



Sutter Butte Flood Control Agency

Board of Directors Agenda Summary 1 p.m. – April 8, 2015 – Regular Meeting

Meeting Location:

City of Yuba City Council Chambers - 1201 Civic Center Boulevard, Yuba City, CA

The agenda is posted in the building of the Sutter Butte Flood Control Agency at 1441 Garden Highway, Yuba City, and at the Sutter County Library, 750 Forbes Avenue, Yuba City. The agenda summary, backup materials, and approved minutes are also posted on the Sutter Butte Flood Control Agency website at sutterbutteflood.org. Materials related to an item on this agenda and submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the office of the Board Clerk at 1441 Garden Highway, Yuba City, during normal business hours. In compliance with the American with Disabilities Act, the meeting room is wheelchair accessible and disabled parking is available. If you have a disability and need disability related modifications or accommodations to participate in this meeting, please contact Sarah Modeste at 530-755-9859 or s.modeste@sutterbutteflood.org. Requests must be made one full business day before the start of the meeting.

County of Sutter

Jim Whiteaker
Larry Munger
Alt. Dan Flores

County of Butte

Bill Connelly
Steve Lambert

City of Yuba City

John Dukes
Kash Gill
Alts. John Buckland

City of Live Oak

Gary Baland
Alt. Jason Banks

City of Gridley

Frank Hall
Alt. Jeff Draper

City of Biggs

Bo Sheppard
Alt. John Busch

Levee District 1

Francis Silva
Barbara LeVake
Alts. Sally Serger, Bill Hampton

Levee District 9

David Lamon
Chris Schmidl
Alt. Bob Sohal

Persons wishing to address the Board during consideration of matters listed on the agenda will be allowed to do so. Testimony should always begin with the speaker giving his or her name and place of residence. Requests for assistive listening devices or other accommodations, such as interpretive services, should be made through the Sutter Butte Flood Control Agency office at 530-755-9859. Requests should be made at least 72 hours prior to the meeting. Later requests will be accommodated to the extent feasible.

1 PM CLOSED SESSION

1. Conference with real property negotiators pursuant to Govt. Code section 54956.8
Agency negotiator(s): McElhern/O'Regan
Properties and negotiating parties:
 - Jawand S. Johal and Harbhajan K. Johal, Trustees of the Johal Family Trust dated April 26, 2002, as to Parcel 1; Jawand S. Johal and Harbhajan K. Johal, Co-Trustees of the Jawand S. and Harbhajan K. Johal Family Trust u/t/a dated April 26, 2002, as to Parcel 2 (23-234-004 & 23-234-005)
 - Sutter Extension Water District (09-305-002)
 - David Deane Williams, Trustee of the Deane and Edith Williams Testamentary Trust created June 1, 1999 (025-290-021, 025-250-022 & 025-290-025)
2. Conference with legal counsel – anticipated litigation – Govt. code 54956.9(d)(2) – 2 cases
3. Conference with legal counsel – anticipated litigation – Govt. code 54956.9(d)(4) – 1 case

REGULAR MEETING/CALL TO ORDER

Roll Call
Pledge of Allegiance

CONSENT CALENDAR

The Consent Calendar groups together those items which are considered noncontroversial or for which prior policy direction has been given to staff and that require only routine action by the Board. The Chair will advise the audience that the matters may be adopted in total by one motion; however, the Board may, at its option or upon request of a member of the public, consider any matter separately.

1. Approval of the minutes for the March 11, 2015 Regular Board Meeting and the March 26, 2015 Special Board Meeting
2. Approval of Amendment No.1 to Master Agreement with ICF International for Environmental Support Services associated with the Feather River West Levee Project
3. Approval of Amendment 2 to Task Order 14 with ICF International for Transplanting Elderberry Shrubs and Installing Mitigation Plantings

PRESENTATION, DISCUSSION & ACTION ITEMS

4. Review of 2015 Assessment Revenue Bond Issuance
5. Receive and file monthly financial report

INFORMATIONAL AND POSSIBLE APPROVAL ITEMS

6. Program/Project Update
7. Other reports from Agency staff and consultants
8. Report (if necessary) by the Citizens' Assessment District Advisory Committee (CADAC)
9. Report (if necessary) by member and partner agencies

CORRESPONDENCE

10. Report on correspondence sent by and received by the Board

PUBLIC COMMENT

Members of the public will be allowed to address the Sutter Butte Flood Control Agency's Board of Directors on items of interest to the public that are within the subject matter jurisdiction of the Board. Any member of the audience who may wish to bring a matter before the Board that has not been placed on the agenda may do so at this time; however, State law provides that no action may be taken on any item not appearing on the posted Agenda.

ADJOURNMENT



Sutter Butte Flood Control Agency

A Partnership for Flood Safety

April 8, 2015

TO: Board of Directors

FROM: Mike Inamine, Executive Director

SUBJECT: Approval of the Minutes for the March 11, 2015 Regular Board Meeting & the March 26, 2015 Special Board Meeting

The proposed minutes for the Board of Director's regular meeting March 11, 2015 and the special meeting on March 26, 2015 are attached for your review, modification and/or approval.

Recommendation

We recommend that the Board approve and authorize the Chair to sign the minutes.

Thank you.

**DRAFT MINUTES OF THE BOARD OF DIRECTORS OF THE
SUTTER BUTTE FLOOD CONTROL AGENCY
REGULAR MEETING OF
MARCH 11, 2015**

The Sutter Butte Flood Control Agency (Agency) Board of Directors (Board), State of California, met on the above date at 12:45 p.m. in the City of Yuba City Council Chambers, Yuba City, California.

MEMBERS PRESENT

County of Sutter:	Jim Whitaker, Larry Munger
County of Butte:	Bill Connelly, Steve Lambert
City of Yuba City:	Kash Gill, John Dukes
City of Gridley:	Frank Hall
City of Live Oak:	Gary Baland
City of Biggs:	Bo Sheppard
Levee District 9:	David Lamon, Chris Schmidl
Levee District 1:	Francis Silva, Bill Hampton

MEMBERS ABSENT: Barbara LeVake

STAFF PRESENT: Mike Inamine, Executive Director; Michael Bessette, Director of Engineering; Scott Shapiro, Agency Counsel; Seth Wurzel, Budget Manager; Sarah Modeste, Administrative Manager

CLOSED SESSION

- 1) Conference with legal counsel – anticipated litigation – Govt. code 54956.9(d)(2) – Native American Heritage Commission

Nothing to report.

REGULAR MEETING/CALL TO ORDER

Following Closed Session, Board Chair Kash Gill opened the regular meeting and led the group in the pledge.

CONSENT CALENDAR

- 1) Approval of the minutes for the February 11, 2015 Board meeting
- 2) Approval of the resolution establishing the regular SBFCA Finance Committee meetings for the 2015 calendar year

Chair Kash Gill pulled item 3 from the closed session calendar.

On motion of Director Jim Whiteaker, and seconded by Director John Dukes, the consent calendar was approved as follows:

- | | |
|---|--|
| <ul style="list-style-type: none">• Bo Sheppard – Yes• John Dukes – Yes• David Lamon – Yes• Francis Silva – Yes• Bill Hampton – Yes• Jim Whitaker – Yes• Larry Munger – Yes | <ul style="list-style-type: none">• Chris Schmidl - Yes• Frank Hall – Yes• Bill Connelly – Yes• Gary Baland – Yes• Steve Lambert-Yes |
|---|--|

- 3) Approval of Amendment 7 to the Larsen Wurzel & Associates, Inc. contract

Executive Director Mike Inamine stated that Amendment 7 to the Larsen Wurzel contract would provide previously unscoped and budgeted funds to carry LWA through the end of the fiscal year. Mr. Inamine stated that Scott Brown previously worked for Parsons Brinckerhoff and is now with LWA. Mr. Brown manages the scheduling component of the project and the work moved with Mr. Brown from Parsons Brinckerhoff to LWA; the funds associated with this work also moved from Parsons Brinckerhoff to LWA. Additionally, LWA provided coverage while SBFCA's Administrative Manager took a personal leave of absence.

Elaine Miles, on behalf of the Sutter County Taxpayers Association, stated that her group had additional questions. She stated that the staff report indicated that LWA will continue to provide clerical work on behalf of SBFCA instead of the administrative manager. She additionally asked if Scott Brown worked at an office directly across from the SBFCA office and wanted to know if SBFCA continues to have a contract with that office.

Mr. Inamine stated that SBFCA's administrative manager continues to hold all responsibilities she previously held. He also confirmed that the funds previously budgeted to Parsons Brinckerhoff are being moved from Parsons Brinckerhoff to LWA.

On motion of Director John Dukes, and seconded by Director Bo Sheppard, Amendment 7 to the Larsen Wurzel & Associates, Inc. contract was approved as follows:

- **Bo Sheppard – Yes**
- **John Dukes – Yes**
- **David Lamon – Yes**
- **Francis Silva – Yes**
- **Bill Hampton – Yes**
- **Jim Whitaker – Yes**
- **Larry Munger – Yes**
- **Chris Schmidl - Yes**
- **Frank Hall – Yes**
- **Bill Connelly – Yes**
- **Gary Baland – Yes**
- **Steve Lambert – Yes**

PRESENTATION, DISCUSSION & ACTION ITEMS

4) Receive and file monthly financial report

Budget Manager Seth Wurzel presented the financial report. He stated that SBFCA's preliminary working capital as of January 31 was approximately \$18.2 million; to date the amount is approximately \$23.7 million. He added that the operating revenue received was \$750,000 through January 1, 2015 from assessment district revenues. The expenditures to date total \$75,779,031, of which \$74,822,074 are related to the FRWLP1. The assessment revenue bonds and Rabobank loan remain unchanged.

No action required.

INFORMATIONAL AND POSSIBLE APPROVAL ITEMS

5) Program/Project Update

Director of Engineering Michael Bessette provided an overview of right of way acquisitions. He stated that there are 23 parcels owned by 10 different people that are affected by the project in Project Area B. In Project Area C, there are 73 parcels affected by the project. Of those 73 parcels, 4 APNs are in negotiations, 1 has a signed right of entry, 6 are in escrow and 45 have closed on escrow. There are 5 parcels in Area C that are in active eminent domain/litigation, which are owned by 3 different property owners. SBFCA has resolved eminent domain/litigation cases on 10 different parcels owned by nine individuals. Project Area D affects 65 parcels, of which 30 parcels are in negotiations. To date, 9 parcels have a signed right of entry or possession of use agreement, 7 parcels are in escrow, and escrow has been closed on an additional 18 parcels. There are four parcels in active eminent domain/litigation.

Executive Director Mike Inamine stated that the Board held a closed session prior to the regular Board meeting to discuss the cultural issues. He stated that there has been significant media coverage which has highlighted SBFCA's difficult position between the USACE and the United Auburn Indian Community.

Mr. Inamine added that he, General Counsel Scott Shapiro and Board Chair Kash Gill traveled to Washington D.C. in February which was led by Julie Minerva, SBFCA federal advocacy consultant. He stated that the trip was not a lobbying trip, but instead an opportunity to present complex issues for which SBFCA seeks funding from the federal government. He highlighted the importance of meeting face-to-face with the decision makers. Mr. Shapiro stated that SBFCA is working to obtain funding for the lower six miles of the flood control system, an area where DWR has stated that it is not interested in providing funding at the same cost share as the rest of the levee system.

Mr. Shapiro explained that the local USACE makes a recommendation for funding to the South Pacific Division on how much money should be spent on the next phase of the project; this is confidential and SBFCA does not know its recommendation. Then, the South Pacific Division confidentially determines how much it would like to support the local recommendation, then sends a recommendation to USACE headquarters in Washington D.C., then the recommendation is confidentially reviewed and sent from headquarters to the Assistant Secretary of the Army where it is again confidentially reviewed and sent to Office of Management of Budget. At that point, the OMB sends its recommendation to the President, and it could be included in the President's budget. Since Congress gave up its ability to designate funding to

projects through earmarks, the decision has been left to the President. One of the reasons for the visit to Washington D.C. was to meet with those involved in this length decision making process. During the visit, SBFCA learned that the decision was getting sidelined by a very technical issue, and SBFCA was able to understand the misunderstanding and begin to correct the situation. This would not have happened without in-person meetings in Washington D.C. Chair Kash Gill added that while in D.C., the group was able to attend an event in which many high-ranking USACE staffers were in attendance, in which they were able to further discuss the SBFCA process.

Additional details are provided in the March Board Packet, which can be downloaded [here](#).

6) Other reports from Agency staff and consultants

Nothing to report.

7) Report (if necessary) by the Citizens' Assessment District Advisory Committee (CADAC)

Sandi Frederickson, CADAC Chair, stated that the CADAC meets the week prior to the Board meeting and they are working to contact residents of Butte County to join the CADAC. She stated that Elaine Miles is spearheading the effort. She added that Mr. Inamine provided an update on the strategic plan at its last meeting, which the CADAC members appreciated.

Ms. Frederickson stated that there is a public meeting tonight in Gridley. Public Information Manager Kim Floyd confirmed that the meeting is specific for property owners along the alignment. Ms. Frederickson stated that she will attend to listen.

8) Report (if necessary) by member and partner agencies

Nothing to report.

CORRESPONDENCE

9) Report on correspondence sent by and received by the Board

Nothing to report.

PUBLIC COMMENT

Eric Mackensen, a property owner on Second Street in Yuba City, requested additional information on easements that could affect his property. He stated that had previously communicated with SBFCA on this issue and was looking for an update.

Mr. Bessette stated that the design team recently completed a survey of the area adjacent to the levee. He added that this area is a no work reach of levee as the USACE constructed that portion of the levee several years ago, but in order to obtain certification on the entire levee, SBFCA must comply with the urban level of flood protection criteria which include cleaning up encroachments and right-of-way. The SBFCA design team has determined how to move forward on each property, and SBFCA will be reaching out to property owners individually. The SBFCA team believes the area will be certifiable with very little changes made to the properties. One of the primary actions will be the clearing of shrubs to provide better visibility as well as the ability to have access to properties during a high water event.

ADJOURNMENT

With no further business coming before the Board, the meeting was adjourned at 2:19 p.m.

ATTEST BY: _____

SARAH MODESTE, BOARD CLERK

KASH GILL, CHAIR

**DRAFT MINUTES OF THE BOARD OF DIRECTORS OF THE
SUTTER BUTTE FLOOD CONTROL AGENCY
SPECIAL MEETING OF
MARCH 26, 2015**

The Sutter Butte Flood Control Agency (Agency) Board of Directors (Board), State of California, met on the above date at 5 p.m. at the Sutter Butte Flood Control Agency office, Yuba City, California.

MEMBERS PRESENT

County of Sutter:	Jim Whitaker, Larry Munger
County of Butte:	Bill Connelly, Steve Lambert*
City of Yuba City:	John Dukes, Kash Gill**
City of Gridley:	Frank Hall
City of Live Oak:	Gary Baland
City of Biggs:	Bo Sheppard
Levee District 9:	David Lamon, Chris Schmidl
Levee District 1:	Francis Silva, Sally Serger

MEMBERS ABSENT: Barbara LeVake

**Director Steve Lambert participated in the meeting by teleconference from 3159 Nelson Avenue, Oroville, CA 95965 in accordance with Government Code section 54953(b)(3). This location was accessible to the public, and persons attending at this location were afforded an opportunity to address the Board members.*

***Director Kash Gill participated in the meeting by teleconference from 18740 International Blvd, Seattle, WA 98188 in accordance with Government Code section 54953(b)(3). This location was accessible to the public, and persons attending at this location were afforded an opportunity to address the Board members.*

STAFF PRESENT: Mike Inamine, Executive Director; Michael Bessette, Director of Engineering; Scott Shapiro, Agency Counsel; Andrea Clark, Agency Counsel; Sarah Modeste, Administrative Manager

CLOSED SESSION

1) Conference with legal counsel – anticipated litigation – Govt. code 54956.9(d)(2) – Native American Heritage Commission

The Board moved to delegate authority to the Executive Director to continue to try to resolve outstanding issues and to take any necessary actions pursuant to Section 54956.9 of the California Government Code.

REGULAR MEETING/CALL TO ORDER

Following Closed Session, Vice Chair Larry Munger opened the regular meeting and led the group in the pledge.

PRESENTATION, DISCUSSION & ACTION ITEMS

1) Approve potential agreements or other actions to resolve outstanding issues related to Native American cultural resources

This item was not heard by the Board. No action taken.

PUBLIC COMMENT

Jennifer Darcangelo, immediate past president of the Society for California Archaeology read a statement on behalf of the Society into the record.

ADJOURNMENT

With no further business coming before the Board, the meeting was adjourned at 7:05 p.m.

ATTEST BY: _____
SARAH MODESTE, BOARD CLERK

KASH GILL, CHAIR



Sutter Butte Flood Control Agency

A Partnership for Flood Safety

April 8, 2015

TO: Board of Directors

FROM: Mike Inamine, Executive Director

SUBJECT: Approval of Amendment No.1 to Master Agreement with ICF International for Environmental Support Services associated with the Feather River West Levee Project

Recommendation

Authorize the Executive Director to execute Amendment 1 to the Master Agreement with ICF International for Environmental Support Services associated with the Feather River West Levee Project.

Background

In fall 2008, SBFCA went through a competitive process to select a consulting firm to undertake environmental planning and compliance work associated with the Sutter Basin Feasibility Study (Feasibility Study) and the Feather River West Levee Project (FRWLP). From that process, ICF International (formerly Jones & Stokes) was selected as the most qualified consultant, and in January 2009, the SBFCA Board approved a master agreement with ICF. The master agreement provides general contractual "boiler plate" language, and refers to task orders which will be executed as needed to complete work. The master agreement provides for ICF to be reimbursed for out of pocket expenses such as travel. Currently, ICF provides SBFCA with an itemized statement of these expenses with each monthly billing statement for each task order. To reduce costs and speed up DWR review of invoices, and payment processing, this Amendment 1 would provide for out of pocket expenses for ICF field staff to be cataloged on a daily flat rate basis. DWR concurs with this approach.

Fiscal Impact

Approval of this Amendment to ICF's Master Agreement would not change existing task order budgets, and would not impact the appropriated expenditure limits of the Final Amended 5-Year Budget or the current FRWLP1 planned costs. Savings could be gained from reduced SBFCA staff time related to more efficient review and processing of ICF invoices as a result of the Board's approval of the recommended Amendment. There is no net budgetary impact from Board's approval of the recommended action.

March 18, 2015

Mike Inamine
Sutter-Butte Flood Control Agency
1160 Civic Center Boulevard, Suite A
Yuba City, California 95993

Reference: Engineering Services
 Agreement Number 09-002
 Amendment No. 1

Dear Mr. Inamine:

This letter is Amendment Number One (1) to the original Agreement Number 09-002 dated February 11, 2009 between ICF Jones & Stokes, Inc. (hereinafter referred to as "Consultant"), and Sutter-Butte Flood Control Agency (hereinafter referred to as "Agency"), for provision of services related to the Engineering Services (the "Project") and, as such, is subject to the terms and conditions set forth in said Agreement. In summary, the Agreement is amended as follows:

Exhibit B - Rate Schedule:

The Exhibit B - Rate Schedule provided by Consultant under this Amendment is set forth in the attached and included herein by reference.

Except as specifically modified by this Amendment, all terms and conditions of the original Agreement as amended thereto between Consultant and Agency remain in full force and effect.

Please indicate your acceptance of the terms of this Amendment by signing.

ACCEPTED & AGREED:

Accepted for:
Sutter-Butte Flood Control Agency

Accepted for:
ICF Jones & Stokes, Inc.

Signature _____

Signature _____

By Mike Inamine

By _____

Title Executive Director

Title _____

Date April 8, 2015

Date _____

AGREEMENT FOR ENGINEERING SERVICES AMENDMENT

Exhibit B
Rate Schedule

Rate Schedule

The rate schedule below represents a blend of ICF Jones & Stokes and HDR rates by category. These rates are approved by and adopted from our planning and environmental services contract with USACE.

Labor by Job Classification/Discipline			
Principal	\$221.98	Fisheries Biologist, Senior	\$173.13
Program Manager, Senior	\$202.87	Fisheries Biologist, Staff	\$124.64
Program Manager	\$180.57	Fisheries Biologist, Junior	\$101.51
Project Manager, Senior	\$168.39	Wetland Ecologist, Senior	\$145.96
Project Manager, Staff	\$142.77	Wetland Ecologist, Staff	\$96.59
NEPA/CEQA Specialist	\$151.86	Wetland Ecologist, Junior	\$64.85
Archaeologist	\$93.29	Terrestrial Ecologist, Senior	\$138.18
Field Crew Chief	\$79.81	Terrestrial Ecologist, Staff	\$106.60
Water Resources Planner, Senior	\$156.85	Terrestrial Ecologist, Junior	\$62.41
Water Resources Planner, Staff	\$128.62	Water Quality Specialist, Senior	\$148.29
Water Resources Planner, Junior	\$78.36	Water Quality Specialist, Staff	\$95.89
Hydrologist, Senior	\$171.68	Water Quality Specialist, Junior	\$61.53
Hydrologist, Staff	\$113.73	Air Quality Specialist, Senior	\$158.60
Hydrologist, Junior	\$76.47	Air Quality Specialist, Staff	\$85.31
Flood Plain Manager	\$183.30	Air Quality Specialist, Junior	\$54.23
Hydraulic Engineer, Senior	\$171.92	Recreation Specialist, Senior	\$157.22
Hydraulic Engineer, Staff	\$120.46	Recreation Specialist, Junior	\$92.07
Hydraulic Engineer, Junior	\$89.39	Recreation Specialist, Staff	\$62.63
Geomorphologist, Senior	\$170.77	Technical Writer, Staff	\$73.19
Geomorphologist, Staff	\$97.78	Technical Writer, Junior	\$63.45
Geomorphologist, Junior	\$70.25	Public Involvement Specialist, Senior	\$147.52
Economist, Senior	\$159.06	Public Involvement Specialist, Staff	\$99.72
Economist, Staff	\$118.92	Public Involvement Specialist, Junior	\$62.63
Economist, Junior	\$62.63	GIS/CAD Specialist, Senior	\$119.99
Cultural Resources Specialist	\$150.99	GIS/CAD Specialist, Staff	\$94.78
Facilitator	\$161.05	GIS/CAD Specialist, Junior	\$65.73
Aquatic Ecologist, Senior	\$149.01	Contract Administrator	\$85.18
Aquatic Ecologist, Staff	\$82.41	Secretary	\$62.18
Aquatic Ecologist, Junior	\$61.90	Word Processor	\$63.74
Biologist, Senior	\$147.32	Clerk	\$50.24
Biologist, Staff	\$89.17		
Biologist, Junior	\$65.57		

The following rates represent daily fieldwork surcharges:
 \$131 daily meal and lodging surcharge (hotel, breakfast, lunch, dinner), or
 \$23 daily meal surcharge (breakfast, lunch, dinner)



Sutter Butte Flood Control Agency

A Partnership for Flood Safety

April 8, 2015

TO: Board of Directors

FROM: Mike Inamine, Executive Director

SUBJECT: Approval of Amendment 2 to Task Order 14 with ICF International for Transplanting Elderberry Shrubs and Installing Mitigation Plantings

Recommendation

Authorize the Executive Director to execute Task Order 14, Amendment 2 with ICF International for services associated with required mitigation plantings.

Background

In fall 2008, SBFCA went through a competitive process to select a consulting firm to undertake environmental planning and compliance work associated with the Sutter Basin Feasibility Study (Feasibility Study) and the Feather River West Levee Project (FRWLP). From that process, ICF (formerly Jones & Stokes) was selected as the most qualified consultant, and in January 2009, the SBFCA Board approved a master agreement with ICF. The master agreement provides general contractual "boiler plate" language, and refers to task orders which will be executed as needed to complete work. Each task order includes a scope of work, fee, schedule, and special provisions related to the task order that are not included in the master agreement.

For more than 30 years, the valley elderberry longhorn beetle, or VELB, has been listed as a threatened species under the Federal Endangered Species Act. The VELB is completely dependent on its host plant, the elderberry shrub, therefore the U.S. Fish and Wildlife Service (USFWS) has designated the elderberry shrub as critical habitat for the VELB. In 2010, the Pacific Legal Foundation filed a legal petition with USFWS requesting that it remove the VELB from the list of threatened species. In response, on September 16, 2014, the USFWS issued a decision that the scientific information and analysis relied upon was not strong enough to support a decision to delist the species and that the beetle will remain protected as a threatened species under the Endangered Species Act.

Elderberry shrubs are growing in a number of locations along the Feather River west levee. The Biological Opinion issued by the USFWS for the FRWLP requires SBFCA to protect elderberry shrubs in-place, or if that is not possible, transplant them away from construction.

In January 2014, the Board approved the original Task Order 14 (\$152,750) with ICF for transplanting elderberry shrubs to the Levee District 1 Star Bend Phase 2 Habitat Enhancement Area site to facilitate construction. In addition to elderberry shrub transplanting, SBFCA also must plant associated vegetation to facilitate the recolonization of VELB in accordance with USFWS regulatory guidelines, and also to fulfill the USACE 404 Clean Water Act mitigation requirements for impacts to Waters of the U.S. Task Order 14

Amendment 1 (\$175,000) was approved in December 2014 and provided funds associated with the management of the associated vegetation planting (planting, irrigation and monitoring) at both the Star Bend and Matthews sites. SBFCA staff have worked closely with LD1 on the planting plan for the planting at Star Bend; 519 riparian seedlings were planted in February 2015 and a temporary on-grade drip irrigation system for these 519 seedlings was installed. The proposed Amendment 2 in the amount \$96,975, will allow ICF and its subcontractor, Restoration Resources, to plant the remaining required 3,067 riparian seedlings and complete the installation of the on-grade drip irrigation system at the Star Bend mitigation site.

Fiscal Impact

This action will obligate SBFCA to pay for the associated services delivered up to the amended task order budget limitation of \$424,725. The approved amended 5-Year Budget includes a budget of approximately \$4.6 million for environmental mitigation efforts (731 – 67400, 68400 & 68900). To date, approximately \$370,000 has been obligated for environmental mitigation related expenses. All other mitigation efforts have been budgeted and tracked under Environmental Compliance efforts (731 – 67204, 68204 & 68804). The requested authorization is within the appropriated expenditure limits of the approved amended Final 5-Year Budget. The action described above is within the current estimates for the FRWLP1 planned costs. There is no net budgetary impact from Board's approval of the recommended action.

ICF Jones & Stokes, Inc.

Task Order 14 Amendment 2

**SCOPE OF WORK
Feather River West Levee Project
Elderberry Shrub Transplant Support**

March 31, 2015

This task order is associated with the Master Agreement between the Sutter-Butte Flood Control Agency (SBFCA) and ICF Jones & Stokes, Inc. ("THE CONSULTANT Jones & Stokes" in the original agreement), dated February 11, 2009.

1.0 Introduction

SBFCA is undertaking a 41-mile levee upgrade along the west levee of the Feather River that begins at the Thermalito Afterbay and ends approximately 4 miles north of the Sutter Bypass. As part of the project, elderberry (*Sambucus* sp.) shrubs were impacted and required by the U.S. Fish and Wildlife Service (USFWS), acting under the Endangered Species Act for the protection of valley elderberry longhorn beetle (VELB), to be relocated to a suitable mitigation site. In addition to relocating elderberry shrubs, native associate riparian seedlings are also required to be planted at the mitigation site. In February 2014, 160 individual shrubs, totaling 396 stems, were relocated to the SBCA mitigation site, which was purchased by SBFCA. 519 riparian seedlings were planted in February 2015 and a temporary on-grade drip irrigation system for these 519 seedlings was installed in March 2015. This proposal is to subcontract with Restoration Resources to plant the remaining required 3,067 riparian seedlings and complete the installation of the on-grade drip irrigation system at the Star Bend mitigation site.

2.0 Assumptions and Uncertainties

The Consultant has made the following assumptions in developing the scope of work.

- Restoration Resources (Contractor) will complete the work within the scope and cost estimate that was submitted to ICF on March 20, 2015 (Bid document attached).

3.0 Tasks and Deliverables

TASK 4 – Planting Associated Vegetation

The Contractor will prepare the Star Bend mitigation site for installation of an irrigation system, construction of a furrowed planting berm, design the irrigation system layout in the field and install an on-grade drip irrigation system, and plant the 3,076 container plants per the SBFCA planting plan approved by LD1.

4.0 Budget

The budget for this Task Order is not-to-exceed \$107,690 based on the provisions of the Master Agreement. The total value of this Task Order is increased to a total of \$435,439. A breakdown of work effort is provided in Table 1.

5.0 Contacts

All deliverables discussed in this SOW shall be provided to SBFCA.

SBFCA

Michael Bessette, Director of Engineering

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

SUTTER BUTTE FLOOD CONTROL AGENCY

CONSULTANT

By: _____

By: _____

MIKE INAMINE
Executive Director, SBFCA

CHRISTOPHER C. ELLIOTT
ICF Jones & Stokes, Inc.



RESTORATION
R E S O U R C E S

HABITAT PLANNING & RESTORATION SERVICES SINCE 1989
CA Lic. # 429252

Cost Proposal and Contract Modification

Submitted To Client: ICF International
630 K Street, Suite 400
Sacramento, CA 95814
Contact: Monique Briard
Phone: (916) 737-3000
Email: Monique.briard@icfi.com

Submitted By Contractor: Restoration Resources
3888 Cincinnati Avenue
Rocklin, CA 95765
CA Contractor's License 429252
Contact: Ralph D. Vigil
Phone: (916) 408-2990 Fax: (916) 408-2999
r.vigil@restoration-resources.net

Project Name: Star Bend Phase II VELB Modification No. 2 - Irrigation and Planting of 3067 Plants.

Project Location:

The Feather River Setback Levee and Habitat Enhancement Project at Star Bend is located on the West levee of the Feather River, approximately six miles South of Yuba City, Sutter County, California.

Scope of Services:

Sierra View Landscape, Inc., dba **Restoration Resources** ("Restoration Resources"), proposes to provide to **ICF International** ("Client") all labor, materials, and equipment necessary to complete the following tasks:

Task 1: Site Preparation – Vegetation Clearing and Plant Berm Construction

Restoration Resources shall provide labor and equipment to clear/mow ruderal vegetation as needed to prepare the site for the installation of an irrigation system and the construction of approximately 5,000 linear feet of furrowed planting berm.

Task 1 Cost: \$ 10,500.00

Task 2: Automated Drip Irrigation for 3,076 Plants

Restoration Resources shall field design, layout and install an on-grade drip irrigation system. The system will utilize an existing well, well pump, 6 station outdoor RB ESP controller, and will require tapping into an existing 4" mainline and adding three 3" Remote Control valves set below grade in valve box. From the control valves the lateral components of the irrigation system will remain on-grade and will include all the PVC and polyethylene properly sized piping

necessary to convey irrigation water from the existing well to each plant. At each individual plant two 2 GPH drip emitters (3,232) shall dispense the measured amount of irrigation water. At each four plant grouping a single 2 GPH drip emitter shall dispense the measured amount of irrigation water to each of the four plants (1,460), totaling 4,692 emitters. Each polyurethane lateral line shall terminate with an air-relief flush cap secured to a 2" post to simplify maintenance of the system. The system controller shall be programmed to operate.

Task 2 Cost: \$ 38,550.00

Task 3: Install 3,076 Container Plants

Restoration Resources shall, install 3,076 containerized plants as directed by the plans provided by ICF. The plant locations shall be marked by Restoration Resources ecologist as detailed in the plan. The individual plants shall be 10' on center in rows 20' apart; the grouped plants shall be located roughly 1' apart and the middle of each group 10' on center in rows 20' apart. A suitably sized planting pit shall be established at each location using a mechanical auger. The plant locations in the northern area shall be mechanically augered and a water retention berm approximately 30" wide shall be constructed. Each plant shall be installed and backfilled with site soils.

Task 3 Cost: \$ 33,365.00

Task 4: Install 3,076 Milk Carton Browse Guards

Restoration Resources shall install browse protection constructed of a single wood stake and a one quart milk carton. The browse guard installation shall be completed during the installation of each plant. The carton shall extend approximately ½ inch below grade. Once the browse guard is installed, the soil shall be tamped and irrigation water applied to assure proper soil settling.

Task 4 Cost: \$ 14,560.00

Assumptions

1. Restoration Resources assumes that maintenance, monitoring, and reporting activities associated with these plants and/or associated VELB shrubs that may be installed, or expansion of the mitigation area at the Project site are not included in this proposal.
2. Restoration Resources assumes that any monitoring and reporting that may be required or requested by the owner or regulatory agencies of any elderberry plants and/or associated VELB shrubs will be completed by others.
3. Restoration Resources assumes all plants will be supplied by the Client and two deliveries will be made by others as requested in advance by Restoration Resources.

Exclusions

1. Restoration Resources excludes any supply of materials, labor, or equipment to complete tasks or work that is not specifically stated in this proposal.
2. Restoration Resources excludes payment of prevailing wage for labor provided.
3. Restoration Resources excludes the development of preconstruction plan documents and post construction as-built records.

Schedule of Work

Restoration Resources shall commence work on the project upon execution of this contract by the Client. All construction related work shall be completed according to a mutually agreed upon schedule.

Differing Site Conditions

This proposal assumes certain site conditions. If these conditions change prior to or during the duration of work, then work will be halted until a change order or contract amendment is agreed upon between both parties.

Force Majeure

Restoration Resources and its subcontractors are excused from liability and damages resulting from unforeseen events beyond our control that would prevent us from performing obligations under the contract and neither party shall have the right to terminate this Contract for any delay or default resulting from *force majeure*. This *force majeure* clause includes, but is not limited to, natural disasters (i.e. flooding, earthquakes, fire, etc.) government restrictions (including denial or cancellation of any necessary permit or license), wars, insurrections, or any other cause beyond our reasonable control.

Assignment and Binding Effect

Restoration Resources and the Client understand and agree neither shall be authorized to transfer or assign the rights and obligations contained herein to another party, without the express written permission of the respective parties hereto.

Total Cost

Restoration Resources shall provide all labor, equipment, and materials required to complete the proposed work for the total cost of: *Ninety-six thousand nine hundred seventy five and 00/100 dollars, (\$96,975.00)*

Payment Schedule

Payment is due upon receipt of invoice. Restoration Resources will submit an invoice to the Client upon completion of work. The Client shall pay the entire amount of the invoice within 30 days. A monthly late payment fee equal to 1.25 % of the unpaid balance may be levied on the Client's account if delinquent over 30 days.

Insurance

Restoration Resources shall maintain full insurance coverage during the entire course of the proposed work, including all required State and Federal Workers Compensation Insurance. Additionally, our policies cover General Liability, Automobile Liability, and Consulting Professional Liability. Limits include: General Aggregate - \$2,000,000, Personal Injury- \$1,000,000, Errors & Omissions - \$1,000,000, and Auto - \$1,000,000.

Indemnity

Restoration Resources shall indemnify, defend, and hold harmless Client from any third party claims arising from gross negligence or willful misconduct of Restoration Resources or its employees while on the project site. Except to the extent caused by Restoration Resources' gross negligence or willful misconduct, Client shall indemnify, defend, and hold harmless Restoration Resources and its agents, employees, officers, and shareholders from any third party claims against Restoration Resources arising out of or relating to the work to be provided hereunder or the Property.

This proposal is valid for 30 days unless renewed in writing. Prices are subject to change if not accepted within 30 days.

This proposal shall become the agreement or be incorporated as a part of any agreement, work order, or notice to proceed for the same work, and the following persons are authorized to legally bind their respective companies or organizations in agreements of this nature and with their signatures agree to the terms and conditions of this proposal

**Client:
ICF International**

**Contractor:
Restoration Resources**

Signature

Signature

Print

Print

Title

Title

Date

Date

Cost Estimate for Task Order 14 Amendment 2: Elderberry Shrub Transplant Support for Star Bend Planting and Irrigation

Task	Employee Name		Subcontractor		Labor Total	Direct Expenses	Total Price
	Sr Consult II	Sr Consult I	Restoration Resources	Subtotal			
Task 4 - Planting Associated Vegetation							
Total hours	2	8	\$96,975	\$96,975	\$97,992.08		
ICF E&P 2013 Billing Rates	\$151.86	\$89.17					
Subtotals	\$303.72	\$713.36	\$96,975	\$96,975	\$97,992.08		
Direct Expenses						\$9,697.50	
Mark up on all non-labor costs and subcontractors:		10%				\$9,697.50	
Direct expense subtotal						\$9,697.50	
Total price							\$107,689.58



Sutter Butte Flood Control Agency

A Partnership for Flood Safety

April 8, 2015

TO: Board of Directors

FROM: Mike Inamine, Executive Director
Seth Wurzel, Budget Manager

SUBJECT: Review of 2015 Assessment Revenue Bond Issuance

Recommendation

Receive a report and presentation regarding a 2015 Assessment Revenue Bond financing and direct the Executive Director to move forward with preparing the necessary documents for the Board's consideration at the May 2015 Board meeting.

Background

At the past two Finance Committee meetings (March 2 and March 30, 2015) staff has provided briefings and overviews of a contemplated second and final round of bond financing scheduled for May / June 2015. The purpose of this financing is twofold; first, to payoff/replace the \$25 million Rabobank Loan Agreement, and second, to provide additional proceeds for future Projects costs.

The Agency's debt financing plan has always contemplated a second bond issuance to achieve the above two stated goals, and a final financing was originally contemplated to take place no later than October 2016. However, after taking into consideration the current low interest rate environment, the projected near term cash flow needs and future planned project costs, staff has determined that moving forward with an issuance in the May-June 2015 timeframe is more prudent and appropriate.

At the March 30, 2015 Finance Committee meeting, staff provided a detailed presentation of the contemplated financing. Staff will be prepared to present an abbreviated version of this presentation to the full Board.

Staff requests that Board provide specific direction to move forward with preparing the necessary documents for the Board's consideration at the May 2015 Board meeting

Fiscal Impact

This item is informational only with no fiscal impact to the Agency. The Board will be requested to take action on the sale of Bonds at its May 8th meeting.



Sutter Butte Flood Control Agency

A Partnership for Flood Safety

April 8, 2015

TO: Board of Directors

FROM: Mike Inamine, Executive Director
Seth Wurzel, Budget Manager

SUBJECT: Receive and File Monthly Financial Report (February 2015)

Recommendation

We recommend the Board receive and file the February 2015 Financial Report and receive staff's monthly financial report update.

Background

Staff will provide a brief presentation of SBFCA's current financial position and financial activities at the Board meeting and will be prepared to answer any questions.

The monthly financial reports will include the following information:

- **Current Working Capital Position:** Provide an update as to the liquidity of the Agency and ability to cover current obligations. This information is presented within the monthly financial report prepared in coordination with Yuba City finance staff. The financial report reflects the financial information as of February 2014. The information presented is compared to the approved Amended Final 5-Year Budget.
- **Cash Flow Projection Update:** Staff will discuss the cash needs of both the Agency and the project over time. The cash flow estimate forms the basis for Agency financial planning.

Fiscal Impact

This is an informational item only with no fiscal impact to the Agency.

Attachment *(This will be provided at the board meeting)*

Yuba City Finance Department Memorandum, April 8, 2015 re: Monthly Financial Report: February 2015



Sutter Butte Flood Control Agency

A Partnership for Flood Safety

April 8, 2015

TO: Board of Directors

FROM: Mike Inamine - Executive Director
Michael Bessette - Director of Engineering

SUBJECT: Receive and File Program/Project Update Report

Recommendation

Receive and file the April 2015 Program/Project update report.

Background

The purpose of this report is to provide a regular, monthly update on program and project activities of the Agency:

Engineering Design

The 100% designs for the gap closures at the 5th Street Bridge in Yuba City, UPRR crossing in Yuba City, and the Yuba City Raw Water pipes have completed partner agency (DWR and USACE) and IPE review and were discussed in detail at the March IPE meeting. The minor comments received by partner agencies and the IPE are currently being addressed. In addition, the permit process with UPRR and the CVFPB for the gap projects is in process.

The design team continues to provide construction support services for Project Area C and Project Areas B and D contractor operations. Efforts for the past month have focused on: submittal reviews, addressing contractor requests for information, change order review, contractor proposal for CB wall installation at Gridley Bridge, Sunset Pump Station pipe modifications, other pipe penetration relocations, assisting with writing field instructions, deep-mix-method slurry wall mix design, Reach 7 relief well installation design modification, and PG&E and AT&T utility relocation coordination. The design team also continues to support right-of-way acquisition efforts, providing appraisal exhibits, plats and legal descriptions, and coordinating with landowners on utility crossings, relocations and access during construction.

Construction Management (Project Areas B, C & D)

Over the past month, the construction management (CM) and engineering design teams held bi-weekly meetings with the contractor to coordinate the contractor's submittals and coordinate completion of 2014 construction work, ongoing winter 2015 work, and prepare for 2015 levee construction work. The CM team continues to assist affected property owners and member agencies to coordinate ongoing 2014/15 construction activities. The CM team continued construction management and administrative duties related to schedule evaluation, pay estimates, requests for pricing, and reviewed costs submitted for changed work. The CM team is continuing close communication with the contractor to analyze the cost impacts resulting from the numerous cultural resource sites that were found during the 2014 construction season and these negotiations are close to being finalized.

As of the end of March, in Project Area B, the contractor completed levee embankment reconstruction and aggregate base placement on the levee crown and has completed all pipe

modification work. In Project Area C, the contractor has completed levee embankment reconstruction work including the work at the Sunset Pump Station, and is completing pipe installation work at various other locations. In Project Area D, the contractor has completed all levee embankment reconstruction and aggregate base placement on the levee crown and has completed the permanent erosion control measures and hydro-seed/mulch.

Environmental Documentation/Permitting/Cultural Resources

Monitoring biological resources during construction per our permit requirements has been ongoing for work activities that extended through the winter. This biological monitoring will ramp up as major work recommences this spring. The majority of this effort is focused on identifying nesting birds and making sure construction activities comply with permit requirements. We have worked through the winter to remove trees during the non-nesting season in an attempt to minimize potential impacts to construction. We continue to install planting mitigation at Star Bend for riparian impacts and we have begun designing mitigation planting for the Matthews site (located just downstream of Gridley Road Bridge). The environmental permitting processes for the Gridley Bridge erosion site, Oroville Wildlife Area, and Laurel Avenue Critical Repair Project are all underway.

After months of negotiations between SBFCA, USACE, UAIC, and the NAHC, the dispute over the fate of cultural materials discovered in Sutter County during 2014 levee construction has not been resolved, and the path toward an agreement remains uncertain at this time. The main dispute is between the U.S. Army Corps of Engineers and the United Auburn Indian Community involving cultural materials discovered last summer during construction on the Feather River West Levee project and, more specifically, the dispute over which materials from this remaining collection are, or are not, associated grave goods or burial associated items. State law mandates that grave goods must be turned over immediately to the Most Likely Descendent.

In a public hearing on Friday, March 20, the state Native American Heritage Committee took two actions for the “the parties;” the first was a finding that a geographical area known as the Wollock Prehistoric Archaeological District and cultural landscape is a sanctified cemetery, the second action set a deadline of April 6, 2015 to reach an agreement about how to proceed. If an agreement is not reached, the Native American Heritage Commission will move forward to secure an injunction with the Attorney General’s office to shut down the project. Previously, on March 18 SBFCA, COL Michael Farrell from the Corps, SBFCA Executive Director Mike Inamine and UAIC tribal council met in an attempt to reach an agreement in the dispute, which was not successful. SBFCA is attempting to set up another meeting as soon as possible in the hopes of finding a compromise that works for all parties.

Right of Way

Right-of-way acquisition continues for acquiring the remaining property rights needed for 2015 construction. Right-of-way acquisition for the UPRR and 5th Street gaps work is also underway.

State & Local Funding and Coordination

On December 19, 2014, SBFCA submitted a request for DWR’s review for additional funding under the proposed Urban Flood Risk Reduction (UFRR) Program. The request was for \$84.69 million to complete the entire FRWLP Phase 1 project. On December 22, 2014, SBFCA received notice from DWR that \$43.8 million has been committed to continue construction on the currently approved scope of work of SBFCA’s EIP Construction Funding Agreement (Project Areas C, B & D2A). This funding was contingent upon the promulgation of the Final UFRR Guidelines which occurred on January 21, 2015. SBFCA is seeking the balance of the needed funding for the remainder of Project Area D under DWR’s competitive funding

solicitation published along with the UFRR Guidelines on January 21, 2015. The solicitation period closed on March 9, 2015. SBFCA has prepared and submitted a request for \$40,828,931 for the balance of funding needed after the December 22, 2014 commitment letter from DWR.

SBFCA continues to work with DWR to process a third amendment to SBFCA's Construction Funding Agreement for the funding committed on December 22, 2014. The State has indicated that it will be processing the original request to authorize an additional funding for Project Area C in the amount of \$43.8 million. With respect to SBFCA's submission for \$40.8 under the UFRR Program, SBFCA expects a formal response before the April 2015 Board meeting.

The following table summarizes SBFCA's EIP grant funding committed, in process and received to date.

FRWLP DWR EIP Funding

	<u>Agreement</u>			<u>Total</u>
	<u>Design</u>	<u>Construction</u>		
Capital Outlay Amount	\$9,000,000	\$56,780,000		\$65,780,000
Amendment 1	\$0	\$0	[1]	\$0
Amendment 2	\$14,869,280	\$57,803,791		\$72,673,071
Amendment 3		\$43,861,587	[2]	\$43,861,587
Proposed Amendment 4		\$40,828,931	[3]	\$40,828,931
TOTAL FUNDING	\$23,869,280	\$199,274,309		\$223,143,589
Receipts				
PMT 1	\$2,328,141	\$14,103,457		\$16,431,597
PMT 2	\$1,160,580	\$18,447,722		\$19,608,302
PMT 3	\$4,842,366	\$19,469,632		\$24,311,998
PMT 4	\$8,704,665	\$15,358,844		\$24,063,509
PMT 5	\$0	\$13,846,991		\$13,846,991
TOTAL PAYMENTS	\$17,035,752	\$81,226,646		\$98,262,397
BALANCE	\$6,833,528	\$118,047,663		\$124,881,192

[1] Amendment 1 for both Agreements amended Scope only.

[2] Amendment 3 to the Construction Agreement is proposed to increase the funding amount. The amount reflects the amount committed on 12/22/15. An amendment is in Process.

[3] Proposed Amendment 4 to the Construction Agreement is reflective of SBFCA's UFRR Grant Application submitted March 9, 2015. Review of competitive proposal is underway.

Regarding the agency's local funding, no additional advances against the agency's line of credit with Rabobank have taken place since the last Board meeting. The last draw (\$8,867,209) took place on October 28, 2014.

DWR Emergency Response Planning Grant

As of March 31, the flood safety plans for Biggs, Gridley, and Live Oak are 100% complete. LD 9 is reviewing the first draft and providing missing information, and the first draft of the plan for SBFCA is 100% complete and under review. Live Oak's generator is installed at City Hall (no change from last month). Gridley Public Works staff is planning next steps toward completion of the City's backup generator project (no change from last month). The first draft of a summary comparison of local jurisdictions' compliance with Water Code Section 8650 is

complete and under review. DWR is currently reviewing a grant proposal that SBFCA submitted last month for the second round of state grant funding under this same program for (1) hydrologic and hydraulic modeling, analysis, and flood emergency response planning related to consideration of a relief structure or cut in the Sutter Bypass East Levee to reduce ponding depths at the south end of Yuba City; (2) the purchase and installation of two new backup generators for the City of Biggs; and (3) an emergency fuel tank for the City of Live Oak.

DWR Flood System Repair Program Grant

Staff continues to coordinate with DWR on a funding agreement with current expectations that an agreement will be completed in early May. Concurrently with this administrative work, the SBFCA project team has initiated the design, right-of-way, and environmental documentation process in order to expedite the project.

Oroville Wildlife Area (OWA) Flood Stage Reduction (FSR) Project:

The project team has developed draft conceptual alternatives for the weir improvements and ecosystem enhancements. Planning and preparation work has begun for a series of upcoming workshops with DWR, DFW, NMFS, USFWS, and CVFPB to select a preferred alternative for the project, with the first workshop scheduled for April 7. The team also continued to work on a sediment re-mobilization study to analyze potential sediment impacts. A draft Phase I Environmental Site Assessment has been completed, and preparation work is underway to kick off the Phase II ESA efforts.

Gridley Bridge Erosion Repair Project

Geotechnical and Erosion analyses have been completed. A preliminary project footprint and a draft Project Description have been developed and provided to the environmental team. The footprint has been provided to the Right of Way team. The 65% PS&E package along with the Basis of Design Report have been submitted to the IPE and Agencies for review and the team is currently working on addressing comments received.

Fiscal Impact

This is an informational item only with no fiscal impact to SBFCA.



Sutter Butte Flood Control Agency

A Partnership for Flood Safety

April 8, 2015

Item 7

TO: Board of Directors
FROM: Mike Inamine, Executive Director
SUBJECT: Other reports from Agency staff and consultants

This time has been set aside on the agenda for other reports from Agency staff and consultants.

Item 8

TO: Board of Directors
FROM: Mike Inamine, Executive Director
SUBJECT: Report by the Citizens' Assessment District Advisory Committee

This time has been set aside on the agenda for a report from the CADAC and Board discussion (if necessary).

Item 9

TO: Board of Directors
FROM: Mike Inamine, Executive Director
SUBJECT: Report (if necessary) by member and partner agencies

This time has been set aside on the agenda for a report and discussion (if necessary) by member and partner agency representatives.

Item 10

TO: Board of Directors
FROM: Mike Inamine, Executive Director
SUBJECT: Report on correspondence sent by and received by the Board

This time has been set aside on the agenda for Board discussion and staff response (if necessary) regarding correspondence received by the Agency.

Fiscal Impact

The above items are informational only with no fiscal impact to the Agency.