



MINUTES

PLACER COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS Monday, April 11, 2016

The Board of Directors for the Placer County Flood Control and Water Conservation District met in session beginning at 4:05 P.M., Monday, April 11, 2016, in the Rocklin City Council Chambers, 3970 Rocklin Road, Rocklin, California. Brian Keating, District Manager, Brad Brewer, Development Coordinator, Ken Grehm, Executive Director and Brett Holt, District Counsel, represented the District.

1. **ROLL CALL:**

By roll call, Directors present: Duran, Yorde, Morillas, Berlant and Gore
Directors Not Present: Weygandt, Rocucci, Joiner and Janda

2. **AGENDA APPROVAL:**

Motion made to approve the agenda for April 11, 2016.

MOTION: Duran/Gore

APPROVED: Unanimous

3. **APPROVAL OF JANUARY 11, 2016 MINUTES:**

Motion made to approve the minutes of the January 11, 2016 meeting.

MOTION: Berlant/Duran

APPROVED: Unanimous

4. **PUBLIC COMMENT:**

None

5. **ITEMS FOR INFORMATION:**

a. **Update on existing and future FEMA CTP floodplain mapping studies in Placer County**

Brad Brewer updated the Board on progress with new FEMA CTP floodplain mapping studies and the release of preliminary digitized floodplain insurance rate maps (DFIRM) throughout Placer County. In late December 2015, FEMA and their mapping contractor released preliminary DFIRM and new floodplain insurance studies (FIS) to our member agencies for review and comment. This effort follows the prior release of "working level" maps to the agencies back in October 2015. The seven creeks with new or updated floodplain mapping include Pleasant Grove Creek, Curry Creek, Linda Creek, Auburn Ravine, Orchard Creek, as well as Squaw and Bear Creeks in the Tahoe Basin. New floodplain limits will be established along portions of Linda Creek and Curry Creek within unincorporated Placer County for the first time. For the remaining five creeks, FEMA has produced detailed level AE-zone mapping, establishing base flood elevations in areas where only approximate A-zone mapping existed previously.

In the Tahoe Basin, detailed mapping of the Lake Tahoe shoreline was also released replacing the approximate A-zone level limits with detailed AE-zone limits with established base flood elevations. For the parcels adjacent to these creeks we expect relatively minor alterations to the original A-zone limit which will likely mean that some parcels within the floodplain may be now placed out, but also that some could be placed within.

Brad presented several slides depicting the estimated number of affected parcels and in some cases, structures, developed from information compiled by our member agencies so far. Some of our affected member agencies are still in the process of compiling data to better estimate the number of affected parcels and structures. He noted that it is impossible to accurately determine the number of additional structures added, or subtracted, from the floodplain by comparing existing local agency produced GIS mapping data with the new FEMA DFIRM's. We can only generate estimates of the additional structures or structures removed from the floodplain by comparing our local agency GIS data with FEMA's DFIRM at this time. The public will first be able to review the maps sometime in June 2016 and there will be a formal 90 day public review and appeal period. A series of both community outreach meetings, and public presentations to your Board and our member agency councils are being proposed and coordinated.

Brad reported that FEMA Region IX has received preliminary approval to award up to \$500,000 in additional federal aid to the District, for future CTP No.3. Final funding will be officially awarded in September 2016 and this amount of funding would likely fully fund our entire approximate 50 mile mapping request made to FEMA. Our recent request included detailed floodplain studies of creeks in both western and eastern Placer County as reflected on the attached map. These creeks include Coon Creek, Markham Ravine, the South Branch of Pleasant Grove Creek, the Dry Creek main Stem, Linda Creek, as well as Blackwood Creek, Vista Creek and Griff Creek in the Tahoe Basin. Similar to CTP No. 1, the District will be tasked to provide the hydrologic and hydraulic studies used as a reference by FEMA's mapping contractor, who will produce the actual updated FIRMs.

Director Ken Yorde asked if the preliminary maps were online. Brad stated there is a preliminary FEMA webpage with them and he will send a mapping access link to Director Yorde as well. Director Daniel Berlant asked if the flood mapping included the City of Auburn. Brad replied while there are no new or updated studies in Auburn, there are new DFIRM maps for the City.

b. FY 2015/16 Mid-Year Budget Review

Brian Keating, District Manager stated that at this time of year, staff review with our Technical Advisory Committee (TAC), a FY 2015/16 mid-year budget analysis to determine if any revisions may be necessary to our budget, and particularly to our member agency contributions. Following the Board's recommendations, staff have invoiced our annual member agency contributions for only the first six months, or one half of the fiscal year. Brian presented the Mid-Year spreadsheet analysis and explained that projected expenses and revenue are tracking with overall revenue exceeding expenses by approximately \$57,000. By projecting out to the year end in June 2016, it appears this excess revenue will decrease slightly to an approximate \$51,000 amount.

Brian explained that the most significant decreasing expense is for salaries, wages and benefits, which is attributed to the loss of our District Development Coordinator position for approximately 5 months of the fiscal year. Combined with significant decreases in revenue for plan check fees and increasing expenses for several other line items, the balance of excess revenue is \$51,000.

Our TAC discussed options for the use of the excess revenue, including a one-time credit to reduce the annual member agency contributions or to allow it to continue to grow our District reserves. The District reserves balance at year end is projected to be approximately \$270,000 (without consideration of the excess \$51,000 amount) and is significantly above the Board recommended minimum reserve level of approximately \$150,000. However, the TAC also discussed that within the next 6 months, there is significant room for error in our year-end budget projections, enough so that the projected \$51,000 amount could significantly change. As a result, the TAC recommended that this be re-evaluated at year end, and any excess revenue should now go towards reserves. Staff have therefor prepared our mid-year invoicing for annual contributions with no changes.

6. ACTION ITEM:

a. Project update and request for authorization to procure a construction management firm to perform professional oversight services for the Antelope Creek Flood Control Project

Brian informed the Board of the progress with the Antelope Creek Flood Control Project, Upper Weir which remains at a 100% level of planning and design completion, similar to our last update to the Board. Construction plans and a construction bid package for public advertisement were prepared earlier in the year in hopes to go to bid and start construction by June 2016. Required land acquisitions and agency permitting remain the key project milestones not yet fully realized.

Brian reported that regulatory agency permitting through the 404 permitting process of the United States Corps of Engineers (Corps) remains our biggest challenge, while significant progress has been made with the two City of Roseville required permits, including a tree permit and flood encroachment permit. Both of these permits will be considered by the City of Roseville Planning Commission on April 24th. Staff has been coordinating closely with the Corps to help ensure our project is prioritized through the Letter of Permission (LOP) permit processing track including formal consultation with the National Marine Fisheries Service (NMFS).

Brian stated that since this project is scheduled to go to construction soon, possibly by late June, 2016, construction oversight and related construction administration efforts are required to assist District staff in managing the construction of this project. There are extensive in the field monitoring and permit compliance efforts required by regulatory and local agencies. The estimated costs to provide these services is approximately \$170,000 and staff recommend proposals be solicited from Placer County Department of Public Works' existing pre-qualified construction management consulting list. Your Board has previously recommended the use of Placer County's pre-qualified list, as the County follows strict procurement guidelines in establishing these lists. It is recommended that three proposals be solicited, ranked and a qualified firm selected from this list. Brian stated that staff will return with a Board request in the future to formally award this contract as well as to request authorization to advertise for construction bids.

Therefore, staff recommends the Board by motion, authorize the Executive Director to procure construction management services, in an amount not to exceed \$170,000, to perform professional oversight services for the Antelope Creek Flood Control Project, Upper Weir.

MOTION: Duran/Berlant

APPROVED: Unanimous

b. Review of Draft FY2016/17 District Budget and authorization to prepare Final

Brian presented the draft FY 2016-17 District budget to the Board for review and to request authorization to prepare a final budget. Brian stated that the recommended District budget for FY 2015/16, proposes total expenses of \$733,500 and revenues of the same amount, \$733,500. This represents a decrease in both revenue and expenses below the previous fiscal year 2015/16 budget, primarily attributed to decreasing capital improvement project spending for the FEMA Cooperating Technical Partnership (CTP) project and the Antelope Creek Flood Control Project. No increase to the \$1.19 per capita rate annual contribution from each member agencies is proposed this year. A combination of increasing population growth, salary expense savings, increases and decreases in revenue sources and decreasing operational expenses in several key areas, has created a well balanced budget with only a minimal use of reserves recommended.

Brian reviewed several key areas of the budget with the Board including decreasing capital improvement project spending associated with the Antelope Creek Flood Control Project and decreased salary and benefit costs relative to prior years. There is a minor decrease in projected revenue from development review sources but also an increase in revenue reimbursement for management of the County's stream channel maintenance program. Brian stated that with diligent management practices, Staff have again been able to contain increases to overall operating expenses for next year.

Brian reviewed the income from the Cities and County is projected to be \$437,200. The schedule is based upon a fixed per capita contribution of \$1.19 dollars per person for each jurisdiction, which is the same rate for the last three years. This year, revenue from population growth will help to off-set enough of the increased District expenses to keep annual contributions flat, and without the need for a use of reserves. Based on census data from the State, most of our member agencies realized population increases over the last year in the range of 0.5 to slightly over 1 percent. The Cities of Lincoln and Roseville continue to experience the largest growth. Brian reported that there are no projected increases to the Dry creek Watershed O&M costs as compared to last year.

Regarding the status of District reserves, Brian stated that at the end of FY 2015/16, staff project the amount of District reserves to be approximately \$321,000. At the same time last year the reserves balance was projected to be \$114,000, so reserves have grown substantially over the last two years. Our recommended budget for next fiscal year includes a limited use of reserves in the amount of \$19,400. The Board previously established a policy to maintain a reserve balance of 25% of annual operating expenses or approximately \$150,000 in a typical year.

Currently the Dry Creek Trust Fund (Fund) balance is approximately \$1,095,200. Brian reported that the balance reflects large outlays from the Fund made towards design and planning activities for the Antelope Creek Flood Control Project. Annual revenue into the Fund from new development fees and interest earned has decreased slightly from levels seen last year with total fees and interest amounting to approximately \$184,200.

Staff therefore requests Board approved the preparation of the final FY 2016/17 budget.

MOTION: Duran/Gore
APPROVED: Unanimous

7. **NEXT MEETING** The next regularly scheduled Board meeting is on May 9, 2016 at 4:00 pm at the Rocklin City Council Chambers.

9. **ADJOURNMENT:**

The meeting was adjourned by the Chair, Director Morillas at 4:42 pm

Respectfully submitted,

Tracie Coyle
District Secretary