

MENDOCINO COUNTY

RUSSIAN RIVER FLOOD CONTROL AND WATER
CONSERVATION IMPROVEMENT **DISTRICT**

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #89-1

A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
REGARDING ADMINISTRATIVE POLICY OF THE BOARD

IT IS THE POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID, FROM
DATE OF ENACTMENT UNTIL CHANGED, AMENDED OR CANCELLED, AS FOLLOWS:

I. Board of Trustees

A. Officers

1. The Chairman of the Board shall be elected annually at the last regular meeting of each calendar year.
2. The Vice-Chairman shall be elected annually at the last regular meeting of each calendar year, to act in the Chairman's absence, or inability to act.
3. The terms of office of officers of the Board shall commence on January 1st of the year immediately following their election.

B. Meetings

1. Regular Meetings -- Regular meetings of the Board shall be held on the fourth Monday of each month, at the hour of 7:00 p.m.; if said Monday falls upon a holiday designated in Section 6700 of the Government Code of the State of California, such regular meetings shall be held at 7:00 p.m. on the next business day, and the staff shall arrange its affairs accordingly.
2. Special Meetings -- Special meetings of the Board may be called at anytime by the Chairman or by a majority of the members of the Board, by delivering personally or by mail written notice to each member and to each local newspaper of general circulation, radio or television station requesting notice in writing. Such notices must be delivered personally or by mail at least 24 hours before time of such meeting specifying the time and place of the special meeting and the business to be transacted. No other business shall be considered at such meetings by

the Board. Such written notice may be dispensed with as to any member who at or prior to the time the meeting convenes files with the Secretary a written waiver of notice. Such written notice may also be dispensed with as to any member who is actually present at the meeting at the time it convenes.

3. Notices of Meetings -- Notices of the regular meetings of the Board shall not be required. Notice of special meetings of the Board shall be given as provided in (Paragraph I.B.2) hereof. Notice of all adjourned meetings, regular or special, shall be given as provided in Section 7 hereof.
4. Place of Meetings -- All meetings of the Board shall be held in the room known and designated as the "Board Room" located in the District Offices, provided, that if, by reason of fire, flood, earthquake, or other emergency, it shall be unsafe to meet in said Board Room, the meetings shall be held at such place as is designated by the Chairman, either with or without the boundaries of the District, in which event notice of such place of meeting shall be given in the manner required for giving notice of special meetings.
5. Meetings Open to Public -- All meetings of the Board shall be open and public, and all persons shall be permitted to attend any meetings, except Closed Sessions of the Board held in accordance with the law.
6. Public Participation -- Oral public comment and participation will be normally limited to items marked "Public Expression" on the Agenda. All other comments should be submitted in writing to the Secretary prior to the meeting for reproduction and distribution to the Board.
7. Adjourned Meetings -- The Board may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment. Meetings having less than a quorum of the Board may so adjourn from time to time. If all members are absent from any regular or adjourned regular meeting, the Secretary may declare the meeting adjourned to a stated time and place and shall cause a written notice of the adjournment to be given in the same manner as provided in (Paragraph I.B.2) hereof, unless such notice is waived as provided for special meetings. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the place

where the regular, adjourned regular, special or adjourned special meeting was held within 24 hours after the time of adjournment. When a regular or adjourned regular meeting is adjourned as provided in this section, the resulting adjourned regular meeting is a regular meeting for all purposes. When an order of adjournment of any meeting fails to state the hour at which the adjourned meeting is to be held, it shall be held at the hour specified for regular meetings.

II. Miscellaneous Board Rules

- A. Minutes -- Minutes of the Board Meeting shall be prepared and mailed to each Trustee prior to the next regular Board Meeting. Such minutes shall not include the text of ordinances and resolutions adopted, which shall be recorded in separate volumes by the Secretary.
- B. Board Agenda
 - 1. No item may appear on the Board agenda, or be considered by the Board, unless it has been submitted to the Secretary one week before the Board meeting with the exception of the Controller's Monthly Report or other formal reports conveying information but not requiring specific Board action. Agenda shall be posted in area of District office which is accessible to the public.
 - 2. Any matter not on the Board agenda may be presented to the Board upon order of the Chairman or by motion duly made and carried at the Board meeting.
- C. Distribution of Communications to the Board -- The Secretary shall send copies of all items to the Board and other important communications received by the General Manager and the General Counsel unless they already have sent such copies to the Board.
- D. Monthly Staff Reports -- Staff reports shall be mailed in advance of the Board meeting to each Director by the Secretary but they are not to be distributed at such meeting. These reports are to be orally summarized at the Board meeting mentioning only significant items or changes from previous reports.
- E. Appearances Before Board and Committees -- Persons desiring to appear before the Board shall make their request in writing stating the purpose of their appearance and shall be referred by the Chairman to the appropriate committee unless

the Chairman determines that referral is not appropriate. Upon referral, or if the request is made to the committee in the first instance, the committee chairman shall place the matter on the committee's agenda and, at his discretion shall determine whether the matter shall be presented orally or by written communication, or both.

III. Standing Committees

A. General

1. Identification of Standing Committees -- The standing committees of the Board of Trustees are:
 - (a) Engineering and Operations Committee
 - (b) Finance and Audit Committee
 - (c) Personnel and Organization Committee
 - (d) Public Information and Intergovernmental Affairs Committee
2. Officers and Members of Standing Committees -- Members, Chairman, and Vice-Chairman of standing committees are appointed by the Chairman on the basis of each Director serving on at least two (2), but not more than three (3) committees. No standing committee shall have more than two (2) members.

B. Engineering and Operations Committee

1. Time of Regular Meetings -- The regular meetings of the Engineering and Operations Committee shall be held at time called by the Chairman.
2. Duties and Functions -- The Engineering and Operations Committee shall study, advise and make recommendations with regard to:
 - (a) Plans, specifications and bids.
 - (b) The initiation, scheduling, contracting, and performance of construction programs and work, and the equipment or materials to be used, replaced, disposed of, or salvaged.
 - (c) The operation, protection and maintenance of plants and facilities, and delivery.

- (d) Construction claims.
 - (e) Employment of engineering and geological consultants.
 - (f) Energy matters in general
 - (g) Other operational or engineering matters.
3. The Committee also shall have authority to:
- (a) Recommend contracts.
 - (b) Make inspection trips of District facilities as needed.
 - (c) Address any legal matters affecting the District within the Committee's areas of interest.

C. Finance and Audit Committee

- 1. Time of Regular Meetings -- The regular meeting of the Finance and Audit Committee shall be held at time called for by Chairman.
- 2. Duties and Functions -- The Finance and Audit Committee shall study, advise and make recommendations with regard to:
 - (a) Preparation of budgets.
 - (b) Sale of bonds and borrowing and repayment of money.
 - (c) Disposition and investment of reserve funds.
 - (d) Authorization of appropriations.
 - (e) Levying of taxes.
 - (f) Insurance to be carried.
 - (g) Reports of Auditors and financial statements.
 - (h) Employment of financial or insurance consultants.
 - (i) Form and contents of accounts, financial reports, and financial statements.

- (j) Employment of auditors at anytime and for general or special audits.
- (k) Contents of auditors' periodic and annual reports.
- (l) Audit of monthly expenditures.
- (m) Other matters relating to budget, financing, audits or insurance.
- (n) Any legal matters affection the District within the committee's areas of interest.

D. Personnel and Organization Committee

1. Time of Meetings -- Meetings of the Personnel and Organization Committee shall be held when called by the Chairman.
2. Duties and Functions -- The Personnel and Organization Committee shall study, advise and make recommendations with regard to:
 - (a) The form of the District's organization and the flow of authority and responsibility.
 - (b) Periodic independent reviews and studies of the organization, the classification of positions, job duties, salaries and salary ranges; and prepares and submits annual recommendations for employee salaries and benefits to the Finance Committee for consideration in budget preparation.
 - (c) Relations between the District and its employees including all matters affecting wages, hours, pension plans and other employee benefits, and other terms and conditions of employment matters included within the employee relations resolution.
 - (d) Areas of special concern to the District and its employees, including, but not limited to, equal employment opportunity, affirmative action, and the health and safety of employees.
 - (e) Policies and rules regarding the employment, discipline and discharge of District officers and employees.
 - (f) Individuals to serve in positions requiring Board approval, i.e. General Manager; Assistant General

Manager; General Counsel; Controller and Treasurer.

(g) Any legal matters affecting the District within the Committee's area of interest.

(h) Other matters related to the above.

E. Public Information and Government Activities Committee

1. Time of Meetings -- The meeting of the Public Information Committee shall study, advise and make recommendations with regard to:

(a) Policies and practices and means of disseminating District information.

(b) Copy or content of District public information projects.

(c) Selection and compensation of public information consultants.

(d) Budget allocations for public information.

(e) Proposed legislation to be introduced by District.

(f) District position regarding support or opposition of legislation.

(g) District relationships with other governmental agencies or bodies.

(h) Annexations, reorganizations and other matters for consideration by LAFCO.

(i) Other matters related to or involving other governmental and/or regulatory agencies.

(j) Any legal matters affecting the District within the Committee's areas of interest.

IV. Other Committees

A. Special Committees -- Special committees may be created by the Board of Trustees to undertake special assignments on behalf of the Board. A special committee shall continue in existence indefinitely. Unless otherwise specified, members

of a special committee shall be appointed by the Chairman of the Board and shall serve at the Chairman's pleasure.

- B. Ad Hoc Committees -- Ad Hoc Committees may be created by the Board of Trustees to undertake especial assignments on behalf of the Board. An Ad Hoc Committee shall exist for a specified term or until its special assignments are completed, whichever comes first, but its existence may be extended for an added term or added assignments by action of the Board. Unless otherwise specified, members of an Ad Hoc Committee shall be appointed by the Chairman of the Board and shall serve at his pleasure.
 - C. Subcommittees -- Subcommittees may be created by any standing committee of the Board of Trustees to undertake specified assignments on behalf of the committee. The standing committee creating a subcommittee shall establish such term as it deems desirable. Unless otherwise specified, members of a subcommittee shall be appointed by the Chairman of the subcommittee's parent committee and shall serve at his pleasure.
- V. Rules Governing Committee
- A. Definitions -- Unless otherwise qualified in this section, the term "committee" includes standing committee, special committee, and ad hoc committee and subcommittee.
 - B. Special Meetings -- Special meetings of any committee shall be called upon order of its Chairman or by two members of the committee.
 - C. Reports -- The reports of the committees shall be in writing; provided, however, that oral reports shall be permitted on confidential personnel or other sensitive matters which may be discussed in lawful closed sessions of the full Board. Reports of standing, special and ad hoc committees shall be addressed to the Board of Directors; reports of a subcommittee shall be addressed to its parent standing committee.
 - D. Record of Actions -- Insofar as possible committee meetings shall be held in open public session and a record shall be kept of the actions taken; provided, however, that within the sound discretion of the committee Chairman, meetings or portions of meetings may be held in private without a formal record if the subject matter is confidential or if a closed session will serve the District's best interest.

- E. Quorum -- A quorum of a committee shall be a majority of the membership of a committee. Committees shall function in the absence of a quorum.
- F. Adjournment of Meetings -- The Secretary may declare regular or adjourned regular meetings of committees adjourned when no committee members are present at such meetings. The Secretary shall give notice of committee meeting adjournment as directed by the committee Chairman and shall otherwise function as clerk of the committee.
- G. Attendance of Committees -- Insofar as possible all committees shall meet as scheduled.
- H. Obligations of Staff -- All references and assignments to Board committees include, without the necessity of specific instruction, the request to District's staff to render assistance and perform such functions and services to the committees as may be requested.

Signed: Lee O. Howard
Chairman

Attest

Signed: Barbara Spazek
Secretary to the Board

Unanimously Adopted 1/23/89

MENDOCINO COUNTY

RUSSIAN RIVER FLOOD CONTROL AND WATER
CONSERVATION
IMPROVEMENT **DISTRICT**

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #92-1

A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
REGARDING FORMALITIES OF BOARD POLICY

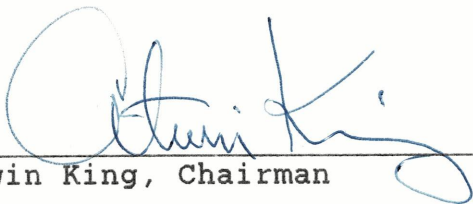
IT IS THE POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID,
FROM DATE OF ENACTMENT UNTIL CHANGED, AMENDED OR CANCELLED,
AS FOLLOWS:

1. Any member of the Board may propose a formal Board Policy to the Policy Committee who shall then review the proposal and draft a written proposed policy to present to the entire Board consistent with the member's proposal.
2. If the Policy Committee opposes the draft Policy, it should so report that opposition to the Board.
3. If the Policy Committee believes an alternative Policy proposal would better service the Policy of the Board and the DISTRICT, it shall present, in addition to the member's proposal, an alternative proposal along with a statement of the Committee's reasons for supporting the alternative proposal.
4. If the Policy Committee supports the proposal, then the Policy Committee should report that support to the Board.
5. When the Policy Committee's report is received by the full Board, it may adopt, reject, table, or modify the proposals pursuant to majority vote.

Adopted this 27th day of July, 1992, by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

Atwin King Yes
W. Standley Hildreth Yes
Dan Rogina Yes
Stephen Thomas Yes
Bill Townsend Yes

Ayes 5
Nays 0



Atwin King, Chairman

ATTEST: 

Barbara Spazek, Secretary

RUSSIAN RIVER FLOOD CONTROL AND WATER CONSERVATION IMPROVEMENT **DISTRICT**

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #92-2

A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
FOR THE REIMBURSEMENT FOR EXPENSES AND ALLOTMENT
FOR ATTENDING CONFERENCE MEETINGS OTHER THAN
REGULAR MEETINGS OF THE BOARD OF TRUSTEES

IT IS THE POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID, FROM DATE OF ENACTMENT UNTIL CHANGED, AMENDED OR CANCELLED, AS FOLLOWS:

1. Allotment. The DISTRICT shall pay a Trustee an allotment equal to fifty percent (50%) of the amount paid by DISTRICT for attendance at a regular board meeting for each meeting or conference, other than a regular meeting of the Board of Trustees, which a Board member attends at the direction of the Board or at the direction of the Chairman of the Board, unless that meeting or conference is further than 60 miles from Ukiah; and in that event the Trustee shall receive a per diem for each day he is out of town equal to the amount paid for attendance at a regular board meeting. A regular board meeting shall be deemed to be the monthly meeting held at a regularly scheduled time or at such other time as is designated as a substitute for the regular meeting, but shall not include continued or special meetings.

2. Expenses. A Trustee's expenses shall be reimbursed to a Trustee only after the Trustee submits an expense voucher in the form attached hereto. A Trustee shall not be allowed expenses, other than mileage, for a meeting within 60 miles of Ukiah. Mileage shall be allowed at a price per mile to be set by the Board from time to time. Maximum food and housing expenses shall be set by the Board from time to time.

Until modified by the Board, the following maximum rates shall be allowed:

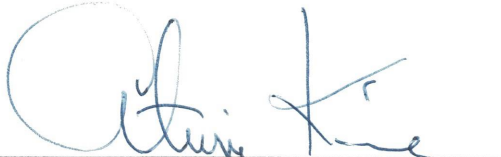
a)	Mileage	\$ <u> .275</u> per mile
b)	Food, breakfast	\$ <u> 5.00</u>
	lunch	\$ <u> 7.00</u>
	dinner	\$ <u> 15.00</u>
c)	Hotel/Motel	\$ <u> 75.00</u> per night

No expenses will be reimbursed unless the receipt for same is attached to the Trustee's expense voucher.

Adopted this 27th day of July, 1992, by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

Atwin King Yes
W. Standley Hildreth Yes
Dan Rogina Yes
Stephen Thomas Yes
Bill Townsend Yes

Ayes 5
Nays 0



Atwin King, Chairman

ATTEST: 

Barbara Spazek, Secretary

RUSSIAN RIVER FLOOD CONTROL AND WATER CONSERVATION IMPROVEMENT **DISTRICT**

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #92-3

A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
REGARDING TRUSTEE REPRESENTATIONS OF TRUSTEE STATUS
AND BOARD POLICY

IT IS THE POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID, FROM DATE OF ENACTMENT UNTIL CHANGED, AMENDED OR CANCELLED, AS FOLLOWS:

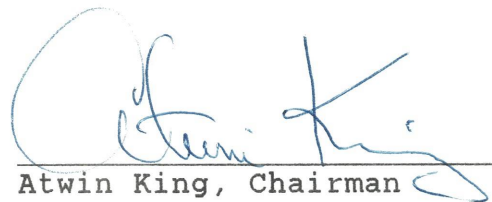
Trustees may identify themselves as members of this Board at meetings and public or private gatherings. Members of the Board **must exercise extreme caution**, however, when so identifying themselves, not to represent that they have the power or authority to speak for the Board unless that power or authority has been specifically granted by the Board to the member for the specific purpose or event in which the member of the Board is engaged.

Board policy authority and power is, and can only be, exercised by vote of the Board majority.

Adopted this 27th day of July, 1992, by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

Atwin King Yes
W. Standley Hildreth Yes
Dan Rogina Yes
Stephen Thomas Yes
Bill Townsend Yes

Ayes 5
Nays 0


Atwin King, Chairman

ATTEST: 
Barbara Spazek, Secretary

Mendocino County
RUSSIAN RIVER FLOOD CONTROL &
WATER CONSERVATION IMPROVEMENT DISTRICT
151 Laws Avenue, Ste D
Ukiah, CA 95482
(707) 462-5278
(707) 462-5279

POLICY #05-1

A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
AMENDING POLICY 92-3 REGARDING TRUSTEE REPRESENTATIONS OF TRUSTEE STATUS
AND BOARD POLICY

IT IS THE POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID, FROM DATE OF ENACTMENT UNTIL CHANGED, AMENDED OR CANCELLED, AS FOLLOWS:


Trustees may identify themselves as members of this Board at meetings and public or private gatherings. Members of the Board **must exercise extreme caution**; however, when so identifying themselves, not to represent that they have the power or authority to speak for the Board unless that power or authority has been specifically granted by the Board to the member for the specific purpose or event in which the member of the Board is engaged.

Board policy authority and power is, and can only be, exercised by vote of the Board majority.

Adopted this 2nd day of December, 2005, by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

Judy Hatch
Tom Ashurst
Richard Shoemaker
Bill Townsend

Ayes 4
Nays 0



Judy Hatch, President

ATTEST:



Barbara Spazek, Secretary

**RUSSIAN RIVER FLOOD CONTROL AND WATER CONSERVATION
IMPROVEMENT DISTRICT**

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #13-1

A. POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
REGARDING ADMINISTRATIVE POLICY OF THE BOARD

IT IS THE POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID, FROM DATE OF ENACTMENT UNTIL CHANGED, AMENDED OR CANCELLED, AS FOLLOWS:

I. Board of Trustees

A. Officers

1. The President of the Board shall be elected annually at the last regular meeting of each calendar year.
2. The Vice-President shall be elected annually at the last regular meeting of each calendar year, to act in the Chairman's absence, or inability to act.
3. The terms of office of officers of the Board shall commence on January 1st of the year immediately following their election.

B. Meetings

1. Regular Meetings - - Regular meetings of the Board shall be held on the second Monday of each month, at the hour of 5:00 p.m.; if said Monday falls upon a holiday designated in Section 6700 of the Government Code of the State of California, such regular meetings shall be held at 5:00 p.m. on the next Monday as a Special Meeting.
2. Special Meetings - - Special meetings of the Board may be called at anytime by the President or by a majority of the members of the Board, subject to the rules and regulations set forth in the Ralph M. Brown Act.

3. Notices of Meetings - - Notices and Agendas of all meetings of the Board will be posted in accordance to the rules and regulations set forth in the Ralph M. Brown Act.
4. Place of Meetings - - All meetings of the Board shall be held in the room known and designated at the "Board Room" located in the District Offices, provided, that if, by reason of fire, flood, earthquake, or other emergency, it shall be unsafe to meet in said Board Room, the meetings shall be held at such place as is designated by the President, either within the boundaries of the District, in which event notice of such place of meeting shall be given in the manner required for giving notice of special meetings.
5. Meetings Open to Public - - All meetings of the Board shall be open and public, and all persons shall be permitted to attend any meetings, except Closed Sessions of the Board held in accordance with the rules and regulations set forth in the Ralph M. Brown Act
6. Public Participation - - "Public Expression" on the Agenda is intended for public comment and participation will be normally limited to items to items not on the agenda.. All other comments should given when the agenda item is addressed by the Board. Comment may be limited to no more than 3 minutes.
7. Adjourned Meetings - - The Board may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment. Meetings must have a quorum of the Board or there will be no meeting.

II. Miscellaneous Board Rules

- A. Minutes - - Minutes of the Board Meeting shall be prepared and provided to each Trustee prior to the next regular Board Meeting. Such minutes shall not include the text of ordinances and resolutions adopted, which shall be recorded in separate volumes by the Secretary.
- B. Board Agenda
 1. The Secretary, working with the Board President, is responsible for creating and placing items on the Board's agenda. Any Trustee may request an item be placed on the agenda. However the request must be submitted to the Secretary one week prior to the meeting. Agenda shall be posted in area of District office and in accordance with the rules and regulations set forth in the Ralph M. Brown Act

2. Any matter not on the Board agenda may be presented to the Board in accordance with Chapter IV (1)(B) "Exceptions to Agenda Requirements".
- C. Distribution of Communications to the Board - - The Secretary shall send copies of all items to the Board and other important communications received by the General Manager and the General Counsel unless they already have sent such copies to the Board.
- D. Monthly Staff Reports - - Staff reports shall be provided in advance of the Board meeting to each Director by the Secretary.. These reports are to be orally summarized at the Board meeting mentioning only significant items or changes from previous reports.
- E. Appearances Before Board and Committees - - "Public Expression" on the Agenda is intended for public comment and participation will be normally limited to items to items not on the agenda.. All other comments should given when the agenda item is addressed by the Board. Comment may be limited to no more than 3 minutes.

III. Standing Committees

A. General

1. Identification of Standing Committees - - The standing committees of the Board of Trustees are:
 - (a) Engineering and Operations Committee
 - (b) Finance and Audit Committee
 - (c) Personnel and Organization Committee
 - (d) Public Information and Intergovernmental Affairs Committee
 - (e) Policy Committee
2. Officers and Members of Standing Committees - - Members, of standing committees are nominated by the President and approved by the Board. Trustees may not serve on more than three (3) committees. No standing committee shall have more than two (2) members.

B. Engineering and Operations Committee

1. Time of Regular Meetings - - The regular meetings of the Engineering and Operations Committee shall be held at time called by the members of the committee.

2. Duties and Functions - - The Engineering and Operations Committee shall study, advise and make recommendations with regard to:
 - (a) Plans, specifications and bids.
 - (b) The initiation, scheduling, contracting, and performance of construction programs and work, and the equipment or materials to be used, replaced, disposed of, or salvaged.
 - (c) The operation, protection and maintenance of plants and facilities, and delivery.
 - (d) Construction claims.
 - (e) Employment of engineering and geological consultants.
 - (f) Energy matters in general.
 - (g) Policies and rules regarding operational or engineering matters, in accordance with Policy 92-1 "Regarding Formalities of Board Policy".
3. The Committee also shall have authority to:
 - (a) Recommend contracts.
 - (b) Make inspection trips of District facilities as needed.
 - (c) Address any legal matters affecting the District within the Committee's areas of interest.

C. Finance and Audit Committee

1. Time of Regular Meetings - - The regular meeting of the Finance and Audit Committee shall be held at time called for by members of the committee.
2. Duties and Functions - - The Finance and Audit Committee shall study, advise and make recommendations with regard to:
 - (a) Preparation of budgets.
 - (b) Sale of bonds and borrowing and repayment of money.
 - (c) Disposition and investment of reserve funds.

- (d) Authorization of appropriations.
- (e) Levying of taxes.
- (f) Insurance to be carried.
- (g) Reports of Auditors and financial statements.
- (h) Employment of financial or insurance consultants
- (i) Form and contents of accounts, financial reports, and financial statements.
- (j) Employment of auditors at anytime and for general or special audits.
- (k) Contents of auditors' periodic and annual reports.
- (l) Audit of monthly expenditures.
- (m) Policies and rules relating to budget, financing, audits or insurance in accordance with Policy 92-1 "Regarding Formalities of Board Policy"..
- (n) Any legal matters affecting the District within the committee's areas of interest.

D. Personnel and Organization Committee

1. Time of Meetings - - Meetings of the Personnel and Organization Committee shall be held when called by the members of the committee.
2. Duties and Functions - - The Personnel and Organization Committee shall study, advise and make recommendations with regard to:
 - (a) The form of the District's organization and the flow of authority and responsibility.
 - (b) Periodic reviews and studies of the organization, the classification of positions, job duties, salaries and salary ranges; and prepare and submit annual recommendations for employee salaries and benefits to the Finance Committee for consideration in budget preparation.

- (c) Relations between the District and its employees including all matters affecting wages, hours, pension plans and other employee benefits, and other terms and conditions of employment matters included within the employee relations resolution.
- (d) Areas of special concern to the District and its employees, including, but not limited to, equal employment opportunity, affirmative action, and the health and safety of employees.
- (e) Policies and rules regarding the employment, discipline and discharge of District officers and employees in accordance with Policy 92-1 "Regarding Formalities of Board Policy"..
- (f) Individuals to serve in positions requiring Board approval, i.e. General Manager; Assistant General Manager, General Counsel; Controller and Treasurer.
- (g) Any legal matters affecting the District within the Committee's are of interest.
- (h) Other matters related to the above.

E. Public Information and Government Activities Committee

1. Time of Meetings - - The meeting of the Public Information and Government Activities Committee shall be held when called by the members of the committee.
2. Duties and Functions - - The Public Information Committee shall study, advise and make recommendations with regard to:
 - (a) Policies and practices and means of disseminating District information in accordance with Policy 92-1 "Regarding Formalities of Board Policy"
 - (b) Copy or content of District public information projects.
 - (c) Selection and compensation of public information consultants.
 - (d) Budget allocations for public information.
 - (e) Proposed legislation to be introduced by District.
 - (f) District position regarding support or opposition of legislation.
 - (g) District relationships with other governmental agencies or bodies.

- (h) Annexations, reorganizations and other matters for consideration by LAFCO.
- (i) Other matters related to or involving other governmental and/or regulatory agencies.
- (j) Any legal matters affecting the District within the Committee's areas of interest.

F. Policy Committee

- 1. Time of Meetings - - The meeting of the Policy Committee shall be held when called by the members of the committee.
- 2. Duties and Functions - - The Policy Committee shall study, advise and make recommendations with regard to:
 - (a) Consistency and relevance of existing policies.
 - (b) Alignment of District practices with District policies.
 - (c) Identifying need for new or revised policies and referring these to the appropriate committee.

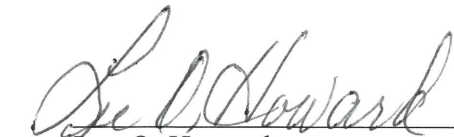
IV. Other Committees

- A. Special Committees - - Special committees may be created by the Board of Trustees to undertake special assignments on behalf of the Board. Unless otherwise specified, members of a special committee shall be nominated by the President and approved by the Board.
- B. Special Meetings - - Special meetings of any committee shall be called upon order of its Chairman or by two members of the committee.
- C. Reports - - The reports of the committees shall be in writing, provided, however, that oral reports shall be permitted on confidential personnel and other sensitive matters which may be discussed in lawful closed sessions of the full Board. Reports of standing, special and ad hoc committees shall be addressed to the Board of Directors; reports of a subcommittee shall be addressed to its parent standing committee.
- D. Record of Actions - - Insofar as possible committee meetings shall be held in open public session and a record shall be kept of the actions taken; provided, however, that within the sound discretion of the committee Chair, meetings or portions of meetings may be held in private without a formal record if the subject matter is confidential or if a closed session will serve the District's best interest.

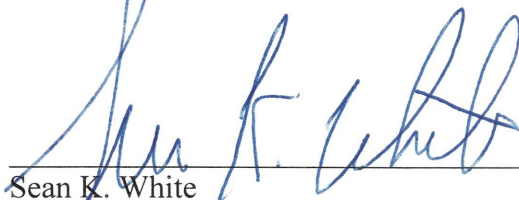
- E. Quorum - - A quorum of a committee shall be a majority of the membership of a committee. Committees shall function in the absence of a quorum.
- F. Adjournment of Meetings - - The Secretary may declare regular or adjourned regular meetings of committees adjourned when no committee members are present at such meetings. The Secretary shall give notice of committee meeting adjournment as directed by the committee Chair and shall otherwise function as clerk of the committee.
- G. Attendance of Committees - - Insofar as possible all committees shall meet as scheduled.
- H. Obligations of Staff - - All references and assignments to Board committees include, without the necessary of specific instruction, the request to District's staff to render assistance and perform such functions and services to the committees as may be required.

Adopted this 10th day of June, 2013 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

Lee Howard	Yes
Paul Zellman	Absent
Alfred White	Yes
Judy Hatch	Absent
Richard Shoemaker	Yes

Signed: 

 Lee O. Howard
 President

Attest:
 Signed: 

 Sean K. White
 Secretary to the Board

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #13-2

A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID REGARDING
FORMALITIES OF BOARD POLICY

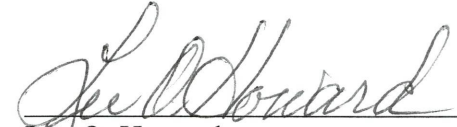
IT IS THE POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID, FROM
DATE OF ENACTMENT UNTIL CHANGED, AMENDED OR CANCELLED, AS
FOLLOWS:.

1. Any member of the Board may propose a formal Board Policy to the appropriate committee who shall then review the proposal and draft a written proposed policy to present to the entire Board consistent with the member's proposal.
2. If the appropriate committee opposes the draft policy, it should so report that opposition to the Board.
3. If the appropriate committee believes an alternative policy proposal would better serve the Board and the District, it shall present, in addition to the member's proposal, an alternative proposal along with a statement of the committee's reasons for supporting the alternative proposal.
4. If the appropriate committee supports the proposal, then the committee should report that support to the Board.
5. When the appropriate committee's report is received by the full Board, it may adopt, reject, table, or modify the proposals pursuant to majority vote.

Adopted this 8th day of July, 2013 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.


Lee Howard	Yes
Paul Zellman	Yes
Alfred White	Yes
Judy Hatch	Yes
Richard Shoemaker	Yes

Signed



Lee O. Howard
President

Attest:
Signed:



Sean K. White
Secretary to the Board

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #15-01

BOARD OF TRUSTEES' POLICIES

RRFCD Board Policies - Overview

It is the intent of the Russian River Flood Control District (hereafter "RRFCD" or "District") Board to be governed by a set of policies. The policies shall be adopted by the Board and made available as public documents.

The policies of the Board shall be drafted, adopted and amended with full consideration for the Board's desire to proactively manage the water resources of the upper Russian River for the benefit of the people and environment of Mendocino County.

The Board of Directors, as the governing body representing the people of the District, determines all questions of policy to be employed in the operation of the District

In the event that a Board Policy is found to be in conflict with state or federal law or the rules of a higher authority, that portion of such policy is automatically null and void without Board action and shall be deleted from the accumulated body of policies.

If disagreement over the application, extent, or interpretation of a policy arises, the resolution of the conflict will be based on the majority opinion of the Board. If such an interpretation is deemed to have future significance, an amendment to the applicable policy shall clearly specify the intent of the Board in interpreting the policy.

In its deliberations leading to the establishment or amendment of Board Policy, the Board's central concern will be for increased efficiency and effectiveness in carrying out the legally mandated tasks and general policies in the interest of the public good.

The District recognizes that all Board policies shall remain flexible and be subject to review and change. Such review shall take place as necessary and at least annually at a regularly scheduled District Board meeting. Proposals regarding the adoption of District policy or changes, deletions, additions, or repeal may originate from any interested person.

Boardmember Conduct Policies

Ethics Training

The Board of Directors of the RRFCD is committed to providing excellence in legislative leadership that will result in the highest quality of services to its constituents. Pursuant to AB 1234, Ethics Training for Local Officials, passed by the California Legislature on October 7, 2005, all local agencies that provide compensation, salary or stipend to, or reimburses the expenses of, members of a legislative body must provide ethics training to local agency officials every two years. There are numerous training options available including an on-line program that will allow local officials to satisfy the requirement of AB 1234 on a cost-free basis.

1. Board Members Meeting Participation

The basic manner in which members fulfill their office must be at a regular, special, committee, or workshop meeting, and will be a matter of public record. The method of participation is discussion, deliberation, debate and voting. All members, including the President, are expected to participate fully in deliberation and voting.

2. Board Members Decorum

It is understood that Board Members will not always agree. Board members have the right to maintain and express differing viewpoints, styles, opinions and values. Nonetheless, Board members should aspire to respect the dignity of their office and to observe common standards of decorum.

In order to assist in the governing of the behavior between and among members of the Board of Directors, staff and the public, the following rules shall be observed:

- The dignity, style, values and opinions of each person shall be respected.
- Responsiveness and attentive listening in communication is encouraged.
- The needs of the District's constituents should be the priority of the Board of Directors.

Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable, uncivil, disparaging of others. Once the Board of Directors takes action, Directors should commit to supporting said action and not to create barriers to the implementation of said action.

3. Board Members Responsibility to Constituents

Board Members, individually and collectively, act as representatives of the citizens of the RRFCD in maintaining and promoting the water resources of the upper Russian River for the benefit of the people and environment of Mendocino County.

4. Board Members Action and Service

Board Members' decisions and actions shall best serve the needs of District citizens in light of available resources and information available to the Board at the time such decisions or actions are made.

5. Board Members Conduct

The District Board Members shall observe the following code of conduct designed to guide their actions in carrying out their responsibilities. A District Board Member should strive to:

- Understand that his/her basic function is "policy" and not "administration";
- Refuse to make commitments on any matter which should come before the Board as a whole;
- Refuse to participate in meetings that do not conform to the Brown Act;
- Maintain the confidentiality of all closed session information and discussions;
- Recognize that he/she has no legal status to act for the Board outside of official meetings;
- Respect the rights of District constituents to be heard at official meetings within established parameters and guidelines for public testimony;
- Make decisions only after available facts bearing on a question have been presented and discussed;
- Accept the principle of "majority rule" in Board decisions;
- Recognize that the General Manager has full administrative authority for properly discharging duties within the limits of established Board policies;
- Recognize that the General Manager or designee is the technical advisor to the Board;
- Present personal criticisms, complaints or problems regarding District operations directly to the General Manager in a professional and dignified manner;
- Discuss those issues at a regular meeting;
- Declare conflicts of interest into the public record;
- Conduct all District business in an ethical manner;
- Refuse to use his/her position on the Board in any way, whatsoever, for personal gain;
- Give staff and contemporaries the respect and consideration due skilled professional personnel;

The District has policy and procedures governing harassment, discrimination and retaliation in the workplace;

It is the policy of the District to establish and maintain a work environment free of all forms of harassment, discrimination and retaliation. Such behaviors are unacceptable and will not be condoned or tolerated on the part of any employee or boardmember. All Directors must be familiar with and in compliance of the District's Policy prohibiting such behaviors. All new Directors shall participate in Harassment, Discrimination and Retaliation Training within one year of joining the Board if they have not already done so. All Directors should take Harassment training at least once every two years. The Clerk of the Board shall maintain records of such.

6. Board Member Responsibilities

The work of the District is a team effort. All individuals shall work together in the collaborative process, assisting each other in conducting the affairs of the District. When responding to constituent requests and concerns, Directors shall be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.

Directors function as a part of the whole. As such, issues shall be brought to the attention of the Board as a whole, rather than to individual members selectively.

7. Board Member Discipline

Censure: The Board reserves the right to censure, criticize, disapprove, or condemn actions taken by individual Board members if their actions exceed the grounds of authority conferred upon Board members by the law or, if by their actions, they fail to fulfill their fiduciary duty to the District.

The right to censure a fellow elected official is established by case law. Censure is a disciplinary matter and, as such, the person who is proposed for censure has a right to due process (i.e. hearing on the charges).

Conduct worthy of censure may include but is not limited to:

- disruption of meetings (shout, use profanity, engage in personal attacks against fellow directors, etc.),
- breach of confidences,
- interference with District operations,
- breach of fiduciary duties,
- improper behavior toward District employees or consultants, and
- undisclosed conflicts of interest.

The Board may also pass resolutions criticizing, disapproving, or condemning a Board member for his/her conduct and that does not require a process hearing beforehand.

8. Board and District Public Communication

Board members as elected officials have all of the rights and privileges of any private citizen to speak with the media. If a Board member finds it necessary to speak to the media regarding the District, that member should be clear that he/she is speaking as an individual Board member and not as a spokesperson for the Board. In order to speak for the Board, any individual Board member must be authorized by the Board. When speaking to the media on matters not related to the District, any Board member should clearly state that he/she is speaking as a private citizen and not as a Board member.

9. Decorum and Order - Board Members

Any Board Member desiring to speak shall address the President and, upon recognition by the President, shall confine himself/herself to the question under debate. Directors shall at all times conduct themselves with courtesy to each other, to staff, and to members of the audience present at Board meetings and public sessions. Any Board member may invite any members of the Public to speak at a Board meeting during the period reserved for public comment. Members of the administrative staff and employees of the District shall observe the same rules of procedure and decorum applicable to Board Members.

10. Dissents, Protests, and Comments

Any member shall have the right to express dissent from, protest to or comment upon any action of the Board and have the reason entered in the minutes. If such dissent, protest or comment is desired to be entered in the minutes, this should be made clear by language such as, "I would like the minutes to show that I am opposed to this action for the following reason. . .".

11. District Discrimination, Harassment and Retaliation Policy

It is the policy of the District to provide an employment environment free from discrimination, harassment or retaliation as defined by this policy and federal and state statutes such as Title VII of the Civil Rights Act of 1964, Equal Employment Opportunity Commission (EEOC) Regulations, California Government Code section 12940(h), and Department of Fair Employment & Housing (DFEH) Regulations.

Accordingly, discrimination, harassment and retaliation against an employee, applicant, individual providing services pursuant to a contract or elected official on the basis of that individual's actual or perceived sex, gender, sexual orientation (including heterosexuality, homosexuality, and bisexuality), race, color, religion, national origin, ancestry, citizenship status, uniformed service member status, age, marital status, pregnancy, medical condition, genetic characteristics, and physical or mental disability is prohibited and will not be tolerated.

Any retaliation against an individual for filing a complaint under this policy or for participating in a complaint resolution process is also prohibited and will not be tolerated.

Employees who feel they have been harassed or discriminated against in any manner or retaliated against in violation of this policy should immediately report such incidents to the General Manager, Board President or Vice President. Confidentiality will be maintained to the extent permitted by the circumstances.

Where violation of this policy has been substantiated, appropriate action to remedy the violation will be taken. Elected officials, managers, supervisors or employees found responsible for the violation will be subject to disciplinary action or other appropriate sanction, up to and including termination.

The purpose of this policy is to establish a strong commitment on the part of the District to refrain from, prohibit and prevent all forms of workplace discrimination, harassment and retaliation. The District encourages all covered individuals to report any conduct, action or practice that is believed to violate this Policy as soon as possible.

Definitions:

Discrimination: Discrimination means treating individuals differently because of their protected classification as defined by this policy.

Harassment: Harassment may include, but is not limited to, the following types of conduct that is taken because of an individual's protected classification:

- Harassment can consist of virtually any form or combination of verbal, physical, visual or environmental conduct. It need not be explicit, or even specifically directed at the victim. Sexually harassing conduct can occur between individuals of the same or different genders.
- Harassment is not limited to conduct taken only by District employees. Under certain circumstances, harassment can also include conduct taken by those who are not employees, such as elected officials, individuals providing services under contracts, volunteers, or even members of the public.
- Harassment includes, but is not limited to, the following misconduct:
 - Verbal Harassment – For example, epithets, derogatory comments or slurs, references to an individual's ethnicity and or religion. Verbal harassment may also include sexual remarks, well-intentioned compliments about an individual's clothing, body, or sexual activities, or race oriented stories or jokes.
 - Physical Harassment – For example, assault, unwelcome touching, impeding or blocking movement and/or any physical interference with normal work or movement. This includes, but is not limited to, kissing, punching, grabbing, patting, propositioning, leering, looking an individual up and down, or making explicit or implicit job threats or promises in return for submission to physical acts.
 - Visual Forms of Harassment – For example, derogatory posters, notices, bulletins, cartoons, drawings or other advertisements. This includes, but is not limited to posters, cartoons, graffiti, magazines, videos, computer graphics, Internet sites or other electronic media.
 - Sexual Harassment – Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature where submission is made a term or condition of employment, where submission to or rejection of the conduct is used as the basis for employment decisions, or where the conduct is intended to or actually does unreasonable interfere with an individual's work performance or creates an intimidating, hostile, or offensive work environment. Conduct that seems innocent or trivial to one individual may constitute harassment to another individual.

Retaliation: Any adverse conduct taken because an individual has reported discrimination or harassment or has participated in the complaint and investigation process described in this policy. "Adverse conduct" includes, but is not limited to: taking sides because an individual has reported discrimination or harassment, shunning and avoiding an individual who reports discrimination or harassment or real or implied threats of intimidation to prevent an individual from reporting discrimination or harassment.

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #16-01

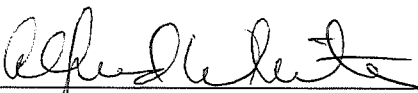
A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID REGARDING
TRUSTEE EDUCATION

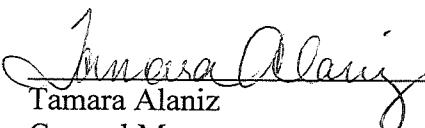
IT IS THE POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID, FROM DATE OF ENACTMENT UNTIL CHANGED, AMENDED OR CANCELLED, AS FOLLOWS:

1. The Board of Trustees recognizes that the specific responsibilities of the board are clustered into four areas: setting the direction for the district; establishing and supporting the structure of the district; holding the district accountable on behalf of the community; and serving as community leaders.
2. These are the essences of effective district governance: a competency-based, highly effective board organization and culture; individual citizens serving as effective board members, accomplishing the specific duties and responsibilities that only governing boards can do on behalf of their communities.
3. There are governance skills required to be learned in order to be effective. Every board member must understand that, just as we expect our staff to be involved in their profession, to learn and develop new skills, so too must we as effective board members learn and hone our governance skills.
4. It is the policy of the Board of Trustees that each RRFC trustee take eight (8) hours of training, per elected trustee term, in governance and personnel relations beyond the legally required minimums.
5. Trustees upon completing the eight (8) hours of appropriate training will be compensated at the rate of \$25 per hour, plus normal expenses for travel, meals and lodging. (Note: California Special Districts Association (CSDA) and the Special Districts Risk Management Authority (SDRMA) both provide numerous seminar and webinar opportunities for board member training.

Adopted 8th of February, 2016 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

Alfred White	Yes / No / Abstain / Absent
Paul Zellman	Yes / No / Abstain / Absent
Tyler Rodrigue	Yes / No / Abstain / Absent
Judy Hatch	Yes / No / Abstain / Absent
Richard Shoemaker	Yes / No / Abstain / Absent

Signed: 
Alfred White
President

Attest:
Signed: 
Tamara Alaniz
General Manager

**MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL
&
WATER CONSERVATION IMPROVEMENT DISTRICT**

POLICY #17-01

**A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
AMENDING POLICY #13-1, ADOPTING RESIDENCY REQUIREMENTS AND
TRUSTEE STIPEND TERMS**

WHEREAS, the Board has the authority to set forth policies and restrictions on the manner of Board administration;

WHEREAS, it is in the best interest of this District to ensure that its Administrative Policy of the Board be reviewed and updated as necessary;

WHEREAS, the Board of Trustees desires to enact enforceable residency requirements within its Administrative Policy; and,

WHEREAS, the Board of Trustees desires clarification and establishment of stipend terms within its Administrative Policy.

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

1. Amendment of Policy #13-1, entitled *Policy of the Board of Trustees of MCRRFC&WCID Regarding Administrative Policy of the Board*, adopted June 10, 2013, to include residency requirements and Trustee stipend terms.

A. Residency Requirements in accordance with Government Code Section 1770

i. Trustees serving on the Board must reside full-time within a primary residence within the District service area. For purposes of compliance with residency requirements, Trustees may only have one primary residence for consideration under this provision.

ii. Temporary absence from the state for more than 60 days in a calendar year during a Trustee term must be approved by the Board of Trustees in advance by majority vote; or, temporarily absent Trustee must receive the prior consent of the Legislature and provide said consent to the Board of Trustees.


iii. The Board of Trustees will declare a seat to be vacant if either of the specified conditions in Sections A(i.) or A(ii.) apply.

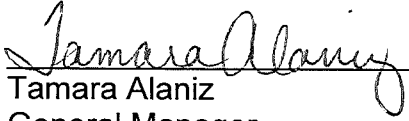
B. Stipend Terms Established for Meeting Participation

- i. District will pay Trustees \$50.00 for attendance at each regular and special meeting of the MCRRFC & WCID Board of Trustees.
- ii. District will pay Trustees half of the regular stipend, or \$25.00 as identified in Policy #92-2, for attendance at meetings to which the Trustee has been liaised. Trustee shall provide an update to the regular or special Board of Trustees meeting following said attendance to receive payment.
- iii. Trustee stipend payments will be provided twice annually, in July and December.

ADOPTED 13th of February, 2017 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

Paul Zellman	<input checked="" type="radio"/> Yes / No / Abstain / Absent
William Carson	<input checked="" type="radio"/> Yes / No / Abstain / Absent
Tyler Rodrigue	<input checked="" type="radio"/> Yes / No / Abstain / Absent
Alfred White	<input checked="" type="radio"/> Yes / No / Abstain / Absent
Matthew Froneberger	<input checked="" type="radio"/> Yes / No / Abstain / Absent

Signed: 
Paul Zellman
President

Attest: 
Tamara Alaniz
General Manager

MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL &
WATER CONSERVATION IMPROVEMENT DISTRICT

POLICY #17-02

A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
AMENDING POLICY #13-1, CHANGING THE MEETING DAY AND TIME OF
DISTRICT BOARD OF TRUSTEE REGULAR MEETINGS

WHEREAS, the Board has the authority to set forth policies and restrictions on the manner of Board administration;

WHEREAS, it is in the best interest of this District to ensure that its Administrative Policy be reviewed and updated as necessary;

WHEREAS, the Board of Trustees has changed its Regular Meeting time by adoption of Resolution #17-02 on May 8, 2017, changing the regular meeting day and time to the first Monday of the month at 5:30 p.m.; and,

WHEREAS, the Board of Trustees desires consistency between its Administrative Policies and Resolutions.


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

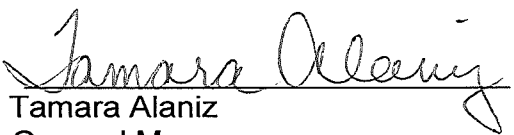
Policy #13-1, entitled *Policy of the Board of Trustees of MCRRFC&WCID Regarding Administrative Policy of the Board*, and adopted June 10, 2013, is amended to include the revised Regular Board Meeting day and time, in accordance with Resolution #17-02, adopted May 8, 2017.

- The Regular Board Meeting will be held the first Monday of the month at 5:30 p.m.

ADOPTED 7th of August, 2017 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

William Carson	<input checked="" type="radio"/> Yes / No / Abstain / Absent
Matthew Froneberger	<input checked="" type="radio"/> Yes / No / Abstain / Absent
Tyler Rodrigue	<input checked="" type="radio"/> Yes / No / Abstain / Absent
Alfred White	<input checked="" type="radio"/> Yes / No / Abstain / Absent
John Reardan	<input checked="" type="radio"/> Yes / No / Abstain / Absent

Signed: 
William Carson
President

Attest: 
Tamara Alaniz
General Manager

**MENDOCINO COUNTY RUSSIAN RIVER FLOOD CONTROL &
WATER CONSERVATION IMPROVEMENT DISTRICT**

POLICY #18-03

**A POLICY OF THE BOARD OF TRUSTEES OF MCRRFC & WCID
AMENDING POLICY #17-02, CHANGING THE MEETING TIME OF
DISTRICT BOARD OF TRUSTEE REGULAR MEETINGS**

WHEREAS, the Board has the authority to set forth policies and restrictions on the manner of Board administration;

WHEREAS, it is in the best interest of this District to ensure that its Administrative Policy be reviewed and updated as necessary;

WHEREAS, the Board of Trustees has changed its Regular Meeting time by adoption of Resolution #18-03 on December 3, 2018, changing the regular meeting time to the first Monday of the month at 5:00 p.m.; and,

WHEREAS, the Board of Trustees desires consistency between its Administrative Policies and Resolutions.

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

- The Regular Board Meeting will be held the first Monday of the month at 5:00 p.m.

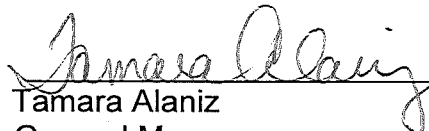
ADOPTED 3rd of December, 2018 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

Matthew Froneberger	<input checked="" type="radio"/> Yes / No / Abstain / Absent
John Reardan	<input checked="" type="radio"/> Yes / No / Abstain / Absent
Tyler Rodrigue	<input checked="" type="radio"/> Yes / No / Abstain / Absent
Alfred White	<input checked="" type="radio"/> Yes / No / Abstain / Absent
William Carson	<input checked="" type="radio"/> Yes / No / Abstain / Absent

Signed:


Matthew Froneberger
President

Attest:


Tamara Alaniz
General Manager

Policy #19-01

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

**Changing the Time of
District Board of Trustee Regular Meetings**

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

WHEREAS, it is in the best interest of this District to ensure that Administrative Policy be reviewed and updated as necessary;

WHEREAS, the Board of Trustees has changed its Regular Meeting time by adoption of Policy #19-01 on August 5, 2019, changing the regular meeting time to the first Monday of the month at 5:30 p.m.; and,


THEREFORE, it is the policy of the Board of Trustees of Mendocino County Russian River Flood Control & Water Conservation Improvement District, from date of enactment until changed, amended or cancelled, as follows:

- The Regular Board Meeting will be held the first Monday of the month at 5:30 p.m.

ADOPTED 5th day of August, 2019 by the Board of Trustees of the Mendocino County Russian River Flood Control & Water Conservation Improvement District.

John Reardan	Yes / No / Abstain / <u>Absent</u>
Tyler Rodrigue	<u>Yes</u> / No / Abstain / Absent
Alfred White	<u>Yes</u> / No / Abstain / Absent
Matthew Froneberger	<u>Yes</u> / No / Abstain / Absent
Trustee Vacancy	

Signed:


Tyler Rodrigue, Vice President

Attest: 
Elizabeth Salomone, General Manager