

**Yolo County Flood Control &  
Water Conservation District**

---

---

**Board Meeting  
34274 State Highway 16  
Woodland, CA 95695  
Tuesday, May 7, 2024  
7:00 P.M.**

---

---

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, ext. 100 or [ccobey@ycfcwcd.org](mailto:ccobey@ycfcwcd.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. **Consideration:** Adoption of the April 2, 2024 Regular Board Meeting Minutes
- 7:02 2. **Open forum (Limited to five minutes):** Guest introductions, unscheduled appearances, opportunity for public comment on non-agenda items
- 7:03 3. **Consideration:** 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.
- 7:05 4. **Consideration:** January 2023 Storm Events Emergency Canal Repairs
- 7:08 5. **Consideration:** Adoption of **Resolution No. 24.01** to Update the Authorized Officers to Order the Deposit and Withdrawal of Monies in the Local Agency Investment Fund
- 7:10 6. **Consideration:** Adoption of **Resolution No. 24.02** to Authorize the Application and Management of the Quagga and Zebra Mussel Prevention Plan Grant

- 7:15 7. Consideration: Adoption of [Resolution No. 24.03](#) to Monitor Groundwater Use During the 2024 Irrigation Season Under Temporary Permit 21463
- 7:20 8. Consideration: Adoption of the Fiscal Year 2024/2025 District Budget
- 7:30 9. Consideration: Adoption of 2024 Employee Handbook
- 7:35 10. Consideration: Adoption of [Resolution No. 24.04](#) to Support Implementation of the Program of Healthy Rivers and Landscapes
- 7:50 11. Presentation: YSGA Update
- 7:55 12. Director's Report: Report on meetings and conferences attended during the prior month on behalf of the District
- 8:00 13. Attorney's Report: Report on legal matters of concern to the District
- 8:05 14. General Manager's Report: Report regarding current general activities and projects of the District
  - a) Operations, Maintenance, and Water Conditions
  - b) Financial Report
  - c) Capital Improvement Program
  - d) General Activities
  - e) Upcoming Events
- 8:20 15. General Discussion: Opportunity for clarification or additional information request
- 8:25 16. Consideration: Consider Approval of Payment of Bills
- 8:30 17. 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 May 3, 2024.

By:

---

Kristin Sicke, General Manager

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 1

SUBJECT: Consideration: Adoption of the April 2, 2024 Regular Board Meeting Minutes

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
APPROVED BY: Kristin Sicke

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

---

---

**BACKGROUND:**

Pursuant to Section 54957.5 of the Brown Act, copies of the draft minutes are available to the public on the District's website and at the District office prior to their approval.

In advance of the Board meeting, staff request the Directors notify staff if a correction is needed in the draft minutes to clarify a substantial point or to correct content. Staff will make the appropriate change(s) and submit the revised draft for review to the Board and the public at the 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, April 2, 2024, 7:00 PM**

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

---

---

The regular meeting of the Board of Directors of the Yolo County Flood Control & Water Conservation District (District) was held at 7:00 p.m. on Tuesday, April 2, 2024 at its regular place of business, 34274 State Highway 16, Woodland, California. Chair Mayer convened the meeting. The following people were in attendance:

District Board

Jim Mayer  
Shane Tucker  
Tom Barth  
Mary Kimball  
Erik Vink

District Staff

Kristin Sicke, General Manager  
Andrew Ramos, Legal Counsel

Members of the Public

James Barrett  
Jeff Boian, Morrison & Co.  
Duane Chamberlain  
Blake Harlan  
Wes Henderson  
Geoff Klein  
Rod Scheaffer  
Lee Smith

**1. CONSIDERATION: Approval of Minutes**

M/S/C approved the minutes of the March 5, 2024 Regular Board meeting.

Ayes: Directors Barth, Kimball, Mayer, Tucker, and Vink

Noes: None

Absent: None

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. CONSIDERATION: January 2023 Storm Events Emergency Canal Repairs**

General Manager Sicke reviewed the events at the March 7, 2023 Board meeting, where the Board adopted Resolution No. 23.05 Declaring Emergency Conditions from the December 2022 and January 2023 Storm Events. Sicke reported that during the month of March, District staff continued to work with FEMA to provide documentation for reimbursement of funding expenses related to storm damages. All canal system improvements were completed by the end of November 2023, and the outstanding project is the erosion along Cache Creek near the West Adams Canal heading.

Sicke recommended that the Board continue to declare emergency conditions related to the January 2023 Storm Events and Emergency Canal Repairs projects.

M/S/C continued the Emergency Declaration from damages incurred during the January 2023 Storm Events.

Ayes: Directors Barth, Kimball, Mayer, Tucker, and Vink

Noes: None

Absent: None

Abstain: None

**5. PRESENTATION: Strategic Planning Initiative**

General Manager Sicke introduced Jeff Boian with Morrison & Company who is currently assisting the District with initiating a strategic planning initiative. Boian provided background information about his relevant expertise and outlined the steps and schedule involved in developing a strategic plan for the District.

Chair Mayer stressed the need for the District to focus the strategic plan around critical infrastructure investments and groundwater recharge efforts.

Director Barth suggested the strategic planning initiative could potentially consider one of the concerns that the Farmers' Council has raised related to Board representation. Additionally, if it's aligned, the initiative could potentially consider re-naming or re-branding the District and re-evaluating the groundwater cap that's currently in the District Act.

After robust discussion with Boian and the Directors, it was requested that General Manager Sicke work with Boian and the Strategic Plan Committee to design a more specific scope of work, setting the right priorities and leaving room for scalability.

Chair Mayer thanked Boian for his time in presenting to the Board.

## **6. PRESENTATION: Yolo Subbasin Groundwater Agency (YSGA) Update**

General Manager Sicke provided an update on the YSGA's March Board of Directors meeting, where the YSGA Board reviewed and adopted the well permit review procedures. The adopted well permit review procedures consist of a 2-tiered process to evaluate whether a hydrogeology report is necessary in the Focus Areas as part of complying with the Governor's Executive Orders ([N-7-22](#) and [N-3-23](#)) for well permitting. Additionally, Sicke presented information from the YSGA's 2024 Annual Report, submitted to DWR on April 1 and available on the YSGA's website: <https://yologroundwater.specialdistrict.org/files/187dcedb7/Annual+Report+2024+FINA+L.pdf>.

## **7. DIRECTOR'S REPORT**

Directors Kimball and Mayer reported on participating in the Strategic Plan Committee meeting with Sicke and Boian on March 14. Directors Barth and Tucker reported on participating in the YSGA Board of Directors meeting on March 18, and the Clear Lake Water Users Agreement Committee meeting on March 19. Chair Mayer reported on participating in NCWA's Groundwater Management Task Force meeting on March 11 where DWR provided an update on their zero-tolerance approach to land subsidence.

## **8. GENERAL MANAGER'S REPORT**

General Manager Sicke provided reports on the following:

- a) Operations, Maintenance, and Water Conditions
- b) Financial Report Summary – Highlights from the March 31, 2024 Financial Statements Report were reviewed along with the preliminary projection of the end of FY 2023/2024 Budget.
- c) Capital Improvement Program – An update on the planning activities related to capital projects was provided.
- d) General Activities – A list of outreach activities and projects (in-house and coordinated with other agencies) was reviewed.
- e) The following upcoming events were announced:
  1. Meeting with Paradise Valley Developers (CSA 16 extension) (April 4)

2. YSGA: Executive Committee Meeting (April 4)
3. ACWA AB 2079 Workgroup Meeting (April 8)
4. Yolo County Board of Supervisors: Well Permit Discussion (April 9)
5. ACWA State Legislative Committee Workshop (April 10)
6. GRA North Sac Valley Branch Meeting (April 11)
7. NCWA Manager's Meeting (April 12)
8. PPIC Focus Group Discussion with NCWA (April 16)
9. Meeting with Assemblymember Aguiar-Curry (April 17)
10. GRA Legislative Symposium (April 18)
11. NCWA Sac Valley Earth Day BBQ (April 22)
12. State Water Board's Workshop on Proposed Voluntary Agreements (April 24-26)
13. ACWA Spring 2024 Conference (May 7-9)
14. GRA/ACWA SGMA Implementation Workshop (June 5-6)

## **9. GENERAL DISCUSSION**

There was no general discussion.

## **10. CONSIDERATION: Payment of Bills**

M/S/C approved the following claims for payment – Yolo County Flood Control & Water Conservation District Checks # 63362-63378.

Ayes: Directors Barth, Kimball, Mayer, Tucker, and Vink

Noes: None

Absent: None

Abstain: None

## **11. CLOSED SESSION**

Closed Session conference with real property negotiators with real property negotiators pursuant to Government Code §54956.8

Property: Long-Term Water Supply Agreements with Clear Lake Diverters

Agency negotiators: Kristin Sicke, Jim Mayer, Tom Barth, Shane Tucker

Negotiating parties: California Water Service Company, City of Lakeport, Clear Water Mutual Water Company, Clearlake Lakewood Resort, Clearlake Oaks County Water District, Golden State Water Company, Harbor View Mutual Water Company, Highlands Water Company, Konocti County Water District, Lake County CSA No. 2, Lake County CSA No. 20, Lake County CSA No. 21, Lake County Watershed Protection District, Lake County Sanitation District, Lower Lake Cemetery District, Lower Lake County Waterworks District No. 1, Mt. Konocti Mutual Water Company, Nice Mutual Water Company, Rodman Ranch, Sanam LLC

Under negotiation: price and terms of payment

*Closed Session Report:* Chair Mayer reported that the Directors, General Manager Sicke, and Legal Counsel Ramos participated in the closed session item and that there was nothing to report.

**12. CLOSED SESSION**

Closed Session conference with legal counsel for existing administrative proceeding and anticipated litigation/significant exposure to litigation pursuant to Government Code § 54956.9, subsections (d)(1) and (d)(2) – State Water Resources Control Board Bay-Delta Plan update proceeding.

*Closed Session Report:* Chair Mayer reported that the Directors, General Manager Sicke, and Legal Counsel Ramos participated in the closed session item and that there was nothing to report.

**13. ADJOURNMENT**

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

\_\_\_\_\_  
Jim Mayer, Chair

ATTEST:

\_\_\_\_\_  
Kristin Sicke, Secretary



YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 4

SUBJECT: Consideration: January 2023 Storm Events Emergency Canal Repairs

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Kristin Sicke  
APPROVED BY: Kristin Sicke

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

---

---

**BACKGROUND:**

At the April 2, 2024 Board meeting, the Board continued to declare emergency conditions related to the January 2023 Storm Events and Emergency Canal Repairs projects.

District staff will provide an update on emergency repair projects and the Cal OES/FEMA reimbursement process.

**RECOMMENDATION:**

District staff recommend the Board declare continuation of the emergency conditions related to the January 2023 Storm Events and Emergency Canal Repairs projects for May 2024.

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 5

SUBJECT: Consideration: Adoption of [Resolution No. 24.01](#) to Update Authorized Officers to Order the Deposit and Withdrawal of Monies in the Local Agency Investment Fund

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Kristin Sicke  
APPROVED BY: Kristin Sicke

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

---

---

**BACKGROUND:**

On July 1, 2003, the Board approved Resolution 03.11 authorizing the investment of monies in the Local Agency Investment Fund (LAIF) in the State Treasury for purposes of investment by the State Treasurer. In accordance with the LAIF policy, all online access must be made by authorized users. Due to staffing changes, an update of authorizations is being recommended on Resolution No 24.01.

**RECOMMENDATION:**

District staff recommend the Board adopt [Resolution No. 24.01](#) to Update Authorized Officers to Order the Deposit and Withdrawal of Monies in the Local Agency Investment Funds.

**RESOLUTION NO. 24.01**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT  
UPDATING AUTHORIZED OFFICERS TO ORDER THE DEPOSIT AND  
WITHDRAWAL OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND**

**WHEREAS**, Pursuant to Chapter 730 of the statutes of 1976 Section 16429.1 was added to the California Government Code to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

**WHEREAS**, as recognized in Resolution 03.11 the Board of Directors found that the deposit and withdrawal of money in the Local Agency Investment Fund was in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein was in the best interests of the Yolo County Flood Control and Water Conservation District; and

**WHEREAS**, as stated in Resolution 03.11 the Board of Directors authorized the deposit and withdrawal of District monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Section 16429.1 of the Government Code for the purpose of investment as stated therein, and verification by the State Treasurer’s Office of all banking information provided in that regard.

**NOW, THEREFORE, BE IT RESOLVED**, that the following Yolo County Flood Control and Water Conservation District officers or their successors shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Kristin Sicke, General Manager \_\_\_\_\_

Kimberly Villa, Finance Director \_\_\_\_\_

The foregoing resolution was duly passed and adopted at a regular meeting of the Board of Directors of the Yolo County Flood Control and Water Conservation District held on May 7, 2024, by the following roll call vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Signed by me after its passage this 7<sup>th</sup> day of May 2024.

\_\_\_\_\_  
Jim Mayer, Chair

ATTEST:

\_\_\_\_\_  
Kristin Sicke, Secretary

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 6

SUBJECT: Consideration: Adoption of [Resolution No. 24.02](#) to Authorize the Application and Management of the Quagga and Zebra Mussel Prevention Plan Grant

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Kim Villa  
APPROVED BY: Kristin Sicke

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

**BACKGROUND:**

To help prevent California waterways from experiencing mussel infestation, the California State Parks’ Division of Boating and Waterways (DBW) was authorized to manage the collection and use of the quagga and zebra mussel infestation prevention fees from California freshwater boaters. On March 12, [DBW announced](#) the availability of grant funding for entities that own or manage any aspect of water in a reservoir that is open for public recreation and is mussel-free to develop mussel prevention plans.

The District is currently responsible for completing a plan and would like to apply for state funding assistance in complying via DBW’s Quagga and Zebra Mussel Infestation Prevention Program.

Applications are due by Friday, May 10, 2024 at 5 p.m.

**RECOMMENDATION:**

District staff recommends the Board approve [Resolution No. 24.02](#) to Authorize the General Manager to Execute the Quagga and Zebra Mussels Prevention Grant Application, Agreement, Amendments, and Certifications and Designate a Representative to Approve Claims, Sign Reimbursement Claim Forms, and Quarterly Progress Reports and to Sign the Project Completion Certification.

**RESOLUTION NO. 24.02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT  
AUTHORIZING THE GENERAL MANAGER TO EXECUTE QUAGGA AND ZEBRA  
MUSSEL PREVENTION GRANT APPLICATION, GRANT AGREEMENT, AND ALL  
CORRESPONDING GRANT DOCUMENTS**

**WHEREAS**, prior to the State of California, Department of Parks and Recreation Division of Boating and Waterways' (DBW) approval of an executed Grant Agreement, said Yolo County Flood Control and Water Conservation District's Board of Directors is required to pass a resolution, authorizing a designated representative(s) to execute said Application, Grant Agreement, amendments, and certifications, designating a representative to approve claims for reimbursement, designating a representative to sign the Reimbursement Claim Form and Quarterly Progress Reports, designating a representative to sign Project Completion Certification, and designating a representative to sign the Contractor's Release Form (as applicable); and

**WHEREAS**, Yolo County Flood Control and Water Conservation District has the legal authority to manage the water, construct, operate, and maintain infrastructure, post signage, prepare Prevention Plan documentation, monitor for water chemistry and quagga and zebra mussel, conduct and monitor boater inspections and decontamination activities, and conduct public outreach for Indian Valley Reservoir; and to apply to DBW for a grant up to the amount of \$35,000 for the Quagga and Zebra Mussel Infestation Prevention Grant Program; and

**WHEREAS**, Yolo County Flood Control and Water Conservation District desires to develop or implement a plan for the prevention of an infestation of the quagga and zebra mussel for Indian Valley Reservoir; and

**WHEREAS**, Yolo County Flood Control and Water Conservation District pursuant and subject to all of the terms and provisions of the Quagga and Zebra Mussel Infestation Prevention Grant Program, application is hereby made to DBW for funding.

**NOW, THEREFORE, BE IT RESOLVED**, that the General Manager of Yolo County Flood Control and Water Conservation District or their designees shall be authorized and directed to do the following acts, including but not limited to:

1. Cause the necessary data to be prepared and application to be signed and filed with DBW; and
2. Sign the DBW Quagga and Zebra Mussel Infestation Prevention Grant Agreement and any amendments thereto; and
3. Approve Claims for Reimbursement; and
4. Execute the Budget and Expenditure Summary; and
5. Sign the Contractor's Release Form; as applicable; and
6. Certify that the project is complete, and ready for final inspection, as applicable.

The foregoing resolution was duly passed and adopted at a regular meeting of the Board of Directors of the Yolo County Flood Control and Water Conservation District held on May 7, 2024, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Signed by me after its passage this 7<sup>th</sup> day of May 2024.

---

Jim Mayer, Chair

ATTEST:

---

Kristin Sicke, Secretary

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 7

SUBJECT: Consideration: Adoption of [Resolution No. 24.03](#) to Monitor Groundwater Use During the 2024 Irrigation Season Under Temporary Permit 21463

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Kristin Sicke  
APPROVED BY: Kristin Sicke

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

**BACKGROUND:**

After consultation with the California Department of Water Resources, California Department of Fish and Wildlife, Central Valley Regional Water Quality Control Board, United States Bureau of Reclamation, and downstream water right holders, District staff submitted a temporary permit application December 14, 2023, which was officially filed with the State Water Board on January 16, 2024. The District received a Temporary Permit for Diversion and Use of Water for groundwater recharge on March 11, 2024.

Similar to previous years, the 2024 permit conditions require the District to quantify groundwater extraction and use and determine that the extractions are from water stored by the District and not based on other claims of right. To facilitate the District’s compliance with the “basis of right” term, staff are requesting the Board adopt Resolution No. 24.03 authorizing the District to monitor groundwater use over time to confirm the volume of surface water diverted has been extracted and applied to irrigation during the 2024 irrigation season.

The District’s temporary water right permit can be found on the [State Water Board’s Division of Water Rights Electronic Water Rights Information Management System website](#). If of interest, Delta Hydrology Conditions can be accessed on [DWR’s website](#).

**RECOMMENDATION:**

District staff recommends the Board approve [Resolution No. 24.03](#) to Monitor Groundwater Use During the 2024 Irrigation Season Under Temporary Permit 21463.

**RESOLUTION NO. 24.03**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT TO MONITOR GROUNDWATER USE DURING THE 2024 IRRIGATION SEASON**

**WHEREAS**, the Yolo County Flood Control and Water Conservation District (“District”) has received a Temporary Permit for Diversion and Use of Water from the State Water Resources Control Board (Temporary Permit 21463); and

**WHEREAS**, the District will put the water diverted to underground storage under Temporary Permit 21463 to use during the 2024 irrigation season; and

**WHEREAS**, the District will allow water customers to use the groundwater stored under Temporary Permit 21463 for irrigation purposes prior to their overlying groundwater right during the 2024 irrigation season; and

**WHEREAS**, the District will utilize the existing groundwater monitoring system to observe the groundwater levels at the start of the irrigation season and observe groundwater use throughout the irrigation season to ensure the volume of surface water diverted has been extracted and applied to irrigation.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Yolo County Flood Control and Water Conservation District that the District will monitor groundwater use over time to confirm the volume of surface water diverted has been extracted and applied to irrigation during the 2024 irrigation season.

**PASSED AND ADOPTED** by the Board of Directors of the Yolo County Flood Control and Water Conservation District on May 7, 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed and approved by me this 7<sup>th</sup> day of May 2024.

---

Jim Mayer, Chair

Attest:

---

Kristin Sicke, Secretary



YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 8

SUBJECT: Consideration: Adoption of the Fiscal Year 2024/2025 District Budget

INITIATED OR [ ] BOARD  
REQUESTED BY: [X] STAFF  
[ ] OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Barbara McGriff  
APPROVED BY: Kristin Sicke

ATTACHMENT [X] YES [ ] NO  
[ ] DIRECTION

[ ] INFORMATION  
[X] ACTION: [X] MOTION  
[ ] RESOLUTION

**BACKGROUND:**

Attached is the proposed Budget for Fiscal Year (FY) 2024/2025, which staff prepared in coordination with the Finance Committee. FY 2024/2025 revenues are projected to be approximately \$11,096,500 while expenses are projected to be approximately \$8,737,000. Assumptions for the FY 2024/2025 Budget such as projected waters sales, personnel adjustments, and capital projects are provided as an attachment to this report on page 19.

The estimated Operating Funds balance as of April 30, 2024 is approximately \$3,570,000. The FY 2024/2025 Budget projects a positive cash balance of approximately \$2,359,500 at the end of the Fiscal Year. Of this positive cash balance, approximately \$1,689,500 will be transferred to the Drought Reserve Fund under the projected agricultural water rate revenue assumptions. Additionally, \$945,000 from the special assessment funds will be transferred to the Capital Improvement Fund. The FY 2024/2025 Budget estimates drawing approximately \$275,000 from available Operating Funds.

Staff will review the proposed Budget, including a year-end summary of FY 2023/2024 actuals, the key drivers and assumptions used in developing the proposed budget, along with a list of Capital and Non-Capital Projects. Please see the FY 24/25 Budget and estimated effect of budget on cash attached to this report for review.

**RECOMMENDATION:**

The Finance Committee and staff recommend adoption of the proposed Operations and Maintenance and Capital Budgets for FY 2024/2025.

YOLO COUNTY FLOOD CONTROL AND  
WATER CONSERVATION DISTRICT  
34274 State Highway 16  
Woodland, California 95695-9371



PROPOSED BUDGET

FOR THE FISCAL YEAR  
5/1/2024 THRU 4/30/2025

## Assumptions for YCFC&WCD's FY 24/25 Budget

### Water Sales Revenue

Based on irrigation season sales in 2016 and 2018, which is considered a similar water year, and pro-rated for shortened 2024 irrigation season (*Capay Dam Bladder Replacement Project*)  
Assumed Sales = 109,000 AF

*Base Rate Revenue (\$39/AF) = \$4,251,000*

*Drought Reserve Fee Revenue (\$15.50/AF) = \$1,689,500*

*Short-Term Capital Recovery Fee Revenue (\$1.40/AF) = \$152,600*

### Personnel Expense Adjustments

Current Positions at end of Fiscal Year 23/24: 26 staff

Positions in FY 24/25 Budget: 27 staff

Net Positions Added 1 Full-Time Equivalent: SCADA Technician

COLA: 3% (FY 21/22 = 0%, FY 22/23 = 0%, FY 23/24 = 6%)

### Proposed Capital Expenditures (Expense Assumptions and Revenue Mechanism)

*Depreciation Estimate for Capital Expenses = \$1.167M*

*Property Assessment Capital Funds Revenue = \$945k*

#### *Small Capital Expenditures (~\$1.56M)*

1. Two ½ ton pickups (\$100k)
2. Heavy equipment (\$300k)
3. Irrigation System Improvements (New or Replacement)
  - a. SGMA Implementation Grant: ACA, HUH, WEA Upgrades (\$600k)
  - b. Pump Turnouts, Flow Meters (\$100)
  - c. Aquatic Weed Control via Automated Screens: Winters Canal In-Line and Individual Turnouts (\$400k)
  - d. Lamb Valley Flume Repairs (\$60k)

#### *Large Capital Expenditures for Consideration (~\$1.15-\$1.65M)*

1. Capay Diversion Dam Bladder Replacement (\$1.0-\$1.5M)
2. FERC Part12D Compliance - Indian Valley Reservoir
  - a. Spillway Spall Repairs (~\$50k)
  - b. Construction of CCVT/312 OCB Repairs (~\$100k)

**Yolo County Flood Control and Water Conservation District**

**PROPOSED OPERATING BUDGET**

May 1, 2024 - April 30, 2025

|  | Proposed<br>Budget<br>Fiscal Year<br>2024-2025 | Prior Year<br>Budget<br>Fiscal Year<br>2023-2024 | Difference         | % of<br>Change |
|--|--|--|--------------------|----------------|
| <b>OPERATING REVENUE</b>   |  |  |                    |                |
| 41110 WATER - AG - MEASURED - BASE RATE FEE (\$39.00/AF)                                     | 4,251,000                                      | 4,329,000  | (78,000)           | -2%            |
| 41111 WATER - AG - MEASURED - DROUGHT RESERVE FEE (\$15.50/AF)                               | 1,689,500                                      | 1,720,500  | (31,000)           | -2%            |
| 41112 WATER - AG - MEASURED - SHORT TERM CAPITAL RECOVERY FEE (\$1.40/AF)                    | 152,600  | 155,400  | (2,800)            | -2%            |
| 41115 WATER - AG - MEASURED - PUMPED WELL WATER  | 0  | 0  | 0                  | #DIV/0!        |
| 41130 WATER - AG - RIPARIAN  | 11,180   | 12,800   | (1,620)            | -13%           |
| 41140 WATER - AG - APPROPRIATED  | 0  | 0  | 0                  | #DIV/0!        |
| 41210 WATER - NON-AG - M&I   | 298,500  | 298,500  | 0                  | 0%             |
| 41230 WATER - NON-AG - GOLF COURSE / TRUCKS / INDUSTRIAL                                     | 44,300   | 44,300   | 0                  | 0%             |
| 41240 WATER - NON-AG - APPROPRIATED  | 485  | 485  | 0                  | 0%             |
| 42400 WATER WHEELING CHARGE  | 0  | 0  | 0                  | #DIV/0!        |
| 44200 HYDROELECTRIC REVENUES - INDIAN VALLEY (less scheduling fees)                          | 300,000  | 350,000  | (50,000)           | -14%           |
| 44400 RECREATION INCOME  | 8,000  | 12,000   | (4,000)            | -33%           |
| 44600 YSGA CONTRACT REVENUES   | 400,000  | 250,000  | 150,000            | 60%            |
| 44700 FLOODSAFE YOLO 2.0 REVENUES  | 0  | 0  | 0                  | #DIV/0!        |
| <b>TOTAL OPERATING REVENUE</b>   | <b>\$ 7,155,565</b>                            | <b>\$ 7,172,985</b>                              | <b>\$ (17,420)</b> | <b>0%</b>      |
| <b>NON-OPERATING REVENUE</b>   |  |  |                    |                |
| 48008 GRANT REVENUE - SGMA GRANT IMPLEMENTATION  | 650,000  | 0  | 650,000            | #DIV/0!        |
| 48200 FEMA / OES REVENUE (STORM EVENTS RECOVERY 2023)  | 0  | 759,479  | (759,479)          | -100%          |
| 48400 REVENUE FROM SHARED SERVICES / PRIVATE JOBS  | 350,000  | 315,200  | 34,800             | 11%            |
| 48600 CONTRIBUTIONS TO CAPITAL   | 0  | 0  | 0                  | #DIV/0!        |
| 49100 RENTAL AND LEASE INCOME  | 0  | 0  | 0                  | #DIV/0!        |
| 49200 INTEREST REVENUES  | 225,000  | 120,000  | 105,000            | 88%            |
| 49300 YOLO COUNTY GENERAL FUND PROPERTY TAXES  | 1,715,000                                      | 1,570,000  | 145,000            | 9%             |
| 49321 YOLO COUNTY PROPERTY TAX REVENUE - MERCESA (per Chad Rinde w/Yolo)                     | 56,000   | 54,000   | 2,000              | 4%             |
| 49360 YOLO COUNTY RPTTF RESIDUAL - PRIOR YEAR CORRECTIONS                                    | 0  | 17,407   | (17,407)           | -100%          |
| 49370 YOLO COUNTY PROPERTY TAX REVENUE - SPECIAL ASSESSMENT                                  | 945,000  | 945,000  | 0                  | 0%             |
| 49390 YOLO COUNTY PROPERTY TAX REVENUE - STATE HOPTR   | 0  | 0  | 0                  | #DIV/0!        |
| 49720 GAIN ON SALE OF EQUIPMENT  | 0  | 0  | 0                  | #DIV/0!        |
| 49990 MISCELLANEOUS NON-OPERATING  | 0  | 0  | 0                  | #DIV/0!        |
| <b>TOTAL NON-OPERATING REVENUE</b>   | <b>\$ 3,941,000</b>                            | <b>\$ 3,781,086</b>                              | <b>159,915</b>     | <b>4%</b>      |
| <b>TOTAL REVENUE</b>   | <b>\$ 11,096,565</b>                           | <b>\$ 10,954,071</b>                             | <b>\$ 142,495</b>  | <b>1%</b>      |
| <b>OPERATING EXPENSES</b>  |  |  |                    |                |
| <i>BUDGETED PAYROLL EXPENSE (for information only)</i>                                       | 2,484,756                                      | 2,273,327  | 211,429            | 9%             |
| <i>Employee Cash-out Benefits</i>  |  |  |                    |                |
| <i>(Health, Retire, FICA, Work Comp)</i>   | 1,145,208                                      | 1,113,549  | 31,659             | 3%             |
| <i>Allocation of Payroll &amp; Benefits to Capital Jobs &amp; Shared Services - Estimate</i> | (333,042)                                      | (328,717)  | (4,325)            | 1%             |
| <i>Allocation of Payroll &amp; Benefits to General Expense Accounts</i>                      | (3,296,922)                                    | (3,058,159)                                      | (238,763)          | 8%             |
|  | 0  | 0  | 0                  | 0              |
| <b>SOURCE OF SUPPLY</b>  |  |  |                    |                |
| 51100 SOS - CACHE CREEK DAM  | 179,249  | 153,990  | 25,259             | 16%            |
| 51200 SOS - INDIAN VALLEY DAM & RESERVOIR  | 556,103  | 900,348  | (344,245)          | -38%           |
| 51300 SOS - I.V. WATER TREATMENT PLANT   | 17,187   | 17,540   | (353)              | -2%            |
| 51400 SOS - I.V. RECREATION  | 16,967   | 15,640   | 1,327              | 8%             |
| 51500 SOS - GROUND WATER REPLENISHMENT   | 0  | 0  | 0                  | #DIV/0!        |
| <b>Total</b>   | <b>769,506</b>                                 | <b>1,087,518</b>                                 | <b>(318,012)</b>   | <b>-29%</b>    |

|   | Proposed Budget Fiscal Year 2024-2025                                   | Prior Year Budget Fiscal Year 2023-2024 | Difference       | % of Change      |            |
|---|---|---|------------------|------------------|------------|
| <u>HYDROELECTRIC EXPENSE</u>                  |   |   |                  |                  |            |
| 52100   | CACHE CREEK DAM HYDRO EXPENSES  | 4,600                                   | 4,890            | (290)            | -6%        |
| 52200   | INDIAN VALLEY HYDRO EXPENSES  | 395,546                                 | 148,688          | 246,858          | 166%       |
|   | Total   | 400,146                                 | 153,578          | 246,568          | 161%       |
| <u>WATER RESOURCES</u>                        |   |   |                  |                  |            |
| 53100   | GROUNDWATER LEVEL MONITORING  | 33,661                                  | 23,615           | 10,046           | 43%        |
| 53200   | GROUNDWATER QUALITY MONITORING  | 2,500                                   | 30,000           | (27,500)         | -92%       |
| 53300   | WATER FLOW MEASUREMENTS   | 109,927                                 | 54,044           | 55,883           | 103%       |
| 53400   | SURFACE WTR QUALITY MONITORING  | 29,161                                  | 13,243           | 15,918           | 120%       |
| 56970   | SGMA (SUSTAINABLE GROUNDWATER MANAGEMENT ACT)                           | 531,104                                 | 0                | 531,104          | #DIV/0!    |
| 56971   | YSGA (YOLO SUBBASIN GROUNDWATER AGENCY)                                 | 400,000                                 | 250,000          | 150,000          | 60%        |
| 56713   | SCADA   | 275,695                                 | 200,693          | 75,002           | 37%        |
|   | Total   | 1,382,048                               | 571,595          | 810,453          | 142%       |
| 55000   | <u>ENVIRONMENTAL RESOURCES</u>  | 4,700                                   | 4,600            | 100              | 2%         |
| <u>TRANSMISSION / DISTRIBUTION</u>            |   |   |                  |                  |            |
| 54100   | T & D OPERATIONS  | 404,884                                 | 387,128          | 17,756           | 5%         |
| 54200   | T & D MAINTENANCE   | 962,001                                 | 935,966          | 26,035           | 3%         |
| 54280   | T & D FLOODING / STORM EVENTS   | 0                                       | 20,000           | (20,000)         | -100%      |
|   | Total   | 1,366,885                               | 1,343,094        | 23,791           | 2%         |
| 54500   | <u>MERCSA ACTIVITIES</u>  | 57,017                                  | 50,051           | 6,966            | 14%        |
| 54470   | <u>FLOODSAFE YOLO 2.0 ACTIVITIES &amp; FLOOD CONTROL</u>                | -                                       | 0                | 0                | #DIV/0!    |
| <u>ADMINISTRATIVE &amp; GENERAL</u>           |   |   |                  |                  |            |
| 58100   | ADMINISTRATIVE SALARIES & BENEFITS                                      | 750,417                                 | 809,042          | (58,625)         | -7%        |
| 58200   | OFFICE EXPENSE  | 13,000                                  | 13,000           | 0                | 0%         |
| 58300   | INSURANCE EXPENSE   | 114,613                                 | 111,500          | 3,113            | 3%         |
| 58400   | EMPLOYEE BENEFITS   | 664,947                                 | 658,895          | 6,052            | 1%         |
| 58600   | INFORMATION TECHNOLOGY SYSTEMS  | 125,000                                 | 106,000          | 19,000           | 18%        |
| 58720   | COMMUNICATIONS & UTILITIES  | 62,000                                  | 54,000           | 8,000            | 15%        |
| 58810   | ACCOUNTING AND AUDIT  | 20,200                                  | 16,800           | 3,400            | 20%        |
| 58820   | LEGAL EXPENSE   | 57,200                                  | 49,156           | 8,044            | 16%        |
| 58830   | ENGINEERING   | 625,687                                 | 210,018          | 415,669          | 198%       |
| 58840   | FERC  | 87,458                                  | 105,798          | (18,340)         | -17%       |
| 58910   | RENTALS AND LEASES  | 45,000                                  | 45,000           | 0                | 0%         |
| 58920   | BAD DEBT EXPENSE  | 0                                       | 0                | 0                | #DIV/0!    |
| 58950   | PUBLIC EDUCATION  | 2,000                                   | 2,000            | 0                | 0%         |
| 58980   | MEMBERSHIPS & DUES  | 249,261                                 | 245,000          | 4,261            | 2%         |
| 58980   | SYSTEM PLANNING & ADMIN   | 14,613                                  | 5,000            | 9,613            | 192%       |
| 58990   | OTHER GENERAL & ADMIN EXPENSE   | 500                                     | 6,500            | (6,000)          | -92%       |
|   | Total   | 2,831,896                               | 2,437,709        | 394,187          | 16%        |
| <u>GENERAL PLANT / FACILITIES MAINTENANCE</u> |   |   |                  |                  |            |
| 56730   | GP - TRANSPORTATION EQUIPMENT   | 145,969                                 | 142,723          | 3,246            | 2%         |
| 56740   | GP - CONSTRUCTION EQUIPMENT   | 108,712                                 | 94,654           | 14,058           | 15%        |
| 56750   | GP - SHOP / YARD / BUILDING MAINTENANCE                                 | 172,774                                 | 171,767          | 1,007            | 1%         |
|   | Total   | 427,455                                 | 409,144          | 18,311           | 4%         |
| <u>OTHER OPERATING EXPENSES</u>               |   |   |                  |                  |            |
| 59100   | DEPRECIATION AND AMORTIZATION   | 1,166,600                               | 1,135,000        | 31,600           | 3%         |
| 59200   | REAL ESTATE TAXES (LAKE COUNTY)   | 295,000                                 | 271,000          | 24,000           | 9%         |
| 59210   | YOLO COUNTY TAXES / ASSESSMENTS   | 100                                     | 100              | 0                | 0%         |
| 59300   | OTHER OPERATING EXPENSES  | 500                                     | 500              | 0                | 0%         |
| 59400   | EXPENSE CREDITS (incl Labor Burden, Equipment, Overhead & GW Replenishm | (402,734)                               | (252,823)        | (149,911)        | 59%        |
|   | Total   | 1,059,466                               | 1,153,777        | (94,311)         | -8%        |
| <b>TOTAL OPERATING EXPENSES</b>               |   |   |                  |                  |            |
|   |   | <b>8,299,119</b>                        | <b>7,211,066</b> | <b>1,088,053</b> | <b>15%</b> |

**Yolo County Flood Control and Water Conservation District**

**PROPOSED OPERATING BUDGET**

May 1, 2024 - April 30, 2025

|  | <b>Proposed<br/>Budget<br/>Fiscal Year<br/>2024-2025</b> | <b>Prior Year<br/>Budget<br/>Fiscal Year<br/>2023-2024</b> | <b>Difference</b>   | <b>% of<br/>Change</b> |
|--|--|--|---------------------|------------------------|
| <b><u>NON-OPERATING EXPENSES</u></b>   |  |  |                     |                        |
| 81000 INTEREST ON LONG-TERM DEBT   | 119,887  | 125,514  | (5,626)             | -4%                    |
| 81500 OTHER INTEREST EXPENSE   | 100  | 100  | 0                   | 0%                     |
| 84000 COUNTY ADMINISTRATION CHARGE   | 18,000   | 15,000   | 3,000               | 20%                    |
| 88000 COST OF SHARED SERVICES (cost of labor, benefits, equip, overhead on jobs) | 300,000  | 290,200  | 9,800               | 3%                     |
| 89000 MISCELLANEOUS NON-OPERATING EXPENSE  | 0  | 0  | 0                   | #DIV/0!                |
| 75400 DROUGHT MITIGATION (GAP)   | 0  | 0  | 0                   | #DIV/0!                |
| <b>TOTAL NON-OPERATING EXPENSES</b>  | <b>437,987</b>   | <b>430,814</b>   | <b>7,174</b>        | <b>2%</b>              |
| <b>TOTAL EXPENSES</b>  | <b>\$ 8,737,106</b>                                      | <b>\$ 7,641,879</b>  | <b>\$ 1,095,227</b> | <b>14%</b>             |
| <b>INCOME / (LOSS)</b>   | <b>\$ 2,359,459</b>                                      | <b>\$ 3,312,191</b>  | <b>\$ (952,732)</b> | <b>-29%</b>            |
| <b>TRANSFER OF FUNDS TO DROUGHT RESERVE FUND</b>                                 | <b>\$ (1,689,500)</b>                                    | <b>\$ (1,720,500)</b>                                      | <b>31,000</b>       | <b>-2%</b>             |
| <b>TRANSFER OF SPECIAL ASSESSMENT TO CAPITAL IMPROVEMENT FUND</b>                | <b>\$ (945,000)</b>                                      | <b>\$ (945,000)</b>  | <b>0</b>            | <b>0%</b>              |
| <b>NET INCOME / (LOSS)</b>   | <b>\$ (275,041)</b>                                      | <b>\$ 646,691</b>  | <b>\$ (921,732)</b> |                        |

YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT

**ESTIMATED EFFECT OF BUDGET ON CASH**  
FOR PERIOD 5/1/2024 TO 4/30/2025

|  | YFCF<br>OPERATING FUNDS | CAPITAL<br>IMPROVEMENT FUNDS | LAIF<br>DROUGHT<br>RESERVE FUNDS | TOTAL                 |
|--|-------------------------|------------------------------|----------------------------------|-----------------------|
| <b>Estimated Cash and Investments, April 30, 2024*</b>                                     | <b>\$ 3,570,122</b>     | <b>\$ 3,257,280</b>          | <b>\$ 1,608,452</b>              | <b>\$ 8,435,855</b>   |
| <b>Fiscal Year 2024/2025 Cash Flow</b>   |                         |                              |                                  |                       |
| <b>NET INCOME/(LOSS) FROM OPERATING BUDGET</b>   | <b>\$ 2,359,459</b>     | <b>\$ -</b>                  | <b>\$ -</b>                      | <b>\$ 2,359,459</b>   |
| Depreciation (Non-Cash item) included in budget  | \$ 1,166,600            | \$ -                         | \$ -                             | \$ 1,166,600          |
|  | <b>\$ 3,526,059</b>     | <b>\$ -</b>                  | <b>\$ -</b>                      | <b>\$ 3,526,059</b>   |
| <b>CASH IN (OTHER) - not included in Operating Budget:</b>                                 |                         |                              |                                  |                       |
| Accounts Receivable from April 30, 2024 (Estimated - includes FEMA)                        | \$ 689,000              | \$ -                         | \$ -                             | \$ 689,000            |
| Less 2024 Customer Water Deposits (included in water sales revenue)                        | \$ (449,000)            | \$ -                         | \$ -                             | \$ (449,000)          |
|  | <b>\$ 240,000</b>       | <b>\$ -</b>                  | <b>\$ -</b>                      | <b>\$ 240,000</b>     |
| <b>CASH OUT (OTHER):</b>   |                         |                              |                                  |                       |
| Accounts Payable due as of April 30, 2024 (estimated)                                      | \$ (199,367)            | \$ (170,133)                 | \$ -                             | \$ (369,500)          |
| Capital Projects and Purchases   | \$ -                    | \$ (3,000,000)               | \$ -                             | \$ (3,000,000)        |
| CA Bank & Trust (Zion Bancorp) Loan Principal Payments<br>(Interest is included in budget) | \$ (253,188)            | \$ -                         | \$ -                             | \$ (253,188)          |
|  | <b>\$ (452,555)</b>     | <b>\$ (3,170,133)</b>        | <b>\$ -</b>                      | <b>\$ (3,622,688)</b> |
| <b>Excess (deficiency) of revenues over (under) expenditures</b>                           | <b>\$ 3,313,504</b>     | <b>\$ (3,170,133)</b>        | <b>\$ -</b>                      | <b>\$ 143,371</b>     |
| <b>FUND TRANSFERS:</b>   |                         |                              |                                  |                       |
| Transfer of FEMA Funds to Capital Improvement Funds  | \$ (594,302)            | \$ 594,302                   | \$ -                             | \$ -                  |
| Transfer to Drought Reserve Funds  | \$ (1,689,500)          | \$ -                         | \$ 1,689,500                     | \$ -                  |
| Transfer Special Assessment to Capital Improvement Funds                                   | \$ (945,000)            | \$ 945,000                   | \$ -                             | \$ -                  |
| <b>Total Transfers</b>   | <b>\$ (3,228,802)</b>   | <b>\$ 1,539,302</b>          | <b>\$ 1,689,500</b>              | <b>\$ -</b>           |
| <b>ESTIMATED Cash and Investments, April 30, 2025</b>                                      | <b>\$ 3,654,824</b>     | <b>\$ 1,626,449</b>          | <b>\$ 3,297,952</b>              | <b>\$ 8,579,226</b>   |

\*Outstanding loan debt as of April 30, 2024 and April 30, 2025 = \$5,367,692 and \$5,114,504, respectively.

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 9

SUBJECT: Consideration: Adoption of 2024 Employee Handbook

INITIATED OR [ ] BOARD  
REQUESTED BY: [X] STAFF  
[ ] OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Kristin Sicke  
APPROVED BY: Kristin Sicke

ATTACHMENT [ ] YES [X] NO  
[ ] DIRECTION

[ ] INFORMATION  
[X] ACTION: [X] MOTION  
[ ] RESOLUTION

**BACKGROUND:**

The District’s Employee Handbook is intended to provide employees with a general understanding of District human resource policies, practices, benefits, and rules. It is intended to familiarize employees with important information about the District, as well as information regarding employees’ privileges and responsibilities. The District reviews and modifies the Handbook from time to time; all changes must be approved by the General Manager.

District staff recently revised the Employee Handbook to incorporate the following new employment laws:

- AB 2188: Prohibition of Adverse Action for Off-Duty Marijuana Use
- SB 1383: Expansion of California Family Leave Act (CFRA)
- AB 1041: Expands CFRA to include “designated person” to care for and use paid time off
- AB 1949: Expands the length of unpaid bereavement leave
- AB 1949: Bereavement Leave: Mandatory unpaid leave
- AB 1076 and SB 699: Prohibitions on Noncompetition Agreements (pertains to Off-Duty Conduct and Conflict of Interest policy)
- SB 700: Prohibitions on Marijuana-Use Discrimination
- SB 848: Unpaid Leave for Reproductive Loss
- SB 616: Sick Leave Expansion

Additionally, staff incorporated other revisions related to the District’s disability waiting period, holiday observance schedule, vacation accrual in the first year, dental reimbursement policy, substance testing after a vehicular accident, Class A Driver’s License applicability, and general revisions bringing the policy current.



District staff will provide a summary presentation of the proposed revisions to the District's Employee Handbook.

The revised 2024 Employee Handbook can be found at the following link: <https://www.ycfcwcd.org/documents/2024DraftEmployeeHandbook.pdf>. Please note that the policies with an adoption date of 'XX/XX/XXXX' have been revised and will be finalized as '05/07/2024' if the Board approves of the revisions.

**RECOMMENDATION:**

District staff and the Personnel Committee recommend the Board adopt the 2024 Employee Handbook.

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 10

SUBJECT: Consideration: Adoption of [Resolution No. 24.04](#) to Support Implementation of the Program of Healthy Rivers and Landscapes

INITIATED OR  BOARD  
REQUESTED BY:  STAFF  
 OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Kristin Sicke  
APPROVED BY: Kristin Sicke

ATTACHMENT  YES  NO  
 DIRECTION

INFORMATION  
 ACTION:  MOTION  
 RESOLUTION

---

---

**BACKGROUND:**

In September 2023, the State Water Board issued a Draft Staff Report for the *Update to the Delta Water Quality Control Plan*, which included an alternative to significantly reduce the amount of water the District can divert from Cache Creek. If adopted, it would greatly impact the District’s ability to distribute surface water for irrigation, reducing recharge opportunities and increasing groundwater pumping.

In previous *Delta Water Quality Control Plan* Updates, Cache Creek has not been included in the Delta outflow requirements as the State Water Board has recognized the ephemeral nature of Cache Creek or lack of continuity with the Delta. Unfortunately, during the recent regulatory review, the State Water Board expanded the time frame for instream flow requirements and incorporated additional watersheds in the analysis.

On January 19, 2024, the District submitted a comment letter to the State Water Board urging the adoption and advancement of the [Agreements to Support Healthy Rivers and Landscapes](#) (previously known as the Voluntary Agreements) in lieu of the diversion reduction alternative. The District is proposing to participate in the Healthy Rivers Agreements to assist in providing enhanced environmental flow contributions in Putah Creek, in collaboration with contributions from Solano County Water Agency (SCWA), for salmon habitat and other benefits. The District has been coordinating with SCWA and the Department of Water Resources (DWR), as well as with fishery agency/experts and the Yocha Dehe Wintun Nation regarding the proposed approach under the Healthy Rivers Agreements.

District staff will play an [educational video](#) prior to reviewing the contents of the resolution of intent for the Board's consideration.

**RECOMMENDATION:**

District staff recommends the Board approve [Resolution No. 24.04](#) to Support Implementation of the Program of Healthy Rivers and Landscapes.

**RESOLUTION NO. 24.04**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
YOLO COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT  
SUPPORTING IMPLEMENTATION OF THE PROGRAM FOR  
HEALTHY RIVERS AND LANDSCAPES**

**WHEREAS**, the State Water Resources Control Board (State Water Board) and the nine regional water quality control boards administer the Porter-Cologne Water Quality Control Act (Wat. Code, § 13000 et seq.) to achieve an effective water quality control program for the state and are responsible for the regulation of activities and factors that may affect the quality of the waters of the state; and

**WHEREAS**, the State Water Board is authorized to adopt a water quality control plan in accordance with the provisions of Water Code sections 13240 through 13244, insofar as they are applicable (Wat. Code, § 13170); and

**WHEREAS**, the Bay-Delta Plan designates beneficial uses of the waters of the San Francisco Bay/Sacramento-San Joaquin Delta Estuary, establishes water quality objectives for the protection of those beneficial uses, and establishes a program of implementation to implement those objectives; and

**WHEREAS**, the State Water Board first adopted a Water Quality Control Plan for the San Francisco Bay/Sacramento-San Joaquin Delta Estuary (Bay-Delta Plan) in 1978, amending it in 1995, and 2006. In 2008, it initiated its periodic review and began proceedings to update the current Bay-Delta Plan; and

**WHEREAS**, in May 2017 then-Governor Edmund G. Brown, Jr. issued “Principles for Voluntary Agreements,” stating in relevant part: “The goal is to negotiate durable and enforceable Voluntary Agreements that will be approved by applicable regulatory agencies, will represent the program of implementation for the water quality objectives for the lower San Joaquin and Sacramento Rivers and Delta, will forego an adjudicatory proceedings related to water rights, and will resolve disputes among the parties regarding water management in the Sacramento-San Joaquin-Bay-Delta Watershed”; and

**WHEREAS**, in accordance with those principles, interested parties undertook extensive efforts from 2017 through 2022 to develop Voluntary Agreements (VA) and the terms of a VA Program responsive to the proposed updates to the Bay-Delta Plan; and

**WHEREAS**, from March to November 2022, interested parties throughout the state, including the Sacramento Valley, entered into the “Memorandum of Understanding Advancing a Term Sheet for The Voluntary Agreements to Update and Implement the Bay-Delta Water Quality

Control Plan, and Other Related Actions” (“MOU” and “Term Sheet,” respectively) outlining proposed terms of voluntary agreement implementation. MOU section 2.1 provides:

“This MOU is signed by executive leadership for the Parties. For each party, Implementation is conditioned upon and subject to review and approval by the decisional body of the Party, if required. By signing this MOU, the Parties agree to advance the VA Program as reflected in the Term Sheet to the decisional body, if any, for consideration as outlined in the Term Sheet”; and

**WHEREAS**, in September 2023, the State Water Board issued the *Staff Report/Substitute Environmental Document in Support of Potential Updates to the Water Quality Control Plan for the San Francisco Bay/Sacramento-San Joaquin Delta Estuary for the Sacramento River and its Tributaries, Delta Eastside Tributaries, and Delta* (Draft Staff Report), considering both a proposed “Unimpaired Flow” regime as well as the potential implementation of the Voluntary Agreements outlined in the 2022 MOU; and

**WHEREAS**, certain Sacramento Valley water interests (Implementing Entities) have begun to negotiate Implementing Agreements intended to formalize the terms identified in the 2022 MOU and support the implementation of a proposed VA Program (“Agreements for Healthy Rivers and Landscapes” or “Healthy Rivers Program”); and

**WHEREAS**, the Healthy Rivers Program describes both flow and non-flow measures intended to support the objectives of the Bay-Delta Plan update. These measures include flow contributions to Putah Creek and an initial target of 1.4 acres of habitat restoration for salmon spawning in Putah Creek; and

**WHEREAS**, on January 19, 2024, the Yolo County Flood Control and Water Conservation District submitted comments on the Draft Staff Report in favor of the Healthy Rivers Program and proposed to participate in the Healthy Rivers Program to assist in providing enhanced environmental flow contributions in Putah Creek, in collaboration with contributions from Solano County Water Agency (“SCWA”), for salmon habitat and other benefits.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Yolo County Flood Control and Water Conservation District (“District”) as follows:

1. The consequences of implementing an Unimpaired Flow regime, as that alternative is described in the September 2023 Draft Staff Report, would be catastrophic for agricultural customers and rural communities served by the District, as well as rural groundwater-dependent residents, some in disadvantaged communities.
2. Yolo County Flood Control and Water Conservation District is not a signatory to the 2022 MOU nor is it currently one of the Implementing Entities. Nonetheless, the District supports the goals and objectives of the 2022 MOU, including the implementation of the Healthy Rivers Program, as an alternative to an Unimpaired Flow regime in the Sacramento Valley.

3. There is a direct benefit to the District’s customers in supporting the Healthy Rivers Program, insofar as the program provides an alternative to the drastic reductions in water deliveries modeled under an Unimpaired Flow regime and provides models for compensating landowners and water rights holders for their contributions to floodplains and fish food objectives.
4. District staff and consultants are directed to coordinate with local Implementing Entities to support the implementation of the Healthy Rivers Program in the Cache and Putah Creek Watersheds, to define the appropriate role (if any) of the District and/or its customers in implementing that program such as through potential participation to assist in achieving or exceeding the initial targets identified in Appendix 2 of the 2022 MOU, to obtain appropriate levels of funding consistent with other funding associated with the Healthy Rivers Program, and to ensure the interests of water users within the District are protected through that program.

**PASSED AND ADOPTED** by the Board of Directors of the Yolo County Flood Control and Water Conservation District on May 7, 2024, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

Signed and approved by me this 7<sup>th</sup> day of May 2024.

---

Jim Mayer, Chair

Attest:

---

Kristin Sicke, Secretary

**CERTIFICATION**

I, Kristin Sicke, hereby certify that I am and at all times mentioned herein was duly elected, qualified and acting Secretary of the Yolo County Flood Control and Water Conservation District organized and existing under and by virtue of the laws of the State of California, that the foregoing is a full, true and correct copy of a Resolution duly and regularly adopted at a meeting of the Board of Directors of said District duly held on May 7, 2024, a majority and quorum of the members of said Board of Directors being present and voting in favor of said Resolution; and that said Resolution has not been modified, rescinded, altered or amended and is now in full force and effect.

---

Kristin Sicke, Secretary

YOLO COUNTY FLOOD CONTROL & WATER CONSERVATION DISTRICT

AGENDA REPORT

MEETING DATE: May 7, 2024

ITEM #: 11

SUBJECT: Presentation: Yolo Subbasin Groundwater Agency (YSGA) Update

INITIATED OR [ ] BOARD  
REQUESTED BY: [X] STAFF  
[ ] OTHER \_\_\_\_\_

COORDINATED OR  
PREPARED BY: Kristin Sicke  
APPROVED BY: Kristin Sicke

ATTACHMENT [ ] YES [X] NO  
[ ] DIRECTION

[X] INFORMATION  
[ ] ACTION: [ ] MOTION  
[ ] RESOLUTION

**BACKGROUND:**

District staff and the Board’s representatives to the Yolo Subbasin Groundwater Agency (YSGA) will provide an update on the YSGA’s activities, including SGMA implementation grant projects.

**RECOMMENDATION:**

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