rent, Utilities	1,125.00	5,000.00	-3,875.00	22.5%
5170 · Training & Conferences	635.10	6,000.00	-5,364.90	10.6%
5180 · Stipends, Meetings	0.00	13,500.00	-13,500.00	0.0%
5190 · Property Tax Admin Fees	0.00	1,000.00	-1,000.00	0.0%

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

July 2023 through June 2024

Cash Basis

	<u>Jul '23 - Jun 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total General & Administrative Exp	13,945.43	98,300.00	-84,354.57	14.2%
Total Expense	45,150.25	511,700.00	-466,549.75	8.8%
Net Ordinary Income	-21,462.25	3,726.00	-25,188.25	-576.0%
Other Income/Expense				
Other Expense				
5700 · Use of Water Supply Reserve	46,700.00			
Total Other Expense	46,700.00			
Net Other Income	-46,700.00	0.00	-46,700.00	100.0%
Net Income	<u>-68,162.25</u>	<u>3,726.00</u>	<u>-71,888.25</u>	<u>-1,829.4%</u>

Russian River Flood Control District Profit & Loss Prev Year Comparison

July 2023 through June 2024

Cash Basis

	Jul '23 - Jun 24	Jul '22 - Jun 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
4001 · Contract Water Sales	23,688.00	317,027.05	-293,339.05	-92.5%
4002 · Surplus Water Sales	0.00	22,336.69	-22,336.69	-100.0%
4010 · Water Application Fee	0.00	1,600.00	-1,600.00	-100.0%
4050 · Property Taxes	0.00	34,872.50	-34,872.50	-100.0%
4080 · Interest-LAIF	0.00	11,520.35	-11,520.35	-100.0%
4081 · Interest-SBMC	0.00	55.38	-55.38	-100.0%
4100 · Other Income	0.00	257.95	-257.95	-100.0%
4130 · Unrealized Gain(Loss) Invstment	0.00	-1,257.20	1,257.20	100.0%
Total Income	23,688.00	386,412.72	-362,724.72	-93.9%
Expense				
Payroll Expenses				
5001 · Gross Wages	15,000.00	132,297.36	-117,297.36	-88.7%
5002 · CalPERS Employer Expense	1,141.50	9,388.42	-8,246.92	-87.8%
5003 · CalPERS 457 Roth Expense	450.00	3,950.00	-3,500.00	-88.6%
5004 · Health Insurance	1,854.00	20,287.00	-18,433.00	-90.9%
5005 · Medicare	244.38	2,103.00	-1,858.62	-88.4%
5006 · FICA	1,044.94	9,820.16	-8,775.22	-89.4%
5007 · CalPERS 1959 Survivor Billing	39.00	29.00	10.00	34.5%
5008 · CALPERS GASB-68 Fees	0.00	700.00	-700.00	-100.0%
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	25,279.82	185,535.94	-160,256.12	-86.4%
Water Supply Expenses				
5020 · Water Rights	0.00	17,254.33	-17,254.33	-100.0%
5030 · Projects				
5031 · Grants/Funding Analysis	2,625.00	3,861.25	-1,236.25	-32.0%
5032 · Outreach & Education	0.00	92.20	-92.20	-100.0%
5034 · Addtl Water Rights	0.00	3,737.00	-3,737.00	-100.0%
Total 5030 · Projects	2,625.00	7,690.45	-5,065.45	-65.9%
5040 · USGS, streamflow gage	0.00	5,912.50	-5,912.50	-100.0%
5050 · JPAs	3,300.00	68,750.00	-65,450.00	-95.2%
Total Water Supply Expenses	5,925.00	99,607.28	-93,682.28	-94.1%
General & Administrative Exp				
5100 · Consulting				
5110 · Strategic Planning	0.00	2,150.00	-2,150.00	-100.0%
5101 · Accounting	471.25	25,904.45	-25,433.20	-98.2%
5102 · Audit	0.00	19,000.00	-19,000.00	-100.0%
5105 · Legal	1,925.76	24,843.63	-22,917.87	-92.3%
5106 · Metering	0.00	3,893.46	-3,893.46	-100.0%
5107 · Outreach	0.00	150.00	-150.00	-100.0%
5109 · Human Resources	536.25	12,805.00	-12,268.75	-95.8%
Total 5100 · Consulting	2,933.26	88,746.54	-85,813.28	-96.7%
5120 · Vehicle	1,852.58	1,243.42	609.16	49.0%
5130 · Insurance	6,451.54	10,551.55	-4,100.01	-38.9%
5140 · LAFCO Apportionment Fee	0.00	1,268.73	-1,268.73	-100.0%
5150 · Memberships	0.00	5,930.00	-5,930.00	-100.0%
5160 · Office Operating Expenses	947.95	8,159.30	-7,211.35	-88.4%
5161 · Rent, Utilities	1,125.00	4,500.00	-3,375.00	-75.0%
5170 · Training & Conferences	635.10	5,297.45	-4,662.35	-88.0%
5180 · Stipends, Meetings	0.00	4,650.00	-4,650.00	-100.0%
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	-6.00	6.00	100.0%

	<u>Jul '23 - Jun 24</u>	<u>Jul '22 - Jun 23</u>	<u>\$ Change</u>	<u>% Change</u>
Total General & Administrative Exp	13,945.43	131,665.07	-117,719.64	-89.4%
Total Expense	45,150.25	416,808.29	-371,658.04	-89.2%
Net Ordinary Income	-21,462.25	-30,395.57	8,933.32	29.4%
Other Income/Expense				
Other Expense				
5700 · Use of Water Supply Reserve	46,700.00	0.00	46,700.00	100.0%
Total Other Expense	46,700.00	0.00	46,700.00	100.0%
Net Other Income	-46,700.00	0.00	-46,700.00	-100.0%
Net Income	<u>-68,162.25</u>	<u>-30,395.57</u>	<u>-37,766.68</u>	<u>-124.3%</u>

Russian River Flood Control District
Balance Sheet Prev Year Comparison

As of June 30, 2024

Cash Basis

	Jun 30, 24	Jun 30, 23	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
1000 · SBMC Checking	197,570.98	265,565.19	-67,994.21	-25.6%
1001 · SBMC Savings				
1001.02 · Savings Water Reliability ...	200,110.49	200,110.49	0.00	0.0%
1001.01 · General Savings	50,000.00	50,000.00	0.00	0.0%
Total 1001 · SBMC Savings	250,110.49	250,110.49	0.00	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	136,505.13	205,602.55	-69,097.42	-33.6%
Total 1010 · LAIF	503,525.13	499,602.55	3,922.58	0.8%
1019 · LAIF - Fair Market Value	-7,579.72	-7,579.72	0.00	0.0%
Total Checking/Savings	943,626.88	1,007,698.51	-64,071.63	-6.4%
Other Current Assets				
1210 · Interest Receivable	0.00	3,922.58	-3,922.58	-100.0%
Total Other Current Assets	0.00	3,922.58	-3,922.58	-100.0%
Total Current Assets	943,626.88	1,011,621.09	-67,994.21	-6.7%
Fixed Assets				
1401 · Meters & Vehicles	147,783.80	147,783.80	0.00	0.0%
1499 · Accumulated Depreciation	-79,418.55	-79,418.55	0.00	0.0%
Total Fixed Assets	68,365.25	68,365.25	0.00	0.0%
Other Assets				
1600 · Deferred Outflows	23,868.00	23,868.00	0.00	0.0%
Total Other Assets	23,868.00	23,868.00	0.00	0.0%
TOTAL ASSETS	1,035,860.13	1,103,854.34	-67,994.21	-6.2%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	-5.00	-5.00	0.00	0.0%
Total Accounts Payable	-5.00	-5.00	0.00	0.0%
Other Current Liabilities				
2030 · Vacation Accrual	24,980.77	24,980.77	0.00	0.0%
2050 · Payroll Liabilities	575.00	406.96	168.04	41.3%
Total Other Current Liabilities	25,555.77	25,387.73	168.04	0.7%
Total Current Liabilities	25,550.77	25,382.73	168.04	0.7%
Long Term Liabilities				
2600 · Deferred Inflows	4,322.00	4,322.00	0.00	0.0%
2700 · Net Pension Liability	4,893.00	4,893.00	0.00	0.0%
Total Long Term Liabilities	9,215.00	9,215.00	0.00	0.0%
Total Liabilities	34,765.77	34,597.73	168.04	0.5%
Equity				
3000 · Opening Bal Equity	541,116.95	541,116.95	0.00	0.0%
3001 · Retained Earnings	528,139.66	558,535.23	-30,395.57	-5.4%
Net Income	-68,162.25	-30,395.57	-37,766.68	-124.3%
Total Equity	1,001,094.36	1,069,256.61	-68,162.25	-6.4%
TOTAL LIABILITIES & EQUITY	1,035,860.13	1,103,854.34	-67,994.21	-6.2%

Russian River Flood Control District Monthly Payment Detail

As of July 31, 2023

Cash Basis

Type	Date	Name	Memo	Paid Amount
1000 · SBMC Checking				
Bill Pm...	07/01/2023	Christiansen Properties	Office rent for July/Aug/Sept 2023	-1,125.00
Bill Pm...	07/03/2023	Leap Solutions Group, Inc	Invoice #5731 HR Consulting	-536.25
Bill Pm...	07/03/2023	Special District Risk Management	Invoices #74024, Member # 6950	-6,451.54
Bill Pm...	07/03/2023	Cardmember Service	Credit card 4/13-5/11/23	-3,227.31
Bill Pm...	07/05/2023	CalPERS	1959 Survivor Annual Billing	-36.00
Bill Pm...	07/08/2023	Intuit	Monthly Payroll Subscription	-10.00
Bill Pm...	07/12/2023	CalPERS	FY23-24 Pre Paid Unfunded Pension Liability	-5,506.00
Bill Pm...	07/14/2023	Team Mobile	Monthly cell phone service	-54.32
Bill Pm...	07/18/2023	LACO	Inv#51909 Funding Analysis & Grants	-2,625.00
Bill Pm...	07/18/2023	Herum/Crabtree/Suntag	Legal Counsel June service dates	-1,925.76
Bill Pm...	07/24/2023	RTI "Respectech"	IT support	-144.00
Bill Pm...	07/28/2023	Eide Bailly	Accounting, May & June 2023 service Dates	-471.25
Bill Pm...	07/31/2023	IWPC JPA	Annual general operations & RRW Forum gran...	-50,000.00
Total 1000 · SBMC Checking				-72,112.43
TOTAL				-72,112.43

Project Water Worksheet as of August 1, 2023

		Current 2023 totals in Acre Feet
Project Water Licensed to MC RRFC & WCID:		7940
Contracted Non-Retail Suppliers:		4992
Contracted Retail Suppliers:		2505.15
	Calpella CWD	85
	Henry Station Mutual Water Co	8
	Hopland PUD	222
	Millview CWD - All Use	1171.15
	Rogina Water	400
	River Estates Mutual Water Company	26
	Willow CWD - All Use	593
	Contracted Municipals:	2505.15
Contracted Total:		7497.15
Current Uncontracted Water Supply for 2023:		442.85

Redwood Valley County Water District:

Month	Water Requested, in acre feet	Adjusted Request	Water diverted, in acre feet
Jan 2023	40	0	0
Feb 2023	40	0	0
Mar 2023	60	0	0
Apr 2023	60	60	31.60
May 2023	60	60	94.48
June 2023	60	60	<i>not yet reported</i>
July 2023	150	150	
Aug 2023	150	150	
Sept 2023	150	150	
Oct 2023	100	100	
Nov 2023	40	40	
Dec 2023	0	0	
Totals:	910	770	126.08

Current Contract Adjustments in 2023:

Surplus water OFFERED FOR TRANSFER from customers in 2023:	693
Requested surplus by customers for 2023:	15

Available Surplus for Redwood Valley: **1120.85**

5 **DRAFT MINUTES**
6 **Special Meeting of July 18, 2023**
7 **At District Office: 304 N. State Street, Ukiah, CA 95482**
8

9 **1. Roll Call**

10 Vice President White called the meeting to order at 5:32 PM.

11
12 Trustees Present: Alfred White, Vice President
13 John Bailey, Treasurer
14 Tyler Rodrigue, Trustee
15 John Reardan, Trustee

16 Trustees Absent: Christopher Watt, President

17 Staff: Elizabeth Salomone, General Manager
18
19

20 **2. Approval of Agenda**

21 Trustee Reardan moved to approve the agenda. Treasurer Bailey seconded the motion. The motion was
22 approved by the following vote:

23 Ayes: 4 (Reardan, Bailey, White, Rodrigue)
24 Absent: 1 (Watt)
25

26 **3. Public Expression**

27 No one indicated interest in speaking.

28 **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

29 **4. Fiscal Year 2023-2024 Budget and Rate Setting**

30 Treasurer Bailey presented the item. This year's budget is accounting differently for consultant expenses
31 related to projects. In the past, these expenses were layered into the operating expenses line items. This year,
32 water supply reliability project expenses have been separated out from the main operational budget. Personnel
33 budget items have been increased to fund a 2nd member of staff. Water rates have maintained at \$47 per acre
34 foot since 2009. Reserve balances are outlined in District Policy. The Board indicated at a previous meeting
35 the desire to consider using District reserves to 'smooth out' rate increases and directed the GM and Ad Hoc
36 Committee to provide proposals.

37 In addition to the scenarios provided in the Staff Report for the agenda item, Treasurer Bailey and GM
38 Salomone presented an alternative showing only the rate increase needed to address the operational budget
39 deficit, not including any water supply reliability projects. Treasurer Bailey proposed an option to approve an
40 interim budget, setting an interim rate until further proposals and discussion regarding the water supply
41 reliability projects. [See table below.]
42
43

(Continued...)

Rate setting to cover operational expenses: DOES NOT ADDRESS ANY WATER SUPPLY PROJECTS

EXPENSES:	2023	2024	2025	2026	2027
Est Total Operating Expenses	\$ 511,700	\$ 537,285	\$ 564,149	\$ 592,357	\$ 621,975
REVENUE:					
Annual water rate increase per af	\$ 14	\$ 3	\$ 3	\$ 4	\$ 3
Total per af rate	\$ 61	\$ 64	\$ 67	\$ 71	\$ 74
Water Sales Revenue w/rate increase	\$ 457,500	\$ 480,000	\$ 502,500	\$ 532,500	\$ 555,000
Est Tax Revenue	\$ 55,000	\$ 57,750	\$ 60,638	\$ 63,669	\$ 66,853
Est Revenue Subtotal	\$ 512,500	\$ 537,750	\$ 563,138	\$ 596,169	\$ 621,853

45

46 Vice President White shared concerns regarding the use of a 5% Consumer Price Index (CPI) for the
 47 projected expense calculator. Trustee Rodrigue noted ways in which it can be helpful and noted the
 48 calculation can be changed year to year.

49

50 Bree Klotter, Board Member of the Redwood Valley County Water District provided comments including
 51 questions regarding water supply costs to Redwood Valley County Water District.

52

53 Trustee Reardan moved to approve an Interim Fiscal Year 2023-24 Budget of Revenue at \$515,426, Operating
 54 Expenses (not including water supply reliability projects) \$511,700 including a rate increase of \$14 per acre foot to
 55 bring the interim water rate to \$61 per acre foot, with direction to the GM and Ad Hoc Committee to provide a
 56 proposed final FY 23-24 Budget at a future meeting. Trustee Rodrigue seconded the motion. The motion was
 57 approved by a roll call vote:

58

Ayes: 4 (Reardan, Bailey, White, Rodrigue)

59

Absent: 1 (Watt)

60

	FY 2022/23	FY 2022/23	Change	FY 2023/24	Amt Change	% Change
	APPROVED BUDGET	Actuals Projected to 6/30/23	Budget to Actual in %	DRAFT Budget	From previous FY Budget	From previous FY Budget
TOTAL REVENUE	\$ 407,000	\$ 430,868	6%	\$ 515,426	\$ 108,426	27%
less TOTAL OPERATING EXPENSES	\$ 416,475	\$ 441,300	6%	\$ 511,700	\$ 95,225	23%
equals TOTAL DIFFERENCE	\$ (9,475)	\$ (10,432)	10%	\$ 3,726		
WATER SUPPLY PROJECTS				\$ 250,000	N/A	N/A
USE OF WATER SUPPLY RELIABILITY RESERVE FUND				(ALL BUT 30K)	N/A	N/A

61

62

63 The Board continued to discuss Water Supply Reliability Project expenses and options to use a combination of
 64 reserve funds and a further rate increase to meet these expenses. The Ad Hoc Committee was directed to return
 65 with a proposed Final Fiscal Year 2023-2024 Budget and Rate Setting agenda item.

66

67

68

President
Christopher Watt

Vice President
Alfred White

Treasurer
John Bailey

Trustee
Tyler Rodrigue

Trustee
John Reardan

69
70
71

REGULAR BUSINESS, INFORMATION, AND REPORT ITEMS

72 **5. Water Supply Conditions Update and District Response**

73 Bree Klotter, Board Member of the Redwood Valley County Water District asked for clarification on surplus
74 water availability to Redwood Valley County Water District. GM Salomone asked for updated monthly request
75 amounts from Redwood Valley County Water District.

76
77 **6. Consent Calendar**

- 78 a) Acceptance of the June 2023 Financial Report
- 79 b) Approval of June 5, 2023 Regular Board Meeting minutes
- 80 c) Approval of Mendocino County Inland Water & Power Commission Invoice for Contributions
- 81 d) Customer Surplus Water Request of 15 acre feet for 2023.

82
83 Trustees Rodrigue and Reardan asked for more information on Consent Calendar Item 6d which GM
84 Salomone provided.

85
86 Treasurer Bailey moved to approve the Consent Calendar. Trustee Reardan seconded the motion. The
87 motion was approved by the following vote:

- 88 Ayes: 4 (Reardan, Bailey, White, Rodrigue)
- 89 Absent: 1 (Watt)

90
91 **7. Trustee & Committee Reports**

- 92 (a) Budgeting for Strategic Plan Implementation – see Agenda Item 5.
- 93 (b) GM Evaluation – The evaluation has been on pause and will be discussed at a future meeting.

94
95 *Trustee Reardan* provided a report on a recent Mendocino County Inland Water & Power Commission meeting:
96 PG&E’s flow variance application to Federal Energy Regulatory Commission (FERC) has been filed, a comment
97 period is open and closes August 4, 2023 after which FERC will consider approval. FERC’s response is not
98 expected before the end of August, perhaps in September.

99
100 **8. General Manager Report & Correspondence**

101 GM Salomone provided a written report for Board review. Direction given to GM to issue an availability poll to change
102 the date of the July Board meeting.

103
104 **9. Direction on Future Agenda Items**

105 None noted

106
107 **ADJOURNMENT**

108
109 Vice President White moved to adjourn the meeting at 7:38 PM. Trustee Rodrigue seconded the motion. The
110 motion was approved by the following vote:

- 111 Ayes: 4 (Reardan, Bailey, White, Rodrigue)
- 112 Absent: 1 (Watt)

113
114 ***APPROVED by Board of Trustees on July 18, 2023***

115
116
117 _____
President of the Board of Trustees

Secretary of the Board of Trustees

President
Christopher Watt

Vice President
Alfred White

Treasurer
John Bailey

Trustee
Tyler Rodrigue

Trustee
John Reardan

Policy #23-01

of the

Mendocino County Russian River Flood Control & Water Conservation Improvement District

Regarding Revising Policy #18-01

On Bank Account ~~Limits~~ Balances and Investment Options

WHEREAS, the Mendocino County Russian River Flood Control & Water Conservation Improvement District Board has the authority to set forth policies and restrictions regarding on the manner of District financial management;

WHEREAS, it is in the best interest of the District Board to manage finances in the most appropriate and beneficial way;

WHEREAS, the ~~Finance Committee has~~ Treasurer and General Manager have met and developed a recommendation for bank account balances and investment options; and,

~~**WHEREAS**, the Board of Trustees has directed staff to develop a consistent approach to managing District finances.~~

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

1. When the Savings Bank of Mendocino County (SBMC) Checking Account exceeds the \$250,000 Federal Deposit Insurance Corporation (FDIC) limit, funds over and above the \$250,000 balance shall be transferred into the Savings Account.
2. When the SBMC Savings Account exceeds \$250,000, funds shall be transferred into the Local Agency Investment Fund (LAIF) Account, reducing the Savings Account balance to ~~\$50,000~~ \$100,000.
3. The balance of the Savings Account should remain ~~at or near~~ between \$50,000 and \$100,000; excepting those times of year when the District is collecting and accruing water revenues, where the balance may increase up to \$250,000 prior to transferring funds to LAIF.

Policy #23-01

of the

Mendocino County Russian River Flood Control & Water Conservation Improvement District

Regarding Revising Policy #18-01 On Bank Account Balances and Investment Options

WHEREAS, the Mendocino County Russian River Flood Control & Water Conservation Improvement District has the authority to set forth policies and restrictions regarding on the manner of District financial management;

WHEREAS, it is in the best interest of the District Board to manage finances in the most appropriate and beneficial way;

WHEREAS, the Treasurer and General Manager have met and developed a recommendation for bank account balances and investment options; and,

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

1. When the Savings Bank of Mendocino County (SBMC) Checking Account exceeds the \$250,000 Federal Deposit Insurance Corporation (FDIC) limit, funds over and above the \$250,000 balance shall be transferred into the Savings Account.
2. When the SBMC Savings Account exceeds \$250,000, funds shall be transferred into the Local Agency Investment Fund (LAIF) Account, reducing the Savings Account balance to \$100,000.
3. The balance of the Savings Account should remain between \$50,000 and \$100,000 excepting those times of year when the District is collecting and accruing water revenues, where the balance may increase up to \$250,000 prior to transferring funds to LAIF.

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 August 7, 2023 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

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

General Manager's Report for July 2023
Presented at Special Meeting of Monday, August 7, 2023

Priority 1: Security ~ Ensure reliable, resilient, and available sources of water.

(1: Improved river & reservoir operations. 2: Fair & reliable inter-basin. 3: Expanded water sources. 4: Increased storage capacity)

See also the Agenda Item on Water Supply Conditions

1-PVP Operations: On July 5, 2023, the Federal Energy Regulatory Commission (FERC) issued a notice of comment period and throughout the month; comments and Motions to Intervene were submitted by many organizations regarding the draft flow variance.

2-Russian River Water Forum: Several meetings were held in July including the second Planning Group meeting, first Steering Committee meeting, Water Supply & Fisheries Working Group, and Water Rights Working Group. The third Planning Group meeting was rescheduled, and other working groups and Leadership Council have not yet been organized. <https://russianriverwaterforum.org/>

Priority 2: Collaboration ~ Work with partners to achieve aligned goals for a common benefit.

(1: Trusted relationships with community partners for regional water security. 2: Improved diversity, equity, and inclusion in the stewardship of water resources. 3: Expanded relationships with non-traditional partners and stakeholders in pursuit of enhanced Environmental Stewardship.)

1-Groundwater Sustainability Agency (GSA): The Groundwater Sustainability Plan was approved. Consultants have started working on the Rate & Fee Study.

Priority 3: Advocacy ~ Influence outreach, education, funding, regulation, and legislation in support of equitable water resource stewardship.

(1: Improved public awareness and understanding of the importance of water issues. 2: State and Federal governmental policy and funding support for the region.)

1-Public Awareness of Water Issues: GM attended first Mendocino County Climate Action Advisory Committee meeting since appointment by the Board of Supervisors. GM spoke at Rotary Club again to answer more questions from the original presentation.

2-ACWA: The Region 1 Board met to review the ACWA Board Packet prior to the quarterly ACWA Board meeting.

Priority 4: Use ~ Ensure effective and beneficial use of water as a public resource.

(1: Maximum beneficial use of water under District water right license. 2: Strategic use of water by customers.)

1-Maximize Water Right: Balance Hydrologics staff completed the first phase of mapping updates for both customer contract management and preparation of the District license change petition and continue to develop data needed for the change petition and upcoming LAFCo MSR & SOI updates.

(Continued...)

Priority 5: Administration ~ Foster sustainable leadership and management of agency resources.

(1: Capable and high quality executive leadership. 2: Engaged, diverse, and knowledgeable Board leadership. 3: Effective systems and human resources to execute the strategic plan. 4: Sound and sustainable management of District finances.)

1-Executive Leadership: GM attended a FIRO-MAR Workshop, the State Water Board's Virtual Forum on Decision-Support Frameworks for Climate and Racial Equity in Water Boards Programs webinar, the ACWA SGMA Implementation Committee, CSDA webinar on strategic planning.

3-Effective Systems - Meters: Trustee Reardan and GM Salomone went on a tour of the customer points of diversion that need upgrading to be compliant with SB88 & District Ordinance #17-01. Meter orders are underway; some items are on back order. Met with Performance Pump several times over the last two months to discuss and plan. Met with Resource Conservation District to discuss possible metering program contract.

Community Meetings

Local Agency Formation Commission (LAFCo) (7/3/23): Cancelled.

Upper Russian River Water Agency (URRWA) (7/5/23): No one from the District attended (zoom option didn't work at last minute – in person only.)

Willow Water District (7/10/23): No one from the District attended.

Mendocino County Inland Water & Power Commission (MCIWPC) (7/13/23): No report received from District representatives in attendance.

Hopland Public Utility District (7/13/23): No one from the District attended.

Millview Water District (7/18/23): No one from the District attended.

Mendocino County Inland Water & Power Commission (MCIWPC) Special Meeting (7/20/23): The Commission held a Special Meeting comprising only of a Closed Session. No reportable action.

City of Ukiah (7/19/23): Recycled Water Phase 4 – meeting with contractors to get first construction schedule.

Calpella Water District (7/19/23): No one from the District attended.

Redwood Valley Water (7/20/23): No one from the District attended.

Mendocino County Inland Water & Power Commission (MCIWPC) Special Meeting 7/20/23: Closed session only; no report out.

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Prepared and submitted to the Board of Trustees by: *Elizabeth Salomone, General Manager*