

Yolo County Flood Control & Water Conservation District

**Board Meeting
Tuesday, August 4, 2020
7:00 P.M.**

NOTE: This meeting is being agendized to allow Board Members, staff, and the public to participate in the meeting via teleconference, pursuant to the [Governor's Executive Order N-29-20 \(March 17, 2020\)](#).

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Based on guidance from the California Department of Public Health and the California Governor's Office, in order to minimize the spread of COVID-19, please consider the following:

1. You are strongly encouraged to observe the live stream of the Yolo County Flood Control & Water Conservation District Board of Directors' meeting (see details above).
2. If you are joining the meeting via GoToMeeting and wish to make a comment on an item, please provide your comment in the chat box to "YCFC&WCD Board of Directors". You will be called by name or phone number when it is your turn to comment.
3. If you choose not to observe the Board of Directors meeting but wish to make a comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on Monday, August 3, 2020. Please submit your comment to Christina Cobey at ccobey@ycfcwcd.org to place your comment into the Board meeting record.
4. If you are watching/listening to the live stream of the Board meeting and wish to make either a general public comment or to comment on a specific agenda item as it is being heard, you may submit your comment to Kristin Sicke at ksicke@ycfcwcd.org. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors less than 72 hours before the meeting are available for public inspection by scheduling an appointment with Christina Cobey at (530) 662-0265 or ccobey@ycfcd.org.

In compliance with the Americans with Disabilities Act, if you have a disability and need a disability-related modification or accommodation to participate in this meeting please contact Christina Cobey. Requests should be made as early as possible, and at least one full business day before the start of the meeting.

AGENDA

- | | | |
|------|-----|--|
| 7:00 | 1. | <u>Consideration:</u> Adoption of the July 7, 2020 Regular Board Meeting Minutes |
| 7:02 | 2. | <u>Open forum (Limited to five minutes):</u> Guest introductions, unscheduled appearances, opportunity for public comment on non-agenda items |
| 7:07 | 3. | <u>Consideration:</u> Adding Items to the Posted Agenda
In order to add an item to the agenda, it must fit one of the following categories:
a) A majority determination that an emergency (as defined by the Brown Act) exists; or
b) A 4/5ths determination that the need to take action that arose subsequent to the agenda being posted. |
| 7:10 | 4. | <u>Consideration:</u> Public Hearing on Proposed Adoption of a New Non-Agricultural Water Rate |
| 7:20 | 5. | <u>Consideration:</u> Review of Fiscal Year 2019/2020 Independent Audit |
| 7:45 | 6. | <u>Consideration:</u> Adoption of 2020 Capital Asset Policy |
| 7:55 | 7. | <u>Consideration:</u> Biennial Review of the Conflict of Interest Code |
| 8:00 | 8. | <u>Consideration:</u> Adoption of Resolution 20.04 Requesting Collection of Charges on Tax Roll |
| 8:10 | 9. | <u>Presentation:</u> Update on floodSAFE Yolo 2.0 Program: 2020 Year End Report and FY 2020/2021 Proposed Work Plan |
| 8:30 | 10. | <u>Directors' Reports:</u> Report on meetings and conferences attended during the prior month on behalf of the District |
| 8:35 | 11. | <u>Attorney's Report:</u> Report on legal matters of concern to the District |

- 8:40 12. General Manager's Report: Report regarding current general activities and projects of the District
- a) Operations, Maintenance, and Water Conditions
 - b) Financial Report
 - c) General Activities
 - d) Upcoming Events
- 8:55 13. General Discussion: Opportunity for clarification or additional information request
- 8:57 14. Consideration: Consider the approval and the payment of bills
- 9:00 15. Adjourn

The public may address the Board concerning an agenda item either before or during the Board's consideration of that agenda item. Public comment on items within the Board's jurisdiction is welcome, subject to reasonable time limits for each speaker. Upon request, agenda items may be moved up to accommodate those in attendance wishing to address that item. Times listed for consideration of agenda items are approximate only. The Board may consider any agenda item at any time during the Board meeting.

I declare that the foregoing agenda was posted at the office of the Yolo County Flood Control & Water Conservation District, 34274 State Highway 16, Woodland, CA on July 31, 2020.

By:


Kristin Sicke, Assistant General Manager

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT
AGENDA REPORT

MEETING DATE: August 4, 2020

ITEM #: 1

SUBJECT: Consideration: Adoption of the July 7, 2020 Regular Board Meeting Minutes

INITIATED OR ☐ BOARD

COORDINATED OR

REQUESTED BY: ☒ STAFF

APPROVED BY: Tim O'Halloran

☐ OTHER _____

ATTACHMENT ☒ YES ☐ NO

☐ INFORMATION

☐ DIRECTION

☒ ACTION:

☒ MOTION

☐ RESOLUTION

BACKGROUND:

Pursuant to Section 54957.5 of the Brown Act, copies of the draft minutes are available to the public at the Board meeting prior to their approval.

Staff request the Directors call the Yolo County Flood Control & Water Conservation District (District) office if a correction is needed to be made to the draft minutes to clarify a substantial point or to correct content. Staff will then have time to make the appropriate change(s) and submit the revised draft for review to the Board and the public at the Board meeting.

RECOMMENDATION:

District staff recommend the adoption of the attached minutes with any corrections.



Y O L O C O U N T Y
FLOOD CONTROL &
WATER CONSERVATION
DISTRICT

BOARD MEETING MINUTES

Tuesday, July 7, 2020, 7:00 PM

YCFC&WCD Offices
34274 State Highway 16
Woodland, CA 95695

Due to the COVID-19 threat and pursuant to the [Governor's Executive Order N-29-20 \(March 17, 2020\)](#), the regular meeting of the Board of Directors of the Yolo County Flood Control & Water Conservation District (District) was agendized to allow Board members, staff, and the public to participate in the meeting via teleconference. The meeting was held at 7:00 p.m. on Tuesday, July 7, 2020 remotely via GoToMeeting. Chair Mayer convened the meeting. The following people were remotely in attendance:

District Board

Jim Mayer, Chair
Tom Barth
Erik Vink

District Staff

Tim O'Halloran, General Manager
Max Stevenson, Assistant General Manager
Kristin Sicke, Assistant General Manager
Ryan Bezerra, Legal Counsel

Members of the Public

Jim Barrett
Dave Pratt

1. CONSIDERATION: Approval of Minutes

M/S/C approved the minutes of the June 2, 2020 regular Board meeting as submitted.

Ayes: Directors Barth, Mayer, and Vink

Noes: None

Absent: Directors Kimball and Rominger

Abstain: None

2. OPEN FORUM

There were no comments.

3. CONSIDERATION: Adding Items to the Posted Agenda

There were no changes made to the agenda.

4. DIRECTORS' REPORTS

Director Barth reported on participating in the June WRA/YSGA Board of Directors' meetings. Chair Mayer reported on participating in the June NCWA Groundwater Management Task Force Meeting. Mayer also provided an update on NCWA efforts related to the Conservation Task Force and the upcoming North State Drinking Water Solutions Network.

5. ATTORNEY'S REPORTS

Legal Counsel Bezerra briefly provided an update on the Fair Political Practices Commission's amendment of a regulation concerning what Directors must do when they recuse themselves due to a conflict. The amendment requires that a Director disclose the substance of the conflict just before recusing himself or herself and leaving the room. Bezerra informed the Board that this update would be included in the District's January 2021 update to the District's Board of Directors' Rules of Proceedings.

6. GENERAL MANAGER'S REPORT

General Manager O'Halloran provided reports on the following:

- a) Operations, Maintenance, and Water Conditions
- b) Financial Report Summary – Highlights from the June 30, 2020 financial statements report were quickly reviewed, and the actual FY 2020/2021 Budget was compared to the projected FY 2020/2021 Budget.
- c) General Activities – A list of outreach activities and projects both in-house and coordinated with other agencies was reviewed.
- d) The following upcoming events were announced:
 1. July 8: Westside IRWM Coordinating Committee Meeting (via Zoom)
 2. July 8: WRA/YSGA Executive Committee Meetings (via GoToMeeting)
 3. July 8: NCWA's North State Drinking Water Solutions Network (Webinar)
 4. July 9: YSGA's Technical Advisory Committee Meeting #1 (via GoToMeeting)
 5. July 15-16: Yolo County Cache Creek Walk (Modified to County staff and TAC)
 6. July 15: ACWA Water Management Committee Meeting (via GoToMeeting)
 7. July 15: Yolo County Financial Oversight Meeting (via Zoom)
 8. July 28-31: ACWA 2020 Summer Virtual Conference
 9. August 3: Meeting with State Water Board to Discuss District's Long-Term Permitting Needs (TBD)
 10. August 4: California Irrigation Institute Directors' Meeting (via WebEx)
 11. August 5: ACWA Groundwater Committee Meeting (via GoToMeeting)

7. GENERAL DISCUSSION

There was no general discussion.

8. CONSIDERATION: Payment of Bills

M/S/C approved the following claims for payment – Yolo County Flood Control & Water Conservation District Checks # 058612–058626.

Ayes: Directors Barth, Mayer, and Vink

Noes: None

Absent: Directors Kimball and Rominger

Abstain: None

9. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.

Jim Mayer, Chair

ATTEST:

Tim O'Halloran, Secretary

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: August 4, 2020

ITEM #: 4

SUBJECT: Consideration: Public Hearing on Proposed Adoption of a New Non-Agricultural Water Rate

INITIATED OR ☐ BOARD
REQUESTED BY: ☒ STAFF
☐ OTHER _____

COORDINATED OR
PREPARED BY: Kristin Sicke
APPROVED BY: Tim O'Halloran

ATTACHMENT ☒ YES ☐ NO
☐ DIRECTION

☐ INFORMATION
☒ ACTION: ☒ MOTION
☐ RESOLUTION

BACKGROUND:

The District levies rates for service provided to its customers. The rates reflect the District's cost to provide water, including the costs of: (1) operations and maintenance; (2) construction, acquisition, improvement, repair and replacement of water systems facilities; (3) acquisition of equipment, materials and supplies; and (4) labor and administrative costs.

At the June 2, 2020 Board meeting, District staff requested the Board of Directors set a public hearing to consider increasing the non-agricultural water rate. A public hearing was set for August 4, 2020 at 7:10 p.m. to take comments and consider increasing the non-agricultural water rate up to 5%. Legal notice of the public hearing was published twice, and a notice of the hearing was mailed to the appropriate non-agricultural water customers. An example copy of the mailed notice is attached.

Staff will provide a report to support the proposed non-agricultural water rate increase.

RECOMMENDATION:

After the public hearing and based upon a belief that there will not be a majority protest to the proposed rate, staff recommend the Board adopt the proposed non-agricultural water rate and include adjusting other rates that are based on the non-agricultural rate, effective September 1, 2020.

June 25, 2020



Re: Proposed New Non-Agricultural Water Rate

Dear Water Customer,

At the Yolo County Flood Control & Water Conservation District (District) Board of Directors' meeting on June 2, 2020, the District set a public hearing for considering a new non-agricultural water service rate. The public hearing is scheduled for August 4, 2020 at 7:10 p.m.

If approved, the effective date for the new non-agricultural rate will be **September 1, 2020.**

<u>Water Use Category</u>	<u>Water Rate</u>
Measured Non-Agricultural	\$ 69.24 per acre-foot

I would like to provide some context to this proposed rate increase. As you likely known from your water user agreement, the District is permitted to raise your water rate annually by 5%. Even though your water user agreement allows this, we do so with great reluctance. We recognize that due to fires, flooding, and now the threat of COVID-19, the last number of years have been especially tough economically. For that reason, we have not raised non-agricultural water rates since 2016. However, in the same time, we have had to increase water rates to our agricultural water customers by 25% in order to maintain a balanced budget. One example of the type and magnitude of cost increases experienced, is our annual State Dam inspection fees, which have risen over 120% since 2016.

We understand and appreciate that rate increases are never desired. Hopefully though, with this context provided above, you will understand the rising regulatory and operating costs that we face. We have and will continue to manage our budget to minimize future cost increases to all our customers.

Feel free to contact me with any questions or concerns you might have regarding this matter.

Sincerely,

Tim O'Halloran
General Manager

Tim O'Halloran
General Manager

• • •

34274 State
Highway 16 Woodland,
CA 95695-9371 (530)
662-0265
www.ycfcwcd.org

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: August 4, 2020

ITEM #: 5

SUBJECT: Consideration: Review of Fiscal Year 2019/2020 Independent Audit

INITIATED OR ☐ BOARD
REQUESTED BY: ☒ STAFF
☐ OTHER _____

COORDINATED OR
PREPARED BY: Barbara McGriff
APPROVED BY: Tim O'Halloran

ATTACHMENT ☒ YES ☐ NO
☐ DIRECTION

☐ INFORMATION
☒ ACTION: ☒ MOTION
☐ RESOLUTION

BACKGROUND:

The 2019/2020 Independent Audit (Audit) Management Report and table of contents are attached. The complete Independent Audit is available upon request. This is the fourth year we have retained Richardson & Company, LLP to assist us with the District's annual audit.

Brian Nash, Partner with Richardson & Company, LLP will review and answer questions regarding the Audit.

Financial staff have reviewed the Audit Report and consider it to be an accurate representation of the District's financial records. The Audit Report was sent to the Finance Committee for their review and comment.

RECOMMENDATION:

Staff recommend acceptance of the filing of the Fiscal Year 2019/2020 Audit.

To Management and the Board of Directors
Yolo County Flood Control and Water Conservation District
Woodland, California

In planning and performing our audit of the financial statements of the Yolo County Flood Control and Water Conservation District (the District) as of and for the year ended April 30, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given those limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The following other matters have been included in this letter for your consideration:

Documentation of Controls

Controls generally appear to be appropriate to prevent error and to safeguard the District's assets, but the small number of Finance Department staff makes separation of duties difficult. Many duties that should be separated are able to be performed by a single District employee to provide necessary flexibility in case of absences. Consequently, we have previously recommended the preparer and reviewer of important controls initial and date the supporting documentation as an audit trail indicating which staff were involved in the preparation and review to provide evidence that a single employee did not perform duties that should be separated. The District has largely implemented this recommendation, however we continue to recommend documentation of the preparer and reviewer for the following controls: entering new vendors into the payable system, entering new employees into the payroll system, entering new customers into the water billing system, entering new billing rates into the water billing system, generation and review of the billing register, posting and approval of journal entries, inventory list, etc. More detail follows:

- The use of computer passwords to approve transactions with output reports that indicate the preparer and reviewer and date of approval is a best practice that we encourage for all transactions wherever possible, especially for posting of receivables, payables and payroll batches to the general ledger. Manual sign-offs would be necessary only when electronic sign-offs are not apparent on the output report.

- Consider separating the entry of new employees, vendors, P.O.s and customers into the subsidiary systems from the employee that processes the transactions as a preventive control to avoid the possibility of unauthorized transactions being processed. Also consider documenting management review of system change reports showing changes input into the accounting system for these items.
- Consider having the Administrative Assistant and Accounting Assistant sign-off ten key tape of deposits received that is the source document for scanned checks entered into the bank's remote deposit system and provide the 10-key tape to the employee performing the bank reconciliation for review to ensure all deposits hit the bank.
- Consider having Accounting Assistant sign-off as preparer and Accounting Supervisor sign-off as reviewer of the reconciliation of the Storm billing module to the general ledger.

Other enhancements we recommend include the following:

Policies and Procedures

Continue the process of documenting accounting procedures so new employees would have procedures to follow in case of employee turnover.

Ensure that periodic employee evaluations are performed in accordance with 2019 Employee Handbook and for employees that have performance issues to protect the District during a termination.

Consider developing specific job descriptions to use when performing training and employee evaluations. We understand job descriptions are in the process of being completed.

Management has been using \$2,500 as a capitalization threshold rather than \$5,000 that has been previously disclosed in the audited financial statements. Consequently, we recommended a capital asset policy with this threshold be approved by the Board. We understand the policy is being presented to the Board for approval in the near future.

Other Suggestions

If the District has not had an information technology review by an external expert recently, we recommend the District consider having a review performed, especially of customer data controls.

* * * * *

This communication is intended solely for the information and use of management, the Board of Directors, and others within the organization, and is not intended to be, and should not be, used by anyone other than these specified parties.

Richardson & Company, LLP

July 31, 2020

YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

AUDITED FINANCIAL STATEMENTS

April 30, 2020 and 2019

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YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: August 4, 2020

ITEM #: 6

SUBJECT: Consideration: Adoption of 2020 Capital Asset Policy

INITIATED OR ☐ BOARD
REQUESTED BY: ☒ STAFF
☐ OTHER _____

COORDINATED OR
PREPARED BY: Tim O'Halloran
APPROVED BY: Tim O'Halloran

ATTACHMENT ☒ YES ☐ NO
☐ DIRECTION

☐ INFORMATION
☒ ACTION: ☒ MOTION
☐ RESOLUTION

BACKGROUND:

Historically, the District's Capital Asset policy had a capitalization threshold of \$5,000; however, to better align with practice, management have revised the District's Capital Asset Policy and the capitalization threshold amount is now \$2,500.

The revised policy is attached for review.

RECOMMENDATION:

Staff recommend the Board adopt the 2020 Capital Asset Policy.

Capital Asset vs. Expense

The term Capital (Fixed) Assets includes land, improvements, easements, buildings, building improvements, vehicles, machinery, equipment, infrastructure, and all other tangible or intangible assets having a value of at least \$2,500 that are used in operations and have useful lives beyond a single fiscal year. The costs of Capital Assets are depreciated over their estimated useful lives and therefore expensed over a number of years.

Expenditures on general Capital Assets that are incurred after their original acquisition are defined and recorded as follows:

Maintenance is generally regarded as expenditures that neither materially add to the value of property nor appreciably prolong its life, but merely keep it in an ordinarily efficient operating condition. Maintenance costs should typically be expensed.

The charge to an expense account is based on the assumption that the benefits from the expenditure will be used up in the current fiscal year, and the payment should therefore be deducted from the revenue of the current fiscal year in determining the net income for the year.

Capitalized Expenditures are generally regarded as expenditures that materially add to the value of an asset or appreciably extend its life. The cost of capitalized expenditures should be added to the book value of the original asset. Capitalized expenditures are sometimes referred to as betterments.

The decision as to whether an expenditure should be capitalized shall be made by an evaluation of engineering, physical, or relevant factors apart from cost. With respect to structures and improvements, a "significant" betterment is defined as one that results in an improvement of at least \$2,500.

Additions – generally treated as new and separate units, or extensions of existing units, and are considered to be Capital Assets. As with betterments, the test of significance should be applied.

Alterations – generally treated as changes in the physical structure or arrangement of Capital Assets, the cost of which does not qualify as an increase in Capital Assets under the foregoing definitions of betterment and additions. Alterations should not be capitalized.

Expenditures that increase the capacity or operating efficiency of an asset should be capitalized.

Feasibility Studies do not meet the capitalization criteria.

Disposal of Capital Assets – prior to disposing of capital assets that are listed on the District's Depreciation Schedule, the item must be identified as obsolete or surplus to the needs of the District by the General Manager. If the item is considered to be surplus, the Board of Directors will formally declare the asset as surplus in accordance with Section 65-9 of the District's District Act.

Excerpts from "Special District Uniform Accounting and Reporting Procedures", State Controller's Office, August 2018.

Capital Asset Policy 2020 and Useful Life

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT
ASSET DEPRECIATION - USEFUL LIFE

<u>Transmission & Distribution Structures:</u>	<u>Life in Years</u>
Bridges	20 - 40
Checks	20 - 40
Dams	50 - 100
Drains	20 - 40
Drop Structures	40
Gunitite & Concrete	30
Hydroelectric Plants	25
Metergates	25 - 40
Meters & Gauges	15
Pipe - Concrete	40
Pipe - HDPE	30
Pipe - PVC	30
Pipe - CMP	20
Pump Delivery Turnout	40
Pump Flowmeter Connections	10
Pump Sump	30
Road Crossings	25 - 40
SCADA	10
Turnout & Gate	30 - 40
Wood Headgates	10
Automatic Gates	20
Flow Meters	10

Excerpts from "Special District Uniform Accounting and Reporting Procedures", State Controller's Office, August 2018.

Capital Asset Policy 2020 and Useful Life

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: August 4, 2020

ITEM #: 7

SUBJECT: Consideration: Biennial Review of the Conflict of Interest Code

INITIATED OR ☐ BOARD

REQUESTED BY: ☒ STAFF

☐ OTHER _____

COORDINATED OR

PREPARED BY: Kristin Sicke

APPROVED BY: Tim O'Halloran

ATTACHMENT ☐ YES ☒ NO

☐ DIRECTION

☐ INFORMATION

☒ ACTION: ☒ MOTION

☐ RESOLUTION

BACKGROUND:

The District is required under Government Code Section 87306.5 to conduct a biennial review of its Conflict of Interest Code (Code) on even numbered years no later than October 1. Yolo County provides review reminders and forms to complete to verify the review and the status of the Code.

Legal Counsel Andrew Ramos reviewed the current Code and stated that it does not need to be revised at this time.

RECOMMENDATION:

District staff recommend the Board authorize the submission of the biennial notice to Yolo County indicating an amendment is not required at this time.

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: August 4, 2020

ITEM #: 8

SUBJECT: Consideration: Adoption of Resolution 20.04 Requesting Collection of Charges on Tax Roll

INITIATED OR ☐ BOARD
REQUESTED BY: ☒ STAFF
☐ OTHER _____

COORDINATED OR
PREPARED BY: Kristin Sicke
APPROVED BY: Tim O'Halloran

ATTACHMENT ☒ YES ☐ NO
☐ DIRECTION

☐ INFORMATION
☒ ACTION: ☐ MOTION
☒ RESOLUTION

BACKGROUND:

The District places the following Regular Special Assessments on the County property tax roll annually:

1. 1990 East Adams Area Assessment District (Code 54620)
2. 2000 Hungry Hollow Area Assessment District (Code 54621)
3. 2012 Annexation Special Assessment District (Code 54623)

As part of the Special Assessments' process, the County is requesting the Board adopt a formal resolution that acknowledges the collection of these charges on the County's property tax roll for 2020/2021. The 2020/2021 assessments by special assessment district are attached.

RECOMMENDATION:

District staff recommend the Board adopt Resolution 20.04 Requesting Collection of Charges on Tax Roll.

RESOLUTION NO. 20.04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT REQUESTING COLLECTION OF CHARGES ON TAX ROLL

WHEREAS, the Yolo County Flood Control and Water Conservation District (District) requests the County of Yolo collect on the County tax rolls certain charges which have been imposed pursuant to sections 28 and 29 of the District Act, found on the [District's website](#), and

WHEREAS, the County has required as a condition of the collection of said charges that the District warrant the legality of said charges and defend and indemnify the County from any challenge to the legality thereof,

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Yolo County Flood Control and Water Conservation District that:

1. The Audit-Controller of Yolo County is requested to attach for collection on the County tax rolls those taxes, assessments, fees, and/or charges, attached hereto.
2. The District warrants and represents that the taxes, assessments, fees, and/or charges imposed by the District and being requested to be collected by Yolo County comply with all requirements of state law, including but not limited to Articles XIII C and XIII D of the California Constitution (Proposition 218).
3. The District releases and discharges County, and its officers, agents, and employees from any and all claims, demands, liabilities, costs, and expenses, damages, causes of action, and judgments, in any manner arising out of the collection by County of any taxes, assessments, fees, and/or charges on behalf of the District.
4. The District agrees to and shall defend, indemnify, and hold harmless the County, its officers, agents, and employees (the "Indemnified Parties") from any and all claims, demands, liabilities, costs and expenses, damages, causes of action, and judgments, in any manner arising out of collection by County of any of the District's say taxes, assessments, fees, and/or charges requested to be collected by County for the District, or in any manner arising out of the District's establishment and imposition of said taxes, assessments, fees, and/or charges. The District agrees that, in the event a judgment is entered in a court of law against any of the Indemnified Parties as a result of the collection of one of the District's taxes, assessments, fees, and/or charges, the County may offset the amount of the judgment from any other monies collected by County on behalf of the District, including property taxes.
5. The District agrees that its officers, agents, and employees will cooperate with the County in answering questions referred to the District by the County from any person concerning the District's taxes, assessments, fees, and/or charges, and that the District will not refer such persons to County officers and employees for response.
6. The District agrees to pay such reasonable and ordinary charges as the County may prescribe to recoup its costs in placing on the tax rolls and collecting the taxes, assessments, fees, and/or charges, as provided by Government Code sections 29304 and 51800.

PASSED AND ADOPTED by the Board of Directors of the Yolo County Flood Control and Water Conservation District on August 4, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed by me after its passage this 4th day of August 2020.

James Mayer, Chair

ATTEST:

Tim O'Halloran, Secretary

APN	Assessment (\$)	Code		
025260018000	\$153.02	54620		
025280021000	\$110.10	54620		
025280023000	\$115.28	54620		
025280024000	\$70.98	54620		
025280025000	\$62.74	54620		
025280026000	\$45.10	54620		
025280027000	\$39.92	54620		
025290002000	\$143.48	54620		
025300001000	\$12.40	54620		
025300002000	\$20.00	54620		
025300004000	\$61.40	54620		
025300008000	\$17.68	54620		
025300027000	\$21.78	54620		
025300030000	\$34.60	54620		
025350020000	\$13.26	54620		
025350032000	\$58.76	54620		
025350033000	\$25.60	54620		
025350035000	\$76.50	54620	1990 East Adams Annexation (1,317.10 acres)	\$1,082.60
054220013000	\$483.44	54621		
054220014000	\$147.12	54621		
910001412000	\$0.00	54621	2000 Hungry Hollow Annexation (313.7 acres)	\$630.56
025010015000	\$338.36	54623		
025010018000	\$147.24	54623		
025010020000	\$51.84	54623		
025010043000	\$19.42	54623		
025010044000	\$320.00	54623		
025240027000	\$4.38	54623		
025240037000	\$80.68	54623		
025240038000	\$530.84	54623		
025260002000	\$42.82	54623		
025260021000	\$32.58	54623		
025280028000	\$172.48	54623		
025280029000	\$75.94	54623		
025280030000	\$99.64	54623		
025280031000	\$24.72	54623		
030030065000	\$74.06	54623		
030030066000	\$323.78	54623		
050150003000	\$18.60	54623		
050150004000	\$35.24	54623		
050150015000	\$72.18	54623		
050150016000	\$6.62	54623		
050200002000	\$49.20	54623		
050200004000	\$11.22	54623		
050200006000	\$81.56	54623		
050200009000	\$30.12	54623		
050200010000	\$36.70	54623		
050200013000	\$23.70	54623		
050200014000	\$66.72	54623		
050200015000	\$23.92	54623		
054050001000	\$36.14	54623		
054050002000	\$63.44	54623		

054060006000	\$190.06	54623		
054060007000	\$401.60	54623		
054100011000	\$148.72	54623		
054100012000	\$70.88	54623		
054110002000	\$1.04	54623		
054110010000	\$197.76	54623		
054110011000	\$192.66	54623		
054110012000	\$124.38	54623		
054110013000	\$36.48	54623		
054110014000	\$16.74	54623		
054120001000	\$1,185.98	54623		
054120003000	\$192.54	54623		
054120004000	\$1.50	54623		
054120008000	\$207.04	54623		
054120009000	\$254.00	54623		
054120010000	\$103.28	54623		
054120011000	\$7.08	54623		
054120012000	\$138.14	54623		
054120013000	\$92.74	54623		
054120014000	\$105.60	54623		
054120015000	\$116.12	54623		
054120016000	\$24.06	54623		
054230009000	\$171.12	54623		
054230018000	\$1,539.42	54623		
054230019000	\$172.64	54623		
054230021000	\$162.00	54623		
054230022000	\$212.30	54623		
054230023000	\$168.66	54623		
054230024000	\$18.04	54623		
055210008000	\$41.66	54623		
055210009000	\$24.54	54623		
061060003000	\$380.42	54623	2012 Annexation (8,382.93 acres)	\$9,593.34
			TOTAL	\$11,306.50
\$11,306.50				

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: August 4, 2020

ITEM #: 9

SUBJECT: Presentation: Update on floodSAFE Yolo 2.0 Program: 2020 Year End Report and FY 2020/2021 Proposed Work Plan

INITIATED OR ☐ BOARD
REQUESTED BY: ☒ STAFF
☐ OTHER _____

COORDINATED OR
PREPARED BY: Tim O'Halloran
APPROVED BY: Tim O'Halloran

ATTACHMENT ☒ YES ☐ NO
☐ DIRECTION

☒ INFORMATION
☐ ACTION: ☐ MOTION
☐ RESOLUTION

BACKGROUND:

In July 2019, the Board authorized the District to engage in floodSAFE Yolo 2.0 (FSY 2.0). This program is a collaboration between the District and Yolo County and is intended to develop long-term sustainable solutions to the flood problems that impact Western Yolo County.

The FSY 2.0 Program Manager, Tom Trexler of MBK Engineers, will present on the End of Year Report for FSY 2.0 activities and will review the Proposed Work Plan for Fiscal Year 2020/2021. Both documents are attached for review. The End of Year Report has been truncated for the Board package and does not include Attachment 1; however, this document is available for request at any time.

RECOMMENDATION:

This agenda item is for informational purposes only. No Board action is required.



**FloodSAFE Yolo 2.0
End of Year Report**

**Fiscal Year 1
June 2019 – June 2020**

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Mission: The floodSAFE Yolo 2.0 Program (“FSY 2.0”) will minimize the risk from flooding in rural areas of Yolo County to the maximum extent possible. FSY 2.0 will focus upon areas that are not currently addressed by existing flood control programs managed by other entities.

June 15, 2020

Overview

This Year End Report provides a summary of FSY 2.0 activities for the first Fiscal Year of operations, which were June 2019 through May 2020. It also provides recommendations for continuation of the Program. The initial funding was provided by the Yolo County Flood Control and Water Conservation District (YCFCWCD) and Yolo County. Each agency provided \$100,000 to the program for a total operating budget of \$200,000. The agencies executed a *Memorandum of Understanding*, and agreed to revisit future funding after review of the first year of efforts. This report is organized into the following sections.

- ❖ Overview
- ❖ Executive Summary
- ❖ Description of Activities
- ❖ Recommendations for Future Program Actions

Executive Summary

Initial effort of the Program defined the Goals and Objectives for FSY 2.0. Immediately following, a high priority set of actions to provide flood risk reduction to the Community of Madison were initiated. In parallel, other discreet priority projects were identified and initiated throughout the project area. During this time, the Agencies also initiated larger efforts that fell under the general coordination of FSY 2.0, including Highway 16 Flood Improvement, Huff’s Corner Levee Repair, and Rolling Acres Region Flood Issues.

FSY 2.0 Program Manager Tom Trexler also engaged with stakeholders directly. These stakeholders include individuals, county representatives, YCFCWCD staff, elected officials, Board Directors/Supervisors, and non-governmental organizations. Mr. Trexler also prepared documentation of activities, a Roadmap of Program Goals, and recommendations for continuation of the Program.

In summary, FSY 2.0 was well-received by individuals and communities that were directly engaged. The Program was also supported and encouraged by elected officials and Agency leadership. However, the relative magnitude of FSY 2.0 compared to flood risk issues in Yolo County is stark. FSY 2.0 is only scratching the surface on very large and complex issues that require substantially more investment on a regional scale. This includes the need for a centralized approach to regional flood risk management, funding, and implementation. FSY 2.0 may be a catalyst to initiate this approach and would require consensus and financial investment.

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Description of Activities

The FSY 2.0 Team consisted of the following individuals:

Leadership Team

- Tim O'Halloran – YCFCWCD
- Patrick Blacklock – Yolo County
- Elisa Sabatini – Yolo County
- Kristin Sieke – YCFCWCD
- Tom Trexler – MBK Engineers

Additional Team Members

- Taro Echiburu – Yolo County
- Todd Riddiough – Yolo County
- Max Stevenson – YCFCWCD
- Sal Espinoza – YCFCWCD

A subset of this group met weekly for most of the year and the leadership group met monthly. Team members also met more often as required when working on specific implementation topics. The first Program activity was to define the Mission of FSY 2.0, and to establish a plan of action that would implement the Objectives of the Program. The Mission of FSY 2.0 is restated here from the first page of this Year End Report:

The floodSAFE Yolo 2.0 Program will minimize the risk from flooding in rural areas of Yolo County to the maximum extent possible. FSY 2.0 will focus upon areas that are not currently addressed by existing flood control programs managed by other entities.

Our efforts were then focused upon defining how to implement this Mission by developing the following guidance.

Objectives and Roadmap: The Objectives of FSY 2.0 are to create a sustainable funding source and to implement projects that minimize flood risk. Wherever possible, projects will be designed and implemented to include the following elements.

- ❖ Ecosystem enhancement
- ❖ Enhance water supply
- ❖ Aquifer recharge and support to the Region's involvement with the Sustainable Groundwater Management Act ("SGMA")
- ❖ Infrastructure improvements
- ❖ Improve surface water quality and groundwater quality
- ❖ Compatibility with Yolo County's Habitat Conservation Plan/Natural Community Conservation Plan ("HCP/NCCP")

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- ❖ Compatibility with existing and reasonably foreseeable land use
- ❖ Preserve community values
- ❖ Maintain transportation corridors during flood events for emergency ingress/egress

The following elements of the FSY 2.0 Program comprise the Roadmap to achieving these Objectives.

- ❖ Work collaboratively with the agricultural, environmental, local government, and regulatory agency, and public stakeholders in the development of policies that reduce the risks associated with localized and regional flooding.
- ❖ Develop performance measures and reporting periodically to Yolo County, stakeholders, and the public regarding the progress we have made in developing acceptable policies and projects.
- ❖ Remain aware of relevant federal, state, and regional flood and environmental policies.
- ❖ Utilize the most appropriate technology available to forecast impacts associated with flood and environmental management policies and recommend actions based upon the technology while respecting the quality of life in Yolo County.
- ❖ Remain sensitive to the costs associated with environmental and flood management policies, which could become a burden to property owners, local governments, and other stakeholders.
- ❖ Pursue and implement our work in a collaborative, cost-effective, and efficient manner in order to demonstrate that we are trustworthy guardians of the public's resources.

Program Elements:

- ❖ Flood Emergency Preparedness
- ❖ Flood Hazard Mitigation Projects Planning and Development
- ❖ Projects Implementation and Maintenance
- ❖ Watershed Assessment and Monitoring
- ❖ Program Administration and Funding
- ❖ Outreach to Yolo County/Stakeholders/Public/Agency/Elected Officials

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Initial Priorities:

- ❖ Establish a renewable source of funding for the FSY 2.0 Program in order to financially support O&M operations and project implementation indefinitely.
 - *Create rural assessment districts in appropriate areas*
 - *Consider a county-wide assessment for flood control issues using Sacramento County as an example*
 - *Explore grant funding opportunities to augment annual budgets*
- ❖ Technical Understanding of Watershed Conditions
 - *Determine relative flood risk that is attributable to insufficient drainage*
 - *Determine relative flood risk that is attributable to insufficient upstream attenuation/storage*
 - *Determine if certain locations are predictably vulnerable to flooding due to specific conditions*
- ❖ Focused Geographic Areas of Concern
 - *Rural communities*
 - *Madison*
 - *Esparto*
 - *Guinda*
 - *Yolo*
 - *Winters*
 - *West Side Tributaries*
 - *Others...*
 - *Major roadways and infrastructure*
 - *County Road 93*
 - *County Road 95*
 - *County Road 89*
 - *Highway 16*
- ❖ Emergency Preparedness
 - *Support Yolo County OES and other agencies with emergency response planning*
 - *Purchase modern, affordable, and easily deployed flood fight equipment*
 - *Train flood fight personnel on an ongoing basis*
- ❖ Project Implementation
 - *Immediately implement repairs at known locations where structural failures or undersized features occur (e.g. choked or undersized culverts)*
 - *Create a dedicated full-time, year-round O&M staff to constantly perform vegetation clearance and repairs on drainage channels, sloughs, and county ditches*

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- *Purchase strategic properties with the intention of using them as detention, retention, and/or infiltration basins*
- *Install additional watershed monitoring equipment to better understand, prepare, and react to wet weather/flood events (i.e. meteorological monitoring stations, acoustic doppler water surface elevation scanner, etc.)*
- *Outreach to landowners to communicate the importance of holding water on agricultural fields to the maximum extent possible instead of draining the fields during peak flow events*
- *Identify and raise low-lying areas on creek/stream banks, District facilities, and possibly other features such as roadways in order to retain water in channels and designed flood zones*

❖ Regional, State, Federal Agencies Coordination

- *Collaborate closely with Yolo County flood control entities in an effort to optimize programs and avoid duplication of effort*
- *Seek opportunities with California and Federal agencies to fund and implement multi-objective flood control projects in rural Yolo County*
- *Collaborate with Yolo County RCD and Yolo County Natural Resources Division on projects that have the opportunity to enhance the ecosystem, recreation, and community values (e.g. retention basin managed as open space and/or habitat conservation)*

Upon completion of this document, the FSU 2.0 Leadership Team determined that implementing a flood risk reduction plan for the Community of Madison was the highest priority. For several months, FSU 2.0 worked closely with staff from both agencies and the community to design and construct multiple flood risk reduction projects in and around the area. It is also noteworthy that additional funding and technical support for this effort was provided by Yolo County, Yocha Dehe Wintun Nation, Yolo County OES (FEMA HMP), and YCFWCWD (MERCSEA). In total, 38 unique actions were defined and implemented. The full description of projects is listed in Attachment 1 – “Madison Community Projects”. The most significant actions from this effort include the following. The design was guided by an engineering report prepared under a separate effort outside of FSU 2.0. Images of these and several other projects are found in Attachment 2 – “Madison Community Images”.

- A. Sealed the gabion wall on the west side of town along Tutt street.
- B. Constructed new flood barrier on the south side of town along Hurlbut street.
- C. Deepened and widened Madison Drain along entire reach upstream, through town, and downstream.
- D. Constructed new culvert for additional conveyance on Madison Drain at Tutt street.
- E. Removed vegetation in Madison Drain, Willow Slough, and Cottonwood Slough.

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FSY 2.0 Leadership Team also prepared a comprehensive list of additional priorities and updated it frequently. The entire list is found in Attachment 3 – “FSY 2.0 Priorities”. The following projects were selected to advance:

- A. Highway 16 Flood Improvement Study – Current status is development of project description to consider design upstream and/or downstream detention in order to reduce the impacts of high flow events in the general vicinity of Esparto and Madison. The project team is identifying potential areas that would adequately provide enough storage. Once determined if those parcels are feasible, the technical team will provide a hydrologic and hydraulic model to validate the assumed benefits. The subsequent steps would involve acquiring the properties or developing a flood easement mechanism and then initiate construction of the project.
- B. Rolling Acres Region Flood Risk Reduction – Current status is ongoing discussions with residents of the area, county representatives, and YCFCWCD representatives. Some channel maintenance in Airport Slough was funded by FSY 2.0, but this provides limited flood risk reduction. The most recent discussion resulted in a proposed action to commission a study that comprehensively summarizes the array of reports and technical studies completed for the area including the entire watershed. It is known that many of these existing documents provide recommendations for flood risk reduction. As of this time, the study has not initiated.
- C. Huff's Corner Levee Repair and Channel Improvement – This project is under the direction of Yolo County and funded by them and the California Department of Water Resources (DWR). FSY 2.0's Program Manager is also the county's consulting Project Manager for this effort. Currently, the project is in preliminary design and permitting. The anticipated construction is scheduled for Summer/Fall 2021.
- D. Expand Flood Monitoring System (SCADA) – The Leadership Team met with technical staff to identify areas in the far western watershed to install early detection equipment. The infrastructure would link to YCFCWCD's SCADA system and also be made available to county departments. Some equipment has been ordered and plans are in place to install and operate in summer 2020.
- E. Multiple Unique Local Projects on Small Scale – As FSY 2.0 ramped up, numerous projects arose that required relatively small effort to resolve, but also made a positive impact to the local landowner or resident. Examples include repairing a berm on a property that experienced frequent flooding near an orchard and a YCFCWCD canal. Another is the rapid-response by YCFCWCD staff to remove vegetation on nearby Lamb Valley Slough despite being out of the District's jurisdiction. Additionally, multiple onsite meetings at various landowners' properties to update them on actions and solutions built goodwill and trust in the FSY 2.0 Program.

Recommendations for Future Program Actions

Funding and Governance Concepts

If FSY 2.0 is to continue, the highest priority is securing reliable and perpetual funding. Doing so will define FSY 2.0 operations and project implementation indefinitely. The startup funding from

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Yolo County and YCFCWCD will be exhausted by June 2020, and any additional funding in the form of grants or “one-time” contributions would be utilized, but ultimately FSY 2.0 would cease operations due to lack of ongoing, renewable operational funding.

The FSY 2.0 Roadmap describes implementation of one of the following options in order to establish an annual operating budget. Conceptually, the operations would include at least a full-time Director, numerous staff dedicated to flood facility management improved and O&M, and part-time (or outsourced) administrative support. These positions and their responsibilities are discussed in greater detail below. The fundamental point of exploring the funding options is that without establishing this program with dedicated staff and a dedicated funding plan FSY 2.0 will terminate. It is also noteworthy to acknowledge that the options described below may also dramatically determine the type of governance for FSY 2.0. For example, FSY 2.0 may be funded by an agency or entity that is interested in FSY 2.0 functioning as a stand-alone, special interest organization. Conversely, a funding agency or consortium of agencies may require that FSY 2.0 exist as part of a larger organization. These possibilities are discussed in greater detail below.

The following funding options are presented in no particular order of importance:

- ❖ Create rural assessment Districts in appropriate areas
- ❖ Implement a county-wide assessment for flood management issues using Sacramento County as an example
- ❖ Create a new regional Flood Management Agency using SBFCA as an example

Create Rural Assessment Districts in Appropriate Areas

The model for this is Madison-Esparto Regional Community Service Area (“MERCSA”). This assessment District charges a fee to individuals residing within the boundaries of the Service Area. The funds are collected by Yolo County and transferred to YCFCWCD annually. The expectation is that the funds will be utilized exclusively for flood management activities in the form of reducing flood risk. The annual funds collected and transferred are approximately \$40,000 on average.

Conceptually, this is a good model with a number of positive features. For instance, the individuals that pay for the flood risk reduction are the direct beneficiaries of the services provided by YCFCWCD. Additionally, there is a direct accountability of YCFCWCD to utilize the funds only for that purpose.

Conversely, current level of annual funding is inadequate to effectively address the flood risk reduction for this region. The O&M costs alone would require 3 or 4 times the current annual budget and this does not include any structural improvements.

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If the regional assessment model is initiated, FSU 2.0 will need to consider significantly raising the assessment fees and/or augmenting it with other sources of reliable funding.

Implement a County-wide Assessment for Flood Management Issues using Sacramento County as an Example

This model is utilized by Sacramento County. Residents in unincorporated areas are billed bi-monthly for the services of trash removal, sewer collection/treatment, and stormwater/drainage maintenance. The charges are itemized on the invoice. As it relates to stormwater/drainage maintenance, the County utilizes the funds exclusively for these purposes with staff and equipment that operate all year long to manage, improve, and maintain stormwater and flood management features.

FSU 2.0 would benefit strongly from implementing this approach. However, the initiation of such a program and “new tax” could possibly be met with strong opposition. Additionally, it would require Yolo County to initiate and administer this approach as it is beyond the current legal authority of YCFCWCD to implement.

Another major hurdle for this approach is that the rural areas are largely unpopulated due to extensive agriculture and it may not be cost effective to manage areas of the county where very few people reside. Additionally, most of the drainage features are actually owned by the property owners, and the responsibility to maintain those features resides with them. The natural drainage features (mostly sloughs) are not actively maintained by anyone or any agency as they are part of the natural landscape. Some sloughs are authorized for active management, namely those in MERCSEA.

Create a New Regional Flood Management Agency using SBFCA as an Example

From their website – “The Sutter Butte Flood Control Agency (“SBFCA”) is a joint powers agency formed in 2007 by the Counties of Butte and Sutter, the Cities of Biggs, Gridley, Live Oak and Yuba City, and Levee Districts 1 and 9. The agency has the authority to finance and construct regional levee improvements. It is governed by a 13-member Board comprised of elected officials from the cities, counties, and levee districts. The Agency’s Boundaries encompass 34,200 properties in Butte and Sutter counties. In June 2010, property owners approved an assessment to pay for SBFCA’s mission to provide 200-year flood protection to urban and urbanizing areas, and 100-year flood protection – or its equivalent – to the southern portion of the Sutter Basin. In accordance with state law, all properties that benefit from the projects necessary to achieving this mission must be assessed.” In this case, properties within SBFCA’s boundaries will benefit from the avoidance of flood damages to structures, their contents and to land as a result of levee improvements and other projects designed to reduce flood risk.

A similar assessment could be accomplished by either Yolo County or by YCFCWCD in a similar way. The challenge is that the impacted areas are different than the boundaries of either agency. One concept is that Yolo County, YCFCWCD, and the four cities in the county form a new Joint Powers Authority (“JPA”). However, the funding for this new JPA would need to come from a variety of sources including agency dedicated funds and possibly a new assessment on residents

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within the boundaries of the newly formed agency. It is a fairly large undertaking that would need broad support from member agencies.

One risk of this approach is that the rural areas remain underrepresented and may not experience any additional relief from flood events. Perhaps consider designing the Charter of the JPA to include financial commitments for rural flood management support.

FSY 2.0 Operations

As briefly described above, FSY 2.0 at minimum requires a full-time Director, numerous staff dedicated to flood facility management improved and O&M, and part-time (or outsourced) administrative support. These positions and approximate annual costs are discussed in this section.

Director – This person is responsible for updating and implementing the Mission, Objectives, and Roadmap of FSY 2.0. They will work closely with YCFCWCD and Yolo County leadership to prioritize goals, collaborate among colleagues, and develop a ongoing implementation plan that is compatible with other agency priorities. The Director will possess fiscal responsibility for FSY 2.0 and manage the budget and reporting. They will also be responsible for hiring and supervising staff. This includes providing performance evaluations and managing human resources issues.

Another key responsibility for the Director is seeking and securing supplemental funding for unique projects outside of normal operations. The Director will be the primary “face” of FSY 2.0 and attend numerous meetings, workshops, outreach events, and Board Meetings with various agencies. They will author grant applications at local, state, and federal levels. They will seek private sponsorships as well. The Director will instruct staff on daily duties and may also participate directly in labor activities as time permits. The ideal candidate will possess broad knowledge of flood management policies as well as fundamental experience with flood/drainage system operations and maintenance requirements. The Director will prepare Request for Proposals, review proposals, award contracts, and manage contractors.

Travel is required and exposure to inclement weather and harsh conditions is expected. The candidate will need to be able to traverse uneven ground, stand for long periods of time, and be able to lift at least 25 pounds.

Staff – FSY 2.0 staff will primarily function as “maintainers” of the flood management system within the program boundaries. Daily activities may include any of the following and will occur year-round during normal business hours.

- Vegetation removal
- Clearing culverts of debris
- Replacing/improving infrastructure (pipes, culverts, etc.)
- Replanting vegetation at mitigation locations
- Operating machinery and hand-held tools

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During flood events, staff will also be expected to support flood-fighting efforts and remain “on-call” during evenings and weekends. Travel within program boundaries is required and exposure to inclement weather and harsh conditions is expected. Staff will need to be able to traverse uneven ground, stand for long periods of time, and be able to lift at least 50 pounds. It is not determined at this time if these are hourly or salary positions.

Administrative Support – This position may be part-time hourly, outsourced, or possibly supported by an agency such as Yolo County or YCFCWCD. Responsibilities under the guidance of the Director will include the following:

- Preparing accounts payable/accounts receivable documents
- Drafting memoranda and documents
- Updating website with general information (programming experience not required)
- Preparing presentations including PowerPoint

The position is located in an office environment or home office. Occasional limited travel is required. Approximate commitment is 10 hours per week during the first year and likely to increase as FSY 2.0 establishes the program in subsequent years.

Conceptual Operations Budget

The following table presents a conceptual operations budget for FSY 2.0 during the first two full years of operation. It assumes that the program is fully funded with a renewable source of revenue and that salaries are fully burdened. This means that in addition to employee pay, the cost includes fringe benefits and employer overhead/taxes.

Note that preliminary conversations with District staff indicate that approximately 12 full-time staff are required to “maintain” the sloughs and drains within District boundaries with the assumption that all overgrowth had been removed. FSY 2.0 may never reach this staffing level as the cost is prohibitive. Solutions include seeking “free” labor such as County Prison “work release” programs, CHP community service, or juvenile detention criminal deterrent programs.

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Cost Item	Year 1	Year 2	Notes
Director	\$100,000	\$110,000	Salary is \$80,000 in Year 1
Staff (2 staff year 1 and 4 staff year 2)	\$120,000	\$240,000	Salary per person is \$50,000 in Year 1
Administrative Support	\$10,000	\$15,000	Hourly rate is \$18/hr in Year 1 at 10 hours per week
Equipment (Truck, Fuel, Tools, etc.)	\$40,000	\$80,000	Truck is leased in each year at \$750/month 2 nd truck lease in Year 2
Contractors and Construction Materials	\$100,000	\$200,000	Nominal contracts and minor construction
TOTAL	\$370,000	\$645,000	

In summary, FSY 2.0 will likely require an annual operation budget of approximately \$1M in order to achieve the Mission of the Program. Assuming that staff levels in Year 2 hold steady, the additional \$355,000 would either directly fund infrastructure improvements, pay down incurred debt, and/or be invested in order to develop an endowment for future projects and operations.

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FSY 2.0 – Year 2 Proposed Work Plan

Mission: The floodSAFE Yolo 2.0 Program (“FSY 2.0”) will minimize the risk from flooding in rural areas of Western Yolo County to the maximum extent possible. FSY 2.0 will focus upon areas that are not currently addressed by existing flood control programs managed by other entities.

As described in the FSY 2.0 Year End Report, numerous projects and initiatives were identified and in various states of initiation. This Proposed Work Plan outlines the priorities for FSY 2.0 should a second year of funding be approved. Each priority also includes a rough estimate of costs that would be incurred by FSY 2.0 and a rough estimate of costs assigned to other funding entities.

FSY 2.0 Priority	Current Status	FSY 2.0 Est. Cost	Est. Cost to Others
Initiate comprehensive review of past H&H studies and reports for Rolling Acres area	RFP developed – Yolo County may initiate via Public Works On-Call Engineering contract	\$20,000	\$50,000
Initiate comprehensive mapping effort to document drainage features & maintenance responsibilities in Yolo County	Not initiated	\$40,000	\$40,000
Further design & development of flood risk reduction for Madison Area	Continuing effort and additional funding via OES – FEMA HMP	\$30,000	\$150,000
Advance Highway 16 Flood Improvement Project	Continuing effort and additional funding via Yolo County and Yocha Dehe Wintun Nation	\$10,000	\$60,000
Develop detention & infiltration strategies to reduce flood risk	Concept developed – primed for investigations into specific parcels and feasibility studies	\$60,000	unknown
Coordination with Huff’s Corner Levee Maintenance and Channel Improvement Project	Ongoing effort – currently in design phase with planned construction in 2021	\$10,000	\$2,800,000
Expand flood monitoring system at multiple locations linked to SCADA and County data center	Ongoing effort – some equipment purchased with plan to expand system in 2020	\$30,000	unknown
FSY 2.0 Second Year Total		\$200,000	