

*Mendocino County*

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

151 Laws Avenue Suite D, 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**

**Monday, May 3, 2021, 4:45 pm / Public Hearing: 5:30 pm**

IN COMPLIANCE WITH THE DIRECTIVES OF THE COUNTY HEALTH OFFICER, STATE AND CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC), THIS MEETING CAN BE VIEWED LIVE VIA ON ZOOM.

**Call in: (669) 900-9128**

**Meeting ID: 811 2748 9402**

**Passcode: 95482**

**Link: <https://us02web.zoom.us/j/81127489402>**

1. Call to Order and Roll Call
2. Public Expression- See End of Agenda for Information on Public Expression
3. Approval of Agenda *Urgent items added may be discussed immediately as Item 3. Time suggestions to the right of item title.*
4. **CLOSED SESSION 4:45 PM – will break for Public Hearing at 5:30 & may reconvene after CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION**  
Gov. Code § 54956.9(d) *Significant exposure to litigation: (1 potential case)*

**PUBLIC HEARING**

5. Water Supply Conditions Update and District Response (5:30 pm)  
*Board will consider comments from the public regarding a potential declaration by the Board on pursuant to California Water Code Section 350 declaring a water shortage emergency condition within its boundaries and a finding and determination that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the distributor to the extent that there would be insufficient water for human consumption, sanitation, and fire protection. The hearing will provide an opportunity for consumers to be heard to protest against the declaration and to present their respective needs to the Board.*

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION:**

6. Consider adoption of Declaration #21-03: Stage IV - Water Crisis
7. Discussion of other Potential Actions required to address drought emergency

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

8. Consent Calendar
  - a) Approval of Minutes for the April 5, 2021 Regular Meeting
  - b) Approval of Minutes for the March 29, 2021 Special Meeting
  - c) Acceptance of the April 2021 Financial Report and Project Water Worksheet
9. Board Member and Committee Reports
10. General Manager Report & Correspondence
  - o *LAFCo Notice of Public Hearing - Proposed Budget for FY 2021-2022*
  - o *Sonoma Water Agency Public Hearing Notice: Urban Water Management Plan & Water Shortage Contingency Plan*
11. 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.

**President**  
*Christopher Watt*

**Vice President**  
*Alfred White*

**Treasurer**  
*Matthew Froneberger*

**Trustee**  
*Tyler Rodrigue*

**Trustee**  
*John Reardan*

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

**STAFF REPORT**

To: Board of Trustees  
From: E. Salomone, General Manager  
Meeting: Monday, May 3, 2021  
RE: Agenda Item 5: Water Supply Conditions Update & District Response  
And Public Hearing to Consider Comments on Potential Declaration

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**The Strategic Plan** relevant priorities are: (a) **Secure** (b) **Use** (c) **Advocate** & (d) **Administer** water resources in alignment with the District's Mission Statement to proactively manage the water resources of the upper Russian River for the benefit of the people and environment of Mendocino County.

**Introduction**

While the Russian River watershed is experiencing drought conditions, recently recognized by the Mendocino County Board of Supervisors and California Governor Newsom, this report is focused on providing background information on the available water supply, operations of reservoirs and rivers, and responses by various entities.

**Water Supply Conditions**

Lake Mendocino storage level is 36,897 acre feet as of May 1, 2021. Though storage has been gaining slightly over the last month, operators expect the levels will begin dropping in the first week or so of May.

The United States Army Corp of Engineers (USACE) continues to monitor conditions closely. There are operational restrictions to how water is released under low flows. There is also concern for water quality and environmental impacts. The dam releases can be closed off completely, as they were in 2019 briefly due to an emergency situation in the Lake, without any known risk to infrastructure. In conversation with USACE staff, the possibility of disconnection of stored water within the lake is not expected.

Sonoma Water Agency is preparing a new Temporary Urgency Change Petition that would supersede the current one and expand to include the lower Russian River. Anticipated terms include a continued minimum instream flow requirement of 25 cfs in the Upper Russian River, a reduction from 85 to 35 cfs in the Lower Russian River, and a five day moving average of minimum instream flow measurements. This may allow for a lower buffer release that typically accommodates for unexpected losses including diversions. Typical draw down between March and November 1<sup>st</sup> is approximately 20,000 - 25,000 acre feet, which includes demands of water right diversions and meeting minimum instream flow requirements to accommodate for fisheries, riparian vegetation, and other natural or unaccounted losses.

Additionally, Sonoma Water Agency is modeling Lake Mendocino operations under a 20,000 acre foot minimum storage target by the October 1, 2021. This target is significantly lower than the usual storage goal of 40,000 acre feet. Previous projections have shown that without aggressive demand reductions and the maintaining of the storage target, Lake Mendocino water levels could drop to well below 10,000 acre feet and completely dependent on winter precipitation to meet demands.

(Continued...)

### **Lake Pillsbury Reservoir and Potter Valley Project Diversions**

In addition to runoff, a major contribution to the water storage in Lake Mendocino is the water diverted from the Eel River and Lake Pillsbury reservoir through the Potter Valley Project. Due to precipitation, Lake Pillsbury storage levels improved over recent months to over 40,000 acre feet but are now in a steady decline, as is expected at this time of year. These levels are approximately 10,000 acre feet lower than any other year at this time. PG&E filed a Drought Flow Variance Due to Limited Water Availability with the Federal Energy Regulatory Commission (FERC.) The variance indicates reductions in releases to the East Fork Russian River from 25 cfs to 5 cfs. It is uncertain how much, if any, of the East Fork flow will reach Lake Mendocino in the coming months.

### **State Water Resources Control Board Response**

The State Water Resources Control Board (SWRCB) has convened a stakeholder group to coordinate current conditions. The Russian River Drought Response Group includes right holders, water use representatives, and regulatory agencies to disseminate and discuss current conditions, projections, and coordinated responses. A Steering Committee of the group is meeting 1-2 times per week. Focuses include identifying water supply and demand and developing draft Drought Agreement. Discussion topics recently identified for continued work include clarification of human health & safety uses and identifying demand, reduced water supply impact on commercial and agriculture, continued and enhanced outreach, and access for water diversions in low river flows.

Notices of Water Unavailability are expected to be issued by the SWRCB in approximately mid-May. The SWRCB staff is still encouraging of voluntary drought agreements rather than formal actions of the Water Board, noting the voluntary actions have higher rates of success at local levels due to greater investment and participation from water users.

At the Special Meeting of March 29, 2021, this Board directed GM Salomone to notify the State Water Resources Control Board of the District's intent to proactively manage the available water supply and mitigate drought condition impacts through the development of a voluntary agreement. They further directed GM Salomone to communicate with Sonoma Water Agency in the development of their next Temporary Urgency Change Petition filing to support the reduction of minimum instream flows in 2021. Several meetings have occurred with both agencies and steps identified to progress the issues.

### **Regional Response:**

The Mendocino County Board of Supervisors held a water workshop on April 12<sup>th</sup> where GM Salomone joined a number of water leaders in presenting. The Board of Supervisors approved endorsement of the 2021 Drought Preparedness Campaign. Video: <https://www.youtube.com/watch?v=8RSZ3QhbRfs>  
Materials: <https://www.mendocinocounty.org/government/board-of-supervisors/agendas-and-minutes>

The Mendocino County Board of Supervisors adopted a Resolution Declaring a Local Emergency and Imminent Threat of Disaster in Mendocino County Due to Drought Conditions and Creation of an Ad Hoc Committee of the Board to Work on Drought Related Issues on April 20, 2021. Meeting details: <https://mendocino.legistar.com/MeetingDetail.aspx?ID=831281&GUID=5283EFCB-618E-43A0-B835-2799DD62EADC&Options=info|&Search=>

Governor Newsom held a press conference at Lake Mendocino on April 21, 2021 declaring a state of emergency for Mendocino County and Sonoma County. <https://www.gov.ca.gov/2021/04/21/governor-newsom-takes-action-to-respond-to-drought-conditions/>

(Continued...)

### **Outreach**

The District has contracted with Mendocino County Resource Conservation District to conduct public outreach. The 2021 Drought Preparedness Campaign was launched which will focus on outreach to different sectors. A new weekly email targeting municipal water saving tips was started and the weekly email regarding water supply conditions continues. Outreach to commercial entities is being addressed beginning in May and coordination with the agricultural community will be enhanced soon. The Campaign has been recognized and supported by Sonoma Water Agency, Sonoma-Marín Water Saving Partnership, Russian River Watershed Association and was also endorsed by the County Board of Supervisors.

Russian River Watershed Association is hosting a new webpage to centralize 2021 drought resources with contributions being made by the 2021 Drought Preparedness Campaign and Sonoma-Marín Water Saving Partnership. The District started a Facebook page and engagement is increasing. Efforts to cooperate with main stream media have been successful with multiple articles, radio spots, and television.

### **PUBLIC HEARING**

The Board will consider comments from the public regarding a potential declaration by the Board on pursuant to California Water Code Section 350 declaring a water shortage emergency condition within its boundaries and a finding and determination that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the distributor to the extent that there would be insufficient water for human consumption, sanitation, and fire protection. The hearing will provide an opportunity for consumers to be heard to protest against the declaration and to present their respective needs to the Board.

The Board will consider Declaration #21-03: Stage IV - Water Crisis in Agenda Item 6 and additional potential actions required to address the drought emergency in Agenda Item 7.

*Mendocino County*

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

*151 Laws Avenue Suite D, Ukiah, CA 95482 707.462.5278 Website: [RRFC.net](http://RRFC.net) [DistrictManager@rrfc.net](mailto:DistrictManager@rrfc.net)*

April 23, 2021

**NOTICE OF PUBLIC HEARING**

The Mendocino County Russian River Flood Control & Water Conservation Improvement District will hold a public hearing on May 3, 2021 at 5:30 p.m. to consider adoption of a declaration pursuant to California Water Code Section 350 declaring a water shortage emergency condition within its boundaries, and a finding and determination that the ordinary demands and requirements of water consumers cannot be satisfied without depleting the water supply of the distributor to the extent that there would be insufficient water for human consumption, sanitation, and fire protection. The hearing will provide an opportunity for consumers to be heard to protest against the declaration and to present their respective needs to the Board.

**IMPORTANT NOTICE:** Due to the ongoing COVID-19 Crisis, and as authorized by the Governor's Executive Order N-29-20, the meeting will be held via zoom call, and information to join the zoom call will be provided in the agenda for the meeting. Email [DistrictManager@rrfc.net](mailto:DistrictManager@rrfc.net) or call 707-462-5278 for more information.

***President***  
*Christopher Watt*

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

***Treasurer***  
*Matthew Froneberger*

***Trustee***  
*Tyler Rodrigue*

***Trustee***  
*John Reardan*

5 **DRAFT MINUTES**  
6 **Regular Meeting**  
7 **April 5, 2021**  
8

9 IN COMPLIANCE WITH THE DIRECTIVES OF THE COUNTY HEALTH OFFICER, STATE AND CENTERS FOR DISEASE  
10 CONTROL AND PREVENTION (CDC), THIS MEETING WAS HELD VIA ZOOM.  
11

12 **1. Roll Call**

13 President Watt called the meeting to order at 5:30 pm.

14  
15 Trustees Present: Christopher Watt, President  
16 Alfred White, Vice President  
17 Matthew Froneberger, Treasurer  
18 John Reardan, Trustee  
19

20 Trustees Absent: Tyler Rodrigue, Trustee  
21

22 Staff: Elizabeth Salomone, General Manager

23 **2. Public Expression** - No one from the public indicated interest in public expression.

24 **3. Approval of Agenda**

25 Vice President White moved to approve the agenda as presented. Treasurer Froneberger seconded the  
26 motion. The motion was approved by the following unanimous vote:

27 Ayes: 4 (Froneberger, Reardan, White, Watt)  
28 Absent: 1 (Rodrigue)  
29

30 **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

31 **4. Water Supply Conditions Update and District Response**

32 GM Salomone presented the item, reviewing current conditions, outreach efforts, and proposed  
33 Declaration #21-02 Stage III – Water Supply Warning. Comments and questions were offered by Trustees  
34 and members of the public.  
35

36 The District is now hosting a Facebook Page ([www.facebook.com/Russian-River-Flood-Control-Water-Conservation-Improvement-District](https://www.facebook.com/Russian-River-Flood-Control-Water-Conservation-Improvement-District)) and a short video created by the School of Performing Arts &  
37 Cultural Education (SPACE) students.  
38

39  
40 Trustee Reardan moved to adopt Declaration #21-02, Stage III – Water Supply Warning, changing #9 to  
41 read “Typical summer-time evaporation losses from Lake Mendocino can be as much as ~~on the order of~~  
42 1,000 acre-feet per month.” Treasurer Froneberger seconded the motion. The motion was approved by  
43 the following unanimous vote:

44 Ayes: 4 (Froneberger, Reardan, White, Watt)  
45 Absent: 1 (Rodrigue)  
46  
47

48 **5. Proposed Temporary Urgency Change Petition**

49 GM Salomone presented the item and comments and questions were offered by Trustees, customer  
50 representatives, and members of the public. The documentation provided is still in draft and GM  
51 Salomone will continue to finalize, noting the following edits are needed: Change reference to District  
52 “members” to “customers” and in #5, “The District plans to *consider* filing a Petition for Change....”  
53

54 Vice President White moved to approve the filing of a Temporary Urgency Change Petition to  
55 temporarily add points of diversion/rediversion to License 13898 held by Mendocino County Russian  
56 River Flood Control and Water Conservation Improvement District and direct staff to file a Notice of  
57 Exemption under CEQA. Trustee Reardan seconded the motion. The motion was approved by the  
58 following unanimous vote:

59 Ayes: 4 (Froneberger, Reardan, White, Watt)  
60 Absent: 1 (Rodrigue)  
61

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

63 **6. Consent Calendar**

- 64 a) Approval of Minutes for the March 1, 2021 Regular Meeting  
65 b) Approval of Minutes for the March 8, 2021 Special Meeting  
66 c) Acceptance of the March 2021 Financial Reports and Project Water Worksheet  
67 d) Approval of (renamed) Resolution #21-01 for the FY 2021-2021 Budget Adjustment (no changes)  
68

69 Vice President White moved to approve the consent calendar. Treasurer Froneberger seconded the  
70 motion. The motion was approved by the following unanimous vote:

71 Ayes: 4 (Froneberger, Reardan, White, Watt)  
72 Absent: 1 (Rodrigue)  
73

74 **7. Board Member and Committee Reports**

75 *Vice President White* reported on a recent Millview Water District meeting, adding to the GM Report.

76 *Treasurer Froneberger* reported on the Local Agency Formation Commission. In addition to being a  
77 Commissioner on LAFCo, Froneberger was also assigned to the Policies & Procedures Committee and  
78 the Work Plan Committee.

79 *Trustee Reardan* requested a closed session on the development of the Potter Valley Project relicensing as  
80 reported in Inland Water & Power Commission closed sessions.

81 **8. General Manager Report & Correspondence**

82 GM Salomone presented the item, noting the final letter to Sonoma Water Agency regarding their  
83 temporary urgency change order dated February 11, 2021. President Watt suggested Trustees assist GM  
84 Salomone by attending local water supplier Board meetings and provide notes.

85 **9. Direction on Future Agenda Items**

86 Items identified included:

- 87 ○ Closed Session on information received from participation in IWPC closed sessions.  
88

89 **ADJOURNMENT**

90  
91 Trustee Reardan moved to adjourn the meeting at 6:55 pm. Treasurer Froneberger seconded the motion.  
92 The motion was approved by the following unanimous vote:

93 Ayes: 4 (Froneberger, Reardan, White, Watt)  
94 Absent: 1 (Rodrigue)  
95

5 **DRAFT MINUTES**  
6 **Special Meeting**  
7 **March 29, 2021**  
8

9 IN COMPLIANCE WITH THE DIRECTIVES OF THE COUNTY HEALTH OFFICER, STATE AND CENTERS FOR DISEASE  
10 CONTROL AND PREVENTION (CDC), THIS MEETING WAS HELD VIA ZOOM.

11 **1. Roll Call**

12 President Watt called the meeting to order at 1:02 pm.

- 13
- |                      |                                     |
|----------------------|-------------------------------------|
| 14 Trustees Present: | Christopher Watt, President         |
|                      | Alfred White, Vice President        |
|                      | John Reardan, Trustee               |
| 18 Absent:           | Matthew Froneberger, Treasurer      |
|                      | Tyler Rodrigue, Trustee             |
| 21 Staff:            | Elizabeth Salomone, General Manager |

22 **2. Public Expression**

23 No one from the public indicated an interest in speaking.

24 **3. Approval of Agenda**

25 Vice President White moved to approve the agenda. Trustee Reardan seconded. The motion was  
26 approved by the following vote:

- 27 Ayes: 3 (Reardan, White, Watt)  
28 Absent: 2 (Rodrigue, Froneberger)

29 **4. Consent Calendar (1:05 pm)**

- 30 a. Letter to Sonoma Water Agency with comments on Temporary Urgency Change Order Terms  
31 It was noted that final technical feedback from Sonoma Water Agency may alter the draft letter slightly  
32 and that the incomplete bulleted point under Term 10 is lacking the correct title for the variance and these  
33 edits will be completed by GM.

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

- 37 Ayes: 3 (Reardan, White, Watt)  
38 Absent: 2 (Rodrigue, Froneberger)  
39

40 **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

41 **5. Water Supply Conditions Update & District Response**  
42

43 GM Salomone thanked the Trustees and public for attending this late scheduled special meeting to provide an  
44 update on the conditions and reviewed the staff report. Comments and questions wre offered by  
45

46 Vice President White suggested focusing on what elements can be controlled, such as reduction of the  
47 operational buffers that protect against falling below the minimum instream flow requirements. He urged  
48 consideration of required forecasted diversions to assist in advanced notice for enhanced operation.  
49

50 Trustee Reardan asked for comment on the results of a recent survey issued from the Water Resiliency Task  
51 Force. GM Salomone noted the survey was developed as a preliminary measure of interest in participation in  
52 a regional voluntary agreement focused primarily on those water rights junior to the District's. The response  
53 was minimal and did not provide a firm result.  
54

55 President Watt noted demand and diversion management can potentially improve the effort to control  
56 demand on the water supply. He suggested consideration that in an effort to address the supply conditions,  
57 petitioning the SWRCB, through a temporary urgency change petition, to reduce the minimum instream flow  
58 requirements [as required in Sonoma Water Agency's license and Decision 1610.] This would help to reduce  
59 the non-consumptive uses such as riparian vegetation and fisheries. Vice President White supported President  
60 Watt's suggestion and shared that in 1977 Fish and Wildlife recognized flows were extremely low on the  
61 Navarro and it would be particularly damaging to maintain bypass flows and suspended them for the season,  
62 which may have set a precedent worth exploring.  
63

64 GM Salomone responded by sharing that Sonoma Water Agency is considering the filing of an additional  
65 Temporary Urgency Change Petition that would supersede the current Order. She recommended further  
66 communication with Sonoma Water to determine the terms being requested and the District's support of  
67 efforts to reduce the minimum instream flow requirements. GM Salomone noted a more useful tool is  
68 meeting the minimum instream flow requirements on a 5 day moving average of minimum instream flow  
69 measurements rather than an instantaneous basis as currently required in Decision 1610 and Sonoma Water's  
70 right. She also encouraged the Board to consider supporting the use of available groundwater supplies to  
71 offset municipal demand on surface water through coordination between the City of Ukiah and regional  
72 suppliers.  
73

74 Trustee Reardan suggested petitioning the Federal Energy Regulatory Commission (FERC) to release  
75 additional water through the Potter Valley Project diversion. Comments and questions were offered on the  
76 current and future diversions from the Eel River to the East Fork Russian River through the Potter Valley  
77 Project.  
78

79 GM Salomone noted the development of a voluntary agreement on the District's water right will be  
80 conducted over a period of weeks with workshops conducted and updates provided regularly at Board  
81 meetings.  
82

83 Comments and questions were offered by (1) James Green, Millview County Water District Board member,  
84 (2) Pam Jeane, Assistant General Manager at Sonoma Water Agency, (3) Frost Pauli, Mendocino County Farm  
85 Bureau Water Committee Chair and District Customer, (4) Bree Klotter, Redwood Valley County Water  
86 District Board.  
87

88 Vice President White moved to direct the General Manager to (1) notify the State Water Resources Control  
89 Board of the District's intent to proactively manage the available water supply and mitigate drought condition  
90 impacts through the development of a voluntary agreement, (2) coordinate with Sonoma Water Agency  
91 regarding the opportunities for reducing minimum instream flows in a draft Temporary Urgency Change  
92 Petition, and (3) prepare a Water Warning Declaration for Board consideration at the next Board meeting.  
93 Trustee Reardan seconded the motion. The motion was approved by the following vote:

94 Ayes: 3 (Reardan, White, Watt)  
95 Absent: 2 (Rodrigue, Froneberger)

<b>President</b>	<b>Vice President</b>	<b>Treasurer</b>	<b>Trustee</b>	<b>Trustee</b>
<i>Christopher Watt</i>	<i>Alfred White</i>	<i>Matthew Froneberger</i>	<i>Tyler Rodrigue</i>	<i>John Reardan</i>

96  
97  
98  
99

**6. Consideration of Temporary Urgency Change Petition Filing**

7.

GM Salomone presented the item, and comments and questions were offered by the Board

100  
101  
102  
103  
104  
105

Vice President White moved to direct the GM to issue formal notice to District customers of the intent to consider the filing of a Temporary Urgency Change Petition to temporarily add points of diversion/rediversion to District License and prepare an agenda item for discussion and possible action at the April 5, 2021 Regular Board meeting including consultation with legal counsel regarding environmental review requirements for the proposed action. Trustee Reardan seconded. The motion was approved by the following vote:

106  
107  
108

Ayes: 3 (Reardan, White, Watt)  
Absent: 2 (Rodrigue, Froneberger)

109  
110

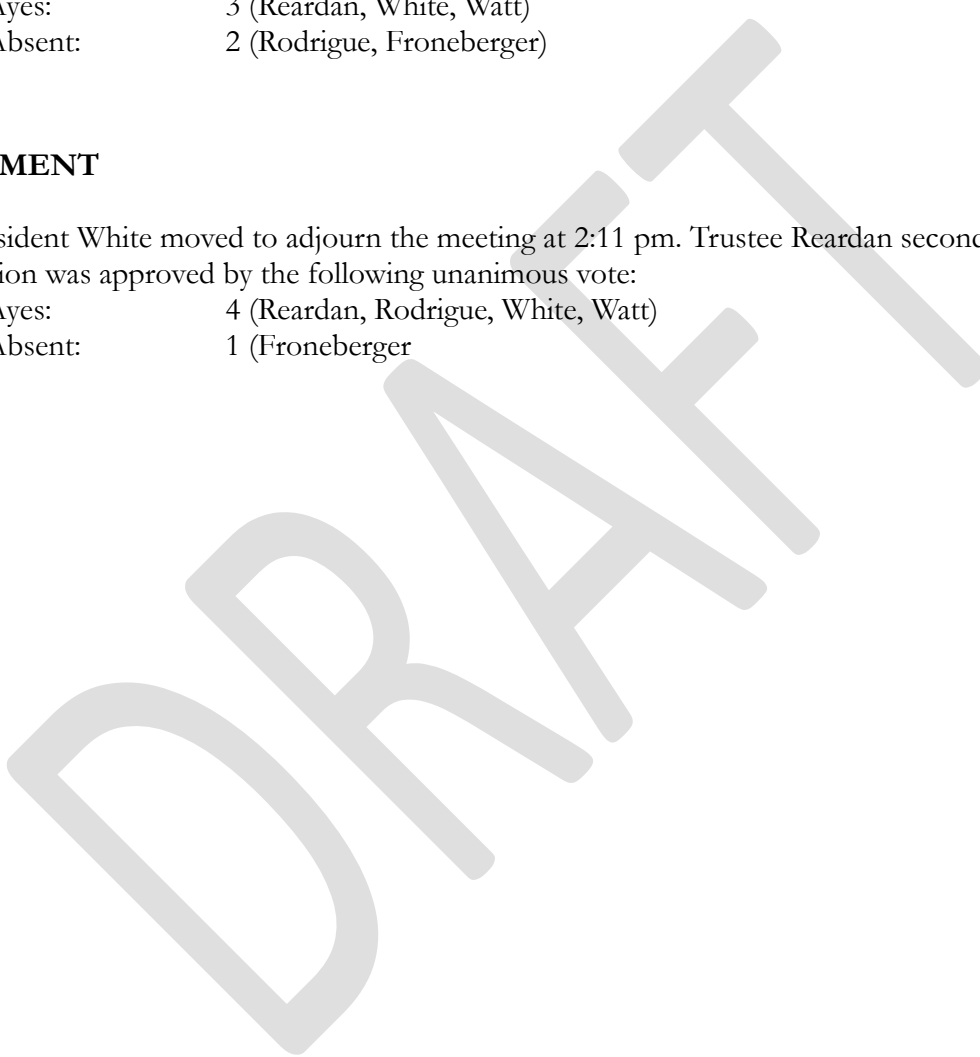
**ADJOURNMENT**

111

Vice President White moved to adjourn the meeting at 2:11 pm. Trustee Reardan seconded the motion. The motion was approved by the following unanimous vote:

113  
114  
115

Ayes: 4 (Reardan, Rodrigue, White, Watt)  
Absent: 1 (Froneberger)



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

**STAFF REPORT**

To: Board of Trustees  
From: E. Salomone, General Manager  
Meeting: Monday, April 5, 2021  
RE: Agenda Item 8c: April 2021 Financial Reports Summary

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Revenue

March 2021 Additional revenue not shown on previous report: None

April 2021: \$6,345.00

- \$6,345.00 Water Sales

Expenses

March 2021 Additional expenses not shown on previous report: None

April: \$15,442.34 in expenses at time of writing this report, notably:

- \$3,190.18 Meter repair and replacement costs

Other

- Reconciliations are up to date from last statement (3/31/21)  
NOTE: \$14,954.10 reconciliation discrepancy is due to Bank deposit recording error – bookkeeper needs to assist in the adjustment.
- All presented reports were reviewed by District Bookkeeper prior to inclusion in agenda packet.
- Additional reports or information available upon request.

Recommendation:

Move to accept and file the financial reports for April 2021.

Attachments:

1. Income & Expense / Budget Vs Actual Report
2. Profit & Loss Previous Year Comparison Report
3. Balance Sheet Previous Year Comparison Report
4. Monthly Payment Detail Report
5. Project Water Worksheet dated April 2021

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

Cash Basis

July 2020 through April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest-LAIF	3,579.04	7,900.00	-4,320.96	45.3%
Interest-SBMC	100.30	100.00	0.30	100.3%
Other Inc	0.00	0.00	0.00	0.0%
Property Taxes	37,565.99	30,000.00	7,565.99	125.2%
Reimbursed Expenses	19,570.10	0.00	19,570.10	100.0%
Water Application Fee	0.00	0.00	0.00	0.0%
Water Sales	350,958.49	300,000.00	50,958.49	117.0%
<b>Total Income</b>	<b>411,773.92</b>	<b>338,000.00</b>	<b>73,773.92</b>	<b>121.8%</b>
<b>Expense</b>				
Consulting	15,026.25	19,000.00	-3,973.75	79.1%
Election	308.75	40,000.00	-39,691.25	0.8%
Fees-inactive	0.00	0.00	0.00	0.0%
Fees, Bank Charges	0.00	0.00	0.00	0.0%
Fees, County & LAFCo	594.09	1,700.00	-1,105.91	34.9%
Frost WDMP	0.00	0.00	0.00	0.0%
Gage	21,108.75	14,500.00	6,608.75	145.6%
Groundwater Sustainability	3,000.00	3,000.00	0.00	100.0%
Insurance-inactive	0.00	0.00	0.00	0.0%
Insurance, Liability	5,687.19	5,700.00	-12.81	99.8%
Insurance, Workers Comp	2,351.08	5,300.00	-2,948.92	44.4%
Legal	17,008.56	12,000.00	5,008.56	141.7%
Memberships	5,597.00	10,000.00	-4,403.00	56.0%
Meters Expense	4,297.46	0.00	4,297.46	100.0%
Miscellaneous	0.00	0.00	0.00	0.0%
Office Operating Expenses	1,239.29	1,000.00	239.29	123.9%
Office Phone,Internet, Cell	1,187.45	2,000.00	-812.55	59.4%
Payroll Expenses	126,909.54	155,600.00	-28,690.46	81.6%
Reconciliation Discrepancies	14,954.10			
Rent, Utilities	6,264.72	12,400.00	-6,135.28	50.5%
Stipends, Meetings	3,450.00	5,000.00	-1,550.00	69.0%
SWRCB Permits	12,661.84	14,000.00	-1,338.16	90.4%
Training Costs	594.53	7,500.00	-6,905.47	7.9%
Vehicle	131.66	3,000.00	-2,868.34	4.4%
Water Resource Management	50,650.00	0.00	50,650.00	100.0%
<b>Total Expense</b>	<b>293,022.26</b>	<b>311,700.00</b>	<b>-18,677.74</b>	<b>94.0%</b>
<b>Net Ordinary Income</b>	<b>118,751.66</b>	<b>26,300.00</b>	<b>92,451.66</b>	<b>451.5%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
Meter Purchase	4,968.00	20,000.00	-15,032.00	24.8%
Reserves	50,000.00	0.00	50,000.00	100.0%
<b>Total Other Expense</b>	<b>54,968.00</b>	<b>20,000.00</b>	<b>34,968.00</b>	<b>274.8%</b>
<b>Net Other Income</b>	<b>-54,968.00</b>	<b>-20,000.00</b>	<b>-34,968.00</b>	<b>274.8%</b>
<b>Net Income</b>	<b>63,783.66</b>	<b>6,300.00</b>	<b>57,483.66</b>	<b>1,012.4%</b>

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

July 2020 through April 2021

Cash Basis

	Jul '20 - Apr 21	Jul '19 - Apr 20	\$ Change	% Change
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Interest-LAIF	3,579.04	11,164.35	-7,585.31	-67.9%
Interest-SBMC	100.30	60.88	39.42	64.8%
<b>Property Taxes</b>				
Current Secured	25,104.27	21,940.00	3,164.27	14.4%
Current Unsecur	1,366.18	1,449.11	-82.93	-5.7%
Highway Prop. Rental	1.03	0.00	1.03	100.0%
Prior Unsecured	220.90	13.32	207.58	1,558.4%
SB813	487.15	4,121.52	-3,634.37	-88.2%
URDA Pass thru	10,386.46	6,365.83	4,020.63	63.2%
<b>Total Property Taxes</b>	37,565.99	33,889.78	3,676.21	10.9%
Reimbursed Expenses	19,570.10	0.00	19,570.10	100.0%
Water Application Fee	0.00	1,200.00	-1,200.00	-100.0%
Water Sales	350,958.49	355,763.32	-4,804.83	-1.4%
<b>Total Income</b>	411,773.92	402,078.33	9,695.59	2.4%
<b>Expense</b>				
Consulting	15,026.25	21,815.82	-6,789.57	-31.1%
Election	308.75	0.00	308.75	100.0%
Fees, Bank Charges	0.00	50.67	-50.67	-100.0%
Fees, County & LAFCo	594.09	585.99	8.10	1.4%
Gage	21,108.75	0.00	21,108.75	100.0%
Groundwater Sustainability	3,000.00	0.00	3,000.00	100.0%
Insurance, Liability	5,687.19	0.00	5,687.19	100.0%
Insurance, Workers Comp	2,351.08	2,799.00	-447.92	-16.0%
Legal	17,008.56	11,061.12	5,947.44	53.8%
Memberships	5,597.00	6,562.00	-965.00	-14.7%
Meters Expense	4,297.46	239.41	4,058.05	1,695.0%
Office Operating Expenses	1,239.29	3,567.18	-2,327.89	-65.3%
Office Phone,Internet, Cell	1,187.45	1,459.12	-271.67	-18.6%
<b>Payroll Expenses</b>				
CalPERS 1959 Survivor Billing	19.00	52.00	-33.00	-63.5%
CalPERS 457 Employee Def Comp	2,700.00	2,607.00	93.00	3.6%
CalPERS Company Match	6,959.04	6,402.85	556.19	8.7%
CALPERS GASB-68 Fees	700.00	700.00	0.00	0.0%
CalPERS Unfunded Pns. Liability	6,777.00	5,777.00	1,000.00	17.3%
Employee Health Insurance	12,000.00	13,200.00	-1,200.00	-9.1%
Gross Wages	89,596.18	87,500.00	2,096.18	2.4%
Medicare	1,316.72	1,268.75	47.97	3.8%
Payroll Taxes- FICA, etc	5,630.08	5,425.00	205.08	3.8%
Vacation/Sick	1,211.52	0.00	1,211.52	100.0%
Payroll Expenses - Other	0.00	0.00	0.00	0.0%
<b>Total Payroll Expenses</b>	126,909.54	122,932.60	3,976.94	3.2%
Reconciliation Discrepancies	14,954.10	0.00	14,954.10	100.0%
Rent, Utilities	6,264.72	6,142.13	122.59	2.0%
Stipends, Meetings	3,450.00	2,200.00	1,250.00	56.8%
SWRCB Permits	12,661.84	12,008.40	653.44	5.4%
Training Costs	594.53	3,774.07	-3,179.54	-84.3%
UC Modeling	0.00	8,000.00	-8,000.00	-100.0%
Vehicle	131.66	1,891.03	-1,759.37	-93.0%
Water Resource Management	50,650.00	519.00	50,131.00	9,659.2%
<b>Total Expense</b>	293,022.26	205,607.54	87,414.72	42.5%
<b>Net Ordinary Income</b>	118,751.66	196,470.79	-77,719.13	-39.6%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
Meter Purchase	4,968.00	2,063.70	2,904.30	140.7%
Reserves	50,000.00	26,500.00	23,500.00	88.7%
<b>Total Other Expense</b>	54,968.00	28,563.70	26,404.30	92.4%
<b>Net Other Income</b>	-54,968.00	-28,563.70	-26,404.30	-92.4%
<b>Net Income</b>	<b>63,783.66</b>	<b>167,907.09</b>	<b>-104,123.43</b>	<b>-62.0%</b>

# Russian River Flood Control District

## Balance Sheet Prev Year Comparison

Cash Basis

As of April 30, 2021

	Apr 30, 21	Apr 30, 20	\$ Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
<b>LAIF</b>				
Capital Reserve	53,000.00	52,000.00	1,000.00	1.9%
Emergency Reserve	32,000.00	25,000.00	7,000.00	28.0%
Operating Reserve	156,000.00	195,000.00	-39,000.00	-20.0%
WaterSupplyReliability Reserve	247,411.40	213,604.60	33,806.80	15.8%
LAIF - Other	772.24	0.00	772.24	100.0%
<b>Total LAIF</b>	<b>489,183.64</b>	<b>485,604.60</b>	<b>3,579.04</b>	<b>0.7%</b>
<b>SBMC Checking</b>	<b>315,445.19</b>	<b>263,387.19</b>	<b>52,058.00</b>	<b>19.8%</b>
<b>SBMC Savings</b>	<b>267,749.70</b>	<b>267,616.13</b>	<b>133.57</b>	<b>0.1%</b>
<b>Total Checking/Savings</b>	<b>1,072,378.53</b>	<b>1,016,607.92</b>	<b>55,770.61</b>	<b>5.5%</b>
<b>Other Current Assets</b>				
Prepaid Expenses	7,068.00	7,068.00	0.00	0.0%
Taxes Receivable	3,968.00	3,968.00	0.00	0.0%
<b>Total Other Current Assets</b>	<b>11,036.00</b>	<b>11,036.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Current Assets</b>	<b>1,083,414.53</b>	<b>1,027,643.92</b>	<b>55,770.61</b>	<b>5.4%</b>
<b>Fixed Assets</b>				
Accumulated Depreciation	-24,542.00	-24,542.00	0.00	0.0%
Meters & Vehicles	130,935.89	130,935.89	0.00	0.0%
<b>Total Fixed Assets</b>	<b>106,393.89</b>	<b>106,393.89</b>	<b>0.00</b>	<b>0.0%</b>
<b>Other Assets</b>				
Deferred Outflows	64,366.00	64,366.00	0.00	0.0%
<b>Total Other Assets</b>	<b>64,366.00</b>	<b>64,366.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>TOTAL ASSETS</b>	<b>1,254,174.42</b>	<b>1,198,403.81</b>	<b>55,770.61</b>	<b>4.7%</b>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Direct Deposit Liabilities	0.00	200.00	-200.00	-100.0%
<b>Payroll Liabilities</b>				
1959 Survivor Benefits (Liab)	-1.00	5.80	-6.80	-117.2%
CalPERS- Employee contr (liab.)	28.15	-295.31	323.46	109.5%
CalPERS 457 Def Comp (Liab)	12.50	-131.25	143.75	109.5%
CalPERS Company Match (Liab)	64.93	-694.27	759.20	109.4%
Employee Health Insurance	1,200.00	1,200.00	0.00	0.0%
Federal Withholding	646.00	-200.00	846.00	423.0%
FICA	594.16	0.00	594.16	100.0%
Medicare	138.96	0.00	138.96	100.0%
State Withholding CA	338.97	-676.36	1,015.33	150.1%
Payroll Liabilities - Other	0.00	627.69	-627.69	-100.0%
<b>Total Payroll Liabilities</b>	<b>3,022.67</b>	<b>-163.70</b>	<b>3,186.37</b>	<b>1,946.5%</b>
<b>Total Other Current Liabilities</b>	<b>3,022.67</b>	<b>36.30</b>	<b>2,986.37</b>	<b>8,226.9%</b>
<b>Total Current Liabilities</b>	<b>3,022.67</b>	<b>36.30</b>	<b>2,986.37</b>	<b>8,226.9%</b>
<b>Long Term Liabilities</b>				
Net Pension Liability	36,024.00	36,024.00	0.00	0.0%
<b>Total Long Term Liabilities</b>	<b>36,024.00</b>	<b>36,024.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Total Liabilities</b>	<b>39,046.67</b>	<b>36,060.30</b>	<b>2,986.37</b>	<b>8.3%</b>
<b>Equity</b>				
Opening Bal Equity	541,116.95	541,116.95	0.00	0.0%
Retained Earnings	610,227.14	453,319.47	156,907.67	34.6%
Net Income	63,783.66	167,907.09	-104,123.43	-62.0%
<b>Total Equity</b>	<b>1,215,127.75</b>	<b>1,162,343.51</b>	<b>52,784.24</b>	<b>4.5%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,254,174.42</b>	<b>1,198,403.81</b>	<b>55,770.61</b>	<b>4.7%</b>

**Russian River Flood Control District**  
**Monthly Payment Detail**

Cash Basis

As of April 30, 2021

Type	Date	Name	Memo	Original Amount	Paid Amount
<b>SBMC Checking</b>					
Bill Pmt -Check	04/05/2021	State Compensation Insurance Fund	Premium for 3-9 to 4-9-21	-416.75	-416.75
Bill Pmt -Check	04/08/2021	Intuit	Monthly Payroll Subscription	-2.00	-2.00
Bill Pmt -Check	04/18/2021	US Cellular	Cell service 3/14-4/13/21	-50.03	-50.03
Bill Pmt -Check	04/19/2021	Cardmember Service	Credit card 2/11 - 3/11/21	-114.99	-114.99
Bill Pmt -Check	04/19/2021	Herum/Crabtree/Suntag	Legal Counsel, #99266, Matter 3322-002 March	-734.40	-734.40
Bill Pmt -Check	04/19/2021	McCrometer	Replacement & repairs to meters	-3,190.18	-3,190.18
Bill Pmt -Check	04/19/2021	Cardmember Service	Credit card 2/11 - 3/11/21	-114.99	-114.99
Bill Pmt -Check	04/20/2021	Willow County Water District	Invoice #492 Rent and Utilities April 2020	-629.35	-629.35
Total SBMC Checking					-5,252.69
<b>TOTAL</b>					<b>-5,252.69</b>

**Project Water Worksheet as of April 30, 2021**

**Please note:  
The Board of Trustees has issued Declaration#21-02,  
Stage III: Water Supply Warning**

It has yet to be determined how much of the contractual water supply will be available to customers for 2021.

	<u>2021 totals in Acre Feet</u>	<u>Expected requests for change in 2021 contract quantity</u>
<b>Project Water Licensed to MC RRFC &amp; WCID:</b>	7940	
<b>Contracted Non-Municipals</b>	4007	+50
<b>Contracted Municipals:</b>		
Calpella CWD	85	
Henry Station Mutual Water Co	8	
Hopland PUD	222	
Millview CWD - Municipal Use	970	
Millview CWD - Wheeled Municipal Use	189.15	
Millview CWD - Irrigation Use	12	
Rogina Water	800	
River Estates Mutual Water Company	26	
Willow CWD - Municipal Use	515	
Willow CWD - Irrigation Use	80	
<b>Contracted Municipals:</b>	<u>2907.15</u>	
<b>Contracted Total:</b>	<u>6914.15</u>	
<b>Contract Adjustments in 2021:</b>		
Water transferred in 2021:	0	
Preliminary requested surplus by customers for 2021	134.2	
<b>Contracted with adjustments Total:</b>	<u>7048.35</u>	
Uncontracted Water Supply for 2021:	891.65	

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

**General Manager's Report for April 2021**

*Presented at Regular Meeting of Monday, May 3, 2021*

**Priority 1: Secure** (Water rights license, Reservoir, PVP)

See Agenda Item 5: Water Supply Condition Update & District Response.

**Priority 2: Use** (Contracts & water sales, monitor & respond to regional water issues)

**Customers & Water Sales:** \* "30 Min Thursday" with District GM continues to provide customers a forum to receive updates, ask questions, and offer feedback.

**Priority 3: Advocate** (Stakeholder positions, participation with community partners, website, legislation)

(See last page of this report for updates on all community partner meetings attended this month.)

**Association of California Water Agencies (ACWA):** \* Senate Water Infrastructure Budget Proposal: Senate Pro Tem, Toni Atkins, announced a proposal to invest \$2 billion in current year General or Federal Funds for water projects that are non-controversial. ACWA was asked to provide recommendations to the Senate on how best to invest these one-time funds into existing programs for projects and issues that are non-controversial. The ACWA Bond Workgroup met to review proposed comments and invited GM Salomone to attend. Ideas presented to the Committee and included in ACWA's comments included funding for Groundwater Sustainability projects, Phase 4 of City's recycled water, water use efficiency projects through Resource Conservation District including domestic, ag, and cannabis, municipal water supplier infrastructure, capacity, and storage improvements, and incentive program funding.

**Groundwater Sustainability Agency (GSA):** \*The Board met on April 8, 2021.

Materials: <https://www.mendocinocounty.org/government/affiliated-agencies/ukiah-valley-basin-gsa>

Recording: <https://www.youtube.com/watch?v=N0pAatXyQdw>

\*The Technical Advisory Committee met to review modeling results and project proposals.

Materials: <https://www.mendocinocounty.org/government/affiliated-agencies/ukiah-valley-basin-gsa/technical-advisory-committee/tac-agenda-and-materials>

**Priority 4: Administer** (GM, Trustees, systems, financial)

**Operations:** The District Office continues to be closed to the public.

**GM Professional Development:** Education Foundation Water 101 workshop.

**Community Partner Meetings Attended This Month**

**Local Agency Formation Commission (LAFCo) (4/5/21):** Staff provided a slide presentation on the draft budget development. Budget notes: Apportionment fees are being increased by \$75,100, expenses are increased by \$28,975, and notices will go out in the next week or so. The City of Ukiah has agreed to contribute financially for their MSR/SOI update, though LAFCo will hold the contract with sub-consultants and have full control over the workplan. \*The Commission received a report from legal counsel on the indemnification policy, including recent case in another county. The Policies & Procedures Committee was directed to review the policy and present recommended updates. \*A LAFCo 101 training workshop was held and is available on the recording. [CLICK HERE for agenda packet.](#) and [CLICK HERE for YouTube recording](#) \*More information: <https://www.mendolafco.org/>

**Upper Russian River Water Agency (URRWA) Meeting (4/7/21):** \*The topic of concern was feedback from a regional emergency meeting. <http://willowcountywaterdistrict.org/urrwa>

**Hopland Public Utility District (4/8/21):** \*Staff reported on significant well malfunctions that required the District to truck water in for public health and safety needs. Repairs are underway and plans to recondition. Over \$80,000 was expended in water hauling. \* Water supply conditions and District response were discussed. Notification to customers is a priority for April including water saving tips. More information: <http://willowcountywaterdistrict.org/hopland>

**Inland Water & Power Commission (IWPC) (4/8/21):** Updates on water supply conditions and response, PVP, etc. More information: <https://mendoiwpc.com/>

**UV Sanitation District Meeting (4/14/21):** \*Terms of advance to LAFCo to complete the MSR & SOI were reviewed. Staff will bring an agreement for the Board to approve at their next meeting proposing to advance a not-to-exceed amount of \$52,000 for the MSR/SOI to be paid back within 4 years (apportionment fees can be netted) with penalties for late or non-payment. \*The Board approved an agreement for general counsel legal services with Best Best & Krieger LLP. \*The service contract with Willow CWD was reviewed but not approved. Staff was directed to bring further information back to the Board for final discussion. More information: <https://www.uvdsd.org/>

**Millview County Water District (4/20/21):** \*RRFC GM Salomone made public comment thanking GM Walker for his collaboration on drought response and urged the Board to consider endorsing and supporting the 2021 Drought Preparedness Campaign. \* GM Walker reported annual upkeep and testing on intake and treatment plant and wells. \* Reports were provided on Upper Russian River Water Agency JPA and the drought conditions. \*The Board approved GM to set a public hearing to consider the adoption of a resolution for mandatory water use reduction. Discussion on joint press releases and other outreach were also discussed. More information: <http://willowcountywaterdistrict.org/millview>

Note: GM was not able to attend all meetings during April.

\* \* \* \*

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

\* \* \* \*

*Additional resources on water supply conditions and relevant issues attached.*

## Additional Resources

The Russian River Flood Control & Water Conservation Improvement District is taking steps to support public outreach. Sign up for email updates on drought preparedness (Mondays) and water supply conditions (Fridays) by emailing [DistrictManager@rrfc.net](mailto:DistrictManager@rrfc.net).



[CLICK HERE TO](#) FOLLOW US ON FACEBOOK!

Water Saving Tips and Drought Support:

1. <http://www.rrwatershed.org/project/2021-drought-updates-and-information/>
2. <https://mcrfd.org/resources/drought-water-conservation-resources>
3. <http://www.savingwaterpartnership.org/>
4. <https://saveourwater.com/>

Reservoir Operations & Storage:

1. <https://www.sonomawater.org/current-water-supply-levels>
2. <https://mendoiwpc.com/our-shared-water/resources/>

KZYYX Radio – RRFC GM Salomone and City Water/Wastewater Mgr White  
<http://jukebox.kzyx.org/> (April 9, 2021 9:00 am)

More articles, tips, and links available on the District's Facebook page and through the weekly emails.

# MENDOCINO

## Local Agency Formation Commission

Ukiah Valley Conference Center | 200 South School Street | Ukiah, California 95482  
Telephone: (707) 463-4470 | E-mail: [eo@mendola Alco.org](mailto:eo@mendola Alco.org) | Web: [www.mendola Alco.org](http://www.mendola Alco.org)

### **COMMISSIONERS**

#### **Tony Orth, Chair**

Brooktrails Township CSD

#### **Scott Ignacio, Vice-Chair**

Point Arena City Council

#### **Gerald Ward, Treasurer**

Public Member

#### **Matthew Froneberger**

Regular Special District

#### **Gerardo Gonzalez**

Willits City Council

#### **Glenn McGourty**

County Board of Supervisors

#### **Maureen Mulheren**

County Board of Supervisors

#### **Jenifer Bazzani, Alternate**

Ukiah Valley Fire District

#### **John Haschak, Alternate**

County Board of Supervisors

#### **Mari Rodin, Alternate**

City Member

#### **Richard Weinkle, Alternate**

Public Member

### **STAFF**

#### **Executive Officer**

Uma Hinman

#### **Analyst**

Larkyn Feiler

#### **Commission Clerk**

Kristen Meadows

#### **Counsel**

Scott Browne

### **REGULAR MEETINGS**

First Monday of each month  
at 9:00 AM in the  
Mendocino County  
Board of Supervisors  
Chambers  
501 Low Gap Road, Ukiah

**Date:** April 6, 2021

**To:** Mendocino County, Cities, and Independent Special Districts

**From:** Uma Hinman, Executive Officer

**Subject: Notice of Public Hearing to Adopt a Proposed LAFCo Budget for Fiscal Year 2021-2022**

The Mendocino Local Agency Formation Commission (LAFCo) is responsible under the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 to adopt a proposed budget in May and a final budget by June 15<sup>th</sup>. A mandatory review by local funding agencies is required between the two adoption periods. The legislation also specifies the proposed and final budgets shall, at a minimum, be equal to the budget adopted for the previous fiscal year unless LAFCo finds any reduced costs will nonetheless allow the agency to meet its regulatory and planning duties.

Enclosed is a proposed budget and work program for fiscal year 2021-2022, as directed by the Commission on April 5, 2021. Budgets for the past few fiscal years relied on accumulated reserves to bridge the gap between revenues and expenses, which had allowed LAFCo to keep apportionment fees low for a time. However, reserves are now consistent with our policies and can no longer be relied upon to balance the budget.

In order to meet operational expenses, an increase in apportionment fees is required for fiscal year 2021-2022. Increased costs are associated with modifying operations and public meetings due to the pandemic; a considerable increase in application processing that necessitates outsourcing the preparation of state-mandated MSR/SOI studies at higher consultant rates; establishing new policies per Commission direction; and increasing legal reserves to safeguard against potential legal challenges.

The Commission will hold a public hearing at its regular meeting on May 3, 2021 to consider adoption of a Proposed Budget for fiscal year 2021-2022. A subsequent hearing to adopt the final budget will be held on June 7, 2021.

Copies of all related documents are on file and may be reviewed at the LAFCo website ([www.mendola Alco.org](http://www.mendola Alco.org)) or at the LAFCo office. If you cannot attend the public hearing described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: [eo@mendola Alco.org](mailto:eo@mendola Alco.org); phone: (707) 463-4470.

# MENDOCINO

## Local Agency Formation Commission

Ukiah Valley Conference Center | 200 South School Street | Ukiah, California 95482  
Telephone: (707) 463-4470 | E-mail: [eo@mendolafo.org](mailto:eo@mendolafo.org) | Web: [www.mendolafo.org](http://www.mendolafo.org)

### COMMISSIONERS

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**Executive Officer**

Uma Hinman

**Analyst**

Larkyn Feiler

**Commission Clerk**

Kristen Meadows

**Counsel**

Scott Browne

### REGULAR MEETINGS

First Monday of each month  
at 9:00 AM in the  
Mendocino County  
Board of Supervisors  
Chambers  
501 Low Gap Road, Ukiah

## NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that on Monday, May 3, 2021, at 9:00 AM (or as soon thereafter as the matter may be heard) in the Mendocino County Board of Supervisors Chambers, 501 Low Gap Road, Ukiah, California, and livestreamed at [www.youtube.com/MendocinoCountyVideo](http://www.youtube.com/MendocinoCountyVideo), the Mendocino Local Agency Formation Commission (LAFCo) will hold a public hearing to consider the following:

### Proposed Budget for Fiscal Year 2021-2022

This item is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15306 and Section 15061(b)(3).

Copies of all related documents are on file and may be reviewed at the LAFCo website ([www.mendolafo.org](http://www.mendolafo.org)) or at the LAFCo office. If you cannot attend the public hearing described in this notice, you may submit written comments prior to the hearing. Please direct comments, questions, and requests to review documents to LAFCo, 200 South School Street, Ukiah, CA 95482; e-mail: [eo@mendolafo.org](mailto:eo@mendolafo.org); phone: (707) 463-4470.

All interested persons are invited to attend, be heard, and participate in the hearings.

BY ORDER OF THE MENDOCINO  
LOCAL AGENCY FORMATION COMMISSION

UMA HINMAN, Executive Officer

Date Posted: April 6, 2021

**Mendocino Local Agency Formation Commission**  
**Proposed Budget for FY 2021-2022**

5-Apr-21

ACCOUNT #	DESCRIPTION	FY 2020-21 Adopted	FY 2020-21 Amended	FY 2020-21 Projected	FY 2021-22 Preliminary
<b>REVENUE</b>					
	<i>Anticipated Cash Balance</i>				
4000	LAFCO Apportionment Fees	\$ 150,000	\$ 150,000	\$ 150,000	\$ 225,000
4100	Service Charges				
4800	Miscellaneous				
4910	Interest Income	\$ 450	\$ 450	\$ 70	\$ 100
	<b>Revenue Subtotal</b>	<b>\$ 150,450</b>	<b>\$ 150,450</b>	<b>\$ 150,070</b>	<b>\$ 225,100</b>
<b>EXPENSES</b>					
5300	Basic Services	\$ 72,060	\$ 92,060	\$ 95,000	\$ 95,000
5500	Rent	\$ 5,568	\$ 5,568	\$ 5,568	\$ 5,775
5600	Office Expenses	\$ 3,450	\$ 3,550	\$ 3,750	\$ 3,000
5700	Internet & Website Costs	\$ 1,300	\$ 1,550	\$ 1,550	\$ 1,600
5900	Publication and Legal Notices	\$ 2,000	\$ 2,000	\$ 1,000	\$ 2,000
6000	Televising Meetings	\$ 2,000	\$ 2,000	\$ 1,500	\$ 2,000
6100	Audit Services	\$ 3,500	\$ 3,380	\$ 3,380	\$ 3,500
6200	Bookkeeping	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
6300	Legal Counsel	\$ 10,200	\$ 14,700	\$ 14,700	\$ 14,700
6400	A-87 Costs County Services	\$ 2,131	\$ 2,093	\$ 2,093	\$ 2,100
6500	Insurance-General Liability	\$ 3,000	\$ 2,815	\$ 2,815	\$ 2,450
6600	Memberships (CALAFCO/CSDA)	\$ 3,691	\$ 3,727	\$ 3,727	\$ 3,525
6670	GIS Contract with County (Counsel training, IT support)	\$ 2,500	\$ 2,500	\$ 500	\$ 2,500
6740	In-County Travel & Stipends	\$ 3,000	\$ 1,000	\$ 50	\$ 4,000
6750	Travel & Lodging Expense	\$ 100	\$ 100	\$ -	\$ 4,500
6800	Conferences (Registrations)	\$ 150	\$ 150	\$ -	\$ 2,500
7000	Work Plan (MSRs and SOIs)	\$ 42,500	\$ 34,500	\$ 20,000	\$ 51,500
	<b>Operating Expense Total</b>	<b>\$ 161,650</b>	<b>\$ 176,193</b>	<b>\$ 160,133</b>	<b>\$ 205,150</b>
	<b>REVENUE/EXPENSE DIFFERENCE</b>	<b>\$ (11,200)</b>	<b>\$ (25,743)</b>	<b>\$ (10,063)</b>	<b>\$ 19,950</b>
	<i>(Negative balance indicates use of fund balance and/or reserves)</i>				

**Work Program (Basic Services and Work Plan)  
FY 2021-22 Proposed Budget**

<b>Tasks</b>	<b>Description &amp; Assumptions</b>	<b>Estimated Budget FY 2020-21</b>
<b>Basic Services - Baseline Tasks</b>		
Office hours/Administrative duties	Clerk duties not related to projects; office hours; public assistance; PRA requests; budget development, tracking, amendments; accounts payable, QuickBooks; annual audit; EO correspondence; response to requests for Agency Comments for projects and/or environmental documents routed to LAFCo for review, etc.; carrying out Commission direction.	\$ 54,000
Application Forms	Overhaul LAFCo application forms.	\$ 800
Grants	Participation in the SALC grant project.	Match accounted for in Basic Services (\$4,000)
Commission & Committee Meetings	Commission & Committee meeting attendance (12 Regular/8 Committee); agenda packet development, staff reports, presentations, minutes.	\$ 30,000
Consult Legal Counsel	Contract allows for an average of 5 hours per month.	Existing Contract
Application Processing	Process change of organization or reorganization applications from Cities and/or Special Districts to modify existing powers and/or annex/detach territory from agency boundaries.	Paid by applicant
Work Plan Support	Prepare and distribute Public Notices, development of staff reports specifically related to MSR/SOI studies, presentation at Commission meetings for Public Workshops and Public Hearings.	\$ 4,500
Policy Development	Prepare expedited process for out-of-area fire services; outreach and update SOI policy; policy amendment and development as needed.	\$ 5,000
Transparency Improvements to Website	Assess/implement website improvements (JPAs, Special Districts, etc.); Post JPA Agreements on website (SB 1266).	\$ 700
<b>Subtotal</b>		<b>\$ 95,000</b>
<b>Work Plan</b>		
*City of Ukiah *Ukiah Valley Sanitation District *Ukiah Valley Fire District *County Service Area No. 3 *Covelo Community Services District	*Conduct combined Municipal Service Review and Sphere of Influence (MSR/SOI) Update studies pursuant to GOV §56425 and §56430 (in-house or by contract).  *The budget amount reflects minimum staff time to: coordinate with the subject agency, collect data, prepare an Admin Draft for agency review, prepare Workshop and Public Hearing drafts, and finalize the adopted study for posting and mailing.  *The budget assumes minimal costs for CEQA compliance related to filing a Notice of Exemption. Local agencies requesting a non-coterminous SOI may expedite a potential multi-fiscal year process by contributing to the cost of preparing an Initial Study and associated environmental document (ND/MND, EIR, etc.).  *The identified local agencies and overall budget are subject to change based on agency responsiveness, timely provision of requested information, complexity of issues, level of public and affected agency controversy, changing needs and priorities, overall staff workload, and actual costs. Completion of a specific MSR/SOI Update study may span multiple fiscal years.	\$ 51,500
<b>Subtotal</b>		<b>\$ 51,500</b>



**Sonoma  
Water**

## NOTICE OF PUBLIC HEARING

The Sonoma County Water Agency (Sonoma Water) will hold a public hearing to review its 2020 Urban Water Management Plan (UWMP) and Water Shortage Contingency Plan (WSCP) on May 11, 2021. The draft 2020 UWMP and WSCP may be found online at [www.sonomawater.org/uwmp](http://www.sonomawater.org/uwmp) or at Sonoma Water's administration building located at 404 Aviation Blvd, Santa Rosa, CA.

Comments or questions regarding the UWMP and WSCP may be addressed to:

Paul Piazza, UWMP Project Manager  
Sonoma County Water Agency  
404 Aviation Blvd, Santa Rosa, CA 95403  
Phone: 707-547-1900 or [paul.piazza@scwa.ca.gov](mailto:paul.piazza@scwa.ca.gov)

Public hearing details:

Date: May 11, 2021

Location: In accordance with **Executive Orders N-25-20 and N-29-20 Board of Directors meetings** will be held virtually.

**MEMBERS OF THE PUBLIC MAY NOT ATTEND MEETINGS IN PERSON**

Board of Directors meetings will be facilitated virtually through Zoom. Members of the public can watch or join the meeting using the following two methods:

**WATCH LIVESTREAM:** <https://sonoma-county.legistar.com/Calendar.aspx>

Once the meeting has started, click the "In Progress" hyperlink to begin viewing

**JOIN THE ZOOM MEETING:** Participate in the Zoom meeting by computer, tablet, smartphone application, or by calling in. Participation information is on the first page of each agenda. For published agendas go to:

<https://sonoma-county.legistar.com/Calendar.aspx>

**PUBLIC COMMENT:** Public Comment may be made via email or during the live zoom meeting. To submit an emailed public comment to the Board email [bos@sonoma-county.org](mailto:bos@sonoma-county.org). Please provide your name, the agenda number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members. Public comment during the meeting can be made live by joining the Zoom meeting using the above provided information. Available time for comments is determined by the Board Chair based on agenda scheduling demands and total number of speakers.

Time: 3:30 p.m.

Sonoma Water is a wholesaler of potable water, serving nine primary municipal customers in Sonoma and Marin Counties. Sonoma Water's UWMP discusses and describes:

- Existing water supplies and transmission system facilities;
- Projected water demands in Sonoma Water’s service area over the next 25 years;
- Projected water supplies available to Sonoma Water over the next 25 years, the reliability of that supply, and general schedules for water supply projects;
- Climate change impacts to water supply;
- Energy intensity;
- Current and planned Sonoma Water water conservation activities;
- An updated and separately adopted Water Shortage Contingency Plan; and
- A comparison of water supply and water demand over the next 25 years under different hydrological assumptions (normal year, single dry year, multiple dry years).

Urban Water Management Plans are important tools for reporting water agencies' long-term planning efforts to meet future demands and tracking progress toward achieving state-mandated water conservation targets. They also support state laws linking approval for large developments to water supply availability. In 1983, the California Legislature enacted the Urban Water Management Planning Act (Water Code §10608 - 10656). It requires that every urban water supplier that provides water to 3,000 or more customers, or that provides more than 3,000 acre-feet of water annually ensure the appropriate level of reliability to meet the needs of its customers during normal, dry and multiple dry years. The Act describes the contents of the UWMP as well as how urban water suppliers should adopt and implement the plans. Plan updates are required every five years, and updates maintain the Sonoma Water’s eligibility for state grants.

Learn more about Sonoma Water’s UWMP at [www.sonomawater.org/uwmp](http://www.sonomawater.org/uwmp).