

# **Sacramento River West Side Levee District**

## **Minutes of the Regular Meeting**

### **of the Board of Commissioners**

**February 22, 2017**

President Ellis called the Regular Meeting of the Board of Commissioners to order at 1:03 p.m. on Wednesday, February 22, 2017 at Reclamation District No. 108 headquarters, Wilkins Slough, Colusa County, California.

**Commissioners Present:** Tom Ellis, Fritz Durst, Paul Sankey and Dan Tibbitts

**Commissioners Absent:** Roger Cornwell

**Others Present:** Lewis Bair, General Manager  
Gary Marler, Superintendent  
Cathy Busch, Executive Secretary  
Beverly Walls, Bookkeeper  
Meegan Nagy, Deputy Manager  
Bill Vanderwaal, Deputy Manager  
Barry O'Regan, KSN

**Agenda –** Commissioner Durst moved to approve the Agenda as presented. Commissioner Sankey seconded. Approved: 4 – 0.

**Public Participation:** There was no Public comment at this time.

#### **ADMINISTRATION**

**Minutes –** It was moved by Commissioner Tibbitts to approve the minutes as presented. Commissioner Sankey seconded. Approved 4 – 0.

**Financial Report and Accounts Payable –** The Board reviewed the Financial Reports for 2016 and January/February 2017, including the February Accounts Payables totaling \$215,095. After discussion, Commissioner Tibbitts moved to approve the 2016 and January/February Financial Reports and February Accounts Payables. Commissioner Sankey seconded. Approved 4 – 0.

#### **BUSINESS ITEMS**

1. **Election of Officers –** President Ellis reported that he would like to step down as President of the Board and retire his seat at the end of his current term in 2019. He then opened the nominations for President of the Board. Commissioner Durst nominated Commissioner Tibbitts

for President. It was moved by Commissioner Durst to close nominations and cast a unanimous ballot for Commissioner Tibbitts. Commissioner Tibbitts seconded. Approved 4 – 0. President Ellis opened nominations for Vice-President. Commissioner Tibbitts nominated Commissioner Sankey for Vice-President. It was moved by Commissioner Durst to close nominations and cast a unanimous ballot for Commissioner Sankey. Commissioner Tibbitts seconded. Approved 4 – 0. President Ellis opened nominations for Secretary. Commissioner Durst nominated Manager Bair for Secretary. It was moved by Commissioner Durst to close nominations and cast a unanimous ballot for Manager Bair. Commissioner Tibbitts seconded. Approved 4 – 0.

**2. Operations Report** – Superintendent Marler reported that levee gates along the River have been repaired and adjusted as needed. Crews have also been clearing fallen trees that have obstructed the levee road. He met with Mr. Jon McKean, DWR, on the Deferred Maintenance Project to discuss issues in the District. Mr. Marler reported that District staff started Levee Patrol on December 17, 2016 for three days during high River flows reaching slightly above the monitoring stage at Wilkins Slough of 48.2 feet. He reported that a new boil was found at Missouri Bend that is active but spilling clear water. In reply to a question, Mr. Marler reported that a tree went down on the levee across from Landowner Erdman’s property uprooting a 10” pipe (air vent on discharge pipe). Mr. Rob Meyer met with Assistant Superintendent Navarrot to discuss when and how repairs would be made.

Mr. Marler was contacted by Landowner Pete Steidlmayer regarding draining storm water over the crown of the levee on his property north of the Meridian Bridge. Mr. Steidlmayer was given permission to install two drain pipes to drain water from his adjacent orchard. DWR was notified and provided pictures. Mr. Wylie, DWR responded via email that he saw no issue with this crossing. Vann Brothers requested and were approved for an Encroachment Permit at this location to install a drain pumping system.

### **3. Projects**

- **Flood System Repair Program (FSRP)**

- **Missouri Bend Project** – Deputy Manager Nagy reported that the Missouri Bend South site has been updated to critical by DWR. Staff is seeking authorization to spend up to \$160,000 to begin the Project permitting. There was discussion regarding the possible project options; cutoff wall, setback levee, seepage berm or modified berm and the cost of each. The FSRP has committed \$5 million for the Missouri Bend Project. Mr. O’Regan suggested that staff contact DWR and Corps to discuss possible projects. After further discussion, Trustee

Durst moved to authorize \$160,000 for permitting of the Missouri Bend Project. Commissioner Tibbitts seconded. Approved 4 – 0.

- **Road Gravel** – Deputy Manager Nagy reported that the District approached DWR to see if the District could do additional levee rehabilitation, since the first sites came so far under budget. It is estimated to cost the District \$25,000 per mile of levee.

- **Mid-Upper Sacramento River Flood Emergency Response II Project** – Deputy Manager Nagy gave a status report on the Emergency II Project. Superintendent Marler has researched and shopped the flood supplies for the flood supply containers that there is now excess funding. We are seeking to use these additional funds for items that districts would like to include in their flood supply containers.

- **Mid-Upper Sacramento Regional Flood Plan** – Deputy Manager Nagy gave a status report on the Regional Flood Plan. There is a lot of concern on how funding will be obtained for implementation of this Plan. She reported that workshops are being setup on the Proposed Plan and recommended that Board members attend if possible.

#### 4. 2017 Flood Event

- **Yolo & Colusa Counties** – Colusa County declared a Flood Disaster yesterday and the State amended their declaration to include Colusa County. The District is currently tracking all costs spent on the Flood Event and could recapture up to 75 percent of monies spent.

- **Adopt Resolution No. 17-01 Calling a Flood Emergency** – After discussion, Commissioner Durst moved to adopt RESOLUTION NO. 17-01 calling for a Flood Emergency. Commissioner Tibbitts seconded. Approved 4 – 0.

- **Delegation of Authority for the 2017 Flood Event** – Ms. Nagy reported that the District needed to delegate authority for the 2017 Flood Emergency. It was her recommendation that Manager Bair be designated as the Incident Commander; Ms. Nagy be designated Assistant Incident Commander and Cathy Busch be designated as the Financial Officer.

- **District's Purchasing Policy** – Manager Bair reported that the District currently had an Emergency Spending Policy authorizing the General Manager to spend up to \$25,000. He is seeking to increase that amount to \$100,000. Commissioner Durst moved that the District delegate authority to the Incident Commander in an emergency, allocate \$50,000 to flood response and authorize the Incident Commander to spend up to \$100,000 during an emergency without approval. Commissioner Tibbitts seconded. Approved 4 – 0.

- **Ag Floodplain Task Force** – Ms. Nagy reported on the Technical Memorandum drafted by the Agricultural Floodplain Ordinance Task Force. The Memo is recommended administrative refinements of the National Flood Insurance Program to sustain ag as a wise use of the floodplain in leveed special flood hazard areas.

**5. Approval for 50 Percent Cost Share for Ag Easement with RD108 in Exchange for Spoil Material from Westervelt Mitigation Project** – Manager Bair reported that the Ag Easement for the Westervelt Project has been completed and the District will be making payment (\$88,000) at this meeting. The District will receive approximately 23,000 yard of material, including trucking to move the material to a specified storage site.

**6. Review and Approve the 2017 Cost Share Rate for Management** – Manager Bair reviewed the proposed Management cost share with Reclamation District No. 108 (RD108). He said that the rate was on the revised workload from the RACI. Time was allocated as follows: General Manager - 8 percent Deputy Manager Nagy – 37 percent of her 65 percent schedule; Deputy Manager Vanderwaal – 1 percent; Superintendent – 6.7 percent; Assistant Superintendent – 6.7 percent and Office Staff 5.5 percent. This will result in an annual increase in cost of about \$26,000 or 20 percent of the budget. It was moved by Commissioner Tibbitts to approve the 2017 Management Cost Share Rate with Reclamation District No. 108. Commissioner Durst seconded. Approved 4-0.

## **7. Financial Budget**

- **2016 Budget Amendment** – The Board reviewed the 2016 Financial Audit. After discussion, it was moved by Commissioner Durst to accept the proposed amendments to the 2016 Financial Budget as submitted. Commissioner Tibbitts seconded. Approved 4 – 0. The 2016 Final Budget is attached hereto and made a part heroes.

- **2017 Budget** – The Board reviewed the 2017 Financial Budget. Staff proposed to amend Levee Road Rehabilitation Income to \$12,273; Office Management & Staff Expense to \$92,679 and Levee Patrol and Emergency Response Expense to \$60,000. It was moved by Commissioner Durst to adopt the amended 2017 Financial Budget as proposed by staff. Commissioner Tibbitts seconded. Approved 4 – 0. The 2017 Financial Budget is attached hereto and make a part hereof.

## **INFORMATION REPORTS**

**Deputy Managers' Report** – Deputy Manager Nagy reported on the status of the SWIF process. The next step is for the Central Valley Flood Protection Board (CVFPB) to submit the application to the Corps of Engineers for comment and then approval. The District will then be responsible to report annually showing what progress has been done. Deputy Bill Vanderwaal reported that the District has contacted various contractors to be setup in case of an emergency event. This information will be filed in the District's flood response manual.

**Manager's Report** – Manager Bair reviewed the proposed agenda for the Annual Landowner meeting and what information should be included.

Commissioner Durst commended District staff on how well they responded to the storm event and high Sacramento River flows. Staff communicated well with the Board and landowners and had a very organized and planned protocol to follow. Manager Bair also commended Mr. O'Regan on his work on the Mid-Upper Sacramento River Regional Flood Response Plan in helping this region to be prepared for high River levels. Ms. Nagy reported that the District was the lead on a unified command during the storm event, with telephone calls every few days County Sheriff's Departments, County OES and other flood control entities.

There being no comments from the public and no further business to come before the Board, the meeting was adjourned at approximately 4:03 p.m.

Respectfully Submitted

Lewis Bair  
Secretary/Manager