

AGENDA

Board of Trustees – Regular Meeting
Monday, May 7, 2018, 5:30 pm at the District Office

1. Roll Call
2. Public Expression- See End of Agenda for Information on Public Expression
3. Urgent Items
4. Approval of Agenda
5. Approval of Minutes
 - a) April 2, 2018 Regular Meeting Minutes
6. April Financial Report (Accounts Payable, Income/Expenses/%, Balance Sheet, YTD Comparison)
7. Committee Reports

Items for Discussion and Possible Action:

8. Update on Implementation of Ordinance #17-01 – *Strategic Plan: RA Goal 3*
9. Discussion of Upper Russian River Water Agency and Consolidation Efforts – *Strategic Plan: RWR Goal 3*
10. Master Calendar – May, June
11. Board Member Reports
12. General Manager Report
13. Closed Session - Government Code §54956.9(c): Anticipated Litigation
14. Direction on Future Agenda Items
15. 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. (Posted 05-02-18)

President
Matthew Froneberger

Vice President
John Reardan

Treasurer
Tyler Rodrigue

Trustee
Alfred White

Trustee
William Carson

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Mendocino County
RUSSIAN RIVER FLOOD CONTROL &
WATER CONSERVATION IMPROVEMENT DISTRICT
151 Laws Avenue, Suite D Ukiah, CA 95482
(707) 462-5278 rrfc@pacific.net

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MINUTES
Regular Meeting
April 2, 2018

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1. Roll Call

President Matthew Froneberger called the regular meeting to order at 5:32pm in the District Offices.

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Members Present:

Matthew Froneberger, President
John Reardan, Vice President
Tyler Rodrigue, Treasurer (arrived 5:34pm)
Alfred White, Trustee
William Carson, Trustee

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Staff: Tamara Alaniz, General Manager

2. Public Expression - No one from the public expressed an interest in speaking.

3. Urgent Items - None

4. Approval of Agenda

Trustee Carson moved to approve the agenda. Vice President Reardan seconded the motion. The motion was approved by unanimous vote:

Ayes: 5 (Carson, Froneberger, Reardan, Rodrigue, White)

5. Approval of the March 5, 2018 Regular Meeting Minutes

Trustee Carson moved approval of the Minutes for March 5, 2018 Regular Meeting. Vice President Reardan seconded the motion. The motion was approved by unanimous vote:

Ayes: 5 (Carson, Froneberger, Reardan, Rodrigue, White)

6. March Financial Report (Accounts Payable, Profit/Loss/%, Balance Sheet, YTD Comparison)

Comments and questions were offered. The newly acquired meters will be reflected on the QuickBooks balance sheet under "fixed assets." The audit line costs are higher than budgeted due to the Government Accounting Standards Board (GASB) report. CALPERS fees for the GASB is \$700. It was confirmed the conservation program line item has no costs allocated, due to low customer participation in the program. A suggestion of a reserves policy was discussed.

Trustee Carson moved the financial report be accepted as presented and filed. Trustee White seconded the motion. The motion was approved by unanimous vote:

Ayes: 5 (Carson, Froneberger, Reardan, Rodrigue, White)

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|----------------------------|-----------------------|-----------------------|---------------------|-----------------------|
| <i>President</i> | <i>Vice President</i> | <i>Treasurer</i> | <i>Trustee</i> | <i>Trustee</i> |
| <i>Matthew Froneberger</i> | <i>John Reardan</i> | <i>Tyler Rodrigue</i> | <i>Alfred White</i> | <i>William Carson</i> |

49 **7. Committee Report**

50 There were no committee reports presented.

51

52 **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

53

54 **8. Consideration of President Froneberger’s ACWA Attendance**

55 President Froneberger recused himself from the Item.

56 GM Alaniz presented the request, noting there is money available in the training budget line.

57

58 Trustee White moved that the District cover the costs of the ACWA conference including lodging
59 and reasonable costs for meals not covered in the conference registration fees. Treasurer Rodrigue
60 seconded the motion. The motion was approved by unanimous vote:

61 Ayes: 5 (Carson, Froneberger, Reardan, Rodrigue, White)

62

63 **9. Update on Implementation of Ordinance #17-01**

64 *(Strategic Plan: RA Goal 3)*

65 GM Alaniz provided an update, noting one meter failure and McCrometer’s responsive customer
66 service to fix the meter. There was brief discussion on the options for district owned unused
67 Krohne Meters.

68

69 **10. Discussion of Upper Russian River Water Agency (URRWA) and Consolidation Efforts**

70 *(Strategic Plan: RWR Goal 3)*

71 GM Alaniz reviewed the recent URRWA updates, including the notification from Willow County
72 Water District of their withdrawal from URRWA. A lengthy discussion followed with comments
73 and questions offered by Board members and GM Alaniz. The Board reached consensus to
74 continue supporting URRWA consolidation in its current form with four districts and to
75 acknowledge that the cost sharing proposal is a working document.

76 ***President Froneberger called a break from 7:30pm – 7:35pm***

77

78 **11. Master Calendar –April and May 2018**

79 No comments on calendar.

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81

82 **12. Board Member Reports**

83 *Trustee White:* Reported on the GSA. The April meeting is most likely going to be cancelled due
84 to lack of agenda items. He noted a technical advisory committee is forming by MOU with the
85 GSA.

86

87 *Vice President Rearden:* Provided an update on IWPC including the progress of PG&E
88 relicensing, and the IWPC new website, which will include a great deal of information for the
89 public.

90

91 *President Froneberger:* Reported on the City of Ukiah’s purple pipe project progress.

92

93 **13. General Manager Report**

94 Customer billing is distributed. Water use reporting is complete. The Upper Russian River Water
95 Managers Meeting was held in Cloverdale and Congressman Huffman’s comments on his support
96 of finding solutions on relicensing the Potter Valley Project were noted.

97

98 Trustee Carson moved hear Item 15 Direction on Future Agenda Items before Item 14 Closed
99 Session. Treasurer Rodrigue seconded the motion. The motion was approved by unanimous vote:
100 Ayes: 5 (Carson, Froneberger, Reardan, Rodrigue, White)

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102 **14. (On Agenda as Item 15) Direction on Future Agenda Items**

103 The Board did not request any future agenda items.

104

105 **15. (On Agenda as Item 15) Closed Session**

106 **Government Code 54956.9(c): Anticipated Litigation**

107 The Board entered closed session at 7:47 pm and returned to public session at 8:19 pm, reporting
108 out that the Board gave direction to staff.

109

110 **16. Adjournment**

111 Trustee Carson moved to adjourn at 8:20 pm. Treasurer Rodrigue seconded the motion. The
112 motion was approved by unanimous vote:

113

114 Ayes: 5 (Carson, Froneberger, Reardan, Rodrigue, White)

Russian River Flood Control District

Accounts Payable

April 2018

| | <u>Type</u> | <u>Date</u> | <u>Num</u> | <u>Memo</u> | <u>Amount</u> |
|--|-----------------|-------------|------------|--|---------------|
| Cardmember Service | | | | | |
| | Bill Pmt -Check | 04/30/2018 | 1195 | April 2018 Statement | -1,506.07 |
| Elizabeth Salomone | | | | | |
| | Bill Pmt -Check | 04/02/2018 | 1190 | March 30, 2018 Invoice | -150.00 |
| Intuit | | | | | |
| | Check | 04/09/2018 | | Monthly Fee | -2.00 |
| McCrometer | | | | | |
| | Bill Pmt -Check | 04/30/2018 | 1196 | Invoice 509114 | -18,444.30 |
| Ricoh USA, Inc. | | | | | |
| | Bill Pmt -Check | 04/19/2018 | 1194 | Invoice 100427167 | -67.54 |
| State Compensation Insurance Fund | | | | | |
| | Bill Pmt -Check | 04/02/2018 | 1191 | Workers Compensation Policy Premium 04-09-18 to 04-09-19 | -5,229.15 |
| | Deposit | 04/19/2018 | | Policy #1674756 - Surcharge Reimbursement | 56.68 |
| US Cellular | | | | | |
| | Bill Pmt -Check | 04/30/2018 | 1197 | Invoice #0244467833 rcvd. 04/27/2018 due 05/09/2018 | -83.42 |
| Willow County Water District | | | | | |
| | Bill Pmt -Check | 04/04/2018 | 1192 | April 2018 Rent and Utilities | -641.97 |

Russian River Flood Control District
Income & Expense / Budget vs. Actual
July 2017 through June 2018

Accrual Basis

| | Jul '17 - Jun 18 | Budget | % of Budget |
|---------------------------------|------------------|------------|-------------|
| Ordinary Income/Expense | | | |
| Income | | | |
| Interest-SBMC | 25.79 | 120.00 | 21.5% |
| Property Taxes | | | |
| Current Secured | 22,505.44 | 34,000.00 | 66.2% |
| Current Unsecur | 1,371.30 | 1,390.00 | 98.7% |
| Highway Prop. Rental | 0.00 | 1.00 | 0.0% |
| HOPTR | 200.49 | 396.00 | 50.6% |
| Prior Secured | -15.95 | 120.00 | -13.3% |
| Prior Unsecured | 92.60 | 90.00 | 102.9% |
| SB813 | 522.43 | 396.00 | 131.9% |
| URDA Pass thru | 6,760.55 | 10,000.00 | 67.6% |
| Total Property Taxes | 31,436.86 | 46,393.00 | 67.8% |
| Uncategorized Income | -151,950.01 | 0.00 | 100.0% |
| Water Sales | | | |
| Application Fee | 1,600.00 | 800.00 | 200.0% |
| Water Sales - Other | 261,259.84 | 325,000.00 | 80.4% |
| Total Water Sales | 262,859.84 | 325,800.00 | 80.7% |
| Total Income | 142,372.48 | 372,313.00 | 38.2% |
| Expense | | | |
| Account-Audit | 3,922.00 | 3,000.00 | 130.7% |
| Bank Charges | 60.00 | 0.00 | 100.0% |
| Conservation Program | 0.00 | 6,000.00 | 0.0% |
| Consulting | 10,261.65 | 7,000.00 | 146.6% |
| District Vehicle | 1,243.00 | 5,000.00 | 24.9% |
| Election | 489.74 | 36,000.00 | 1.4% |
| Fees | | | |
| County Admin. Fees | 685.49 | | |
| Fees - Other | 157.86 | 0.00 | 100.0% |
| Total Fees | 843.35 | 0.00 | 100.0% |
| Flood Control | 0.00 | 0.00 | 0.0% |
| Frost WDMP | 6,800.00 | 7,000.00 | 97.1% |
| Gage | 13,487.50 | 12,500.00 | 107.9% |
| Insurance | | | |
| Employee Life | 0.00 | 6,078.12 | 0.0% |
| Liability Insurance | 1,104.92 | 2,500.00 | 44.2% |
| Vehicle | 0.00 | 0.00 | 0.0% |
| Workers Comp | 5,172.47 | 1,056.00 | 489.8% |
| Total Insurance | 6,277.39 | 9,634.12 | 65.2% |
| ISRP | 0.00 | 4,526.54 | 0.0% |
| Legal | 14,957.28 | 20,000.00 | 74.8% |
| Meeting Stipends | 2,375.00 | 4,000.00 | 59.4% |
| Membership | 6,704.72 | 5,500.00 | 121.9% |
| Meters Expense | 106,033.74 | 160,000.00 | 66.3% |
| Miscellaneous | 0.00 | | |
| Office Expense | 1,913.18 | 4,000.00 | 47.8% |
| Payroll Expenses | | | |
| CalPERS Company Match | 6,242.36 | 12,600.00 | 49.5% |
| CALPERS Fees | 700.00 | 120.00 | 583.3% |
| CalPERS Unfunded Pns. Liability | 1,359.00 | 1,200.00 | 113.3% |
| Employee 457 Plan | 9,374.91 | 5,921.88 | 158.3% |
| Gross Wages | 100,126.73 | 117,500.00 | 85.2% |
| Payroll Expenses - Other | 412.00 | 24.00 | 1,716.7% |
| Total Payroll Expenses | 118,215.00 | 137,365.88 | 86.1% |
| Payroll Taxes | | | |
| FICA | 6,207.86 | 6,240.00 | 99.5% |
| Medicare | 1,451.84 | 2,000.00 | 72.6% |

Russian River Flood Control District
Income & Expense / Budget vs. Actual
July 2017 through June 2018

Accrual Basis

| | Jul '17 - Jun 18 | Budget | % of Budget |
|---------------------------------|-------------------------|--------------------|--------------------|
| Payroll Taxes - Other | 0.00 | 0.00 | 0.0% |
| Total Payroll Taxes | 7,659.70 | 8,240.00 | 93.0% |
| Postage, Copies & Reproductions | 147.00 | 400.00 | 36.8% |
| Reconciliation Discrepancies | -46.01 | | |
| Reimbursed Expense | -18,000.00 | | |
| Rent | 5,200.00 | 6,400.00 | 81.3% |
| SGMA | | | |
| USGS Modeling | 0.00 | 8,300.00 | 0.0% |
| SGMA - Other | 5,000.00 | 5,000.00 | 100.0% |
| Total SGMA | 5,000.00 | 13,300.00 | 37.6% |
| SWRCB Permits | 9,465.43 | 11,500.00 | 82.3% |
| Telephone | 1,749.96 | 1,700.00 | 102.9% |
| Training | 2,176.07 | 2,500.00 | 87.0% |
| Travel/Mileage | 788.09 | 2,500.00 | 31.5% |
| UC Modeling | 12,000.00 | 19,340.50 | 62.0% |
| Uncollectable Accounts | 0.00 | | |
| Utilities | 931.07 | 1,700.00 | 54.8% |
| Total Expense | 320,654.86 | 489,107.04 | 65.6% |
| Net Ordinary Income | -178,282.38 | -116,794.04 | 152.6% |
| Other Income/Expense | | | |
| Other Expense | | | |
| Operating Reserves | 0.00 | 25,000.00 | 0.0% |
| Total Other Expense | 0.00 | 25,000.00 | 0.0% |
| Net Other Income | 0.00 | -25,000.00 | 0.0% |
| Net Income | -178,282.38 | -141,794.04 | 125.7% |

Russian River Flood Control District

Balance Sheet

As of April 30, 2018

Accrual Basis

| | Apr 30, 18 | Apr 30, 17 |
|--|-------------------|-------------------|
| ASSETS | | |
| Current Assets | | |
| Checking/Savings | | |
| LAIF | | |
| FERC | 1.00 | 1.00 |
| LAIF - Other | 461,251.68 | 151,978.56 |
| Total LAIF | 461,252.68 | 151,979.56 |
| Operating Reserve | 0.00 | 33,881.77 |
| SBMC Checking | 230,570.88 | 377,460.27 |
| SBMC Savings | 67,468.60 | 217,415.41 |
| Total Checking/Savings | 759,292.16 | 780,737.01 |
| Accounts Receivable | | |
| Accounts Receivable | 8,925.77 | 57,300.77 |
| Total Accounts Receivable | 8,925.77 | 57,300.77 |
| Other Current Assets | | |
| Interest Receivable | 560.86 | 588.26 |
| Taxes Receivable | 3,515.19 | 3,515.19 |
| Undeposited Funds | 0.00 | 4,230.00 |
| Total Other Current Assets | 4,076.05 | 8,333.45 |
| Total Current Assets | 772,293.98 | 846,371.23 |
| Fixed Assets | | |
| Meters | | |
| At Cost | 98,265.89 | 19,635.04 |
| Total Meters | 98,265.89 | 19,635.04 |
| Total Fixed Assets | 98,265.89 | 19,635.04 |
| TOTAL ASSETS | 870,559.87 | 866,006.27 |
| LIABILITIES & EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| *Accounts Payable | 46.01 | 132.88 |
| Total Accounts Payable | 46.01 | 132.88 |
| Other Current Liabilities | | |
| Dental | 0.00 | -9,372.00 |
| Health | 0.00 | -140,098.11 |
| Payroll Liabilities | | |
| CalPERS | -199.43 | 114.05 |
| CalPERS 457 Def Comp | 0.00 | -2,189.91 |
| CalPERS Match | 573.56 | 1,147.12 |
| Health | 0.00 | -2,479.90 |
| Life Insurance | -526.96 | -588.61 |
| State Withholding CA | -676.36 | -676.36 |
| Total Payroll Liabilities | -829.19 | -4,673.61 |
| Total Other Current Liabilities | -829.19 | -154,143.72 |
| Total Current Liabilities | -783.18 | -154,010.84 |
| Total Liabilities | -783.18 | -154,010.84 |
| Equity | | |
| Opening Bal Equity | 541,116.95 | 462,253.39 |
| Retained Earnings | 498,882.31 | 421,376.41 |
| Net Income | -168,656.21 | 136,387.31 |

Russian River Flood Control District

Balance Sheet

As of April 30, 2018

Accrual Basis

| | <u>Apr 30, 18</u> | <u>Apr 30, 17</u> |
|---------------------------------------|--------------------------|--------------------------|
| Total Equity | 871,343.05 | 1,020,017.11 |
| TOTAL LIABILITIES & EQUITY | <u>870,559.87</u> | <u>866,006.27</u> |

Russian River Flood Control District

Fiscal Year Comparison

July 2017 through April 2018

Accrual Basis

| | Jul '17 - Apr 18 | Jul '16 - Apr 17 | % Change |
|--|------------------|------------------|----------|
| Retained Earnings | 509,046.66 | 431,540.76 | 18.0% |
| Interest-SBMC | 25.79 | 193.30 | -86.7% |
| Other Inc | -158,087.92 | 0.00 | -100.0% |
| Property Taxes | | | |
| Current Secured | 22,505.44 | 21,610.63 | 4.1% |
| Current Unsecur | 1,371.30 | 1,432.24 | -4.3% |
| HOPTR | 200.49 | 206.51 | -2.9% |
| MCRDA Pass thru | 0.00 | 6,383.59 | -100.0% |
| Prior Secured | -15.95 | -4.45 | -258.4% |
| Prior Unsecured | 92.60 | 49.95 | 85.4% |
| SB813 | 522.43 | 173.58 | 201.0% |
| Supplement Roll | 0.00 | 228.74 | -100.0% |
| URDA Pass thru | 6,760.55 | 0.00 | 100.0% |
| Total Property Taxes | 31,436.86 | 30,080.79 | 4.5% |
| Water Sales | | | |
| Application Fee | 1,600.00 | 1,600.00 | 0.0% |
| Water Sales - Other | 261,259.84 | 287,465.96 | -9.1% |
| Total Water Sales | 262,859.84 | 289,065.96 | -9.1% |
| Account-Audit | -3,922.00 | -2,060.00 | -90.4% |
| Bank Charges | -60.00 | -30.00 | -100.0% |
| Conservation Program | 0.00 | -1,300.50 | 100.0% |
| Consulting | -10,261.65 | -4,153.36 | -147.1% |
| District Vehicle | -1,243.00 | 0.00 | -100.0% |
| Election | -489.74 | 0.00 | -100.0% |
| Engineering | | | |
| Water Accounting | 0.00 | -750.00 | 100.0% |
| Total Engineering | 0.00 | -750.00 | 100.0% |
| Fees | | | |
| County Admin. Fees | -685.49 | -612.49 | -11.9% |
| Fees - Other | -157.86 | -716.53 | 78.0% |
| Total Fees | -843.35 | -1,329.02 | 36.5% |
| Frost WDMP | -6,800.00 | 0.00 | -100.0% |
| Gage | -13,487.50 | -26,550.00 | 49.2% |
| Insurance | | | |
| Liability Insurance | -1,104.92 | 0.00 | -100.0% |
| Workers Comp | -5,172.47 | 1,184.15 | -536.8% |
| Total Insurance | -6,277.39 | 1,184.15 | -630.1% |
| ISRP | 0.00 | -10,227.67 | 100.0% |
| Legal | -14,957.28 | -6,288.96 | -137.8% |
| Meeting Stipends | -2,375.00 | -1,450.00 | -63.8% |
| Membership | -6,704.72 | -4,902.00 | -36.8% |
| Meters Expense | -96,407.57 | -10,580.06 | -811.2% |
| Miscellaneous | 0.00 | 0.00 | 0.0% |
| Office Expense | -1,913.18 | -2,499.20 | 23.5% |
| Payroll Expenses | | | |
| CalPERS Company Match | -6,242.36 | -5,276.39 | -18.3% |
| CALPERS Fees | -700.00 | -701.60 | 0.2% |
| CalPERS Unfunded Pns. Liability | -1,359.00 | -871.69 | -55.9% |
| Gross Wages | -100,126.73 | -90,456.96 | -10.7% |
| Roth IRA | 0.00 | -500.00 | 100.0% |
| Traditional IRA | 0.00 | -1,400.00 | 100.0% |
| Payroll Expenses - Other | -412.00 | 0.00 | -100.0% |
| Total Payroll Expenses | -108,840.09 | -99,206.64 | -9.7% |
| Payroll Taxes | | | |
| FICA | -6,207.86 | -5,497.43 | -12.9% |
| Medicare | -1,451.84 | -1,285.69 | -12.9% |

Russian River Flood Control District

Fiscal Year Comparison

July 2017 through April 2018

Accrual Basis

| | Jul '17 - Apr 18 | Jul '16 - Apr 17 | % Change |
|---------------------------------|-------------------|-------------------|---------------|
| Total Payroll Taxes | -7,659.70 | -6,783.12 | -12.9% |
| Postage, Copies & Reproductions | -147.00 | -35.55 | -313.5% |
| Reconciliation Discrepancies | 46.01 | 0.00 | 100.0% |
| Reimbursed Expense | 18,000.00 | 14,680.40 | 22.6% |
| Rent | -5,200.00 | -5,200.00 | 0.0% |
| SGMA | -5,000.00 | 0.00 | -100.0% |
| SWRCB Permits | -9,465.43 | -9,077.33 | -4.3% |
| Telephone | -1,749.96 | -1,715.72 | -2.0% |
| Training | -2,176.07 | -1,437.50 | -51.4% |
| Travel/Mileage | -788.09 | -2,458.54 | 67.9% |
| UC Modeling | -12,000.00 | 0.00 | -100.0% |
| Uncollectable Accounts | 0.00 | 0.00 | 0.0% |
| Utilities | -931.07 | -782.12 | -19.0% |
| Operating Reserves | 0.00 | 0.00 | 0.0% |
| TOTAL | 343,627.45 | 567,928.07 | -39.5% |

May 2018

| May 2018 | | | | | | | June 2018 | | | | | | |
|----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 27 | 28 | 29 | 30 | 31 | | | 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--|---|---|--|-----------------------|
| Apr 30 | May 1 | 2 | 3 | 4 |
| <p>9:00am 10:30am LAFCo Board Meeting (501 Low Gap - County Office Building)</p> <p>5:30pm 7:00pm RRFC Board Meeting</p> | <p>9:00am 11:30am Board of Supervisors Meeting (501 Low Gap Road, Ukiah)</p> <p>ACWA Conference May 8-11 (Sacramento)</p> | <p>5:00pm 6:30pm Water Districts JPA Board Meeting (Laws Avenue Office)</p> <p>6:00pm 8:00pm City of Ukiah Council Meeting (Council Chambers, 300 Seminary Ave., Ukiah)</p> | <p>6:00pm 7:30pm Calpella County Water District Meeting (Calpella Elementary School Library)</p> <p>1:30pm 3:00pm GSA Board Meeting (County Administrative Center)</p> <p>6:00pm 7:30pm Inland Water and Power Commission (Conference Room)</p> <p>6:30pm 8:00pm Hopland PUD Board Meeting (Piazza de Cam)</p> | <p>Eel River Tour</p> |
| 7 | 8 | 9 | 10 | 11 |
| <p>6:30pm 8:00pm Willow County Water District Board Meeting (Laws Avenue Office)</p> | <p>9:00am 11:30am Board of Supervisors Meeting (501 Low Gap Road, Ukiah)</p> <p>5:00pm 6:30pm Millview County Water District Board Meeting (Laws Avenue Office)</p> | <p>6:00pm 7:00pm City of Ukiah Council Meeting (Council Chambers, 300 Seminary Ave., Ukiah)</p> | <p>5:00pm 6:30pm Redwood Valley Water District Board Meeting (151 Laws Avenue, Ukiah, CA)</p> | |
| 14 | 15 | 16 | 17 | 18 |
| <p>4:00pm 4:30pm MCFB Water Committee (Farm Bureau Office)</p> | | | | |
| 21 | 22 | 23 | 24 | 25 |
| 28 | 29 | 30 | 31 | Jun 1 |
| May 28 - Jun 1 | May 21 - 25 | May 14 - 18 | May 7 - 11 | Apr 30 - May 4 |

June 2018

| June 2018 | | | | | | | July 2018 | | | | | | |
|-----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|
| Su | Mo | Tu | We | Th | Fr | Sa | Su | Mo | Tu | We | Th | Fr | Sa |
| 3 | 4 | 5 | 6 | 7 | 1 | 2 | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 10 | 11 | 12 | 13 | 14 | 8 | 9 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 17 | 18 | 19 | 20 | 21 | 15 | 16 | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 24 | 25 | 26 | 27 | 28 | 22 | 23 | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| | | | | | 29 | 30 | 29 | 30 | 31 | | | | |

| Monday | Tuesday | Wednesday | Thursday | Friday |
|--|--|---|---|------------------------------|
| May 28 | 29 | 30 | 31 | Jun 1 TAMARA VACATION DAY |
| 4 | 5 | 6 | 7 | 8 |
| 9:00am 10:30am LAFCo Board Meeting (501 Low Gap - County Office Building) 5:30pm 7:00pm RRFCD Board Meeting | 9:00am 11:30am Board of Supervisors Meeting (501 Low Gap Road, Ukiah) | 5:00pm 6:30pm Water Districts JPA Board Meeting (Laws Avenue Office) 6:00pm 8:00pm City of Ukiah Council Meeting (Council Chambers, 300 Seminary Ave., | | |
| 11 | 12 | 13 | 14 | 15 |
| 6:30pm 8:00pm Willow County Water District Board Meeting (Laws Avenue Office) | 5:00pm 6:30pm Public Meeting for Stakeholders on Consolidation (TBD) | 6:00pm 7:30pm Calpella County Water District Meeting (Calpella Elementary School Library) | 1:30pm 3:00pm GSA Board Meeting (County Administrativ 6:00pm 7:30pm Inland Water and Power Commission (Conferenc 6:30pm 8:00pm Hopland PUD Board Meeting (Piazza de Cam | |
| 18 | 19 | 20 | 21 | 22 |
| 4:00pm 4:30pm MCFB Water Committee (Farm Bureau Office) | 9:00am 11:30am Board of Supervisors Meeting (501 Low Gap Road, Ukiah) 5:00pm 6:30pm Millview County Water District Board Meeting (Laws Avenue Office) | 6:00pm 7:00pm City of Ukiah Council Meeting (Council Chambers, 300 Seminary Ave., Ukiah) | 5:00pm 6:30pm Redwood Valley Water District Board Meeting (151 Laws Avenue, Ukiah, CA) | |
| 25 | 26 | 27 | 28 | 29 |
| | | | | |

General Manager's Report – May 7, 2018

Agenda Item 8. Update on Implementation of Ordinance #17-01 – Strategic Plan: RA Goal 3

There are 7 diversion sites to order meters for and 14 customer meters to purchase. All of the District's diversion sites are metered in compliance with SB 88. District meters are recorded on a worksheet in each customer file by serial number. All meters purchased by the District so far have been added to the District's insurance policy and the fixed assets line item in the chart of accounts. One meter has had to be replaced out of 39 new meters ordered in 2018 (0.25%).

Agenda Item 9. Discussion of Upper Russian River Water Agency and Consolidation Efforts – Strategic Plan: RWR Goal 3

The URRWA JPA Board met on May 2 and the participating districts want to continue moving forward to consolidate into a single agency. Decisions on a cost sharing recommendation based on water sales and starting discussion on adopting a common resolution for consolidation this summer were concurred upon by the JPA Board.

A cost share proposal based on water sales was developed and presented to the JPA Board. The direction was to return to the individual boards to get approval for the water sales based cost share method.

| <u>Water Sales</u> | <i>From Audited Financial Statements</i> | |
|--------------------|--|-------------------|
| | <i>2016-17</i> | <i>% of Total</i> |
| Calpella | \$ 293,336.00 | 12% |
| Millview | \$ 1,149,950.00 | 49% |
| Redwood Valley | \$ 595,833.00 | 25% |
| RRFCD | \$ 326,666.00 | 14% |
| TOTAL | \$ 2,365,785.00 | 100% |

The cost sharing formula will be revisited annually based on the previous calendar year's water sales.

A motion to approve the cost share percentage as revised is recommended.

Now with the availability of grants for up to \$100,000 from CalLAFCo funding to Mendocino County to pay for LAFCo fees and CEQA costs is a huge opportunity that would alleviate a significant portion of the financial burden associated with application costs and provide a more reliable source of funding for the Plan for Services components.

The initiation of activities needed in 2018 to work toward consolidation should begin, meeting key milestones of the process to move forward on the LAFCo process and toward introducing a proposal for the consolidation bill to the state legislature in January 2019, the start of the next two-year legislative session. The Plan for Services and its components would be developed to facilitate the formation of a complete district including staff, location and water supply permits. Staff recommends that we continue to work with the remaining URRWA districts to develop a LAFCo application for consolidation.