

*Mendocino County*

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

304 N. State Street, Ukiah, CA 95482 707.462.5278 Website: [RRFC.net](http://RRFC.net) [DistrictManager@rrfc.net](mailto:DistrictManager@rrfc.net)

**A G E N D A**

**Board of Trustees – Regular Meeting of Monday, June 5, 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. Water Supply Conditions Update & District Response (5:35 PM)  
*Board will receive report and provide feedback and/or direction to General Manager.*
5. Russian River Water Forum Update (5:45 PM)  
*Board will receive an update, including reporting out on the Forum's first Planning Group meeting, and provide feedback and/or direction, including potential identification of a Leadership Council representative.*
6. Budget Workshop (6:15 PM)  
*Board will hold a budget workshop including discussion of capital projects and proposed water rate adjustment.*
7. Trustee Stipends  
*Board will discuss and provide feedback and/or direction to General Manager on updating stipend policy.*

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

8. Consent Calendar
  - a) Acceptance of the May 2023 Financial Report
  - b) Approval of May 1, 2023 Regular Board Meeting minutes
9. Trustee & Committee Reports
  - (a) Budgeting for Strategic Plan Implementation
  - (b) GM Evaluation
10. Office Administrator Report
11. General Manager Report & Correspondence
12. 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**

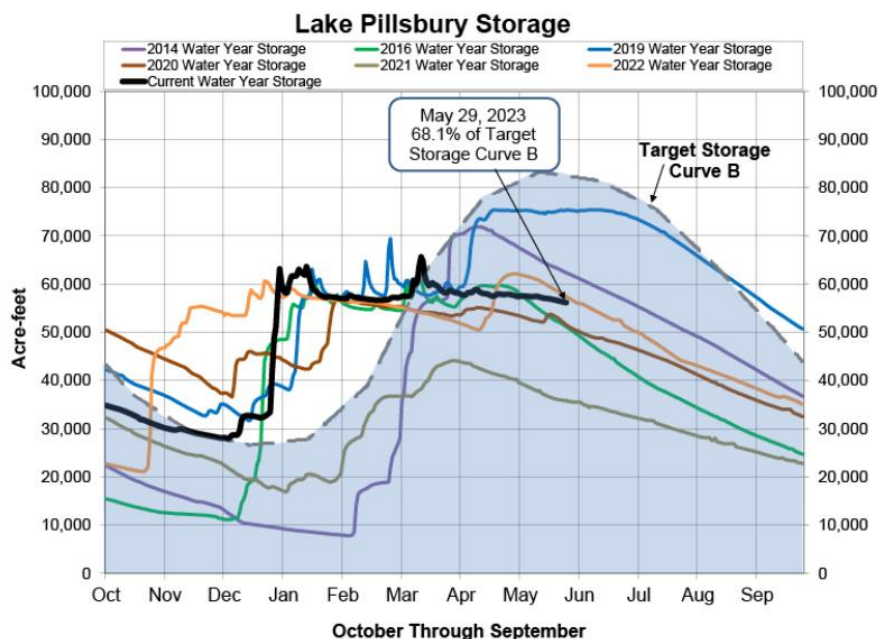
To: Board of Trustees  
From: E. Salomone, General Manager  
Meeting: Monday, June 5, 2023  
RE: Agenda Item 4: Water Supply Conditions Update & District Response

**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 Inter-Basin Diversion of Water Through PG&E Owned “Potter Valley Project”**

Upon request by Senator Mike Thompson, PG&E held a Town Hall on April 27, 2023. PG&E Staff reviewed dam safety specs as required by the Federal Energy Regulatory Commission (FERC) and Division of Dam Safety. PG&E had announced in a March 16, 2023 press release that due to seismic issues and public safety concerns, it would not engage spillway gates that allow for additional storage in Lake Pillsbury and would reduce stored water by 26% compared to a full reservoir. Water availability is expected to be similar to 2021 operations under the flow variance. There were questions regarding decommissioning, water supply, etc. and while PG&E staff did answer many, they noted additional town halls will be held to address those topics now that they are aware of the public interest.

PG&E held the first Drought Working Group meeting for 2023 to discuss the draft short term flow variance before submitting to FERC later in the month. Minimum Lake Pillsbury storage threshold is set at 12,000 af. The East Fork RR minimum flow will start at 25 cfs upon approval of the variance (estimated in July) and then will be adjusted between 5 cfs and 25 cfs based on PG&E and resource agency determination when daily average reservoir release water temperatures just below Scott Dam exceeds 16 degrees Celsius and/or if Lake Pillsbury storage forecast shows a reduction in flow releases is needed to maintain reservoir storage above concerning levels for facility safety. The variance ends with Lake Pillsbury storage exceeds 36k af after 10/1/23. See the attached agency report reporting PVP flows.



(Continued...)

**Lake Mendocino and the Mainstem Upper Russian River**

Lake Mendocino storage level was 99,325 acre feet (af) on May 30, 2023, down from 100,039 af on April 24, 2023.

**Lake Mendocino**

**5/30**

<b>Current Storage (acre-feet)</b>	99,325
<b>FIRO Storage Curve (acre-feet)</b>	111,000
<b>% of FIRO Storage Curve</b>	89.48%
<b>7-day change (acre-feet)</b>	+115

Russian River Temporary Urgency Change Petition

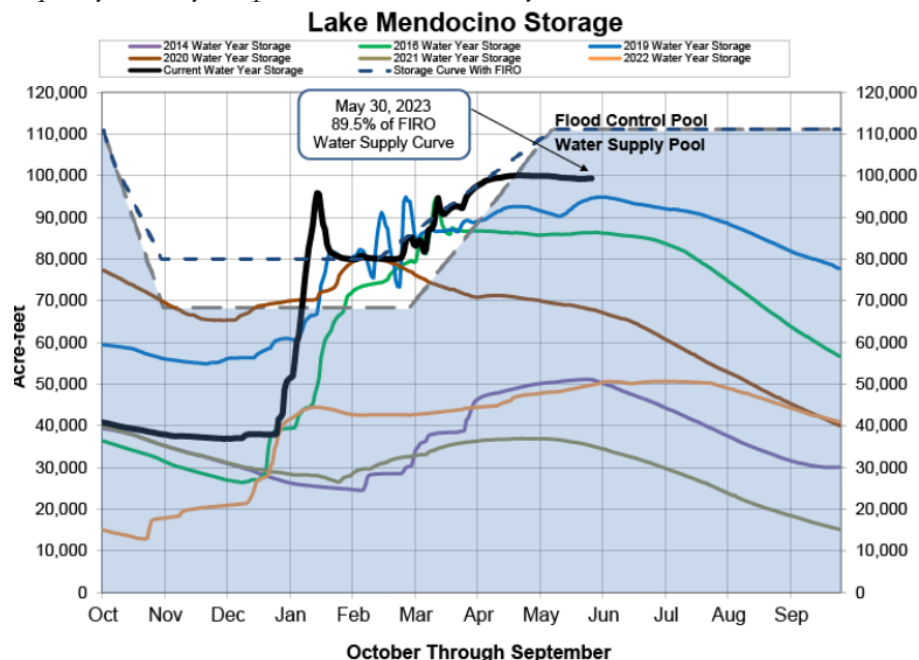
The State Water Resources Control Board (SWRCB) recently approved a request by Sonoma Water Agency to modify Russian River instream flows. The Temporary Urgency Change Petition (TUCP) filed by Sonoma Water in April, and approved by SWRCB on May 19, amends Sonoma Water’s water rights permits and State Board Decision 1610 in order to comply with the 2008 Russian River Biological Opinion and to enhance salmonid habitat in Dry Creek and the mainstem Russian River. [www.sonomawater.org/tucp](http://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.

Sonoma Water will implement the minimum instream flows using a five-day running average of daily stream flows, with the requirement that flows don’t drop below 110 cfs on the upper Russian River and 60 cfs on the lower Russian River. For example, upper river flows may be higher than 125 cfs on some days and lower than 125 cfs (but no lower than 110 cfs) on other days, as long as over a five-day period, minimum flows average 125 cfs. The changes allow Sonoma Water to manage instream flows more effectively to meet the objectives in the 2008 Russian River Biological Opinion.

Sonoma Water will continue consultations with staff from the State Board, North Coast Regional Water Quality Control Board, National Marine Fisheries Service and California Department of Fish and Wildlife to address any water quality, fishery, or public health and safety concerns.

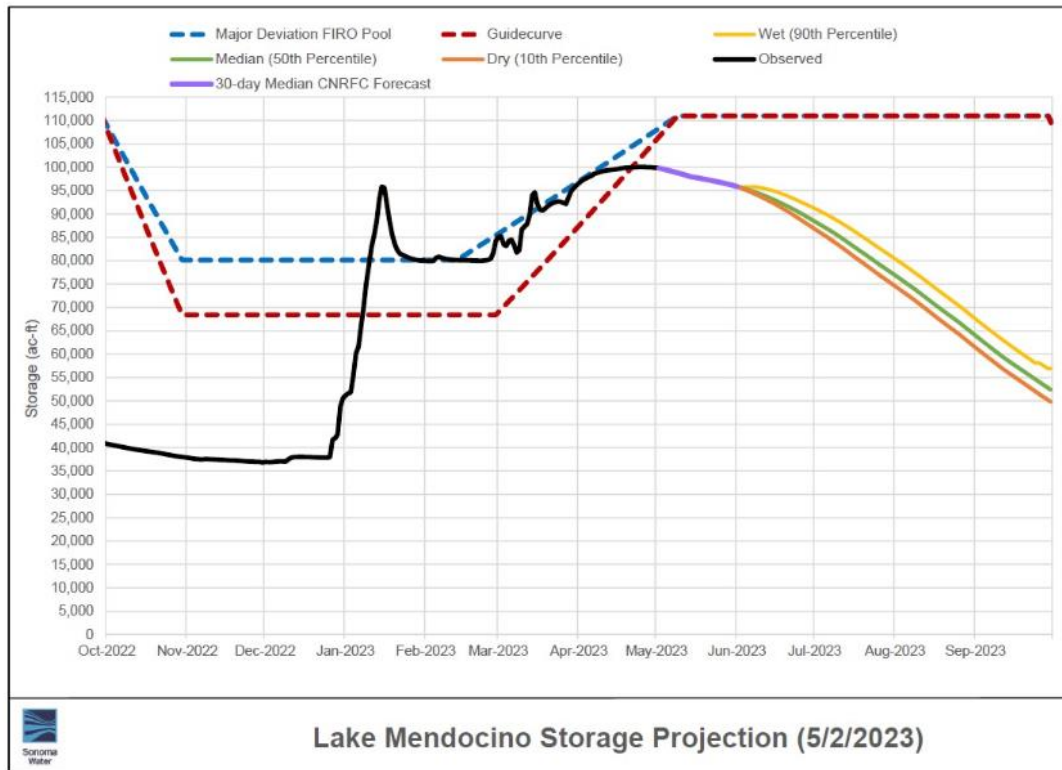


(Continued...)

Technical Memo on Lake Mendocino Storage & Russian River Management

The March 2022 Memorandum of Understanding (MOU) between the District and Sonoma Water concerning Lake Mendocino Storage Planning and Russian River Management outlines determinations for an annual Technical Memo. In early May, Sonoma Water submitted the **attached** correspondence to SWRCB regarding the Tech Memo and meeting a requirement of its Temporary Urgency Change Order.

**LAKE MENDOCINO**



Public Policy Facilitating Committee

Sonoma Water held its annual Public Policy Facilitating Committee meeting, providing an update on the Russian River Biological Opinion and related issues. The current Biological Opinion (BO) expires in September 2023.

**District 2023 Water Supply & District Response:**

The District does not currently have any water shortage declarations in place. Redwood Valley County Water District was sent the **attached** notice of Availability of Surplus Water, which will be updated for the remaining 2023 calendar year as customer responses are received and analyzed.

Attachments & Links:

- 2023 Technical Memo
- Redwood Valley County Water District Availability of Surplus Water

\* \* \* \*

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

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

## **Technical Memorandum**

### **Correspondence Serving Requirements of the Memorandum of Understanding of March 2022**

In accordance with the requirements of the order issued on December 14, 2022 approving Sonoma Water's Temporary Urgency Change Petitions on Permits 12947A, 12949, 12950, and 16596 (Applications 12919A, 15736, 15737, and 19351), Sonoma Water submits this response to meet the requirement of Term 12 of the order.

The MOU dated March 21, 2022 on Lake Mendocino Storage Planning and Russian River Management between Sonoma Water and the Mendocino County Russian River Flood Control & Water Conservation Improvement District (District) describes water supply planning efforts and analysis to assess the adequacy of stored water to meet the anticipated demands. Accordingly, Sonoma Water has developed reservoir level projections for Lake Mendocino for the current water year. The reservoir projection is currently updated monthly and published on Sonoma Water's website at <https://www.sonomawater.org/WaterSupplyProjections>.

As the dry season approaches, the hydrologic conditions in the Russian River are above normal for this time of year. Flows in the Russian River are above the median flow rates for the observed record. Many of the tributary stream gages are also above median flow rates as well. Lake Mendocino reservoir levels are currently at 99,900 ac-ft, the second highest level for this time of year since it initially filled in 1959. Lake Sonoma reservoir levels are currently at 264,800 ac-ft, the highest level for this time of year since it initially filled in 1986. This, in particular, represents a dramatic recovery for Lake Sonoma which was at its all-time lowest point of just under 98,000 ac-ft on December 25, 2022.

With significant tributary flows at this time and the anticipated forthcoming reduction in minimum instream flow requirements to satisfy the Russian River Biological Opinion, the storage water supplies in Lake Mendocino will be more than sufficient to fully meet the requirements of the following authorized uses of storage releases:

- a) minimum instream flow requirements on the Russian River
- b) rediversion by the District pursuant to License No. 13898
- c) rediversion by Sonoma Water pursuant to its Permit No. 12947A
- d) rediversion by post-1949 water-right permittees and licensees within Sonoma County that are under the 10,000 acre-foot storage reservation.

*(Continued...)*

The seasonal drying of tributary flows is anticipated to be later than average this year. As tributary flows nearly cease, storage releases will increase to support the beneficial uses in the mainstem of the Russian River. An additional burden for maintaining instream flows will be shifted to storage releases as it is anticipated that PG&E will be filing a variance to significantly reduce the East Fork Russian River minimum instream flow requirements under their FERC license for the Potter Valley Project. Under a 'Normal' water year classification, the East Fork Russian River minimum instream flows are passed through Lake Mendocino and are sufficient enough to meet pre-1949 water rights and provide additional water to Sonoma Water to offset some of the storage releases needed to meet the minimum instream flows of the Upper Russian River.

***Submitted to the State Water Resources Control Board  
By Sonoma Water on May 8, 2023  
Meeting Term 12 of the December 2022 TUCO***

*Mendocino County*

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

*304 N. State Street, Ukiah, CA 95482 707.462.5278 Website: [RRFC.net](http://RRFC.net) [DistrictManager@rrfc.net](mailto:DistrictManager@rrfc.net)*

May 1, 2023

Redwood Valley County Water District  
Att: Board of Directors & General Manager  
151 Laws Avenue  
Ukiah, CA 95482

Dear Directors and GM Walker,

**RE: Availability of Surplus Water**

This letter is to confirm availability of 60 acre feet of surplus water for May 2023 to Redwood Valley County Water District under the Mendocino County Russian River Flood Control & Water Conservation Improvement District's water right license 13898. This amount was determined from an email received from Jared Walker on behalf of RVCWD with 2023 surplus water request projections.

Feel free to reach out with any questions.

Yours Sincerely,



Elizabeth Salomone, General Manager  
On behalf of the Board of Trustees

Enc:

- RVCWD Surplus Water 2023 Projections- requests dated February 2, 2023



*Mendocino County*

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

304 N. State Street #2, Ukiah, CA 95482 707.462.5278 [www.RRFC.net](http://www.RRFC.net) [DistrictManager@rrfc.net](mailto:DistrictManager@rrfc.net)

February 1, 2023

Redwood Valley County Water District  
Att: Jared Walker  
151 Laws Avenue, Suite A  
Ukiah, CA 95482

**2023 Water Request Projections**

**Instructions: Please provide surplus water request projection in the table below.**

	<b>A</b>	<b>B</b>
<b>Month</b>	<b>Projected water use in acre feet</b>	<b>Projected AF Amount reporting as RRFC</b>
January	0	0
February	40	40
March	60	60
April	60	60
May	60	60
June	60	60
July	150	150
August	150	150
September	150	150
October	100	100
November	40	40
December	0	0
<b>Totals:</b>	<b>870</b>	<b>870</b>

\_\_\_\_\_  
Signature Jared Walker

\_\_\_\_\_  
Date 2/2/2023



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

**STAFF REPORT**

To: Board of Trustees  
From: E. Salomone, General Manager  
Meeting: Monday, June 5, 2023  
RE: Agenda Item 5: Russian River Water Forum Update

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The Strategic Plan relevant priority is (1) **Security** through fair and reliable inter-basin diversions from the Eel River by engaging with stakeholders and consultants in the formation of the Russian River Water Forum; and (2) **Collaboration** through building trusted relationships with community partners for regional water security to build the Russian River Water Forum.

Background

The Water Forum seeks to identify water-supply resiliency solutions that respond to PG&E's planned decommissioning of the Potter Valley Project while protecting Tribal interests and supporting the stewardship of fisheries, water quality, and recreation in the Russian River and Eel River basins. More broadly, the Water Forum supports ongoing regional collaboration on water supply and watershed restoration issues in the Russian River and Eel River basins.

The Water Forum is supported by a Planning Group representing a cross-section of interests in Sonoma, Mendocino, Lake, and Humboldt Counties.

The Water Forum also serves as a venue for inclusive community engagement, outreach, and education on these topics. Visit the web page to learn more: <https://russianriverwaterforum.org/>

As a reminder, goals for the Planning Group include:

- Bring together interested parties in the Russian River and Eel River basins in a collaborative, solutions-oriented process.
- Improve understanding of water reliability uncertainties in the Russian River and Eel River basins.
- Problem-solve around the future of the Potter Valley Project, water supply resilience, and fisheries in both river basins.
- Identify funding sources to support water supply resiliency solutions and environment benefits in response to the planned decommissioning of the Potter Valley Project.

Discussion

The Planning Group held its first meeting on Wednesday, May 17, 2023. Meeting agenda, materials, and recording are now available on the Forum website. A comprehensive meeting summary and an executive summary are being prepared by the facilitator and may be available by the day of this Board meeting. Planning Group representatives will provide a report from the first Planning Group meeting.

Water Forum Working Groups are kicking off with technical briefings. A schedule of these and all other Forum meetings can be found on the Forum website.

*Continued....*

The Leadership Council and Steering Committee will be formed in the coming weeks and District representation needs to be considered.

Planning Group members and alternates represent an identified caucus. Each caucus is encouraged to hold meetings and discussions outside of the Planning Group meetings. The Mendocino Caucus has a meeting scheduled for Friday, June 2, 2023 and attendees will provide a report at the Board meeting. A Russian River Watershed all caucus meeting is being organized for June 6, 2023.

The following are Board discussion points to provide feedback and guidance to Forum representatives.

- A) Are your stakeholders generally supportive of a continued transfer of water from the Eel River to the Russian River?
- B) Are your stakeholders willing to financially participate in ensuring that the water transfer continues?
  - a. Should there be a charge for water for water supply? If so, would your stakeholders be willing to pay that charge?
  - b. Should there be a charge for flows that provide benefits only for fisheries and/or recreation? If so, would your stakeholders be willing to pay that charge?
  - c. Would your stakeholders be willing to contribute to funding for Eel River restoration if it resulted in the transfer of water continuing?
- C) What are your stakeholder's concerns regarding water rights?
- D) Who do you think should own the new operating entity? How much representation should your stakeholders have on this entity?
- E) Are your stakeholders generally comfortable with the two-basin solution objectives? (Below, including draft modifications suggestions by other caucus groups.) If not, which items give you heartburn?
  1. Minimize ~~or avoid~~ adverse impacts to water supply reliability, fisheries, water quality and recreation in the Russian River and Eel River basins;
  2. Improve fish passage and habitat on the Eel River, **while maintaining diversions necessary for fish habitat and passage on the Russian River**; ~~sufficient to support recovery of naturally reproducing, self-sustaining and harvestable native anadromous fish populations including migratory access upstream and downstream at current project dam locations;~~
  3. Reliance on best available science and engineering **and financial** analyses as the basis for evaluating options for restoration, water delivery, and **possible** hydroelectric generation pursuant to a ~~new~~ **non-FERC licensed project**;
  4. Collaboration on funding, **proportional to the benefits received**.
  5. Active participation of tribes and other **collaborators** ~~stakeholders~~ who are willing to support the other Shared Objectives;
  6. Economic welfare of both basins;
  7. ~~Continued hydroelectric generation; and~~
  8. Protecting tribal cultural, economic, and other interests in both the Eel and Russian River basins.

\* \* \* \*

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

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

**STAFF REPORT**

To: Board of Trustees  
From: E. Salomone, General Manager  
Meeting: Monday, June 5, 2023  
RE: Agenda Item 6: Proposed Fiscal Year 2023-2024 Budget Workshop

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

**Background**

An annual budget sharpens understanding and provides reflection on the progress of District goals. It encourages effective ways of measuring, reporting, and planning while facilitating discussion of financial strategies and health. The budget helps to avoid surprises and maintain fiscal control of the public resources managed by the District.

**Discussion**

The following table shows the preliminary Fiscal Year 2023-2024 Proposed Budget, beginning July 1, 2023. It does not include potential expenses from projects, which the Board will discuss.

	<b>FY 2022/23</b>	<b>FY 2023/24</b>
	<b>APPROVED BUDGET</b>	<b>DRAFT Budget</b>
<b>TOTAL REVENUE</b>	<b>\$ 407,000</b>	<b>\$ 395,466</b>
<b>less TOTAL OPERATING EXPENSES</b>	<b>\$ 416,475</b>	<b>\$ 473,600</b>
<b>equals TOTAL DIFFERENCE</b>	<b>\$ (9,475)</b>	<b>\$ (78,134)</b>

The Board will receive information on the proposed budget, discuss, and provide feedback to the GM.

**Recommended Action:**

Direct GM to prepare a Proposed Final Budget for Fiscal Year 2023-2024 for Board approval.

**Attachments:**

- Draft Budget Worksheet
- Draft Capital Project Overview

Mendocino County Russian River Flood Control  
 Water Conservation Improvement District  
 FY 2023-2024 Proposed Budget for Workshop

<b>ORDINARY INCOME</b>		<b>FY 2022/23</b>	<b>FY 2023/24</b>
		<b>APPROVED BUDGET</b>	<b>DRAFT Budget</b>
4001	Water Sales, Contracted	\$ 349,000	\$ 352,366
4010	Water Application Fees	\$ -	-
4050	Property Taxes	\$ 55,000	\$ 40,000
4080	Interest, LAIF	\$ 2,500	\$ 3,000
4081	Interest, Savings	\$ 500	\$ 100
<b>TOTAL ORDINARY INCOME</b>		<b>\$ 407,000</b>	<b>\$ 395,466</b>

<b>OTHER INCOME</b>		<b>FY 2022/23</b>	
		<b>APPROVED BUDGET</b>	
4002	Surplus Water Sales	\$ -	
4100	Other income	\$ -	
<b>TOTAL OTHER INCOME</b>		<b>\$ -</b>	

<b>TOTAL INCOME</b>		<b>\$ 407,000</b>	<b>\$ 395,466</b>
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Mendocino County Russian River Flood Control  
Water Conservation Improvement District  
FY 2023-2024 Proposed Budget for Workshop

<b>PAYROLL EXPENSES</b>		<b>FY 2022/23</b>	<b>FY 2023/24</b>
		<b>APPROVED BUDGET</b>	<b>DRAFT Budget</b>
5001	Gross Wages	\$ 135,000	\$ 193,000
5002	CalPERS Employer Expense	\$ 10,000	\$ 14,000
5003	CalPERS 457 Expense	\$ 4,000	\$ 4,500
5004	Health Insurance	\$ 15,000	\$ 25,000
5005	Medicare	\$ 1,900	\$ 3,000
5006	FICA (Federal Taxes)	\$ 8,000	\$ 15,000
5007	CalPERS 1959 Survivor Billing	\$ 100	\$ 300
5008	CalPERS GASB-68 Fees	\$ 1,000	\$ 800
5009	Unfunded Pension Liability	\$ 9,500	\$ 9,500
	Employee Bonus		\$ 7,000
	Payroll Expenses - Other	\$ -	\$ -
<b>TOTAL PAYROLL EXPENSES</b>		<b>\$ 184,500</b>	<b>\$ 272,100</b>

Mendocino County Russian River Flood Control  
Water Conservation Improvement District  
FY 2023-2024 Proposed Budget for Workshop

<b>OPERATING EXPENSES</b>		<b>FY 2022/23</b>	<b>FY 2023/24</b>
		<b>APPROVED BUDGET</b>	<b>DRAFT Budget</b>
5021	Water Rights - Annual Fees	\$ 17,000	\$ 18,000
5022	Water Rights - Meter Maintenance for compliance	\$ 2,000	\$ 4,000
5030	Projects	\$ 40,000	
5104	Grants & Funding		
5107	Outreach & Education		
5103	Engineering for WR Application		
5105	Legal for WR Application		
5105	Legal for Change Petition		
5105	Legal for Trans-Basin Diversion		
5107	Outreach		
5040	USGS Streamflow Gage	\$ 14,475	\$ 16,000
5051	Inland Water & Power Commission JPA	\$ -	\$ 2,000
5051	Groundwater Sustainability Agency JPA	\$ 68,000	\$ 70,000
5060	Rent & Utilities	\$ 5,000	\$ 5,000
<b>TOTAL OPERATING EXPENSES</b>		<b>\$ 146,475</b>	<b>\$ 115,000</b>

Mendocino County Russian River Flood Control  
Water Conservation Improvement District  
FY 2023-2024 Proposed Budget for Workshop

<b>GENERAL &amp; ADMINISTRATIVE EXPENSES</b>		<b>FY 2022/23</b>	<b>FY 2023/24</b>
		<b>APPROVED BUDGET</b>	<b>DRAFT Budget</b>
5100	Consulting - General	\$ 20,000	\$ 48,000
5101	Accounting		\$ 6,000
5102	Audit		\$ 10,000
5105	Legal	\$ 20,000	\$ 20,000
5105	Legal for Redwood Valley issues		
5106	Meter Reading		\$ 6,000
5109	Human Resources		\$ 3,000
5109	Strategic Planning		\$ 3,000
5120	Vehicle: Fuel, Repairs, Maintenance	\$ 2,000	\$ 2,000
5131	Insurance: Liability, Property, Auto	\$ 7,000	\$ 6,200
5130	Insurance: Workers Comp	\$ 7,000	\$ 1,300
5140	Local Agency Formation Commission (LAFCo)	\$ 1,500	\$ 2,000
5150	Memberships, ACWA & CSDA	\$ 7,000	\$ 6,000
5160	Office Operating Expenses	\$ 5,000	\$ 7,000
5170	Training & Conferences	\$ 4,000	\$ 6,000
5180	Stipends, meetings	\$ 6,000	\$ 7,000
5190	Property Tax Admin Fees	\$ 1,000	\$ 1,000
5200	Election	\$ 5,000	
<b>TOTAL GENERAL &amp; ADMINISTRATIVE EXPENSES</b>		<b>\$ 85,500</b>	<b>\$ 86,500</b>

	<b>FY 2022/23</b>	<b>FY 2023/24</b>
	<b>APPROVED BUDGET</b>	<b>DRAFT Budget</b>
<b>TOTAL REVENUE</b>	<b>\$ 407,000</b>	<b>\$ 395,466</b>
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Mendocino County Russian River Flood Control  
 Water Conservation Improvement District  
 FY 2023-2024 Proposed Budget for Workshop

<b>RESERVES</b>
Capital ( 15% of fixed assets + 10% operating expense budget)
Emergency (Emergency: 25% of fixed assets)
Operating (Operating: 50% of operating expense budget)
Water Supply Reliability (Remainder)
LAIF Fair Market Value
<b>TOTALS:</b>

FY 2022/23	FY 2023/24
APPROVED BUDGET	DRAFT Budget
\$ 56,000	\$ 68,900
\$ 28,000	\$ 37,500
\$ 210,000	\$ 236,800
\$ 197,085	\$ 164,558
\$ (6,322)	\$ (6,500)
<b>\$ 484,763</b>	<b>\$ 496,258</b>

# Capital Project Breakdown

Draft 6/1/23

<b>1</b>	<b>Trans-Basin Diversion</b>	<b>Total:</b>	<b>\$ 200,000</b>
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**\$ 25,000**      **1a Russian River Water Forum**      **2022 Strategic Plan Priority 1, Goal 2**

- \$ 15,000      1a-1      Legal Counsel
- \$ 8,000      1a-2      Engineering
- \$ 2,000      1a-3      Funding analysis & grant writing
- also: IWPC grant funding match (\$150k total for Mendo), see 1c*
- also: IWPC funding consultant & legal toward Forum, see 1c*

**\$ 25,000**      **1b Acquisition funding**      **2022 Strategic Plan Priority 1, Goal 2**

- \$ 5,000      2a-1      Legal Counsel
- \$ 5,000      2a-2      Funding analysis & grant writing
- \$ 15,000      2a-3      Financing
- also IWPC funding consultant & legal toward acquisition, see 1c*

**\$ 150,000**      **1c MCIWPC**      **2022 Strategic Plan Priority 1, Goal 2**

- \$ 50,000      IWPC grant funding match (\$150k total for Mendo)
- \$ 50,000      IWPC funding consultant & legal toward Forum
- \$ 50,000      IWPC funding consultant & legal toward acquisition

<b>2</b>	<b>Coyote Valley Dam Enhancements</b>	<b>Total:</b>	<b>\$ 50,000</b>
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**\$ 50,000**      **2a USACE Feasibility Study**      **2022 Strategic Plan Priority 1, Goal 4**

- \$ 50,000      2a-1      IWPC: Funding analysis for local funding match

3

**Watershed Resiliency**

**Total: \$ 127,000**

As the state experiences increasingly prolonged and intense droughts, building watershed resiliency becomes increasingly more vital to ensure water supply reliability. Developing, funding, and implementing projects requires technical, legal, and other professional services.

<b>\$ 70,000</b>	<b>3a</b>	<b>Underground storage</b>	<b>2022 Strategic Plan Priority 1, Goal 4 &amp; Priority 4, Goal 2</b>
\$ 40,000	3a-1	Project management	
\$ 5,000	3a-2	Legal Counsel	
\$ 20,000	3a-3	Engineering	
\$ 5,000	3a-4	Funding analysis & grant writing	
<b>\$ 16,000</b>	<b>3b</b>	<b>Additional water rights</b>	<b>2022 Strategic Plan Priority 1, Goal 3</b>
\$ 7,000	3b-1	Legal Counsel	
\$ 9,000	3b-2	Engineering	
<b>\$ 15,000</b>	<b>3c</b>	<b>Water use efficiencies (ag and other)</b>	<b>2022 Strategic Plan Priority 4, Goal 2</b>
\$ 10,000	3c-1	Project management	
\$ 5,000	3c-2	Funding analysis & grant writing	
<b>\$ 18,000</b>	<b>3d</b>	<b>Water Right License change petition</b>	<b>2022 Strategic Plan Priority 4, Goal 1</b>
\$ 8,000	3d-1	Legal Counsel	
\$ 10,000	3d-2	Engineering	
<b>\$ 8,000</b>	<b>3e</b>	<b>District boundary changes through LAFCo</b>	<b>2022 Strategic Plan Priority 4, Goal 1</b>
\$ 3,000	3a-1	Legal Counsel	
\$ 5,000	3a-2	Engineering	

<b>\$ 377,000</b>	<b>TOTAL</b>
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***Mendocino County Russian River Flood Control &  
Water Conservation Improvement District***

**STAFF REPORT**

To: Board of Trustees  
From: E. Salomone, General Manager  
Meeting: Monday, June 5, 2023  
RE: Agenda Item 8a: May 2023 Financial Reports Summary

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Revenue

April 2023 Additional revenue not shown on previous report: None

May 2023: \$34,099

- \$33,699 in water sales
- \$400 in water application fee for change of ownership

Ordinary Expenses

April 2023 Additional expenses not shown on previous report: \$10,197.17

- \$9,108.34 in payroll expenses
- \$1,093.75 in accounting expenses
- Remainder in small corrections in insurance and office operating expenses

May 2023: \$33,464.11 in expenses at time of writing this report, notably:

- \$7,237.50 for stream flow gage
- \$2,562.24 in legal expenses
- \$1,608.75 in human resources consulting
- \$1,280.83 for workers compensation insurance annual deposit

Other

- Financial reports subject to change after corrections and adjustments by Accountant and Auditor.
- Reconciliations for checking and savings are up to date as of the end of April 2023.
- Additional reports or information available upon request.

Recommendation:

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

Attachments:

1. Income & Expense Report – May 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 – May 2023
6. Contracted Water Worksheet

**Russian River Flood Control District**  
**Income & Expense / Budget vs. Actual**  
**May 2023**

	<b>May 23</b>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4001 · Contract Water Sales	33,699.00
4010 · Water Application Fee	400.00
4050 · Property Taxes	0.00
4080 · Interest-LAIF	0.00
4081 · Interest-SBMC	0.00
<b>Total Income</b>	34,099.00
<b>Expense</b>	
Payroll Expenses	19,225.17
<b>Operating Expenses</b>	
5020 · Water Rights	
5023 · Meter Maintenance	232.48
<b>Total 5020 · Water Rights</b>	232.48
5030 · Projects	
5031 · Grant Applications	580.00
5033 · Water Resiliency - Other	0.00
<b>Total 5030 · Projects</b>	580.00
5040 · USGS, streamflow gage	7,237.50
5060 · Rent, Utilities	0.00
<b>Total Operating Expenses</b>	8,049.98
<b>General &amp; Administrative Exp</b>	
5100 · Consulting	
5105 · Legal	2,562.24
5106 · Metering	125.25
5100 · Consulting - Other	1,608.75
<b>Total 5100 · Consulting</b>	4,296.24
5120 · Vehicle	0.00
5130 · Insurance	1,280.83
5140 · LAFCO Apportionment Fee	0.00
5150 · Memberships	0.00
5160 · Office Operating Expenses	611.89
5170 · Training & Conferences	0.00
5180 · Stipends, Meetings	0.00
5200 · Election	0.00
<b>Total General &amp; Administrative Exp</b>	6,188.96
<b>Total Expense</b>	33,464.11
<b>Net Ordinary Income</b>	634.89
<b>Net Income</b>	<b>634.89</b>

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

Cash Basis

July 2022 through June 2023

	Jul '22 - J...	Budget	\$ Over Bu...	% of Bud...
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4001 · Contract Water Sales	290,190.05	349,000.00	-58,809.95	83.1%
4010 · Water Application Fee	1,200.00			
4050 · Property Taxes	34,872.50	55,000.00	-20,127.50	63.4%
4080 · Interest-LAIF	3,333.66	2,500.00	833.66	133.3%
4081 · Interest-SBMC	37.56	500.00	-462.44	7.5%
4100 · Other Income	257.95			
<b>Total Income</b>	329,891.72	407,000.00	-77,108.28	81.1%
<b>Expense</b>				
<b>Payroll Expenses</b>	168,450.53	184,500.00	-16,049.47	91.3%
<b>Operating Expenses</b>				
5020 · Water Rights	17,254.33	19,000.00	-1,745.67	90.8%
5030 · Projects				
5031 · Grant Applications	1,498.75			
5032 · Outreach & Education	92.20			
5033 · Water Resiliency - Other	3,737.00	40,000.00	-36,263.00	9.3%
<b>Total 5030 · Projects</b>	5,327.95	40,000.00	-34,672.05	13.3%
5040 · USGS, streamflow gage	14,475.00	15,000.00	-525.00	96.5%
5050 · JPAs	68,750.00	68,000.00	750.00	101.1%
5060 · Rent, Utilities	4,500.00	5,000.00	-500.00	90.0%
<b>Total Operating Expenses</b>	110,307.28	147,000.00	-36,692.72	75.0%
<b>General &amp; Administrative Exp</b>				
5100 · Consulting				
5101 · Accounting	25,230.70			
5102 · Audit	19,000.00			
5104 · Grants & Funding	2,362.50			
5105 · Legal	23,317.81	20,000.00	3,317.81	116.6%
5106 · Metering	3,308.96	0.00	3,308.96	100.0%
5107 · Outreach	150.00			
5100 · Consulting - Other	14,955.00	20,000.00	-5,045.00	74.8%
<b>Total 5100 · Consulting</b>	88,324.97	40,000.00	48,324.97	220.8%
5120 · Vehicle	1,178.29	2,000.00	-821.71	58.9%
5130 · Insurance	11,832.38	14,000.00	-2,167.62	84.5%
5140 · LAFCO Apportionment Fee	1,268.73	1,500.00	-231.27	84.6%
5150 · Memberships	5,930.00	7,000.00	-1,070.00	84.7%
5160 · Office Operating Expenses	6,339.02	5,000.00	1,339.02	126.8%
5170 · Training & Conferences	5,234.31	4,000.00	1,234.31	130.9%
5180 · Stipends, Meetings	4,650.00	6,000.00	-1,350.00	77.5%
5190 · Property Tax Admin Fees	0.00	1,000.00	-1,000.00	0.0%
5200 · Election	331.74	5,000.00	-4,668.26	6.6%
5299 · Miscellaneous Expense (Revenue)	-6.00			
<b>Total General &amp; Administrative Exp</b>	125,083.44	85,500.00	39,583.44	146.3%
<b>Payroll Taxes- old</b>	0.00			
<b>Total Expense</b>	403,841.25	417,000.00	-13,158.75	96.8%
<b>Net Ordinary Income</b>	-73,949.53	-10,000.00	-63,949.53	739.5%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
5800 · Prior Year Expense	0.00			
<b>Total Other Expense</b>	0.00			

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

Cash Basis

July 2022 through June 2023

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	<u>Jul '22 - J...</u>	<u>Budget</u>	<u>\$ Over Bu...</u>	<u>% of Bud...</u>
<b>Net Other Income</b>	0.00	0.00	0.00	0.0%
<b>Net Income</b>	<u>-73,949.53</u>	<u>-10,000.00</u>	<u>-63,949.53</u>	<u>739.5%</u>



## Russian River Flood Control District Profit & Loss Prev Year Comparison

July 2022 through May 2023

Cash Basis

	Jul '22 - May 23	Jul '21 - May 22	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4001 · Contract Water Sales	290,190.05	320,829.06	-30,639.01	-9.6%
4010 · Water Application Fee	1,200.00	0.00	1,200.00	100.0%
4050 · Property Taxes	34,872.50	54,834.97	-19,962.47	-36.4%
4080 · Interest-LAIF	3,333.66	967.46	2,366.20	244.6%
4081 · Interest-SBMC	37.56	88.86	-51.30	-57.7%
4100 · Other Income	257.95	0.00	257.95	100.0%
4110 · Reimbursed Expenses	0.00	37,601.48	-37,601.48	-100.0%
<b>Total Income</b>	<b>329,891.72</b>	<b>414,321.83</b>	<b>-84,430.11</b>	<b>-20.4%</b>
<b>Expense</b>				
<b>Payroll Expenses</b>				
5001 · Gross Wages	118,329.16	104,913.38	13,415.78	12.8%
5002 · CalPERS Employer Expense	8,744.04	8,127.94	616.10	7.6%
5003 · CalPERS 457 Roth Expense	3,800.00	3,062.50	737.50	24.1%
5004 · Health Insurance	18,809.00	11,472.00	7,337.00	64.0%
5005 · Medicare	1,943.44	1,602.77	340.67	21.3%
5006 · FICA	9,137.89	6,853.19	2,284.70	33.3%
5007 · CalPERS 1959 Survivor Billing	26.00	84.40	-58.40	-69.2%
5008 · CALPERS GASB-68 Fees	700.00	0.00	700.00	100.0%
5009 · Unfunded Pension Liability	6,311.00	8,419.00	-2,108.00	-25.0%
Vacation/Sick	0.00	3,000.00	-3,000.00	-100.0%
Payroll Expenses - Other	650.00	150.00	500.00	333.3%
<b>Total Payroll Expenses</b>	<b>168,450.53</b>	<b>147,685.18</b>	<b>20,765.35</b>	<b>14.1%</b>
<b>Operating Expenses</b>				
5020 · Water Rights	17,254.33	17,868.73	-614.40	-3.4%
<b>5030 · Projects</b>				
5031 · Grant Applications	1,498.75	0.00	1,498.75	100.0%
5032 · Outreach & Education	92.20	7,397.32	-7,305.12	-98.8%
5033 · Water Resiliency - Other	3,737.00	24,456.25	-20,719.25	-84.7%
<b>Total 5030 · Projects</b>	<b>5,327.95</b>	<b>31,853.57</b>	<b>-26,525.62</b>	<b>-83.3%</b>
5040 · USGS, streamflow gage	14,475.00	27,742.50	-13,267.50	-47.8%
5050 · JPAs	68,750.00	10,513.64	58,236.36	553.9%
5060 · Rent, Utilities	4,500.00	7,120.09	-2,620.09	-36.8%
<b>Total Operating Expenses</b>	<b>110,307.28</b>	<b>95,098.53</b>	<b>15,208.75</b>	<b>16.0%</b>
<b>General &amp; Administrative Exp</b>				
<b>5100 · Consulting</b>				
5101 · Accounting	25,230.70	0.00	25,230.70	100.0%
5102 · Audit	19,000.00	2,400.00	16,600.00	691.7%
5104 · Grants & Funding	2,362.50	0.00	2,362.50	100.0%
5105 · Legal	23,317.81	31,561.35	-8,243.54	-26.1%
5106 · Metering	3,308.96	0.00	3,308.96	100.0%
5107 · Outreach	150.00	0.00	150.00	100.0%
5100 · Consulting - Other	14,955.00	417.75	14,537.25	3,479.9%
<b>Total 5100 · Consulting</b>	<b>88,324.97</b>	<b>34,379.10</b>	<b>53,945.87</b>	<b>156.9%</b>
5120 · Vehicle	1,178.29	393.97	784.32	199.1%
5130 · Insurance	11,832.38	8,514.26	3,318.12	39.0%
5140 · LAFCO Apportionment Fee	1,268.73	1,396.13	-127.40	-9.1%
5150 · Memberships	5,930.00	5,670.00	260.00	4.6%
5160 · Office Operating Expenses	6,045.77	5,473.82	571.95	10.5%
5170 · Training & Conferences	3,515.98	1,675.00	1,840.98	109.9%
5180 · Stipends, Meetings	4,650.00	2,925.00	1,725.00	59.0%
5200 · Election	331.74	0.00	331.74	100.0%
5299 · Miscellaneous Expense (Revenue)	-6.00	0.00	-6.00	-100.0%

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	<u>Jul '22 - May 23</u>	<u>Jul '21 - May 22</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Total General &amp; Administrative Exp</b>	123,071.86	60,427.28	62,644.58	103.7%
<b>Payroll Taxes- old</b>	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	401,829.67	303,210.99	98,618.68	32.5%
<b>Net Ordinary Income</b>	-71,937.95	111,110.84	-183,048.79	-164.7%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
5800 · Prior Year Expense	0.00	0.00	0.00	0.0%
5700 · Reserves	0.00	93,750.00	-93,750.00	-100.0%
<b>Total Other Expense</b>	0.00	93,750.00	-93,750.00	-100.0%
<b>Net Other Income</b>	0.00	-93,750.00	93,750.00	100.0%
<b>Net Income</b>	<u><u>-71,937.95</u></u>	<u><u>17,360.84</u></u>	<u><u>-89,298.79</u></u>	<u><u>-514.4%</u></u>

## Russian River Flood Control District Balance Sheet Prev Year Comparison

Cash Basis

As of May 31, 2023

	May 31, 23	May 31, 22	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
1000 · SBMC Checking	380,686.31	487,489.94	-106,803.63	-21.9%
1001 · SBMC Savings	100,126.05	100,088.49	37.56	0.0%
<b>1010 · LAIF</b>				
1011 · Capital Reserve	56,000.00	48,000.00	8,000.00	16.7%
1012 · Emergency Reserve	28,000.00	28,000.00	0.00	0.0%
1013 · Operating Reserve	210,000.00	153,000.00	57,000.00	37.3%
1014 · Water Reliability Reserve	198,004.78	259,411.40	-61,406.62	-23.7%
1010 · LAIF - Other	4,253.07	2,673.97	1,579.10	59.1%
<b>Total 1010 · LAIF</b>	<b>496,257.85</b>	<b>491,085.37</b>	<b>5,172.48</b>	<b>1.1%</b>
<b>1019 · LAIF - Fair Market Value</b>	<b>-6,322.52</b>	<b>0.00</b>	<b>-6,322.52</b>	<b>-100.0%</b>
<b>Total Checking/Savings</b>	<b>970,747.69</b>	<b>1,078,663.80</b>	<b>-107,916.11</b>	<b>-10.0%</b>
<b>Total Current Assets</b>	<b>970,747.69</b>	<b>1,078,663.80</b>	<b>-107,916.11</b>	<b>-10.0%</b>
<b>Fixed Assets</b>				
1401 · Meters & Vehicles	147,783.80	139,849.78	7,934.02	5.7%
1499 · Accumulated Depreciation	-79,418.55	-59,942.72	-19,475.83	-32.5%
<b>Total Fixed Assets</b>	<b>68,365.25</b>	<b>79,907.06</b>	<b>-11,541.81</b>	<b>-14.4%</b>
<b>Other Assets</b>				
1600 · Deferred Outflows	24,734.00	24,734.00	0.00	0.0%
<b>Total Other Assets</b>	<b>24,734.00</b>	<b>24,734.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL ASSETS</b>	<b>1,063,846.94</b>	<b>1,183,304.86</b>	<b>-119,457.92</b>	<b>-10.1%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
2010 · Accrued Expenses	-7,237.50	0.00	-7,237.50	-100.0%
2030 · Vacation Accrual	21,458.23	15,922.00	5,536.23	34.8%
<b>2050 · Payroll Liabilities</b>				
2051 · Federal Withholding	875.00	632.00	243.00	38.5%
2052 · State Withholding CA	465.78	331.18	134.60	40.6%
2053 · FICA	1,032.68	749.32	283.36	37.8%
2054 · Medicare	241.50	175.26	66.24	37.8%
2055 · ER PERS Payable	1,066.35	0.00	1,066.35	100.0%
2056 · EE PERS Payable	963.56	0.00	963.56	100.0%
2057 · Roth 457(b) Payable	2,750.00	300.00	2,450.00	816.7%
2058 · 1959 Survivor Benefits (Liab)	4.00	0.00	4.00	100.0%
2059 · Employee Health Insurance Payab	0.00	672.00	-672.00	-100.0%
2050 · Payroll Liabilities - Other	0.00	450.00	-450.00	-100.0%
<b>Total 2050 · Payroll Liabilities</b>	<b>7,398.87</b>	<b>3,309.76</b>	<b>4,089.11</b>	<b>123.6%</b>
<b>2070 · Direct Deposit Liabilities</b>	<b>4,633.73</b>	<b>0.00</b>	<b>4,633.73</b>	<b>100.0%</b>
<b>Total Other Current Liabilities</b>	<b>26,253.33</b>	<b>19,231.76</b>	<b>7,021.57</b>	<b>36.5%</b>
<b>Total Current Liabilities</b>	<b>26,253.33</b>	<b>19,231.76</b>	<b>7,021.57</b>	<b>36.5%</b>
<b>Long Term Liabilities</b>				
2600 · Deferred Inflows	471.00	471.00	0.00	0.0%
2700 · Net Pension Liability	50,063.00	50,063.00	0.00	0.0%
<b>Total Long Term Liabilities</b>	<b>50,534.00</b>	<b>50,534.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Liabilities</b>	<b>76,787.33</b>	<b>69,765.76</b>	<b>7,021.57</b>	<b>10.1%</b>
<b>Equity</b>				
3000 · Opening Bal Equity	541,116.95	541,116.95	0.00	0.0%

**Russian River Flood Control District**  
**Balance Sheet Prev Year Comparison**

Cash Basis

As of May 31, 2023

	May 31, 23	May 31, 22	\$ Change	% Change
3001 · Retained Earnings	517,880.61	555,061.31	-37,180.70	-6.7%
Net Income	-71,937.95	17,360.84	-89,298.79	-514.4%
<b>Total Equity</b>	987,059.61	1,113,539.10	-126,479.49	-11.4%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,063,846.94</b>	<b>1,183,304.86</b>	<b>-119,457.92</b>	<b>-10.1%</b>

**Russian River Flood Control District**  
**Monthly Payment Detail**  
As of May 31, 2023

Cash Basis

Type	Date	Name	Memo	Paid Amount
<b>1000 · SBMC Checking</b>				
Bill Pm...	05/05/2023	State Compensation Insurance Fu...	2023-24 FY Policy charges 4/9/23 to 4/9/24 dep...	-1,280.83
Bill Pm...	05/08/2023	Intuit	Monthly Payroll Subscription	-5.00
Bill Pm...	05/09/2023	Chevalier Vineyard Management,...	Meter Reading, May 2022	-125.25
Bill Pm...	05/09/2023	Leap Solutions Group, Inc	Invoice #5658 HR Consulting	-1,608.75
Bill Pm...	05/09/2023	McCrometer	Invoice 592583	-232.48
Bill Pm...	05/09/2023	USGS	Gages, Bill #91062117 Fed FY 2022-2023, 2nd ...	-7,237.50
Bill Pm...	05/17/2023	Environmental Systems Research...	GIS program subscription for 07/31/23- 07/30/24	-550.00
Bill Pm...	05/17/2023	Herum/Crabbtree/Suntag	Legal Counsel, April service dates	-2,562.24
Bill Pm...	05/19/2023	US Cellular	Cell service 4/14 - 5/13/23 service dates	-51.89
Bill Pm...	05/22/2023	LACO	Funding Analysis April Service Dates	-580.00
Total 1000 · SBMC Checking				-14,233.94
<b>TOTAL</b>				<b>-14,233.94</b>

## Project Water Worksheet as of June 1, 2023

		Current 2023 totals in Acre Feet
<b>Project Water Licensed to MC RRFC &amp; WCID:</b>		7940
<b>Contracted Non-Retail Suppliers:</b>		4992
<b>Contracted Retail Suppliers:</b>		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
	<b>Contracted Municipals:</b>	2505.15
<b>Contracted Total:</b>		7497.15
<b>Current Uncontracted Water Supply for 2023:</b>		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	<i>not yet reported</i>
June 2023	60	60	
July 2023	150	150	
Aug 2023	150	150	
Sept 2023	150	150	
Oct 2023	100	100	
Nov 2023	40	40	
Dec 2023	0	0	
<b>Totals:</b>	<b>910</b>	<b>770</b>	<b>31.60</b>

6 **DRAFT MINUTES**  
7 **Regular Meeting of May 1, 2023**

8 **1. Roll Call**

9 President Watt called the meeting to order at 5:33 PM.

10  
11 Trustees Present: Christopher Watt, President  
12 Alfred White, Vice President  
13 John Bailey, Treasurer

14  
15 John Reardan, Trustee

16 Trustees Absent: Tyler Rodrigue, Trustee

17 Staff: Elizabeth Salomone, General Manager  
18 Colleen Hale, Office Administrator  
19

20 **2. Approval of Agenda**

21 Treasurer Bailey moved to approve the agenda. Vice President White seconded the motion. The motion was  
22 approved by the following vote:

23 Ayes: 4 (Reardan, Bailey, White, Watt)

24 Absent: 1 (Rodrigue)  
25

26 **3. Public Expression**

27 No one indicated interest in speaking.

28 **GUEST SPEAKERS**

29 **4. US Army Corp of Engineers Update**

30 Chief of Operations & Readiness Division, Nick Malasavage and Lake Mendocino Supervisory Park Ranger,  
31 Poppy Lozoff provided updates on Lake Mendocino County operations and Forecast Informed Reservoir  
32 Operations (FIRO.) Comments and questions were offered.

33 ***The Board took a break from 6:20 – 6:26 PM.***

34 **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

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

36 GM Salomone presented the item. No comments were offered.  
37

38 **6. Russian River Water Forum Update**

39 GM Salomone opened the item, and the Board held a discussion.  
40

*(Continued...)*



41  
42 **7. Strategic Planning – Security of Water Sources**

43 The Board discussed the Bay Area Council Economic Institute’s Economic Benefits of Removing Potter Valley  
44 Project Dams report, published February 2023. Public comment was offered by Denise Woods (Mendocino  
45 County Resource Conservation District), Bree Klotter (Redwood Valley County Water District Board Member),  
46 Adam Gaska (Redwood Valley County Water District Board Member), and Devon Boer (Mendocino County  
47 Farm Bureau.)  
48

49 **REGULAR BUSINESS, INFORMATION, AND REPORT ITEMS**

50 **8. Consent Calendar**

- 51 a) Acceptance of the March 2023 Financial Report
- 52 b) Approval of March 6, 2023 Regular Board Meeting Minutes
- 53 c) Approval of March 23, 2023 Special Board Meeting Minutes
- 54 d) Approval of April 3, 2023 Regular Board Meeting Minutes
- 55 e) Approval of Resolution #23-02 Nominating Elizabeth Salomone as Chair of the Association of California Water  
56 Agencies (ACWA) Region 1 Board

57  
58 Vice President White moved to approve the Consent Calendar with edits regarding holding meetings on zoom.  
59 Trustee Reardan seconded the motion. The motion was approved by the following vote:

- 60 Ayes: 4 (Reardan, Bailey, White, Watt)
- 61 Absent: 1 (Rodrigue)

62  
63 **9. Trustee & Committee Reports**

- 64 a. Budgeting for Strategic Plan Implementation Ad Hoc: Members Treasurer Bailey and President Watt met  
65 with GM Salomone to review budget concepts and format.
- 66 b. GM Evaluation Ad Hoc: Did not meet since last meeting.

67  
68 **10. General Manager Report & Correspondence**

69 GM presented the written report.  
70

71 **11. Direction on Future Agenda Items – Budget workshop in June.**

72 **CLOSED SESSION**

73  
74 **12. Public Employee Performance Evaluation – no action taken.**  
75

76 **ADJOURNMENT**

77 Trustee Reardan moved to adjourn the meeting at 7:20 PM. Vice President White seconded the motion. The  
78 motion was approved by the following vote:

- 79 Ayes: 4 (Reardan, Bailey, White, Watt)
- 80 Absent: 1 (Rodrigue)

81  
82 ***APPROVED by Board of Trustees on June 4, 2023***

83  
84  
85 \_\_\_\_\_  
86 President of the Board of Trustees

85 \_\_\_\_\_  
86 Secretary of the Board of Trustees

87 ***President***  
88 *Christopher Watt*

***Vice President***  
*Alfred White*

***Treasurer***  
*John Bailey*

***Trustee***  
*Tyler Rodrigue*

***Trustee***  
*John Reardan*

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

## **Office Administrator's Report for May 2023**

*Presented at Regular Meeting of Monday, June 5, 2023*

### **Priority 1 – Customer Contracts**

Worked within the parameters of the current file management systems to upload and organize current customer information in hardcopy and electronic files. Saved historical data in both formats. Gathered information needed to reach out to individual customers and request additional information. This gives me the opportunity to learn more about each customer and their needs. This will be very helpful moving forward and partnering with them down the road.

### **Priority 2 – Water Use Reporting & Metering**

Compiled statistical data to collaborate with Beth on 2022 reporting and 2023 projections. Reached out to customers requesting Projections for 2023 that are outstanding. Met with the local Mc Crometer representative and field specialists to improve metering management and data collection moving forward. This is helpful to learn the tips and tricks of our meters to best help our customers and obtain accurate metering information for reporting.

### **Priority 3– Water Rights & Education**

**Dual-Basin Education** - Attended multiple Zoom meetings to learn the different options and opinions of the PG&E decommissioning of the PVP.

### **Priority 4 – Office Administration**

Merged weekly newsletter onto website and updated contact information into various categorical groupings within our website for analytical and outreach purposes.

\* \* \* \*

Prepared and submitted to the Board of Trustees by: *Colleen Hale, Office Administrator*

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

## **General Manager's Report for May 2023**

*Presented at Regular Meeting of Monday, June 5, 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-Water Sharing Program: (1)** The Steering Committee met, going over current conditions and sub-committee work progress. It was decided not to pursue a 2023 Program implementation but to continue working on the alternative pathway to run the Program without emergency regulations and be prepared for 2024 onward.

**2-Russian River Water Forum:** See also Agenda Item 5. Sonoma County Supervisors approved a \$350,000 contribution as match/bridge funding for the Forum. Sonoma Water has not yet heard if we received the \$2 million DWR grant to continue the Forum facilitation and work. Sonoma Water retailers are contributing \$150,000 and Mendocino County (through IWPC) is hoping to provide the remaining \$150,000 through member contributions. At a May Supervisors meeting, Supervisor McGourty provided an update on the trans-basin diversion. A discussion of a workshop at the Board of Supervisors level was discussed and later scheduled for July 2023.

**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) (5/3/23):** The Technical Advisory Committee (TAC) met in May. TAC members provided updates on projects and management actions relating to GSA. A report of the recent well permitting workshop was given, and discussion held on the most recent draft ordinance. Water quality sampling will take place in August 2023. The rate and fee study consultant selection is scheduled for GSA Board approval in June 2023 and slated to begin work immediately with public workshops as soon as August 2023. The rate and fee study could take up to 2 years to complete and approve for implementation. Fiscal Year 2024 TAC meeting scheduling was discussed, and Sean White was appointed Vice Chair. Deborah Edelman announced it was her last TAC meeting before leaving RCD and Adam Gaska noted there is a plan to appoint a new ag representative since he is now on the GSA Board.

**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:** The District's weekly email has been transitioned to a weekly Russian River Water Update on the District's website and distributed from the website which allows tracking of how many recipients open the documents.

**2-ACWA:** The ACWA Spring Conference was held in Monterey and, as always, provided an exciting array of keynote speakers, panel discussions, and networking opportunities. Region 1 Board also held a meeting at conference. More information can be provided upon request.

*(Continued...)*

**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.)

GM attended several virtual workshops and ACWA Spring Conference sessions on water use. GM also met with District's legal counsel and engineers to discuss various projects.

**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 Salomone attended several virtual workshops and the ACWA Spring Conference.

**3-Human Resources:** The District's new Office Administrator is now providing a staff report in the packet, see Item 10.

**4-Finances:** Some customer invoices remain unpaid, and reminders have been issued. The ad hoc committee met to provide feedback to GM on budget workshop.

**Community Meetings**

**Local Agency Formation Commission (LAFCo) (5/1/23):** The Commission held a budget public hearing, discussed progress of a legal services RFP, and reviewed the work plan.

**Upper Russian River Water Agency (URRWA) (5/3/23):** Willow GM Walker announced the first Russian River Water forum meeting date, time and place. The Board discussed the need to continue to advocate for conservation in spite of the wet year and full lake. The topic of the consolidation efforts became an extended discussion that took the majority of the meeting time. The short time window for applying for funding (July 1) seemed to be a major obstacle to getting it done. Grants may dry up. The preliminary engineering necessary for the grant application will take 6-8 months, so the deadline will not be met. All agree that consolidation is needed. It may need to be done piecemeal if it can't be done at one go. Some frustration was expressed about the fog of lawyer speak and the pages of obscure text being created.

**City of Ukiah Council (5/3/23):** No related items to report.

**Mendocino County Inland Water & Power Commission (MCIWPC) (5/11/23):** Commissioner reports: Chair Pauli (Potter Valley) shared that the financial ad hoc group continues to work on a financial workshop for the Commission. Commissioner Rodin (City of Ukiah) asked if that presentation could be given to the Ukiah City Council. Schoeneman (Redwood Valley) noted the proposed service consolidation effort of small water districts and City of Ukiah continues, but there is concern regarding the timeline to obtain the SAFER Program funding. Questions were presented regarding staffing, timeline, information sharing. Redwood Valley plans to start up the water treatment plant next week for testing, which has been offline for some time. Commissioner Reardan (RRFC) gave a report from the last Board meeting including the US Army Corp of Engineers staff presentation. Pauli provided an update on the recent meeting with consultants working on the water storage project in PV. Pauli provided a reminder of the first Water Forum Planning Group meeting and reviewed the PG&E Town Hall regarding the seismic study and decommissioning plans. She discussed potential future operations and touched upon the grant Sonoma Water is submitting to take a project to 60% build. Pauli noted the scheduled PG&E Drought Working Group meeting to discuss the 2023 flow variance announced Sonoma Water's Public Policy Facilitating Committee (PPFC) meeting scheduled for Wednesday, May 24, 2023.

(Continued...)

**Hopland Public Utility District (5/11/23):** No one from the District attended.

**Willow Water District (5/8/23):** No one from the District attended.

**Calpella Water District (5/17/23):** No one from the District attended.

**City of Ukiah (5/17/23):** Mayor Mari Rodin provided an update from the IWPC meeting, specifically the request for financial contributions from the members and a report that IWPC is working on a broader budget for the mid to long term efforts to maintain the diversion. She also shared comments regarding the lack of funding for the feasibility study on raising Coyote Valley Dam. Some Councilmembers are waiting for a break in the weather to go on a tour of City water facilities. The Council received a presentation on the Riverside Park floodplain regeneration project, which could have benefits to groundwater sustainability efforts. It was funded by the Natural Resources Agency. Councilmember Crane noted discussions continue with the City of Ukiah and small water districts and he is hopeful for a positive solution – no details given.

**Millview Water District (5/16/23):** Millview is bringing their percolation ponds back into service and will begin taking water from the river to feed them. It will consider removing water restrictions next meeting. Income needed for maintenance projects. Well 6 pump house is exceedingly slow to progress. Engineers are moving at a snail's pace. Consolidation efforts: recent meeting outlined a plan in concept for the City to become a member of URRWA and take the lead in that organization. SAFER grant money is still available, but the clock is ticking. First steps would be to construct the interties between Willow, the City and Millview. Tank elevations will need to be brought into parity. Discussion of future capital improvements: the treatment plant upgrades have brought it into good mechanical shape. The building, however, is in bad shape inside and out. The customers water meters are getting old and the electronic readers are starting to fail. They need to purchase a supply of new ones and replace as needed. It was noted that Redwood Valley water treatment plant SCADA upgrades have been completed and they expect to be starting operation by the end of the week. (Millview sells domestically treated water to RV but the infrastructure limits quantity to approx. 55 gallons per person per day in RV. Tx plant will provide addt'l supply.)

**Redwood Valley Water District (5/18/23):** Consultant LACO provided an update on the project for drilling a groundwater well on the Masonite site, funded through the Small Community Drought Relief Grant. The annual invoice for 2022 water from RRFC was approved. RV water treatment plant improvements were discussed and Willow GM Jared Walker suggested lifting the 55 gallons per person per day cap on domestic customers. Discussion was held regarding the first RR Water Forum Planning Group meeting. Proposed consolidation of services with City of Ukiah and small water districts: Report from Hildebrand on proposed rates

\* \* \* \*

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