



State Water Resources Control Board

Please save this letter for your records. The Identification Code and Password are required to log in and complete the Online Informational Order Form.

October 28, 2015

Identification Code(s):
Password:

REMINDER OF OBLIGATIONS UNDER WR 2015-0026-DWR AND OF POTENTIAL ADMINISTRATIVE CIVIL LIABILITY PENALTIES (FINES OF UP TO \$500 PER DAY)

On August 24, 2015 the Deputy Director for the State Water Resources Control Board (State Water Board) Division of Water Rights issued Order WR 2015-0026-DWR (Order), which requires you to complete an online form to comply. In late August and September 2015, the Order and a personalized letter that included an Identification Code, Password, and instructions on how to comply with the Order were mailed to all landowners and water suppliers within the Dutch Bill Creek, Green Valley Creek, portions of Mark West Creek, and Mill Creek watersheds. All landowners and water suppliers were required to submit the requested information electronically via the web through the Online Informational Order Form within 30 days. You were among the landowners and waters suppliers who were sent the Order.

You are receiving this letter because as of October 25, 2015, the State Water Board has no record of your compliance with the Order for the Identification Code(s) (parcels or water systems) shown in the box at the top of this letter, and no record of a request for an extension of time to fulfill your obligations under the Order.

The Order mailing dates and due dates for submittal of the Online Informational Order Form were as follows:

Table with 3 columns: Watershed, Mail Date, Due Date. Rows include Dutch Bill Creek, Green Valley Creek, Mark West Creek, and Mill Creek with their respective dates.

Compliance with the Order (completion of the Online Informational Order Form) is mandatory. Under Water Code section 1846, subdivision (a)(2), you could be subject to a penalty of up to \$500 per day for each day past the due date that the information is not received. If you do not complete the Online Informational Order Form by November 10, 2015, the State Water Board will begin issuing Administrative Civil Liability penalties of up to \$500 per day for

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each day that the information required by the Order is overdue.¹ Therefore, you are encouraged to immediately provide the required information via the Online Informational Order Form.

To complete the Online Informational Order Form using the Identification Code and Password provided at the top right of this letter, please go to the Russian River Tributaries Emergency Regulation Online Informational Order Form webpage at:

<http://www.waterboards.ca.gov/rrtribs.shtml>

If you believe you have complied with the Order, have additional information that you think the State Water Board should consider as part of this process, or if you need assistance in completing the Online Informational Order Form, please contact State Water Board staff by email at: **rr_tribs_emergency_reg@waterboards.ca.gov** or by phone at: **916-322-8422**. Please leave a message and your contact information. Staff will respond to your inquiry within 24 hours.

Sincerely,



Barbara Evoy, Deputy Director
Division of Water Rights

Attachment: Copy of Letter Sent to Landowners and Water Suppliers in August and September 2015

¹The procedures for issuance of draft and final administrative civil liability complaints are detailed in Water Code sections 1052-1055.4, and 1846. Any such action would include notice and an opportunity for hearing.



State Water Resources Control Board

August/September 2015

ORDER WR 2015-0026-DWR: ORDER FOR ADDITIONAL INFORMATION IN THE MATTER OF DIVERSION OF WATER FROM THE DUTCH BILL CREEK, GREEN VALLEY CREEK, PORTIONS OF MARK WEST CREEK, AND MILL CREEK WATERSHEDS

This letter requires your immediate attention. The enclosed State Water Resources Control Board (State Water Board) Order WR 2015-0026-DWR (Order) affects all landowners and water suppliers within the Dutch Bill Creek, Green Valley Creek, portions of Mark West Creek, and Mill Creek watersheds. **Your property is located within the affected boundary and therefore you are required to complete an online form and provide the required information within 30 days of receipt of this letter.**

Background and Purpose of the Order

On June 17, 2015, the State Water Board adopted an emergency regulation to help protect federal- and state-listed anadromous fish in four priority Russian River tributary watersheds (Dutch Bill Creek, Green Valley Creek, portions of Mark West Creek, and Mill Creek). The purpose of the regulation is to assist in providing the minimal amount of flow needed in these tributaries to maintain viable instream flows for summer rearing and migration of the species. The emergency regulation, which went into effect on July 6, 2015, requires: 1) enhanced water conservation in critical areas of the four watersheds (starting July 6, 2015); and 2) information on water use if requested by the State Water Board. This letter serves as the State Water Board's request for information and is effective immediately.

Section 876, subdivision (e) of the emergency regulation authorizes the State Water Board to issue informational orders to some or all landowners and water suppliers to obtain information on surface and groundwater diversions and use. (Note: Groundwater and subsurface diversions refer to groundwater wells.) The information that you provide will assist in determining the impacts of surface water and groundwater diversions on instream flows and inform future State Water Board actions, if necessary.

The complete text of the emergency regulation is available online at:

http://www.waterboards.ca.gov/waterrights/water_issues/programs/drought/docs/russian_river/emreg_final_070615.pdf

How to Comply with the Order

All landowners and water suppliers within the Dutch Bill Creek, Green Valley Creek, portions of Mark West Creek, and Mill Creek watersheds receiving the Order must submit the required information within 30 days of receipt. All informational forms must be submitted electronically via the web. Mailed, emailed or faxed information WILL NOT be accepted. Supplemental information required by the online form must be emailed to: rr_tribs_emergency_reg@waterboards.ca.gov. Failure to comply with this Order could result in enforcement with possible monetary penalties for each day the information is not submitted after it is due or for each day of any other non-compliance.

**The Informational Order Form that you are required to complete is available online at:
<http://www.waterboards.ca.gov/rtribs.shtml>**

Who is Receiving the Order

This Order is being sent to: (1) landowners or listed representatives, as recorded with the Sonoma County Recorder's Office or as updated with the State Water Board; and (2) public water suppliers as listed in the State Water Board Division of Drinking Water's Safe Drinking Water Information System. If you received an order listing a parcel that you no longer own, please email the State Water Board, at: rr_tribs_emergency_reg@waterboards.ca.gov, with the parcel number and new owner contact information, so that the State Water Board can verify the change in ownership and update its mailing lists. To correct errors in names or addresses for official parcel records, please contact the Sonoma County Recorder's Office.

Resources to Assist in Completion of the Online Informational Order Form (*all resources are available on the webpage listed above*):

- *Summary of the Online Informational Order Forms.* To expedite completion of the online form, it is recommended that you print out, review, and complete the applicable summary form(s) prior to entering information online. The summary forms are broken out into categories so you only need to print out those forms that apply to your situation (e.g., groundwater diversion form, surface water diversion form, served by water supplier form, etc.).
- *Russian River Mapping Lookup Tool.* The lookup tool can be used to get the coordinates of your surface or subsurface diversion. To get the coordinates of your diversion you will need to enter the location of your parcel and zoom all the way in. Once you have located your diversion on your parcel click the location on the map and a popup box will display the coordinates.
- *Resource and Guidance Table.* A table that summarizes where to locate different pieces of information requested as part of the Online Informational Order Form and guidance for estimating diversions.
- *Computer and Internet Access Locations.* If you do not have access to a computer or an internet connection, you can go to one of the designated locations listed on the webpage provided above or contact State Water Board staff at the phone number or email address provided below.

If you have questions regarding this Order or need assistance completing the Online Informational Order Form, please contact State Water Board staff by phone at **(916) 322-8422** or by email at rr_tribs_emergency_reg@waterboards.ca.gov.

Sincerely,



Barbara Evoy, Deputy Director
Division of Water Rights