

DEPARTMENT OF WATER RESOURCES

DIVISION OF FLOOD MANAGEMENT
P.O. BOX 219000
SACRAMENTO, CA 95821-9000



August 9, 2011

To: Local Levee Maintaining Agencies

RE: Local Agency Reporting Requirements

The purpose of this letter is to remind you of the California Water Code (CWC) §9140 Local Maintaining Agency annual reporting deadline and the tools available for submitting the required information.

CWC §9140 includes requirements for Local Levee Maintaining Agencies (Local Agencies) to provide an annual report to DWR on the following five categories of information:

1. Information known to the Local Agency that is relevant to the condition or performance of the Project Levee (or jurisdictional Non-Project Levee).
2. Information identifying known conditions that might impair or compromise the level of flood protection provided by the Project Levee (or jurisdictional Non-Project Levee).
3. A summary of maintenance performed by the Local Agency during the previous fiscal year.
4. A statement of work and estimated cost for operation and maintenance of the Project Levee, (or jurisdictional Non-Project Levee), for the current fiscal year, as approved by the Local Agency.
5. Any other readily available information contained in the records of the Local Agency relevant to the condition or performance of the Project Levee, (or jurisdictional Non-Project Levee), as determined by the Central Valley Flood Protection Board (CVFPB) or DWR.

The CWC deadline for Local Agencies to submit this information for 2011 is **September 30, 2011**.

In turn, DWR is required to consolidate this information and provide a summary report to CVFPB by **December 31, 2011**.

DWR has developed both electronic and hard copy reporting options to assist Local Agencies in meeting the annual reporting requirements. The electronic reporting 'web application' can be found by clicking on the *Local Agency Information & Reporting* link at the Local Agency Program Site located at:

<http://cdec.water.ca.gov/lma.html>

This site, developed in coordination with the California Data Exchange Center (CDEC), provides additional references (Fact Sheet, Maps, O&M manual, etc) and instructions on how to request a Local Agency account by establishing a user login and password.

For hard copy reporting, or for submitting documents or attachments, we have enclosed reporting instructions and template forms. Please also find an envelope enclosed with the address noted below for returning the information to DWR:

Department of Water Resources
Division of Flood Management
Joint Operations Center
3310 El Camino Ave, Room 256
Sacramento, CA 95821-9000
Attn: Tasmin Eusuff

To meet the CVFPB's December 31 deadline, DWR is encouraging Local Agencies to submit reports by September 30, 2011. Any information submitted after this date may not be included in the 2011 Annual Report.

Additionally, to qualify for the DWR Local Flood Emergency Response Grant, Local Agencies must be in compliance with Local Maintaining Agency Annual Report. If you need more information regarding this grant, please visit www.water.ca.gov/floodsafe or contact Todd Bernardy at (916) 574-1358 (tbernard@water.ca.gov).

Lastly, DWR is changing to carry out its mission in a more sustainable way by minimizing its impact on the environment. These changes will not only make us better stewards of the environment, but should also yield long-term cost savings to State taxpayers through reduced operations and maintenance costs, as well as provide healthier and more productive work environments for everybody. As a result, the 2011 report will be redesigned to reduce the number of papers. The reduced hardcopy version and CD will be provided to all Local Agencies and electronic file will be available on the website provided above.

If you have any other questions or comments regarding the Local Maintaining Agency Reporting program (CWC §9140), please contact me at (916) 574-2362 (teusuff@water.ca.gov), Jaime Matteoli at (916) 574-2759 (matteoli@water.ca.gov), or Tariq Chechi at (916) 574-2354 (tchechi@water.ca.gov).

Sincerely,



Tasmin Eusuff, Chief
Local Maintaining Agency Assessment Section

Enclosures