AGENDA
Board of Trustees-Regular Meeting
Monday, December 14, 2015 5:00 pm @ the District Office

1. Roll Call
2. Public Expression- See End of Agenda for Information on Public Expression
3. Approval/Correction of Minutes from the Special Meeting of November 2nd, 2015
4. Approval/Correction of Minutes from the Regular Meeting of November 9th, 2015
5. Approval/Correction of Minutes from the Special Meeting of December 1st, 2015
6. Approval/Correction of Minutes from the Special Meeting of December 8th, 2015
7. Approval/Correction of Minutes from the Special Meeting of December 9th, 2015
8. Consent Calendar -- The following items are considered routine and will be enacted by a single motion and roll call of the Board.
   a) Rent & Utilities
   b) Ricoh
   c) Elizabeth Salomone
   d) Pam Rones
   e) Bob Murray & Associates
   f) California Land Stewardship Institute
   g) State Board of Equalization
   h) State Compensation Insurance Fund
   i) Joint Funding Agreement with US Dept of Interior
   j) Card Member Services
   k) Jeanne Zolezzi
9. Committee Reports
   a) Engineering and Operations
   b) Finance and Audit
   c) Personnel and Organization
   d) Public Information and Governmental Affairs
   e) Inland Water & Power Commission
10. Staff Report
11. Discussion and Possible Action re: Contract for Services with Sean White
12. Discussion and Possible Action re: Licensing Map Requirements
13. Discussion and Possible Action re: General Manager Recruitment
15. Discussion and Possible Action re: Policy for Handling Staff Complaints Related to Board Member Behavior
16. Discussion and Possible Action re: LAFCo SOI Questionnaire
17. Discussion and Possible Action re: Sonoma County Water Agency Cooperative Agreement for Implementation of the Sonoma-Mendocino Immediate Drought Relief Project
18. Discussion and Possible Action re: SGMA Position & Appointment of a Representative from the Board
19. Adjournment

PUBLIC EXPRESSION- The Board welcomes participation in the 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 are considered action items unless otherwise noted. All times and the order of business are approximate and subject to change. (Posted 12/11/15)
MINUTES
Special Meeting
November 2, 2015

1. Roll Call

President Richard Shoemaker called the special meeting for November 2nd, 2015 to order at 5:02pm, at the District Offices at 151 Laws Ave. Suite D, Ukiah, CA 95482

Members Present: Richard Shoemaker, President
Alfred White, Vice President
Paul Zellman, Treasurer

Members Absent: Judy Hatch, Trustee
Lee Howard, Trustee

2. Public Expression

Rosalind Peterson spoke regarding the closed session and submitted a request for information.

3. Closed Session: § 54957(b) & Gov’t Code § 54956.9 Threat of Litigation

President Shoemaker opened the Closed Session at 5:07pm and closed it at _____ pm.

4. Adjournment

The meeting was adjourned _____.

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

MINUTES
Regular Meeting
November 9th, 2015

1. Roll Call

President Richard Shoemaker called the meeting to order at 5:04pm, at the District offices.

Members Present: Richard Shoemaker, President
Alfred White, Vice President
Lee Howard, Trustee
Judy Hatch, Trustee
Paul Zellman, Treasurer (arrived 6:30pm)

2. Public Expression

Judy Hatch welcomed Tyler Rodrigue to the Board, noting he will be seated for the December 205 meeting. Judy Hatch thanked Lee Howard for his service as a Trustee.

Lee Howard entered an untitled document into the record. Mr. Howard indicated “it was sent by Richard to a mutual friend of ours on October 19th.”

3. Approval/Correction of Minutes from Regular Meeting of October 12, 2015

Vice President White noted an error on Item 12.

Trustee Hatch moved that minutes from the Regular Meeting of October 12, 2015 be approved with noted changes. Vice President White seconded the motion. The motion was approved by roll call vote:

Ayes: 4 (Hatch, Howard, Shoemaker, White)
Absent: 1 (Zellman)

4. Approval/Correction of Minutes from Special Meeting of November 2, 2015

President Shoemaker delayed this item, see end of minutes.

5. Consent Calendar

Trustee Howard asked to have Item “f” pulled from the Consent Calendar.

Trustee Hatch moved that the Consent Calendar excepting Item “f” be approved. Vice President White seconded the motion. The motion was approved by roll call vote:

Ayes: 4 (Hatch, Howard, Shoemaker, White)
Absent: 1 (Zellman)
The Board directed President Shoemaker to communicate with Michael Woods regarding the necessity of further involvement of the District.

Vice President White moved that Item “f” be approved. Trustee Hatch seconded the motion. The motion was approved by roll call vote:

Ayes: 4 (Hatch, Howard, Shoemaker, White)
Absent: 1 (Zellman)

6. Committee Reports

6b. Finance & Audit – Report in packet
6d. Governmental Affair & Public Information – Nothing to report.

7. Staff Report
Nothing to report.

8. Discussion and Possible Action re: Consolidation with Redwood Valley – Financial Services RFP Results

No responses were received for the RFP. It was noted the MOU with RVCWD has expired, new Board members are beginning on both Boards, and RRFC expects a new General Manager. The Board reached consensus to postpone further action until January 2016.

Trustee Howard submitted a document for the record with comments and recommendations from Trustee Howard. It was not discussed during the meeting.

9. Discussion and Possible Action re: Licensing Map Requirements

Board directed Elizabeth Salomone to locate the last licensing requests.

10. Discussion and Possible Action re: Mendocino LAFCo Special District Representative Nominations

No nominations were offered.

11. Discussion and Possible Action re: General Manager Recruitment

Bob Murray and Associations provided an update via telephone.

12. Discussion and Possible Action re: Approval of “office assistant/ meter reader/ board clerk” job description

Board asked for the following edits:
- Last paragraph, eliminate “reading”
- Position is hired, works under the direction and is evaluated by the General Manager
- Remove “BOARD” from the title
Trustee Hatch moved to approve the job description with three amendments as discussed. Vice President White seconded the motion. The motion was approved by roll call vote:

Ayes: 4 (Hatch, Howard, Shoemaker, White)
Absent: 1 (Zellman)

13. Discussion and Possible Action re: Offer part time employment to Elizabeth Salomone

Vice President White moved to approve the Personnel Committee meet with Elizabeth Salomone to discuss and offer employment. Trustee Hatch seconded the motion. The motion was approved by roll call vote:

Ayes: 3 (Hatch, Shoemaker, White)
Noes: 1 (Howard)
Absent: 1 (Zellman)

14. Discussion and Possible Action re: Adoption of Personnel Policies and Forms

Board asked for the following edits:
- Dates be removed from General Manager Evaluation Timeline table

Trustee Howard moved to approve the adoption of Policy #15-3. Trustee Hatch seconded the motion. The motion was approved by roll call vote:

Ayes: 3 (Hatch, Shoemaker, White)
Noes: 1 (Howard)
Absent: 1 (Zellman)

15. Closed Session, Gov’t Code § 54956.9 Threat of Litigation

The Closed Session was open at 6:03pm. Trustee Howard left the meeting at 6:15pm stating the Board should not be in closed session. Paul Zellman arrived at 6:30pm and joined the meeting. The Closed Session ended at 7:10pm with nothing to report. Open Session resumed at 7:11pm.

16. Approval/Correction of Minutes from Special Meeting of November 2, 2015

Treasurer Zellman moved that minutes from the Special Meeting of November 2, 2015 be approved. Vice President White seconded the motion. The motion was approved by roll call vote:

Ayes: 4 (Hatch, Zellman, Shoemaker, White)
Absent: 1 (Howard)

17. Adjournment

Vice President White moved to adjourn. Trustee Hatch seconded the motion. The motion was approved by roll call vote:

Ayes: 4 (Hatch, Zellman, Shoemaker, White)
Absent: 1 (Howard)

The meeting was adjourned at 7:12pm.
MINUTES
Special Meeting
December 2, 2015

1. Roll Call

President Richard Shoemaker called the special meeting for December 1st, 2015 to order at 10:00am, at the District Offices at 151 Laws Ave. Suite D, Ukiah, CA 95482

Members Present: Richard Shoemaker, President
Alfred White, Vice President
Paul Zellman, Treasurer

Members Absent: Judy Hatch, Trustee
Lee Howard, Trustee

2. Public Expression

No one indicated an interest in speaking.

3. Closed Session: § 54957(b)

Joel Bryden of Bob Murray & Associates to review General Manager Applications

President Shoemarker opened the Closed Session at _____ and closed it at _____.

4. Adjournment

The meeting was adjourned _____.
MINUTES
Special Meeting
December 8\textsuperscript{th}, 2015

1. Roll Call

President Richard Shoemaker called the special meeting for December 8\textsuperscript{th}, 2015 to order at 7:00pm at the District Offices at 151 Laws Ave. Suite D, Ukiah, CA 95482

Members Present: Richard Shoemaker, President
Alfred White, Vice President
Paul Zellman, Treasurer
Tyler Rodrigue, Trustee

Members Absent: Judy Hatch, Trustee

2. Public Expression

No one from the public indicated an interest in speaking.

3. Closed Session, “Public Employee Appointment” provision of the Brown Act
Government Code 54957(b)

The Closed Session began at 7:10pm.
The Closed Session ended at 7:20pm.

Report from Closed Session: Finalist Candidates will be asked back for interviews on Wednesday, December 9, 2015.

4. Adjournment

The meeting was adjourned 1:00pm.
Mendocino County
RUSSIAN RIVER FLOOD CONTROL &
WATER CONSERVATION IMPROVEMENT DISTRICT
151 Laws Avenue, Suite D Ukiah, CA 95482
(707) 462-5278  rrfe@pacific.net

MINUTES
Special Meeting
December 9th, 2015

1. Roll Call

President Richard Shoemaker called the special meeting for December 9th, 2015 to order at 9:00am at the District Offices at 151 Laws Ave. Suite D, Ukiah, CA 95482

Members Present: Richard Shoemaker, President
Alfred White, Vice President
Paul Zellman, Treasurer
Tyler Rodrigue, Trustee

Members Absent: Judy Hatch, Trustee

2. Public Expression

No one from the public indicated an interest in speaking.


The Closed Session began at 9:10am.
The Closed Session ended at 1:00 pm.

Report from Closed Session: Nothing to report

4. Adjournment

The meeting was adjourned 7:20pm.
Bill To
Russian River Flood Control District
151 Laws Avenue
Ukiah, CA 95482

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<th>Quantity</th>
<th>Description</th>
<th>Rate</th>
<th>Amount</th>
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<td>Rent 12/01/15 through 12/31/15</td>
<td>520.00</td>
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<tr>
<td></td>
<td>Utilities</td>
<td>23.98</td>
<td>23.98</td>
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Total $543.98
Account No: 7680031834-7  
Statement Date: 10/30/2015  
Due Date: 11/16/2015

Service For:  
WILLOW COUNTY WATER DISTRICT  
151 LAWS AVE # A&B  
UKIAH, CA 95482

Questions about your bill?  
24 hours, 7 days/wk 1-800-468-4743  
Business Specialist available:  
Mon-Sat: 7am to 9pm  
www.pge.com/MyEnergy

Local Office Address  
2641 N STATE ST  
UKIAH, CA 95482

Your Account Summary  
Amount Due on Previous Statement $67.42  
Payment(s) Received Since Last Statement -67.42  
Previous Unpaid Balance $0.00  
Current Electric Charges $36.96  
Current Gas Charges 11.00  
Total Amount Due by 11/16/2015 $47.96

Monthly Billing History

Daily Usage Comparison

Visit www.pge.com/MyEnergy for a detailed bill comparison

Please return this portion with your payment. No staples or paper clips. Do not fold. Thank you.

Account Number: 7680031834-7  
Due Date: 11/16/2015  
Total Amount Due: $47.96  
Amount Enclosed: $47.96

610450046523 01 AV 0.388 260 60 6  
WILLLOW COUNTY WATER DISTRICT  
151 LAWS AVE  
UKIAH, CA 95482-6655

PG&E  
BOX 997300  
SACRAMENTO, CA 95899-7300
RENT
MIN. IMAGES: 2,000

MODEL: MP301SPF SERIAL: C86108178
METER FROM: 09/29/2015 TO: 10/25/2015
METER BEG.: 1,924 END: 2,284

STATE TAX 4.03
COUNTY TAX .62
DISTRICT TAX .38

MP301SPF C86108178
CURRENT BILLING PERIOD: 11/01/2015 - 11/30/2015

YOU CAN ALSO MANAGE YOUR ACCOUNT ONLINE AT:
WWW.GETMYACCOUNTS.COM
- GO GREEN AND OBTAIN YOUR INVOICE ELECTRONICALLY
- MAKE PAYMENTS
- VIEW ACCOUNT AND PAYMENT HISTORY

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<th>30 DAYS</th>
<th>60 DAYS</th>
<th>90 DAYS</th>
<th>120 DAYS</th>
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<td>0.00</td>
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THANK YOU FOR YOUR PROMPT PAYMENT
AMOUNT DUE $67.06

RETAIN THIS INVOICE PORTION FOR YOUR RECORDS
### Invoice

**To:** Russian River Flood Control  
Ukiah, California

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<tr>
<th>Date</th>
<th>Description</th>
<th>Hours</th>
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<tr>
<td>Nov 2, 2015</td>
<td>Administration and Special Meeting</td>
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<td>Nov 3, 2015</td>
<td>Meter read</td>
<td>3.00</td>
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<tr>
<td>Nov 4, 2015</td>
<td>meter read, office supplies</td>
<td>6.50</td>
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<tr>
<td>Nov 5, 2015</td>
<td>Administration</td>
<td>2.00</td>
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<td>Nov 6, 2015</td>
<td>Administration</td>
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<td>Nov 9, 2015</td>
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<td>Nov 30, 2015</td>
<td>Administration</td>
<td>1.75</td>
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Sub totals: 29.5

### EXPENSES:

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<th>Description</th>
<th>Miles</th>
<th>Total</th>
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<tbody>
<tr>
<td>Nov 3 &amp; 4, 2015</td>
<td>Meter Read Mileage, $.575 per mile</td>
<td>100</td>
<td>$57.50</td>
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**TOTAL:** $1,237.50

**Paid 12/8/15:** $942.50

**Balance:** $295.00
Pamela L. Rones, CPA  
601 North State Street  
Ukiah, CA 95482  
707-468-5711    Fax #    707-468-0132

Bill To  
Russian River Flood Control District  
151 Laws Avenue, Suite D  
Ukiah, CA 95482

<table>
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<tr>
<th>P.O. No.</th>
<th>Terms</th>
<th>Project</th>
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<tr>
<td>3.07</td>
<td>Discuss and prepare updated engagement agreement. Accounts payable, receivable and September reconciliations on-site. Prepare worker's comp audit form.</td>
<td>70.00</td>
<td>214.90</td>
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<tr>
<td>0.17</td>
<td>Finish Bookkeeping and assembly for 3rd quarter PR tax reports</td>
<td>70.00</td>
<td>11.90</td>
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$226.80
Pamela L. Rones, CPA
601 North State Street
Ukiah, CA 95482
707-468-5711    Fax #  707-468-0132

Bill To

Russian River Flood Control District
151 Laws Avenue, Suite D
Ukiah, CA 95482

<table>
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<th>Quantity</th>
<th>Description</th>
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<tr>
<td>2.57</td>
<td>Bookkeeping in November</td>
<td>70.00</td>
<td>179.90</td>
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Total $179.90
Bob Murray & Associates  
1677 Eureka Rd. Ste. 202  
Roseville, CA 95661  
Phone (916) 784-9080

**Invoice**

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<td>11/16/2015</td>
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**Bill To**

Russian River Flood Control  
& Water Cons. Improvement Dist.  
151 Laws Avenue Ste. D  
Ukiah, CA 95482

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<tr>
<td>Net 30</td>
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<td>General Manager</td>
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<table>
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<tr>
<td>Professional Services</td>
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<td>Clerical Support - $32.50/hour</td>
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<td>FedEx</td>
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<td>Advertising - ACWA</td>
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<td>Recruitment brochure</td>
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<td>Advertising - Western City Magazine</td>
<td>637.50</td>
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<td>Advertising - Jobs Available</td>
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<td>Total Reimbursable Expenses (subtotal)</td>
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<td>Telephone (allocated charge)</td>
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<td>Postage (allocated charge)</td>
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<tr>
<td>Photocopies (allocated charge)</td>
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**Total** $3,835.17
Mendocino County Russian River Flood Control
and Water Conservation District

December 1, 2015

INVOICE
Cooperative Agreement TW 11/12-059 to Provide Funding for Establishment and
Operation of Independent Science Review Panel

Fifth Invoice

See attached details for accounting of costs for ISRP in September 2015. The ISRP held a two
day meeting to review and revise the last four sections of the report, review revisions to the
first 6 sections of the report, to complete the recommendations section of the report and
review and revise the references. The completed ISRP report was sent for peer review
November 15, 2015. Your agency received the completed ISRP report in November 2015. These
work products fulfill the requirements of Tasks G, H, I and J. The public workshop will occur in
early May following the peer review process.

Total due $2269.23

Executive Director
**NOTICE OF DETERMINATION**

You are hereby notified of an amount due from you as shown below. If you want more information, please visit the State Water Resources Board website at www.waterboards.ca.gov/waterrights.

APP ID: 00022766 712

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**Amount Due**

**1,000.00**

Additional charges are due if not paid by 12/03/15

(See instructions below)

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**Determination Issued 11/03/15**

**As Determined**

For the Period 07/01/15-06/30/16

Revenue 1,000.00

Subtotal 1,000.00

Total 1,000.00

**Amount Due**

1,000.00

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Note: This billing was issued by the State Board of Equalization (BOE) on behalf of the State Water Resources Control Board. Checks should be made payable to BOE and mailed to Special Taxes and Fees Remittance Processing, State Board of Equalization, P.O. Box 942879, Sacramento, CA 94279-0001. An envelope is enclosed for your convenience.

Additional interest will accrue in accordance with the Revenue and Taxation Code section 59061 on the unpaid FEE at the rate of 0.500% per month. Interest of 5.00 will accrue if the FEE is not paid on or before 12/03/15.

Additional penalty of $100.00 is due if not paid by 12/03/15.

To view the BOE's Privacy Notice, please visit our website at http://www.boe.ca.gov/pdf/boe524gen.pdf.

The above assessment is based upon amounts due for the annual fee for a Petition as required under California Code of Regulations, Title 25, Section 1065.

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Payments can be made online by going to www.boe.ca.gov and selecting the Make a Payment tab.

If you are paying by check, write your account number and Notice ID, shown above, on the check and include a copy of this notice with your payment. Keep the original notice for your records.
**NOTICE OF DETERMINATION**

You are hereby notified of an amount due from you as shown below. If you want more information, please visit the State Water Resources Board website at www.waterboards.ca.gov/waterrights.

**DETERMINATION ISSUED 11/05/15**

**AS DETERMINED**

For the Period 07/01/15-06/30/16

| Revenue | 153.95 |
| Subtotal | 153.95 |

**AMOUNT DUE**

153.95

Note: This billing was issued by the State Board of Equalization (BOE) on behalf of the State Water Resources Control Board. Checks should be made payable to BOE and mailed to Special Taxes and Fees Remittance Processing, State Board of Equalization, P.O. Box 942879, Sacramento, CA 94279-0001. An envelope is enclosed for your convenience.

Additional interest will accrue in accordance with the Revenue and Taxation Code section 55061 on the unpaid FEE at the rate of 0.500 % per month. Interest of 0.77 will accrue if the FEE is not paid on or before 12/05/15.

Additional penalty of $ 15.40 is due if not paid by 12/03/15.

To view the BOE's Privacy Notice, please visit our website at http://www.boe.ca.gov/pdf/boe324gen.pdf.

The above assessment is based upon amounts due for the annual fee on a Water Rights Permit or License as required under California Code of Regulations, Title 25, Section 1066.

Payments can be made online by going to www.boe.ca.gov and selecting the Make a Payment tab.

If you are paying by check, write your account number and Notice ID, shown above, on the check and include a copy of this notice with your payment. Keep the original notice for your records.

00038819037
**NOTICE OF DETERMINATION**

You are hereby notified of an amount due from you as shown below. If you want more information, please visit the State Water Resources Board website at www.waterboards.ca.gov/waterrights.

**APP.ID. A013974**

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<th>Fee</th>
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<tr>
<td><strong>AS DETERMINED</strong></td>
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<td><strong>For the Period 07/01/15-06/30/16</strong></td>
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<td>Revenue</td>
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<td>Subtotal</td>
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<td>0.00</td>
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<td>158.47</td>
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**AMOUNT-DUE**

Note: This billing was issued by the State Board of Equalization (BOE) on behalf of the State Water Resources Control Board. Checks should be made payable to BOE and mailed to Special Taxes and Fees Remittance Processing, State Board of Equalization, P.O. Box 942879, Sacramento, CA 94279-0001. An envelope is enclosed for your convenience.

Additional interest will accrue in accordance with the Revenue and Taxation Code section 55661 on the unpaid FEE at the rate of 0.80% per month. Interest of 0.79 will accrue if the FEE is not paid on or before 12/03/15.

Additional penalty of $15.85 is due if not paid by 12/03/15.

To view the BOE's Privacy Notice, please visit our website at http://www.boe.ca.gov/pdf/boe324gen.pdf.

The above assessment is based upon amounts due for the annual fee on a Water Rights Permit or License as required under California Code of Regulations, Title 23, Section 1066.
**NOTICE OF DETERMINATION**

You are hereby notified of an amount due from you as shown below. If you want more information, please visit the State Water Resources Board website at www.waterboards.ca.gov/waterrights.

**APP.ID. A012919B**

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<th>Water Rights Fee</th>
<th>Fee</th>
<th>Interest</th>
<th>Penalty</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>WATER RIGHTS</td>
<td>8,570.87</td>
<td>0.00</td>
<td>0.00</td>
<td>8,570.87</td>
</tr>
</tbody>
</table>

**DETERMINATION ISSUED 11/05/15 AS DETERMINED**

For the Period 07/01/15-06/30/16

- Revenue: 8,570.87
- Subtotal: 8,570.87

**AMOUNT-DUE**

8,570.87

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Note: This billing was issued by the State Board of Equalization (BOE) on behalf of the State Water Resources Control Board. Checks should be made payable to BOE and mailed to Special Taxes and Fees Remittance Processing, State Board of Equalization, P.O. Box 942879, Sacramento, CA 94279-0001. An envelope is enclosed for your convenience.

Additional interest will accrue in accordance with the Revenue and Taxation Code section 55061 on the unpaid FEE at the rate of 0.500 % per month. Interest of 41.25 will accrue if the FEE is not paid on or before 12/03/15.

Additional penalty of $ 837.09 is due if not paid by 12/03/15.

To view the BOE's Privacy Notice, please visit our website at http://www.boe.ca.gov/pdf/boe324gen.pdf.

The above assessment is based upon amounts due for the annual fee on a Water Rights Permit or License as required under California Code of Regulations, Title 23, Section 1066.

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Payments can be made online by going to www.boe.ca.gov and selecting the Make a Payment tab.

If you are paying by check, write your account number and Notice ID, shown above, on the check and include a copy of this notice with your payment. Keep the original notice for your records.
# Paying by check? Detach and return top portion of bill with your payment.

<table>
<thead>
<tr>
<th>REPORT/AUDIT PERIOD</th>
<th>CODE</th>
<th>STANDARD CLASSIFICATION</th>
<th>PAYROLL</th>
<th>RATE</th>
<th>PREMIUM</th>
</tr>
</thead>
<tbody>
<tr>
<td>FROM 4/09/14</td>
<td>TO 4/09/15</td>
<td>8742-1 SALESPEOPLE-OUTSIDE</td>
<td>120094.00</td>
<td>1.29</td>
<td>1,549.21</td>
</tr>
<tr>
<td></td>
<td></td>
<td>8810-1 CLERICAL OFFICE EMPLOYEES</td>
<td>2798.00</td>
<td>1.03</td>
<td>28.82</td>
</tr>
</tbody>
</table>

**TOTAL BASE PREMIUM**: 1,578.03

**RATING PLAN MODIFIER APPLIED**: 0.73179

**PREMIUM DISCOUNT MODIFIER APPLIED**: 1.00000

**TOTAL PREMIUM FOR 4/09/14 - 4/09/15**

**PAID THIS POLICY TERM**

763.00CR

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A COPY OF THIS BILL HAS BEEN SENT TO THE BROKER LISTED ON YOUR POLICY N/R

**PREVIOUS BILLS NOT PAID**

- CIGA SURCHARGE 2.2500% OF 1,154.79 LESS 17.17 = 8.81
- OSHF (.21660%) + LEC (.24520%) = .46180% OF 1,154.79 LESS 0.00 = 5.33
- UEBT (.16030%) + SIBT (.12910%) = .28940% OF 1,154.79 LESS 0.00 = 3.34
- WCA (1.12470%) + WCFA (.25440%) = 1.47910% OF 1,154.79 LESS PREVIOUSLY PAID WCA/WCFA SURCHARGE 17.02 = 0.06

PLEASE DISREGARD IF PAYMENT HAS BEEN MADE.

3 229 1674756-14 PAY THIS AMOUNT → $409.33

STOP See the back for important payment instruction
December 2, 2015

General Manager
Mendocino County Russian River Flood Control
and Water Conservation Improvement District
151 Laws Avenue
Ukiah, California 95482

Dear Mr. White:

This letter replaces our letter dated October 13, 2015 and confirms discussions between our respective staffs, concerning the continuation of the cooperative water resources program between the Mendocino County Russian River Flood Control and Water Conservation Improvement District (MCRRFC) and the U.S. Geological Survey (USGS), during the period November 1, 2015 to October 31, 2016.

The proposed program and associated costs are as follows:

<table>
<thead>
<tr>
<th>Station number and name</th>
<th>MCRRFC Funds</th>
<th>SCWA Funds</th>
<th>USGS Funds</th>
<th>Total Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>11462080 Russian River near Talmage</td>
<td>$11,875</td>
<td>$11,875</td>
<td>$0</td>
<td>$23,750</td>
</tr>
<tr>
<td>11467553 North Fork Gualala River near Gualala</td>
<td>14,250</td>
<td>0</td>
<td>$0</td>
<td>14,250</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$26,125</strong></td>
<td><strong>$11,875</strong></td>
<td><strong>$0</strong></td>
<td><strong>$38,000</strong></td>
</tr>
</tbody>
</table>

Total cost of the proposed program is $38,000. The MCRRFC will be responsible for $26,125 and the Sonoma County Water Agency (SCWA) will be responsible for $11,875. There are no Federal Matching Funds (FMF) available for this program.

Enclosed are two updated originals of Joint Funding Agreement (JFA) 16WSCA45400, signed by our agency, for your approval. Please discard both pages of the JFA originals enclosed with the October 13 letter. Use only the originals enclosed with this letter. If you are in agreement with this proposed program, please return one fully executed JFA to our office. Work performed with funds from this agreement will be conducted on a fixed-price basis. Billing for this agreement will be rendered quarterly.
Mr. Sean White, General Manager – Mendocino County Russian River Flood Control and Water Conservation Improvement District

Auditors are now enforcing a regulation that requires agreements where cooperator funding is at or exceeds $25,000 to be billed quarterly. Therefore, this agreement reflects a quarterly billing, however, per requests made by your staff, billing for the full annual cost for this agreement will be issued with the first quarter bills of the Federal fiscal year (January) or as close to that date as is achievable.

The USGS is required to have an agreement in place prior to any work being performed on a project. We request that a fully executed JFA be returned prior to January 15, 2016. If it is not received by January 15, we will be required to suspend operations until an agreement is received.

If you have any questions concerning this program, please contact Andrew Watson, in our Ukiah Field Office, at (707) 468-4042. If you have any administrative questions, please contact Tammy Seubert, in our Sacramento Office, at (916) 278-3040.

Sincerely,

[Signature]

Eric G. Reichard, Director
USGS California Water Science Center

Enclosures

cc: Andrew Watson, USGS CAWSC
MENDOCINO Local Agency Formation Commission

Ukiah Valley Conference Center  ◦  200 South School Street  ◦  Ukiah, California  95482

Sean White, General Manager
Russian River Flood Control and
Water Conservation Improvement District
151 Laws Avenue Suite D, Ukiah, CA 95482

Dear General Manager White,

The Russian River Flood Control and Water Conservation Improvement District (RRFC) Municipal Service Review (MSR) was adopted as part of the Ukiah Valley MSR in 2013 by the Mendocino Local Agency Formation Commission (LAFCo). The next step in LAFCo’s review is updating the District’s Sphere of Influence (SOI).

The content of both MSRs and SOIs is defined in the Cortese-Knox-Hertzberg Local Government Reorganization Act (CKH Act). The CKH Act defines a SOI as “a plan for the probable physical boundaries and service area of a local agency, as determined by the commission” (Government Code §56076). A SOI is generally considered a 10-20 year growth boundary for a jurisdiction, within which urban development is to be encouraged (§56377(b)). Lands considered for annexation must be within the SOI.

For each District’s SOI, LAFCo prepares the following determinations (§56425(e)):

1) Present and planned land uses in the area,
2) Present and probable need for public services,
3) Present capacity and adequacy of public services,
4) Social or economic communities of interest, and
5) Disadvantaged unincorporated communities within the existing sphere of influence.

MSR information is used in the SOI update and determinations. According to our records, the RRFC does not have an adopted SOI. Typically this means that the SOI and District boundary are the same, however this update process will assess and provide a SOI recommendation for the District.

We understand that the RRFC provides raw water for irrigation and to municipal water purveyors within its boundaries and place of use. In addition, RRFC works with the Mendocino County Inland Water and Power Commission (MCIWPC). The MCIWPC is a joint powers agency that includes Mendocino County, the City of Ukiah, Potter Valley Irrigation District, Redwood Valley County Water District, and RRFC.

Your District, along with affected agencies, organizations and members of the public will have the opportunity to comment during this SOI update process, and those comments will be included in the report to the Commission.

To help us get started, please complete and return the enclosed questionnaire by November 28, 2015. If you have any questions or comments, please contact me by e-mail at administrator@mendolafco.org or by phone at (707) 825-8260.

Sincerely,
Sarah West
Administrator, Mendocino LAFCo
Sphere of Influence Questionnaire

1. Please discuss the District’s formation history, and service, and boundary changes.

2. The District’s MSR reports that “as of 2010, all but approximately 1,400 AF of the 8,000-acre-foot supply have been contracted to public water systems and agricultural entities. The balance is considered surplus water and is currently sold to the Redwood Valley County Water District”. What is the current status of the District’s water right, in terms of water availability and contracted allotments?

3. The MSR also reports that the following municipal water districts or companies receive water from the RRFC:
   - City of Ukiah
   - Millview County Water District
   - Calpella County Water District
   - Hopland Public Utility District
   - Rogina Water Company
   - River Estates Mutual Water Company
   - Henry Station Mutual Water Company
   - Redwood Valley County Water District
   - East Sanel Irrigation District

   Please provide the contracted water allotment, details of service, and the service location for each entity that receives service.

4. The RRFC works with other county agencies such as the Mendocino County Inland Water and Power Commission, a joint powers agency that includes Mendocino County, the City of Ukiah, Russian River Flood Control and Water Conservation Improvement District, and Potter Valley Irrigation District. Please discuss the relationship with each entity.

5. Are there further opportunities for shared services with other agencies?

6. Are there properties or entities outside the District boundary currently receiving services? Please provide parcel-numbers (APNs) or addresses for those properties.

7. Has the District identified properties outside the District’s boundary that could potentially receive services, or considered expansion of boundaries or services in the past 5 years? This can be based on property owner requests for services, development proposals, or District expansion plans.

8. Has the District considered possible boundary or service reduction in the past 5 years?

9. Please attach a copy of the contract/agreement for each agency receiving service.